



# THE LANDINGS ASSOCIATION ARCHITECTURAL DESIGN AND DEVELOPMENT GUIDELINES

Revised – DECEMBER 2024



THE LANDINGS ASSOCIATION  
[WWW.LANDINGS.ORG](http://WWW.LANDINGS.ORG) | 600 LANDINGS WAY SOUTH | (912) 598-2520

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## 1.0 General Information

### 1.1 Purpose

The Purpose of these Design Guidelines, (Guidelines) is to preserve and enhance the architectural and environmental standards of The Landings and to ensure that homeowners and residents of The Landings enjoy an attractive, healthy and sustainable living environment. The Guidelines are intended to enhance the community's aesthetics and property values.

### 1.2 Architectural Review Committee

The Architectural Review Committee (ARC) represents the common interests of The Landings homeowners and residents by interpreting and enforcing Guideline standards in a fair, reasonable, and equitable manner. The ARC was created by The Landings Association to review proposed new construction, additions and alterations, landscaping, and other elements that affect private properties and the outward appearance of any structure constructed thereon. The Landings Association Architectural Design and Development Guidelines are considered the governing directive in all actions taken and decisions made by the ARC.

The ARC is a Regulatory Committee of The Landings Association. The members and Chair of the ARC are appointed by The Landings Association (TLA) Board of Directors for the term of one calendar year. The TLA Board of Directors also appoints a Director to serve on the committee as the Board's Representative and Liaison. This Director is a non-voting member of the ARC.

### 1.3 ARC Meetings

ARC meetings include review of design submissions and administrative issues such as proposing revisions/additions to the Guidelines. Applicants, contractors, and designers involved in the permit application may request or be asked to attend review meetings.

ARC meetings are held on the first and third Thursday of each month. Applicants should contact the TLA office and/or the Community Development Department staff to confirm meeting dates and times and to ensure that all appropriate forms have been prepared and submitted. All applications, fees, materials, and supporting documentation must be submitted to the Community Development Department staff by the published submission date for the desired meeting date. Only complete applications will be considered.

### 1.4 Community Development Department staff

The Community Development Department staff is a resource in obtaining required forms and can assist the Applicant in interpreting ARC Guidelines and presenting the application to the ARC. The Community Development Department staff may be contacted in person at The Landings Association office, by phone (912 598-2520), mail (600 Landings Way South, Savannah, Georgia 31411), or by email ([cdd@landings.org](mailto:cdd@landings.org)).

## 1.5 Basic Considerations

- a. All structures must comply with requirements set forth in The Landings Association's General Declaration of Covenants and Restrictions, Supplemental Declarations, and these Guidelines (all of which are available at The Landings Association Office and at [www.landings.org](http://www.landings.org)).
- b. Construction must comply with federal, state, and local ordinances and building codes. No permit will be issued by TLA until all pertinent local and state approvals have been obtained and a copy of the approval is received by the Community Development Department staff.
- c. Applications must be signed/submitted by the current property owner or a contractor/design professional working on their behalf.
- d. A feature of an existing home is not a precedent for repetition on that home or another.

## 1.6 Liability Exclusion

Neither the ARC nor TLA assumes any responsibility for the design, structural integrity, safety features or building code compliance of proposed improvements or structures.

## 1.7 Responsibility for Adherence

The property owner and the builder bear the entire responsibility for adherence to plans approved by the ARC and/or Community Development Department staff. TLA reserves all rights and remedies in the event it is determined that the property owner or his builder/contractor failed to comply with the approved plans and associated timeframes for construction.

## 1.8 Application Forms

The following application forms are available to be filled out and submitted online at [www.landings.org](http://www.landings.org) or at the TLA office located at 600 Landings Way South.

### New Construction

- a. New Construction Application: Conceptual/Preliminary/Final

### Major Improvements

- b. Additions Application
- c. Outdoor Living Feature Application
- d. Swimming Pool Application

### Minor Improvements

- e. Alteration Application
- f. Exterior Paint Application
- g. Landscape/Hardscape/Exterior Lighting Plan Application
- h. Maintenance Notification Application



- i. Roof Application
- j. Spas/Hot tub Application
- k. Playground Equipment Application

#### Miscellaneous

- l. Bush Hogging Application
- m. Demolition Application
- n. Dumpster/Port-a-jon/Portable Storage Unit (POD) Application
- o. For Sale by Owner Sign Application
- p. Permit Extension Request Application
- q. Rapid Renovation Application
- r. Under Construction Revision Application
- s. Variance Request Application

## 2.0 Architectural Guidelines

### 2.1 Design Considerations

Proposals submitted for approval should meet the requirements of the Guidelines and complement the architectural character of The Landings. Factors that will be considered, but are not limited to:

**Scale** - Relative size of the proposed structure to the surrounding structures or environmental features.

**Massing** - The manner in which a building's gross cubic volume is distributed upon the site, which parts are higher, lower, wider or narrower in relation to the site and neighboring structures.

**Fenestration** - Relationship of exterior openings (doors, windows, etc.) to the solid portions of the design and to one another.

**Roof** - Relationship of roof shapes/pitches and treatment to the overall design.

**Color** – Compatibility of the exterior color scheme with the surrounding neighborhood and environment.

**Aesthetics** - A home design may meet all statistical criteria but may still be rejected if, in the sole judgment of the ARC, its overall aesthetic impact is unacceptable.



The mass and scale of a structure impact its relationship to the surrounding neighborhood and natural environment. These guidelines provide required minimum and maximum square footages, building heights and width maximums, and lot coverage allowances to ensure that homes are designed to be compatible to their surroundings.

## 2.2 Building Area Calculations

Each property is subject to conditioned space square footage regulations. In particular, the heated and/or air-conditioned area of a dwelling is a primary evaluation criterion for homes constructed on patio lots. This area is calculated from the exterior surfaces of such space. All projections, such as bays or cantilevered spaces, are included in the calculation of conditioned space.

Any area (square footage) of a conditioned space above an attached or detached structure, or at mid-level between stories of the main building will be considered a part of the second floor of the main structure.

## 2.3 Height and Width Regulations

The allowable height for a home is measured to the highest point of the roof ridge. Any of the following rooftop structures, including but not limited to cupolas, domes, ornamental towers, widow's walks, flagpoles, or other structures, excluding chimneys and vent stacks are subject to approval by the ARC.

- a. Homes in flood zone 'X' are restricted to thirty-four feet (34') from the average existing grade.
- b. Homes in flood zone 'AE' are restricted to a height of thirty feet (30') from base flood elevations documented by Chatham County or thirty-four feet (34') from average existing grade, whichever is greater.
- c. Homes in flood zone 'VE' are restricted to a height of thirty-one feet (31') from base flood elevations documented by Chatham County or thirty-four feet (34') from average existing grade, whichever is greater.
- d. For lots located in multiple flood zones, building height is measured from the most restrictive flood zone elevation. It is the responsibility of the applicant to obtain any variance from Chatham County for heights exceeding Chatham County ordinances.
- e. The lowest livable floor shall be at least 24" above finished grade unless otherwise required by Chatham County.

### Exceptions

- a. Phase II - Midpoint homes are limited to a height of forty feet (40') from the base flood elevation or from average existing grade in 'X' Zones.
- b. Marshview Landing homes are limited to a height of thirty-seven feet (37') from the base flood elevation.

The allowable width for a home is measured from building wall to building wall at the widest point and does not include the roof overhangs. For all single-family lots, the building must be within the core buildable area as defined by the property setbacks. Dwellings on patio lots must be placed on a single lot and are limited to fifty (50') feet in width.

### Exceptions

- a. Dwellings on patio lots in Moon River Landing are not restricted to fifty feet (50') in width but must

be within the core buildable area as defined by the setbacks.

- b. Marshview Landing townhomes are limited to a width of 90 feet (90').

## 2.4 Accessory Structures

An accessory structure is a subordinate building or portion of a dwelling, the use of which is incidental to the dwelling and customary in connection with that use. Each lot is intended to be used for private residential purposes only with one primary dwelling and one accessory structure permitted per lot. Additional accessory structures are only permitted when approved by the Architectural Review Committee.

### 2.4.1. Attached Garages

Each dwelling must provide a garage for storage of at least two automobiles within a space totally enclosed by walls, roof, and overhead garage doors. Patio home garages are limited to a maximum of two automobiles and an additional space for a single golf cart.

In order to be considered attached, the garage must be integral to or connected to the house by an enclosed area with heating, air conditioning, and electrical service. Accessory structures attached by a covered breezeway are not considered attached. The architectural design of the accessory structure must complement the primary structure and the height of the roof ridge of an accessory structure should not exceed that of the primary dwelling.

### 2.4.2. Detached Accessory Structures/Detached Garages

The maximum height allowed for detached accessory structures and/or detached garages is seventeen (17') from finished grade. The architectural design of the accessory structure must complement the primary structure.

No accessory structure or detached garage may have an exterior staircase. Stand-alone storage sheds are prohibited.

## 2.5 Building Exterior

### 2.5.1. Siding and Trim

Exterior materials and colors must harmonize with the natural surroundings and with the materials and colors of other structures in the area. Generally acceptable exterior wall materials include hard coat stucco, brick, fiber cement board, or wood. Alternative materials must be submitted to the ARC for approval at the time of plan submission. Materials that are not indigenous to this region should be avoided.

Vinyl or aluminum siding, fascia, soffit, and/or trim are prohibited. Building components comprised of metal or fiberglass (such as columns) will be considered on a case-by-case basis.



### 2.5.2. Doors, Windows, and Shutters

The use of windows, glass doors, and glass walls may be appropriate to take advantage of views and to provide ventilation and natural light. These features should be consistent in style, configuration, and color. They must enhance the overall appearance of the house and may not negatively impact neighboring properties. Aluminum awnings and jalousie windows/doors are prohibited.

Due to the unique character of patio lot layouts, dwellings on patio lots must have a blank side appearance, which faces the side of the lot with the smaller side setbacks as shown on the plat. A blank side appearance means that no doors, windows or other view openings including front and back porches, decks, or screened structures 8" or more above grade may face the side of the lot with the narrow side setback.

If the blank side wall abuts TLGAC, or TLA common property with a minimum width of thirty feet (30'), a variance to the blank side appearance requirement may be requested for consideration by the ARC.

Shutters are allowed, provided they are architecturally appropriate for the style of the home. Shutters must be constructed of wood, high-quality composite, metal, or heavy gauge vinyl/nylon and colored to complement the overall color scheme of the home.

### 2.5.3. Roofs

The roof is a major design feature of a home, the following shall apply:

- a. Acceptable roofing materials include architectural asphalt shingles and metal roofing. For metal roofing, matte finish is strongly encouraged in order to reduce reflectivity. Alternative roofing materials may be allowed on the basis of compatibility with house design and proposed location on the structure. Color, material, and style of all roofing materials must be approved by the ARC. Three-tab shingle and rolled asphalt roofing are prohibited.
- b. All roof penetrations except chimneys (e.g., plumbing vents, exhaust vents, pipes, flues, etc.), must be located on the least visible side and painted to match the roof.
- c. When building an addition or replacing parts of an existing roof, all shingle colors must visually match or be replaced back to the nearest hip or ridge. If the impacted elevation has multiple roof faces, all roof surfaces on that elevation must have visual continuity in material, color, and texture to ensure that the repair or addition are visually compatible with the entire structure.

### 2.5.4. Exterior Colors and Finishes

Painting or repainting the exterior of any structure requires the submission of an Exterior Paint Application. The ARC must approve custom color schemes for a new home and/or any changes to the color scheme of an existing home. Repainting the existing color or choosing a pre-approved color scheme may allow expedited review and approval by CDD staff.

All colors are judged and approved on an individual basis with special consideration given to:

- a. House Design
- b. Overall aesthetic impact of the color palette
- c. Visibility
- d. Shade and shadowing
- e. Existing vegetation
- f. Roof color
- g. Exterior colors of adjacent homes



Exterior color schemes should be harmonious with the natural environment, enhance the aesthetics of the home design, and complement the neighboring homes. They must comply with these Guidelines and receive ARC approval. The use of any particular color elsewhere in The Landings does not guarantee its acceptance in other applications.

A sample book of pre-approved color schemes is available for owners who seek an expedited review process. The Community Development Department staff has the authority to approve exterior paint applications with selections chosen from the sample book. If repainting or choosing a color scheme from the sample book, an Exterior Paint Application must be submitted and approved prior to commencing the project.

For all applications, color samples are required for review prior to approval. These may be provided as physical samples (8"x 8" minimum), digital samples of the color swatches, photos of a mockup of the proposed color scheme on the home (24"x24" max), or as a digital material sample board with the materials and/or manufacturer color codes for the proposed paint color of each architectural element.

## 3.0 Site Development Guidelines

### 3.1 Site Considerations

The Site Development Guidelines are intended to ensure that the proposed improvements meet requirements that promote compatibility with existing neighboring sites so that the entire area is aesthetically pleasing. Factors that will be considered include but are not limited to:

**Site Utilization** - Relationship of the proposed construction to existing natural and man-made features, effect on the streetscape, relationship to common open space, views to and from the home, compatibility of driveway design, parking allocation, impervious coverage, and landscape treatment.

**Streetscape** - Portrays the overall appearance and relationship of the home in context of the neighboring homes and environment. See Appendix 8.1.1

**Hardscape** - Pervious or impervious inorganic material used to define driveways, patios, pathways and outdoor living areas.

**Tree Preservation** – The management of the existing maritime forest, to include maintenance, protection, removal and renewal of trees within the Landings community. The ARC will make every effort, within practical limits, to save significant, desirable trees on all lots to be cleared for new construction, additions, pools, decks and patios. See Section 4.5.2 and the TLA Tree Preservation Policy

**Landscape Buffering** The use of landscaping to screen or diminish the negative visual and audio impacts of adjacent properties and the streetscape See Section 4.0.

## 3.2 Lot Coverage

Lot coverage is the ratio of development to the total lot area and is used to evaluate the intensity of development. In addition to lot coverage, square footage requirements, and building height and width maximums ensure that a site is not underdeveloped or overdeveloped. This is achieved by regulating the overall volume of the structure by requiring a minimum or maximum conditioned square footage within and limiting the width and height. These lot coverage requirements exist to maintain consistent densities of development, ensure that homes are compatible with neighboring properties in terms of mass and scale, and maintain privacy by ensuring that a site is not overdeveloped.

Lot coverage is defined as the percentage of the square footage of existing and proposed improvements compared to the total square footage of the lot. In addition to meeting lot coverage criteria, approval will be based on the architectural design of the home as well as analysis of its massing, scale, and streetscape in relation to neighboring homes.

### 3.2.1. Single Family Lot Design Standards

Under Roof Lot Coverage is the footprint of conditioned and non-conditioned areas covered by a roof structure. Percentages are of total lot square footage and vary within The Landings' phases as follows:

**Phase I, Phase II, Phase III, Phase IV** – 20% Maximum

**Phase III Lots 4181-4208** – 30% Maximum

**Phase II - Midpoint** – 15% Maximum

**Moon River Landing** – 25% Maximum

Not Under Roof Lot Coverage includes, but is not limited to: pools, fenced areas around pools, decks and patios and is 5% maximum for all phases.

NOTE: When Under Roof Lot Coverage is less than the prescribed maximum, Not Under Roof Lot Coverage may be increased up to the total of the combined percentages.

Fenced Area Lot Coverage - Fences can enclose no more than 4% of the total lot square footage for single family homes.

### 3.2.2. Patio Lot Design Standards

Lot Coverage permitted is 45% of the total lot area for all structures more than 8" above grade. This includes areas enclosed by fence or within a service area.

#### Exceptions

Phase I - Golf Patio Lot dwellings are restricted to 40% lot coverage. This includes areas enclosed by fence or within a service area.

## 3.3 Setbacks

Setbacks establish a minimum distance between structures and property lines. Their preservation is vital to preserving the open, natural aesthetic character of The Landings. Each lot has specific setback distances on each side from its property lines. All structures including swimming pools, patios, and hardscape pavers shall not encroach into the defined setback areas. Roof overhangs may extend over the building setback line as appropriate to each design and as approved.

If a home is to be located on two or more lots, the side yard setback must be not less than twice the setback required for a single lot. Patio homes must occupy one lot only.

### 3.3.1. Setback and Other Variance Requests

It is recognized that situations arise for which the property owner may desire deviations from these Guidelines. It is the owner's responsibility to request, in writing any deviations or variance requests for the Committee's consideration. If a necessary variance is not specifically requested, any approval granted may be voided. It is the owner's and their designer/contractor's responsibility to clearly identify variances in the submission materials.

When a building or structure is demolished (whether intentionally or not), any variance previously granted becomes null and void. Similarly, major renovations or additions to an existing, non-compliant building or structure, must meet current Architectural Guidelines, or a variance request must be submitted to the ARC for consideration.

Variance requests are evaluated on a case-by-case basis with consideration to include apparent hardship, practical difficulty, and potential for a negative impact on nearby properties. For a variance request for an extension into setback areas, consideration of whether it would significantly enhance the overall attractiveness and/or functionality of the home will also be examined.

In addition to the requirements found in section 6.10 "Variance Request", setback variances will require submission of supporting documentation, a site evaluation and a neighborhood compatibility review that may require a written statement of support from affected property owner. Setback variance requests require a dimensionally accurate depiction of the proposed improvement in relation to the setbacks and property lines and may require a property survey by a licensed Georgia Surveyor.

## 3.4 Setbacks and Square Footage Requirements

### 3.4.1. Phase I ([click here for map](#))

<u>LOTS AFFECTED</u>	<u>PATIO LOT DWELLINGS</u> 798-835, 971-1016, 1039-1110, 1354-1382, 4273-4281	<u>SINGLE FAMILY DWELLINGS</u> 1-412, 481-797, 836-970, 1017-1038, 1111-1353, 2678-2713, 2879-2920
MINIMUM PERMITTED LIVING AREAS (CONDITIONED SPACE)	<u>1 Story</u> 2,000 Square Feet <u>2 Story</u> 2,300 Square Feet	<u>1 Story</u> 2,500 Square Feet <u>Feet 2 Story</u> 2,900 Square Feet ( <i>Not less than 1,600 Square Feet on Ground Floor</i> )
Front Setback	As Platted ( <i>Contact Community Development Department staff for Plat information</i> )	30 Feet or as platted
Side Setback	3 Feet 7 Feet	20 Feet or as platted
Rear Setback	10 Feet	25 Feet or as platted
MAXIMUM PERMITTED LIVING AREAS (CONDITIONED SPACE)	2,900 Square Feet	<i>Not applicable</i>
Ground Floor Living Area	2,200 Square Feet	<i>Not Applicable</i>
Second Floor Living Area	Not to exceed 50% of Ground Floor Living Area	<i>Not Applicable</i>
Total Living Area	2,900 Square Feet	<i>Not Applicable</i>
Maximum Lot Coverage	45% of Total Lot Area ( <i>all structures more than 8" above finished grade</i> )	20% Area Under Roof 5% Area Not Under Roof ( <i>pools, pool fences, decks, patios, etc.</i> ) 4% Area Within Fence
Maximum Building Width	50 Feet	<i>Not Applicable</i>
Maximum Building Height	30 Feet from Base Flood Elevation for Flood Zone 'AE' 31 Feet from Base Flood Elevation for Flood Zone 'VE' 34 Feet from Average Existing Grade for Flood Zone 'X'	30 Feet from Base Flood Elevation for Flood Zone 'AE' 31 Feet from Base Flood Elevation for Flood Zone 'VE' 34 Feet from Average Existing Grade for Flood Zone 'X'

### 3.4.2. Phase I - Golf Patio Lots ([click here for map](#))

<u>LOTS AFFECTED</u>	<u>PATIO LOT DWELLINGS</u> 413-480
MINIMUM PERMITTED LIVING AREAS (CONDITIONED SPACE)	<u>1 Story</u>  1,100 Square Feet
Front Setback	As Platted <i>(Contact Community Development Department staff for Plat information)</i>
Side Setback	As platted
Rear Setback	As platted
MAXIMUM PERMITTED LIVING AREAS (CONDITIONED SPACE)	1,900 Square Feet
Multi-Story Living Areas	1,900 Square Feet
Total Under Roof Area	2,600 Square Feet
Maximum Lot Coverage	40% of Total Lot Area <i>(all structures more than 8" above finished grade)</i>
Maximum Building Width	50 Feet
Maximum Building Height	30 Feet from Base Flood Elevation for Flood Zone 'AE' 31 Feet from Base Flood Elevation for Flood Zone 'VE' 34 Feet from Average Existing Grade for Flood Zone 'X'



### 3.4.3. Phase II ([click here for map](#))

<u>LOTS AFFECTED</u>	<u>PATIO LOT DWELLINGS</u> 1443-1452, 1457-1484, 1598-1612, 1634-1677, 1713-1737, 1819-1835, 2169-2248, 2429-2459, 2745-2767, 3029-3069, 3073-3092, 3217-3218, 4111-4131, 4252-4254, 4282-4291.	<u>SINGLE FAMILY DWELLINGS</u> 1383-1442, 1453-1456, 1485-1597, 1687-1712, 1738-1818, 1836-1864, 1924-2014, 2027- 2168, 2249-2428, 2460-2470, 2483-2520, 2599-2677, 2714-2744, 2768-2878, 2921-2937, 3070-3072, 3274-3283, 3459- 3467, 3906-3948, 4255-4262
MINIMUM PERMITTED LIVING AREAS (CONDITIONED SPACE)	<u>1 Story</u> 2,000 Square Feet <u>2 Story</u> 2,300 Square Feet	<u>1 Story</u> 2,500 Square Feet <u>2 Story</u> 2,900 Square Feet ( <i>Not less than 1,600 Square Feet on Ground Floor</i> )
Front Setback	As Platted <i>(Contact Community Development Department staff for Plat information)</i>	30 Feet or as platted
Side Setback	3 Feet 7 Feet	20 Feet or as platted
Rear Setback	10 Feet	25 Feet or as platted
MAXIMUM PERMITTED LIVING AREAS (CONDITIONED SPACE)	2,900 Square Feet	<i>Not applicable</i>
Ground Floor Living Area	2,200 Square Feet	<i>Not Applicable</i>
Second Floor Living Area	Not to exceed 50% of Ground Floor Living Area	<i>Not Applicable</i>
Total Living Area	2,900 Square Feet	<i>Not Applicable</i>
Maximum Lot Coverage	45% of Total Lot Area <i>(all structures more than 8" above finished grade)</i>	20% Area Under Roof 5% Area Not Under Roof (pools, pool fences, decks, patios, etc.) 4% Area Within Fence
Maximum Building Width	50 Feet	<i>Not Applicable</i>
Maximum Building Height	30 Feet from Base Flood Elevation for Flood Zone 'AE'  31 Feet from Base Flood Elevation for Flood Zone 'VE'  34 Feet from Average Existing Grade for Flood Zone 'X'	30 Feet from Base Flood Elevation for Flood Zone 'AE'  31 Feet from Base Flood Elevation for Flood Zone 'VE'  34 Feet from Average Existing Grade for Flood Zone 'X'

### 3.4.4. Phase II – Midpoint ([click here for map](#))

<u>LOTS AFFECTED</u>	<u>SINGLE FAMILY DWELLINGS</u> 1678-1686, 1865-1923, 2548-2598, 3219-3272, 3284-3296, 3441-3458, 3520-3565
MINIMUM PERMITTED LIVING AREAS (CONDITIONED SPACE)	<u>Lots 1680-1686</u> 3,000 Square Feet <i>(No less than 2/3 of the total conditioned space on the first floor. Living areas over garages will not be included to meet the minimum living area square footage.)</i> <u>All other Midpoint Lots</u> 2,700 Square Feet <i>(Each dwelling shall contain a second story of not less than ½ of the first story conditioned space living area with a minimum ceiling height of 8 Feet.)</i>
Front Setback	Determined by ARC
Side Setback	25 Feet
Rear Setback	Determined by ARC
MAXIMUM PERMITTED LIVING AREAS (CONDITIONED SPACE)	<i>Not applicable</i>
Maximum Lot Coverage	15% Area Under Roof 5% Area Not Under Roof (pools, pool fences, decks, patios, etc.) 4% Area Within Fence
Maximum Building Height	40 Feet from Base Flood Elevation or from average existing grade in Flood Zone 'X'

### Architectural Styles

Allowed styles are Colonial, Georgian, Greek Revival, Federal, and Tidewater/Southern Low Country. Southern Low Country is defined as regional styles prevalent in the Chesapeake Bay area and in the coastal areas of Georgia, Virginia, and the Carolinas. Styles specifically excluded are French Provincial, Mediterranean (Spanish or Italian), and Tudor.

### 3.4.5. Phase III ([click here for map](#))

<u>LOTS AFFECTED</u>	<u>PATIO LOT DWELLINGS</u> 2965-2987, 2998-3013, 3099-3111, 3383-3423, 3173-3192, 3331-3345, 3575-3591, 3618-3649, 3671-3686	<u>SINGLE FAMILY DWELLINGS</u> 2938-2963, 2988-2997, 3014-3028, 3093- 3098, 3112-3171, 3193-3216, 3297-3330, 3346- 3382, 3424-3440, 3474-3511, 3512-3519, 3566- 3574, 3592-3617, 3650-3670, 3687-3731, 3732- 3754, 3767-3770, *4181-4208* see below
MINIMUM PERMITTED LIVING AREA (CONDITIONED SPACE)	<u>1 Story</u> 2,000 Square Feet <u>2 Story</u> 2,300 Square Feet	<u>1 Story</u> 2,500 Square Feet <u>2 Story</u> 2,900 Square Feet ( <i>Not less than 1,600 Square Feet on Ground Floor</i> )
Front Setback	As Platted ( <i>Contact Community Development Department staff for Plat information</i> )	30 Feet or as platted
Side Setback	3 Feet 7 Feet	20 Feet or as platted
Rear Setback	10 Feet	25 Feet or as platted
MAXIMUM PERMITTED LIVING AREAS (CONDITIONED SPACE)	2,900 Square Feet	<i>Not applicable</i>
Ground Floor Living Area	2,200 Square Feet	<i>Not Applicable</i>
Second Floor Living Area	Not to exceed 50% of Ground Floor Living Area	<i>Not Applicable</i>
Total Living Area	2,900 Square Feet	<i>Not Applicable</i>
Maximum Lot Coverage	45% of Total Lot Area ( <i>all structures more than 8" above finished grade</i> )	20% Area Under Roof 5% Area Not Under Roof (pools, pool fences, decks, patios, etc.) 4% Area Within Fence *Lots 4181-4208 allowed 30% coverage*
Maximum Building Width	50 Feet	Not Applicable
Maximum Building Height	30 Feet from Base Flood Elevation for Flood Zone 'AE' 31 Feet from Base Flood Elevation for Flood Zone 'VE' 34 Feet from Average Existing Grade for Flood Zone 'X'	30 Feet from Base Flood Elevation for Flood Zone 'AE' 31 Feet from Base Flood Elevation for Flood Zone 'VE' 34 Feet from Average Existing Grade for Flood Zone 'X'

### 3.4.6. Phase IV ([click here for map](#))

<u>LOTS AFFECTED</u>	<u>PATIO LOT DWELLINGS</u> 3824-3840, 4015-4027	<u>SINGLE FAMILY DWELLINGS</u> 3771-3823, 3841-3905, 3962-4014, 4028-4062, 4132-4180, 4209-4251
MINIMUM PERMITTED LIVING AREAS (CONDITIONED SPACE)	<u>1 Story</u> 2,000 Square Feet <u>2 Story</u> 2,300 Square Feet	<u>1 Story</u> 2,500 Square Feet <u>2 Story</u> 2,900 Square Feet ( <i>Not less than 1,600 Square Feet on Ground Floor</i> )
Front Setback	As Platted ( <i>Contact Community Development Department staff for Plat information</i> )	30 Feet or as platted
Side Setback	3 Feet 7 Feet	20 Feet or as platted
Rear Setback	10 Feet	25 Feet or as platted
MAXIMUM PERMITTED LIVING AREAS (CONDITIONED SPACE)	2,900 Square Feet	<i>Not applicable</i>
Ground Floor Living Area	2,200 Square Feet	<i>Not Applicable</i>
Second Floor Living Area	Not to exceed 50% of Ground Floor Living Area	<i>Not Applicable</i>
Total Living Area	2,900 Square Feet	<i>Not Applicable</i>
Maximum Lot Coverage	45% of Total Lot Area ( <i>all structures more than 8" above finished grade</i> )	20% Area Under Roof 5% Area Not Under Roof (pools, pool fences, decks, patios, etc.) 4% Area Within Fence
Maximum Building Width	50 Feet	Not Applicable
Maximum Building Height	30 Feet from Base Flood Elevation for Flood Zone 'AE' 31 Feet from Base Flood Elevation for Flood Zone 'VE' 34 Feet from Average Existing Grade for Flood Zone 'X'	30 Feet from Base Flood Elevation for Flood Zone 'AE' 31 Feet from Base Flood Elevation for Flood Zone 'VE' 34 Feet from Average Existing Grade for Flood Zone 'X'

### 3.4.7. Marshview Landing ([click here for map](#))

<u>LOTS AFFECTED</u>	<u>PATIO LOT DWELLINGS</u> 4292-4343
MINIMUM PERMITTED LIVING AREA (CONDITIONED SPACE)	<u>1 Bedrooms</u> 1,800 Square Feet  <u>2 Bedrooms</u> 2,000 Square Feet
Property Setbacks	The property setbacks shall be thirty-five (35') from the marsh line, and fifty-feet (50') on two (2) sides. In Phase I the property setback shall be thirty feet (30') from Green Island Road. In Phase II the property setback shall be fifty feet (50' from Green Island Road)
Front Setback	25 Feet to Garage from front 50 Feet to Residence from front, if corner lot
Side Setback	25 Feet to Residence from side street 50 Feet to Residence from property line
Garages & Cart Storage	There shall be two (2) full automobile garage spaces and one (1) enclosed golf cart parking space for each living unit
Guest Parking	There shall be a minimum of one (1) designated guest parking space for each living unit
Distance Between Buildings	20 Feet
Maximum Lot Coverage	Lot coverage is restricted to developer's original blueprint
Maximum Building Width	90 Feet
Maximum Building Height	37 Feet from Base Flood Elevation. Garages are restricted to 17 Feet from finished grade.

### 3.4.8. Moon River Landing ([click here for map](#))

<u>LOTS AFFECTED</u>	<u>PATIO LOT DWELLINGS</u> 5024-5045, 5102-5119	<u>SINGLE FAMILY DWELLINGS</u> 5001-5023, 5046-5101
MINIMUM PERMITTED LIVING AREA (CONDITIONED SPACE)	<u>Lots 5024-5045</u> 1 Story: 2,600 Square Feet 2 Story: 2,700 Square Feet  <u>Lots 5102- 5119</u> 1 Story: 2,400 Square Feet 2 Story: 2,700 Square Feet	<u>1 Story</u> 2,700 Square Feet  <u>2 Story</u> 3,000 Square Feet ( <i>Not less than 2,400 Square Feet on Ground Floor</i> )
Front Setback	20 Feet	30 Feet
Side Setback	4 Feet 8 Feet	20 Feet
Rear Setback	Greater of 10 Feet from the rear property line or 35 Feet from mean high water or marsh line as determined by DNR.	25 Feet or as platted, whichever is greater.
MAXIMUM PERMITTED LIVING AREA (CONDITIONED SPACE)	<u>Single Story</u> : 3,600 Square Feet  <u>Multi-Story</u> : 3,900 Square Feet	<i>Not applicable</i>
Ground Floor Living Area	Determined by Lot Coverage Guideline	<i>Not Applicable</i>
Second Floor Living Area	Not to exceed footprint of ground floor	<i>Not Applicable</i>
Maximum Lot Coverage ( <i>all Structures more than 8" above finished grade</i> )	45% of Total Lot Area.  Any attached or freestanding garage is limited to 800 Square Feet	25% Area Under Roof 5% Area Not Under Roof (pools, pool fences, decks, patios, etc.) 4% Area Within Fence
Maximum Building Height	30 Feet from Base Flood Elevation for Flood Zone 'AE'  31 Feet from Base Flood Elevation for Flood Zone 'VE'  34 Feet from Average Existing Grade for Flood Zone 'X'	30 Feet from Base Flood Elevation for Flood Zone 'AE'  31 Feet from Base Flood Elevation for Flood Zone 'VE'  34 Feet from Average Existing Grade for Flood Zone 'X'



### 3.5 Docks/Boathouses

Docks, boathouses, and similar type structures are prohibited.

### 3.6 Revetments, Bulkheads, and Retaining Walls

These structures have the potential to disrupt and harm critical waters, marsh lines, and natural habitats. Such structures must exist entirely within the property lines. All appropriate permits must be obtained from relevant agencies (e.g., U.S. Army Corps of Engineers, Chatham County, and the Department of Natural Resources) and must be included in the submission for ARC approval.

### 3.7 Driveways

Driveways and parking areas shall not extend into the setback except where they cross from the street to the setback line. The design of new driveways and modifications to existing driveways require ARC approval.

- a. Approved materials for driveways include concrete, stamped concrete, brick, tabby, exposed aggregate concrete, precast pavers, permeable pavers, as well as approved combinations appropriate to the residence. Interlocking crushed stone aggregate with a maximum dimension of ½" with appropriate apron and edging will be considered only for single family lots on a case-by-case basis. Unpaved driveways using loose materials such as shells or pine straw are prohibited. Asphalt driveways are prohibited.

Exceptions - Due to the size and nature of patio lots, stone aggregate driveways are prohibited.

- b. Pigment, stain, epoxy, or any other type of finish applied over a new or existing driveway requires ARC approval and will be considered on a case-by-case basis.
- c. Gates across driveways are prohibited.
- d. Driveways should not encroach property set back lines and should not be located closer than 10 feet from a side property line. Variance requests will be required for any proposed encroachments. Approval of any such encroachment may require additional landscape buffering and/or use of pervious materials. Exceptions – Patio lots and narrow entrance lots.
- e. Guest parking or turnaround areas may not be located within a setback unless there is a compelling rationale approved by the ARC.
- f. Where a lot fronts on more than one street, the driveway should enter from the street where the driveway and garage doors have the least visual impact from the most heavily traveled street.
- g. Driveway width may not exceed 12 feet except in the guest parking area and at the garage entry where the pavement may expand to the width of the garage. Curb cuts cannot exceed 12 feet in width after the radius to the street.

**Exceptions** - Entries to patio lots will be considered on a case-by-case basis.

- h. When a driveway crosses a community path/cart path, the pathway must remain as a continuous

feature with the driveway and apron abutting each side of the pathway. For driveways using crushed stone aggregate, paving must extend no less than 10' beyond the pathway. The driveway must be designed to prevent aggregate material from migrating onto the pathway.

- i. It is understood that driveways must cross the front setback area to provide ingress and egress to/from the street; however, the driveway may not impede, modify, or obstruct drainage infrastructure such as curbing, stormwater inlets, or catch basins.
- j. For all non-patio homes, driveways shall have off-street parking for at least two automobiles which is not in the path between the garage doors and the street except in cases where there are a minimum of four automobile parking spaces enclosed within the garage/s.
- k. Driveways must be designed to transition smoothly to the roadway when curbing does not exist. Brick pavers set in concrete, or a concrete header should be used for this transition. To ensure a durable transition to the roadway, a consistent line must be established and maintained. The owner is responsible for replacing roadway material between the roadway where the transition is established. Concrete driveways must be a minimum of 3 ½ inches at the transition to the roadway.
- l. Where curbing is present, driveways must be designed to transition smoothly to the curb edge and may not impede, modify, or compromise the curbing, gutters, or drainage infrastructure.
- m. For all street types, if crushed stone aggregate material is used, a paved, brick or paver apron not less than 20' must extend from the street into the site. Driveways that use stone aggregate must maintain edging comprised of either mortar set brick or steel edging the entirety of its length. The driveway must be designed to prevent aggregate material from migrating onto the adjacent street.

### 3.8 Circular and U-shaped Driveways

There are special considerations for circular and u-shaped driveways:

- a. The minimum turning radius (interior diameter) for a circular driveway is 16 feet; 20-foot radius is preferred.
- b. Generally, a circular drive should be 56 feet wide from the outer edge of pavement to the outer edge of pavement at the beginning of the circle, and 28 feet deep from the center of the radius.
- c. The arc of U-shaped driveways may not encroach the front property setback and the access points should be located no closer than 10' to the side property lines or the radius of an intersection.
- d. Curb cuts cannot exceed 12 feet in width after the radius to the street.



### 3.9 Golf Cart Paths

Golf cart paths cannot be directed to access common property or onto a golf course. The most appropriate configuration is one where the pathway connects from the cart door to the driveway. Golf cart paths cannot be paved unless requested and approved by the ARC.

Patio Lots - Paved golf cart paths that encroach the setback are prohibited.

All Lots - The decision whether or not to allow a paved cart path will consider setbacks, distance from adjoining lots, proximity to lagoons, common property and golf course, buffer landscaping, and the type of paving material. The preferred paving material is interlocking earth tone color bricks/pavers laid on a sand or gravel base.

### 3.10 Fences

Fences are not permitted to enclose or define property lines of individual home sites, must not encroach the property's setbacks, and must be approved by the ARC.

The following Guidelines apply:

- a. Acceptable materials include wrought iron, steel, aluminum, masonry, and approved combinations of these materials. The color of fences should be unobtrusive and blend into the natural setting or coordinate with the color scheme of the home. Vinyl fencing is prohibited.
- b. Fencing cannot be higher than four feet (4' - 0") and cannot be solid or have vertical or horizontal members spaced so closely that they appear to be solid when viewed from the street, golf course, or community pathways.
- c. For patio lots, refer to setbacks and lot coverage requirements (Section 3.4) for fence coverage allowances.
- d. The Standard Swimming Pool Code, adopted by Chatham County, requires that swimming pools must be enclosed or fenced. The maximum allowable square footage enclosed within a fence surrounding a pool is 5% of total lot square footage on a single family lot.
- e. For single family dwelling lots, the maximum allowable square footage for fenced areas other than pool fences is 4% of the total lot square footage.

**NOTE:** For single family lots, the percentages allowable for pools (5%) and for fenced areas other than pools (4%) may be combined, allowing for a potential 9% of total lot area enclosed by fences.

- f. Privacy fencing is sometimes necessary. When proposed, it must be architecturally compatible with the home and requires ARC approval.
- g. Temporary wildlife screening may be installed while young plantings become established without ARC approval. All wildlife screening must be installed in an inconspicuous manner. The material should be dark green or black, mesh, monofilament, netting, or similar material, no higher than 4 feet, and no longer than 50 linear feet per group of plants. Supports and posts should be the same

color as the fencing. Fencing that will remain in place for more than one growing season must be approved by the ARC.

- h. Invisible fences may not encroach upon easements and may not be placed outside of the property line.

### 3.11 Flag Poles

Installation of a flag pole, associated lighting, and/or landscaping must be approved by the ARC prior to installation and may not encroach the property setbacks. The height of the flag pole should be complementary in scale and proportion to the home.

### 3.12 Service Areas

Each home must provide an area or areas to accommodate air conditioner compressors, trash storage containers, utility equipment such as home batteries, solar inverters, generators, on demand water heaters or other ancillary residential functions that may present an unsightly appearance. Service areas and their contents must be enclosed from view on all sides. The enclosure must be of the same materials or compatible with the existing materials and colors of the home and be an integral part of the site development plan. Utility equipment not enclosed within the service yard must be painted to match the wall behind it in order to blend with the home and screened by landscaping sufficient enough in size to adequately screen the unit upon installation.

### 3.13 Gas and Electric Meters

Natural gas meters, electric meters and associated piping/wiring may be located outside of an enclosed service area in order to provide adequate access. In such cases, the meters must be screened with shrubbery and painted to blend with the home.

### 3.14 Standby Generators

Standby generators require approval of the ARC prior to their installation. Generators must not encroach the setbacks and must be located within an enclosed service area or screened by landscaping sufficient enough in size to adequately screen the unit upon installation.

### 3.15 Propane Tanks

Propane tanks, other than those that are portable, are prohibited.

### 3.16 Exterior Lighting

Exterior lighting for a home, and particularly illumination of natural site features, has the potential to disrupt the established character of The Landings and to disrupt neighbors. Therefore, the location and description of exterior lighting fixtures are subject to approval by the ARC. Prior to installation, the ARC must approve the location, number and wattage/lumens of exterior lighting fixtures. All lighting

proposals are expected to show suitable restraint and concern for the impact on neighboring properties, and should be shielded, directed appropriately, and fit within the general character of the surrounding environment. Lighting that results in the illumination of adjacent or common property is prohibited. Lighting timers and controls are recommended for all exterior lighting.

Entry, garage, deck, and terrace areas may be illuminated by post or wall mounted lighting fixtures, provided:

- a. Fixtures are lit by gas or incandescent bulbs not greater than 60 watts each.
- b. Fixtures are lit by Compact Fluorescent Lighting and LED bulbs not greater than 800 lumens each with a color temperature below 3000k.
- c. Fixtures are in scale and harmony with the components of the house.

Landscape lighting, when made an integral part of the landscape plan for the site, shall be permitted provided:

- a. All electrical wiring is located below ground.
- b. The total wattage per house site shall not exceed 600 watts or 9,600 lumens.
- c. Clusters of specimen trees, shrubs, or lone specimen trees may be illuminated by ground-level fixtures concealed by planting.
- d. Tree canopy down lighting, when supplemented by up lighting is acceptable. Fixtures are to be glare free by use of baffles.
- e. Strings of lights or café lights may be appropriate when proposed as ancillary site lighting and may not be used as a primary source of exterior illumination.
- f. Lighted driveway entry features may not encroach the setbacks or be located in easement areas.

#### Color Temperature - Kelvin Scale



LIGHTING EQUIVALENTS	
WATTS	LUMENS
40	450
60	800
75	>1,100
100	1,600
150	2,600
600	9, 600

### 3.17 Prohibited Exterior Lighting

- a. Fixtures using high-pressure sodium, mercury vapor, quartz, and any light with a High Intensity Discharge rating.

- b. Strings of lights located in trees or outlining portions of buildings, decks or benches.
- c. Illuminating large areas of exterior walls.
- d. “Moonlighting” large areas of the site.
- e. Wall, soffit, or ground level fixtures where lamps are not screened by baffles or plantings that screen the view from neighboring properties.
- f. Lighting that, in the judgment of the ARC, will have a detrimental effect on other properties.
- g. Lighting fixtures or illuminated areas located within a side or rear yard setback.
- h. CFL and LED exterior lighting shall attempt to achieve the traditional light quality and color temperature of incandescent bulbs.

### 3.18 Mail Boxes and Address Markers

Mailboxes, mailbox assemblies, and address markers are to be uniform throughout The Landings. Mailboxes must be obtained from and installed by The Landings Association’s Public Works Department (912-598-2520) at the homeowner’s expense (See current TLA Fee Schedule).

### 3.19 Outdoor Living Features: Gazebos, Pergolas, Outdoor Kitchens, Saunas, Permanent Barbeques, Etc.

For all structures located apart from the main building, an application and site plan must be submitted and approved by the ARC prior to construction/installation. They must not encroach the setbacks and must be compatible with the main building with respect to materials, colors, and style. All structures must be properly screened with vegetation. Views from adjacent lots and open space will be considered.

### 3.20 Paths, Patios, Decks, Terraces and Screened Porches

All paths, patios, decks, terraces, and screened porches require that an application and plans be submitted and approved by the ARC prior to installation. These features must not encroach the setbacks and must be compatible with the main building and its surrounds. Railings, porch posts, underpinning, fixed seating, foundation finishes, and all other elements should coordinate and complement the architectural features of the home in scale, configuration, color, material, and style. While vertical and horizontal hog pen material, louvers, and slat skirt boards are acceptable underpinning materials, diagonal lattice is prohibited as an underpinning material. Foundation plantings are required for all structures 8” in height or greater.





### 3.21 Fire Pits/Outdoor Fireplaces

Outdoor fireplaces that affect the exterior appearance of a home or property, as well as exterior fire pits, fire tables, fire rings, integral seating, and associated hardscape or aggregate patios require ARC approval. Fire pits, similar outdoor structures, and any accompanying seating/patios must not encroach into the setback and must be screened by vegetation from neighboring properties, streets, and golf courses.

### 3.22 Playground and Recreational Equipment

Playground equipment is defined as any exterior recreational item such as tree houses, play houses, swing/gym sets or trampolines. Such equipment must not encroach the setbacks and requires approval of the ARC prior to installation. Playground equipment should be of an earth tone in color or match the color of the home and should be maintained and removed if not in use. Playground equipment should be adequately screened from neighboring properties, streets, and golf courses.

Basketball goals by their very nature require proximity to a hard surface such as a driveway or patio. Basketball goals whether they be portable, semi-portable or permanent require approval of the ARC prior to installation and should be placed in the least visible location from street, neighbors or golf course consistent with their functionality.

Courts for sports such as tennis or pickleball are prohibited.

### 3.23 Statuary and Fountains

Statuary is defined as any item that is used for decorative or ornamental purposes on the exterior of the home or in the surrounding yard.

Statuary includes such items as lawn ornaments, statues, fountains, etc. ARC must approve the use and placement of all statuary 2 feet or more in height or any size if permanently anchored to the ground or a structure. Items must not encroach the setbacks or be located within easement areas. The ARC may require the use of shrubs or other material for screening.

The number of statuary items allowed per lot is not defined herein. However, if in the opinion of the ARC, the number is considered excessive and detracts from the overall aesthetic appearance of the lot, the ARC may require a reduction in the number of items displayed.

### 3.24 Spas, Hot Tubs, and Similar Structures

Spas, hot tubs, and similar structures must be approved by the ARC prior to installation. All such structures must not encroach the setbacks and require proper screening from neighbors, streets, and golf courses.

### 3.25 Swimming Pools

A swimming pool is defined as an in-ground structure covering a minimum of 100 square feet and containing water a minimum of 36 inches deep. A swimming pool must meet the requirements of the Chatham County Zoning Code and be permitted by both Chatham County and ARC. Swimming pools, pool decking, fences, pool equipment and associated improvements must not encroach the setbacks. The following guidelines apply:

- a. All pool features including, but not limited to, the pool, pool decking, fences, service enclosures and associated improvements must complement the architecture of the home and be integrated into the overall site plan.
- b. The pool fence and gate must be of open construction and 48" high.
- c. Screen enclosures are reviewed by the ARC on a case-by-case basis. If a screen enclosure is proposed, it must be compatible with the materials, roof style, color, and height of the existing or proposed home and the surrounding neighborhood. Additional landscaping may be required to help soften the appearance of the structure.
- d. Landscape plans must be provided with each submittal. Pool areas are to be screened from streets, neighboring properties, and golf courses with evergreen plantings sufficient enough in size to adequately screen the pool and fence upon installation.
- e. All pool and spa equipment are required to be completely screened from view or enclosed within a service area.
- f. Above ground pools covering more than 30 square feet are prohibited.



### 3.26 Satellite Dishes and Antennae

- a. Maximum allowable satellite dish size is one meter in diameter.
- b. No trees can be removed without prior approval (see Section 4.5.1).
- c. All cabling must be concealed.
- d. Dish or antennae should be located to receive an acceptable quality signal and positioned to achieve

minimum visual impact from any street, common area, golf course, or other structure used for gatherings.

- e. Should not be located within the property setbacks.

The Community Development Department staff must be contacted prior to any exterior installation.

### 3.27 Window Air Conditioners

Installation of air conditioning units in windows or exterior walls of a structure is prohibited.

### 3.28 Hurricane/Storm Shutters

Temporary hurricane or storm shutters may be installed for a short time immediately before the official threat of a hurricane or storm event and promptly removed following the threat (within seven days). If additional localized threats are predicted within the seven-day window, the shutters may remain in place until the additional threats have passed.

### 3.29 Solar Panels

Solar panels have a positive impact on clean energy production. Their use is encouraged. Installation of solar panels requires ARC review and approval.

- a. Only roof mounted solar panels are permitted. Placement of panels should be the least obtrusive to nearby neighbors and views from the street and golf course.
- b. Solar panels should be an integrated part of the roof design. They should be flush with the slope of the roof and in the same plane as the roof.
- c. No solar panel, piping, or any exposed part of the installation may be higher than the roof peak. All solar panels shall be within the wall line of the structure and not extend beyond the perimeter boundary of the roof section to which it is attached. No piping, conduit, or any exposed wires or exposed part of the installation other than the panels themselves shall be visible.
- d. Panels should be of the same size and shape and placed together to avoid gaps between individual panels. The racking system should be the same color as the panels and installed flush with the solar panels where possible.
- e. Depending on visibility, a matte or anti-reflective coating may be required.
- f. All components including, but not limited to: inverters, battery packs, meters, and other system components must be located within a service area or adequately screened by vegetation upon installation.



- g. No tree(s) may be removed for purposes of increasing solar energy to a roof mounted solar energy system without approval of the Natural Resource Manager (see Section 4.5.1)

### 3.30 Signs

These Guidelines regulate the appearance, placement, and time intervals that contractor, real estate and other signs are allowed to remain in use. The Community Development Department staff's judgment will prevail in any dispute concerning the aesthetics, location and length of time allowed. Only one sign is permitted per lot.

#### 3.30.1. Real Estate Signs

Announce the availability of a property for sale by an authorized real estate agency. Real estate signs:

- a. Shall be constructed of heavy metal frames.
- b. Cannot be constructed of plastic, paper, cardboard or fabric. In order to avoid a billboard effect, the front of the sign shall face the street.
- c. Shall not face a golf course, lagoon, or other permanent open space.
- d. Shall be no larger than 24 x 30 inches.
- e. Shall not include balloons, ribbons, riders, information holders, and other moving parts as they are prohibited.

#### 3.30.2. For Sale By Owner Signs

These signs must be rented through the Landings Association Office to ensure uniformity and may be posted for up to one year. If signage is not returned within the 1-year period, a fine of \$100 will be issued to the applicant.



#### 3.30.3. Temporary Open House Signs

Open House signs:

- a. Are limited to two per property
- b. Are permitted on Saturday and Sunday only.
- c. Are temporary in nature and may be in place no earlier than noon and no later than 5:30 pm.
- d. May be placed on the Association's right-of-way providing they do not block the view of permanent signs or obstruct sight lines of vehicular traffic.
- e. Shall be no larger than 24 x 30 inches.

### 3.30.4. Contractor's Signs

One contractor's sign is permitted at New Construction sites and those with Major Improvements. The signs identify the contractor of record, as indicated on the issued permit. Signs related to Minor Improvement projects (e.g., reroofs, exterior painting, hardscapes, landscapes, etc.) are prohibited. Contractor signs:

- a. Must be used on all New Construction projects but are optional on Major Improvement projects.
- b. Must be installed toward the front of the property.
- c. Cannot be placed on a lot until a permit has been issued by the Community Development Department staff.
- d. Shall be constructed with a single face of wood, metal, or plastic and mounted on a wood 4'x 4' post or within a heavy metal black or white frame. May not be constructed of paper, cardboard, or fabric.
- e. Are limited to a maximum area of six square feet.
- f. Must be removed from the property before a final inspection is requested. A re-inspection fee may be levied against the construction compliance deposit for failure to remove the sign prior to inspection.

## 4.0 Landscaping

### 4.1 General Objectives

Landscaping must blend and harmonize with the surrounding environment, while complementing the maritime forest. Considerable effort has been expended on careful land planning, conservation, and enhancement of the natural environment at The Landings. Suitable siting and development of the home and landscape, therefore, is an essential part of the effort to create a quality development.

Landscaping must complement the home and site as well as the surrounding properties. Landscaping should be used to enhance and soften the views of the home, to screen unsightly areas, to provide privacy, and to add interest to the home's facade. Plant materials and their configuration must be suitable to local climate, and either be indigenous to the general area, or blend in well with indigenous plant materials. Specific objectives include, but are not limited to:

- a. Softening the appearance of foundation walls, underpinning, spas, pools, fences and decks with foundation plantings.
- b. Screening heating and cooling equipment, utility equipment, and service yards.
- c. Screening guest parking spaces from the street and adjacent lots.
- d. Buffering between adjacent properties.
- e. Minimizing the use of water intensive sod/turf.
- f. Incorporating adequate (minimum 25% of landscaped areas) living plant material such as shrubs, vines, trees, and flowering groundcover.

g. To achieve these objectives, all plants must meet the minimum size requirement as follows:

- Groundcovers – 3 Gallon
- Small to medium shrubs (Foundation Plantings) – 5-7 Gallon
- Large or accent shrubs – 10 Gallon
- Small Tree – 15 Gallon
- Large Tree – 25 Gallon

## 4.2 Landscape Plan Review/Approval

A landscape plan is required for all new construction and when developed properties alter more than 25% of the total lot's landscaping. A plan is also required when hardscape or landscape lighting is proposed.

A draft landscape plan must be submitted with the Preliminary Application to the ARC. Its purpose is to show intent regarding tree removal, driveway configuration pervious and impervious coverage, and the overall landscape aesthetic. A final landscape plan must be submitted for review and approval by the Natural Resource Manager who is the final approval authority for the landscape plan.

## 4.3 Landscape Requirements

All portions of the lot that have been cleared or graded must be made integral to the overall landscape design of the property. Portions of the lot that are to be left in a semi-natural state must be identified on the plan. Dead growth, weeds, invasive plants, and unsightly vegetation shall be selectively removed to produce an appearance of modest cultivation that blurs the line between installed elements and the natural environment.

## 4.4 Landscape Prohibitions

The following are prohibited:

- a. Unauthorized removal of large, healthy trees
- b. Property lines outlined by tall hedges, whether natural or cultivated
- c. Highly sheared topiary and stylized plants
- d. Use of nuisance and invasive plants
- e. Earth fill and construction activities that threaten existing trees
- f. Allowing water to stagnate
- g. Vegetable gardens in front yards



## 4.5 Tree Removal Process

### 4.5.1. Removal Process for Developed Lots

The homeowner must request approval from the Natural Resource Manager (598-2520) before contacting a tree removal contractor for the removal of any tree larger than 20" in circumference as measured 36" above grade. Trees requested for removal must be tagged. Trees to be removed will be evaluated and those approved for removal will be tagged with yellow tape marked "TLA Tree Project". Approval will depend upon:

- a. Condition of the tree (health, structurally sound, disease)
- b. Species
- c. Size
- d. Canopy density
- e. Interference with other trees
- f. Threat to people or property
- g. Removal of significant, desirable species trees may require evaluation and approval of the Tree Resource Group (TRG).

If there is a question about the health of the tree, then a certified arborist may be called in for an expert opinion. Any cost for this service will be borne by the resident.

### 4.5.2. Removal Process for Unimproved Lots or Those with Proposed Improvements which Require Tree Removal

The homeowner must request approval for tree removal from the ARC at the time an application is submitted for review. The tree removal will be considered as part of the application and final approval will lie with the ARC in accordance with the TLA Tree Preservation Policy. If there is a question about the proposed removal or health/condition of the trees proposed for removal, then a report from a certified arborist will be required as part of the submission. Any cost for this service will be borne by the property owner.

- a. No trees shall be removed from an undeveloped property until such time as an application has been reviewed and approved by the ARC, a TLA permit for work has been issued, and a pre-clearing inspection has been completed unless required by CDD staff to comply with the Private Property Maintenance Standards.
- b. All proposed tree removals will be inspected by TLA inspection staff during a pre-clearing inspection to ensure that trees approved for removal are marked as such. For new construction sites all trees to remain will be marked with red "DO NOT HARM – TLA Tree Project" tape and trees required to have tree protection in place during construction will be identified.
- c. Unapproved removal of trees will be subject to penalties as outlined below.

## 4.6 Tree Classification and Penalties for Unauthorized Removal

### 4.6.1. Significant Trees

Significant trees will be defined as follows.

- Live oaks over 36" in circumference
- Southern magnolia over 36" in circumference
- Long leaf pine over 70" in circumference
- Slash pine over 70" in circumference
- Hickories over 60" in circumference
- Black gum over 60" in circumference

**Penalties** – A penalty of up to \$4,000 per tree will be assessed to the Owner for removal of Significant Trees without prior written approval per the review process described above.

### 4.6.2. Group 1 Trees

- Live Oak (*Quercus virginiana*)
- Southern magnolia (*Magnolia grandiflora*)
- Long leaf pine (*Pinus palustris*)

Approval for removal of Group 1 trees will be based on whether the tree:

- is dead or severely diseased;
- constitutes a threat to people or real property;
- impedes improvement to developed property; or
- interferes with the growth and development of nearby trees of the same group.

**Penalties** – A penalty of up to \$4,000 per tree will be assessed to the Owner for removal of Group 1 Trees without prior written approval per the review process described above.

### 4.6.3. Group 2 Trees

- Slash pine (*Pinus elliotti*)
- Hickory (*Carya glabra*)
- Black gum (*Nyssa sylvatica*)
- Laurel Oak (*Quercus alba*)
- Red Oak (*Quercus rubra*)
- Loblolly Pine (*Pinus taeda*)
- Water Oak (*Quercus nigra*)
- White Oak (*Quercus alba*)

Approval for removal of Group 2 trees will be based on whether the tree:

- Is dead or severely diseased;
- constitutes a threat to people or real property;
- impedes improvement to developed property;
- interferes with the growth and development of nearby trees in Group 1; or
- contributes to excess canopy.

**Penalties** – A penalty of up to \$2,000 per tree will be assessed to the Owner for removal of Group 2 Trees without prior written approval per the review process described above.

#### 4.6.4. Group 3 Trees

Group 3 includes all other trees except for Prohibited Trees as listed below. Approval for removal of Group 3 trees will be based on whether the tree:

- is dead or severely diseased;
- constitutes a threat to people or real property;
- impedes improvement to developed property;
- interferes with the growth and development of nearby trees in Group 1 or 2;
- contributes to excess canopy; or
- makes no aesthetic contribution to its surroundings.

**Penalties** – A penalty of up to \$1,000 per tree will be assessed to the Owner for removal of Group 3 Trees without prior written approval per the review process described above.

#### 4.6.5. Prohibited Trees

The prevention and removal of invasive species:

- Preserves our diverse maritime ecosystem
- Sustains the landscaping value of our homes and community
- Helps maintain Georgia's rank as the 6th most biologically diverse state in the U.S.
- Prevents our island from becoming a monoculture

Invasive species outcompete and displace native species by monopolizing available water and nutrients. Therefore, the following species are considered invasive and are prohibited and should be removed immediately upon discovery. See Appendix 8.2 for photos of prohibited trees.

- Tallowtree, Popcorn tree (*Triadica sebifera*)
- Tree-of-Heaven (*Ailanthus altissima*)
- Silktree, Mimosa (*Albizia julibrissin*)
- Princess tree, Paulownia (*Paulownia tomentosa*)
- Chinaberry (*Melia azedarach*)
- Russian Olive (*Elaeagnus angustifolia*)
- Bradford Pear, Callery Pear (*Pyrus calleryana*)

## 4.7 Tree Removal/Lot Clearing/Bush Hogging and Unimproved Lot Maintenance

### 4.7.1. Unimproved Lots

No trees shall be removed from an undeveloped property until such time as an application has been reviewed and approved by the ARC, a TLA permit for work has been issued, and a pre-clearing inspection has been completed unless required by CDD staff to comply with the Private Property Maintenance Standards.

No grading or introduction of fill dirt may occur without approval by TLA. Property owners must submit an Unimproved Lot Clearing Application for Bush Hogging. Prior to the permit being issued the lot must be strung designating property lines with corner markers exposed. Specific determinations on what vegetation should be retained need to be identified.

- a. **Single Family Lots** - The lot cannot be cleared within 15' of any lot line that borders on another residential property. (Leave a 15' natural border between the bush hogged area and the adjacent lot.) The street-front property line may be bush hogged, otherwise bush hogging beyond the property line or marsh setbacks is prohibited.
- b. **Patio Lots** - The lot cannot be cleared within 7' of any property line that borders on another residential property. (Leave a 7' natural border between the bush hogged area and the adjacent lot.) The street-front property line may be bush hogged otherwise, bush hogging beyond the property line or marsh setbacks is prohibited.

## 4.8 Grading, Retention, and Drainage

It is the owner's responsibility to ensure that drainage caused by development will be directed away from the dwelling and adjoining properties. Grading and drainage shall be designed to ensure no storm water or roof water runoff is directed toward adjacent properties or directly into marsh or lagoon areas. Runoff should be directed into swales, dry wells, rain gardens, or French drains and may not impact or alter revetments or any other TLA drainage infrastructure.

In general, the areas of the lot that may be filled are limited to the area immediately under the house. It should be anticipated that natural low-lying areas will be preserved and that these low areas may retain water for several days following heavy rainfall.



Cuts and fills should be designed to complement the natural topography. Grading should produce graceful contours, not sharp angles, and provide smooth transitions at the head and toe of the slope. No grading (cut or fill) should occur on the drip lines of large significant trees.

All Patio lots undergoing construction must have a drainage plan by a Georgia licensed Professional Civil Engineer or Registered Landscape Architect.

## 4.9 Planting Design Requirements

Turf and Sod have intensive water requirements, second only to annuals. TLA restricts the amount of turf allowed for new construction and re-landscaped properties. The maximum allowed natural grass area for all new construction is 30% of the total lot square footage. The amount of natural grass area on re-landscaped, developed lots may not be increased above 30% of the total lot square footage. TLA encourages existing homeowners to consider reducing their turf to meet these standards.

Rights-of-Way and side strips along roadways (areas outside of the property line) will not contribute to the maximum allowable coverage. Seeding and sprigging are prohibited.

Living plant material (e.g., flower beds, tree wells, groundcover beds, etc.) shall include shrubs, vines, trees and flowering groundcovers and must incorporate at least 25% of the landscaped area.

## 4.10 Synthetic Turf

Synthetic turf must not exceed 10% of the total lot coverage, and every effort must be made to ensure that its appearance mimics that of real turf. Synthetic turf will be considered by the ARC on a case-by-case basis.

Synthetic turf shall be installed by a licensed professional in accordance with the manufacturer's instructions, including ground preparation and substrate requirements. This includes adequate base and drainage as defined by the manufacturer.

Synthetic turf must have a minimum of 8-year "No Fade" warranty.

Synthetic turf shall not:

- Serve as a major focal point for front yard landscaping
- Be applied over concrete or existing turf
- Be immediately adjacent to sod or existing turf
- Be installed on berms or other sloping features
- Be constructed of indoor/outdoor plastic or nylon carpeting
- Be placed within an easement



#### 4.11 Mulch

Acceptable mulch materials include organic materials such as pine bark nuggets, pine straw, and shredded wood of natural colors. Synthetic and inorganic material are only allowed as accent material and require approval by ARC. Mulch and loose groundcover such as stone or shell may not be placed in easements along rights-of-way.

#### 4.12 Irrigation

Property owners are encouraged to utilize indigenous or naturalized plant materials, grouped according to water consumption needs, to reduce irrigation requirements, and to extend the natural ecosystems and habitat of The Landings.

Property owners are encouraged to utilize indigenous or naturalized plant materials, grouped according to water consumption needs, to reduce irrigation requirements, and to extend the natural ecosystems and habitat of The Landings.

All permanent irrigation systems are to be below ground and include a backflow preventer. Use of fully automatic water conservation systems, such as drip irrigation, and rain/moisture sensors, weather-based irrigation clocks, are required for new construction or replacement of an irrigation system. The use of a Smart Water Controller, where feasible, is strongly recommended. The use of mulch at least 4" deep in planting areas is encouraged to retain moisture and reduce erosion.

#### 4.13 Shallow Wells

Shallow wells can be utilized as an alternate water source for irrigation. Shallow wells are installed into the Pliocene-Recent (surficial aquifer) which is composed of fine to medium grain sands and is in the range of 20' to 80' in depth.

The aquifer on Skidaway Island is recharged by rainfall and the water quality is generally good. Wells should be tested for both iron content and salinity prior to operation. Iron in the wells can lead to staining of structures while high salinity levels can be detrimental to your plants. Shallow wells can produce water at a rate of 15-60 gallons per minute in our area. The overwhelming use of shallow well water on Skidaway is for the watering of landscapes, with a limited amount for geo-thermal heat pumps.

Notification must be provided to the Community Development Department staff ([cdd@landings.org](mailto:cdd@landings.org)) prior to the installation. The shallow well must be located on the property in which it is servicing. All ancillary equipment must be located within the service yard.

#### 4.14 Water Features

All landscape pools and aquascapes must avoid stagnation to prevent mosquito breeding by having continuous water flow or mosquito larvae eating fish. Fountains are typically classified as statuary and are subject to additional guidelines (see Section 3.23).



#### 4.15 Rain Barrels & Cisterns

Rain barrels (two per lot maximum) and cisterns are encouraged to offset irrigation utilizing potable water. Above ground rain barrels may not be more than 55 gallons in size. The barrels must be properly screened with vegetation. Each cistern must be buried and/or screened in order to reduce visibility. Approval from the ARC is required prior to installation.



#### 4.16 Rain Chains

Rain chains can be used as alternatives to downspouts and can be a decorative way to dissipate water entering the landscape or garden. Typically, they can be directed into a rocked depression or decorative container as a feature in a xeriscape or aquascape.

### 5.0 Sustainable Design

#### 5.1 Intent

A sustainable community meets the needs of the present without compromising the ability of future generations to meet their needs, and creates opportunities to enhance the quality of life, both environmentally, and economically. Sustainability promotes the careful management of resources so as to provide the future enjoyment of The Landings properties, and the community in which they exist for future generations.

#### 5.2 Low Impact Design Principles

Low Impact Design (LID) is an alternative method of land development that seeks to maintain the natural hydrologic character of the site or region. The natural hydrology, or movement of water through a watershed, is shaped over centuries under location specific conditions to form a balanced and efficient system. When hardened surfaces such as roads, driveways, and rooftops are constructed, the movement of water is altered. The amount of runoff increases and infiltration decreases. This results in an increased peak flow rate and volume and pollution levels in storm water runoff. LID designs with nature in mind, working with the natural landscape and hydrology to minimize these changes. LID accomplishes this through source control, retaining more water on the site where it falls rather than using traditional methods of funneling water via pipes into local waterways. LID has proven to be a cost-efficient and effective method for managing runoff and protecting the environment.

#### 5.3 Sustainable Systems for the Home and Property

Sustainable features reduce waste in energy, water, and other resources while enhancing the enjoyment of the community. These features often represent an outward visual impact, and such features must be approved by the ARC prior to installation. The goal of the ARC is to preserve the aesthetic integrity of the



community while encouraging a variety of sustainable features. Homeowners are encouraged to pursue certification of their home with the Sustainable Sites Initiative or LEED, or to consult with these certification resources for further information about sustainable measures that can be taken when building a new home or doing site work on a lot.

Visit the following websites for more information:

- [www.sustainablesites.org](http://www.sustainablesites.org)
- [www.isc-audubon.org](http://www.isc-audubon.org)
- [www.usgbc.org](http://www.usgbc.org)

## 5.4 Pesticides/Buffers

Stormwater runoff carries pesticides and landscape chemicals into lagoons and estuaries, potentially damaging natural habitats and ecosystems. Owners are encouraged to follow a protocol to reduce the use of pesticides in their landscape and gardens. Lagoon borders are owned by the community (TLA/TLGAC) and naturalized planting maintains their integrity. The following resources may be consulted as a reference for these measures.

Visit the following websites for more information:

- [www.beyondpesticides.org/programs/lawns-and-landscapes/overview](http://www.beyondpesticides.org/programs/lawns-and-landscapes/overview)
- [www.planetnatural.com/lawn-chemicals/](http://www.planetnatural.com/lawn-chemicals/)

## 5.5 Rain Gardens

Rain gardens are landscaped depressions that receive stormwater runoff and allow the runoff to percolate to the groundwater table. Their use is encouraged in order to offset the impact of impervious surfaces that shed water to storm drains, lagoons, and estuaries. Rain gardens are limited to a combined total of 25% of the total lot. A detailed landscape plan including all proposed plant materials and sizes is required. All rain gardens require ARC approval prior to installation.

Visit the following website for more information:

- [https://gacoast.uga.edu/wp-content/uploads/2022/08/Rain-Gardens-in-Coastal-Georgia-Guide-2022\\_ADA.pdf](https://gacoast.uga.edu/wp-content/uploads/2022/08/Rain-Gardens-in-Coastal-Georgia-Guide-2022_ADA.pdf)

## 5.6 Permeable Paving

Permeable paving allows stormwater to penetrate the surface and percolate to the ground water table or the root systems of nearby trees and shrubs and is preferred over impervious paving materials. It may be considered for driveways and parking courts. Permeable paving can incorporate sod or aggregate for a decorative texture. Requires ARC approval prior to installation.



## 5.7 Xeriscaping

Xeriscaping is the process of landscaping, or gardening, that reduces or eliminates the need for irrigation. To accomplish this, landscape and garden xeriscaping methods incorporate a water-wise approach to planning, designing, and managing a landscape. These methods may be applied to new or existing areas. Xeriscaping reduces turf area and encourages a variety of mulches for texture and native plants with deep roots that require less water, fertilizer, pesticides, and maintenance.

TLA encourages taking water-wise measures to landscapes and gardens and requires consultation with a professional landscape architect for new or major renovations (more than 25% of landscape affected) to existing landscapes with a materials and landscape plan submitted for ARC approval.

## 5.8 Pollinators and Native Plants



Landscaping in The Landings' maritime forest can present new challenges for property owners that have relocated to The Landings' from different climates and natural environments. Plants that perform in sandy soil, heat and drought, as well as those that require less water should be taken into consideration when landscaping a property. A common goal for property owners is balancing the use of native plant materials that attract pollinating insects, while minimizing the use of plant materials that may be damaged by wildlife such as deer.

The Landings exists in the USDA Plant Hardiness Zone 9a. Landscaping with plants indigenous to this zone is critically important for the long-term maintenance of our unique habitat. For information on landscaping and gardening in coastal Georgia please visit:

- <http://extension.uga.edu/publications/detail.cfm?number=C985>

## 6.0 Design Reviews

### 6.1 Project Types Requiring Review and Approval

All residents are encouraged to contact the Community Development Department staff when they are considering performing any work on the exterior of their home to determine what review process may be required and the application which should be submitted. Per the Covenants, no building, fence, wall or other structure shall be commenced, erected or maintained upon the property, nor shall any exterior addition to or change or alteration therein be made, nor shall any clearing of trees or change of property grade be made until plans and specifications showing the nature, kind, shape, height, materials, location and grade at the same have been submitted to and approved in writing as to the harmony of the exterior design and location in relation to surrounding structures and topography by the Architectural Committee.

Projects are broken down into the following categories:

#### New Construction

- Conceptual
- Preliminary
- Final

#### Major Improvement

- Conditioned, Unconditioned, or Under Roof Additions
- Any Footprint Change or Roof Alteration
- Swimming Pool
- Outdoor Living Feature: Deck, Terrace, Outdoor Kitchen, Fire Pits, etc. (not under roof)

#### Minor Improvement

- Maintenance Notification (like-for-like): Driveway Repair/Replacement, Window/Door Replacement, Exterior Repairs, etc.
- Alterations (adding new features or changes in material/configuration): Driveway Replacement, Window/Door Replacement, Fence, Service Area, Solar Panels, Generators, Revetments, Flag Poles, Statuary, etc.
- Spa/Hot tub
- Roofing
- Exterior Paint
- Playground Equipment
- Landscape (25% or more of property)/Hardscape (at grade)/Exterior Lighting

## Miscellaneous

- Bush Hogging
- Demolition
- Dumpster, Portable Toilets, Portable Storage Units (POD)
- For Sale by Owner Signs
- Permit Extension Request
- Rapid Renovation
- Under Construction Revision
- Variance Request

New Construction and Major Improvements are the smallest percentage of work being performed and represent the greatest area of impact to the community. These efforts require an application and plans to be submitted for review and approval by the ARC.

Minor Improvements to a property involve making changes to color, material, configuration, etc., and require an application to be submitted to the Community Development Department staff. In many instances, the Community Development Department staff have the authority to review and approve such work if the proposal is compliant with the Guidelines. For those applications which are beyond the purview of the Community Development staff, ARC review and approval is required. This represents a significant percentage of the requests received.

The bulk of efforts are categorized as Repair and Maintenance. These requests also require an application to be submitted to the Community Development Department staff for review and approval.

New Construction and Major Improvement Permits include one dumpster and one portable toilet for the duration of the permit.

For all other types of work being performed, prior to a dumpster, portable toilet, or portable storage unit being placed on the lot, a permit from the Community Development Department as well as a \$50 application fee is required. Dumpsters and portable toilets are allowed on site for six months and portable storage units are allowed on site for thirty days. Unpermitted installation of a dumpster, portable storage unit, or portable toilet will incur a fine of \$250.00.

## 6.2 Design Review Schedule

### 6.2.1. Architectural Review Committee

(New Construction & Major improvements)

Submission Due	Review	Approved	Denied
Submissions are due fourteen business days prior to the desired ARC meeting date.	ARC meetings are scheduled for the first and third Thursday of each month.	Notice letters are provided two business days after the ARC meeting. Permits are issued upon completion of the steps indicated in the notice letter.	Notice letters are provided two business days after meeting detailing denial.

(Minor Improvements and Miscellaneous requiring ARC review)

Submission Due	Review	Approved	Denied
Submissions are due eight business days prior to the desired ARC meeting date.	ARC meetings are scheduled for the first and third Thursday of each month.	Notice letters are provided two business days after the ARC meeting. Permits are issued upon completion of the steps indicated in the notice letter.	Notice letters are provided two business days after meeting detailing denial.

### 6.2.2. Community Development Department staff

(Minor Improvements and Miscellaneous reviewed by CDD staff)

Submission Due	Review	Approved	Denied
Submissions are due eight business days prior to the scheduled start of the project.	Staff review projects as they are received. Incomplete applications will delay review and approval.	Permit posted within two business days of approval.	Notice is issued to lot owner via phone or email.

## 6.3 Design Review Fee Schedule

Application Type	Application Fee
<b>New Construction</b>	
New Construction Conceptual	\$350 <i>(Counts toward final fee)</i>
New Construction	\$2,000 <i>(Paid with Preliminary Submission)</i>
<b>Major Improvements</b>	
Addition/Major Improvement: Includes all additions/modifications to the building envelope – conditioned, unconditioned, screened and/or under roof. (screened porch, cart barn addition, dormers to allow habitable second story, etc.)	\$750
Swimming Pool	\$1,000
Outdoor Living Feature: Deck, Terrace, Fire Pit, Outdoor Kitchen, etc. (not under roof)	\$250
<b>Minor Improvements</b>	
Alteration/Minor Improvement: Includes all changes/exterior modification that do not change building footprint. (changes in window/door/fenestration, changes to driveway materials/finish/configuration, adding an arbor, trellis, fencing, generator, solar panels, statuary, fountains, etc.)	\$100
Landscape (25% or more of property) /At grade Hardscape (paths, patios, walkways, etc.)/ Exterior Lighting	\$100
Spas/Hot Tubs	\$150
Playground Equipment	\$50
Re-Painting and Re-Roofing	No Fee
Maintenance Notification: Like-for-like repair/replacement with no change to footprint. (repair of rotting siding, replacement of window/door, replacement of driveway material, etc.)	No Fee
<b>Miscellaneous</b>	
Variance	\$200 <i>(May require Chatham County MPC variance)</i>

Resubmittal/Revision	\$200 ( <i>Resubmissions requested by the ARC will not incur a fee. Those which do not address ARC's requests or that do not substantially differ from previous will incur the fee</i> )
Under Construction Revision	\$200
Rapid Renovation	\$100
Permit Extension Request	\$25
Bush hog	\$50
Dumpster, Portable Storage Unit, Portable Toilet	\$50
Demolition	No fee
For Sale By Owner Sign	\$55 rental fee for a period of up to one year
Site Re-Inspections	\$100

## 6.4 Pre-Design Meetings

The Community Development Department staff is a resource that is available to property owners, contractors, designers, architects, and realtors. Pre-design meetings are encouraged in order to enhance the plan review experience and to identify potential design features which may not be appropriate for The Landings.

## 6.5 Design Submission Requirements

Architectural drawings are required to be submitted in digital PDF format. The appropriate application must be completed and submitted. Applications are available in the TLA Office or online at [www.landings.org](http://www.landings.org) Material samples/colors are required in all instances where new materials and colors are proposed. All submissions must clearly demonstrate the scope and intent of the proposed project. Applicants are encouraged to include supplemental documents such as photos, specification sheets, fastening details, etc. when practical. The Community Development Department staff has total discretion in determining whether the submission is adequate for review. Submissions that are not adequate will be rejected and the Applicant will be notified. For a complete list of the design submission requirements for each application type, please visit The Landings website at [landings.org](http://landings.org) or contact CDD staff at [cdd@landings.org](mailto:cdd@landings.org).

## 6.6 Review Meeting Communication

The Community Development Department staff will issue the Architectural Review Notice Letter via email no more than two business days following the scheduled ARC Meeting. The notice letter will include the decision reached by the ARC, in addition to outlining the steps needed to obtain a TLA work permit if the project was approved.



### 6.6.1. Actions and Approvals

**Approved** – The ARC approves the application as submitted without any required changes and will authorize the issuance of a permit following the submission of any required documents in order that lot clearing and/or building construction may commence.

**Conditionally Approved** – The ARC requires that minor changes be made to the application prior to granting full approval. Applicant must submit required changes or additional information to the ARC for approval. When all conditions are met, approval will be granted.

**Not Approved/Resubmit** – Applications will be rejected if they do not comply with these Guidelines. Additionally, the ARC may reject an application based on the judgment of its members, for reasons including but not limited to the following:

- Insufficient information to adequately evaluate the design or intent.
- Poor overall design quality.
- Incompatible design elements.
- Inappropriate design concept or treatment.
- A design not considered compatible with the character of The Landings.
- A design too similar to adjacent homes.
- Nonconformance with Covenant requirements for the applicable lot.

The ARC will not normally comment on or reject a custom designed home because of its interior elements, except in cases where features adversely affect the exterior appearance. Any observations made by the ARC may be shared with the Applicant.

## 6.7 New Construction

### 6.7.1. Review Process

To begin the process, the lot owner must submit a completed “Architectural Review Application” (see section 1.8), one set electronic (.pdf) set of plans, samples of building materials and colors to be used, and a review fee (see section 6.3) to TLA. Paper applications are available in TLA office and digital submissions may be submitted through the Community Development Permitting Portal on TLA’s website, [www.landings.org](http://www.landings.org). The Community Development Department staff reviews the application to ensure all required information has been supplied, checks the blueprints for accuracy and compliance with these Guidelines, and presents the construction request to the ARC for review. New construction applications require approval of a Preliminary and Final review. Conceptual review is generally not required. However, for lots with special circumstances such as atypical house design or use of the building site, new building materials or other features that do not comply with present policies may be desirable. Design and Guideline concerns may be resolved in this manner and the possibility of a lengthy review process may be avoided. The ARC does not approve or deny conceptual review applications.

Only the improvements shown on the approved Plans are permitted for construction. Any change requires additional ARC approval (See Section 6.11).

### 6.7.2. Approval Process

The Community Development Department staff will email a notice letter to the Applicant and/or contractor. This notice letter will contain the decision reached by the ARC, identify the applicable construction compliance deposit, and identify other requirements which must be met prior to the issuance of the TLA permit. Notice letters will be issued no later than two business days following the scheduled ARC review meeting.

Construction may not begin until:

- Approval is granted by the ARC
- A Building Construction Agreement has been signed by both the owner and builder and received by the Community Development Department staff
- All the construction compliance deposits have been paid to TLA
- A copy of the Chatham County building permit has been received by the Community Development Department staff
- A copy of the Application for Water & Sewer Services/Paid Receipt from Utilities, Inc. has been received by the Community Development Department staff
- A New Construction Permit is issued by the Community Development Department staff

Only the improvements shown on the approved plans are permitted for construction. Any changes require additional ARC or CDD staff approval (See Section 6.11).

Failure to commence construction within twelve months of ARC approval requires a complete resubmission, including application fee and will be subject to the most current development regulations and architectural guidelines.

### 6.7.3. Timeline/Expiration

New Construction permits are valid for twelve months, beginning from the date on which the permit is issued. Failure to complete the construction project within the allowable timeline or notify the Community Development Department staff of completion may result in partial or total forfeiture of the construction compliance deposit.

Extension requests must be submitted to the Community Development Department no later than 30 days prior to expiration of the permit. Failure to meet this deadline may result in forfeiture of deposit money. Extensions will be granted on a case-by-case basis as determined by the ARC.

## 6.8 Major Improvements

### 6.8.1. Review Process

To begin the process, the lot owner must submit a completed “Architectural Review Application” (see section 1.8), one set electronic (.pdf) set of plans, samples of building materials and colors to be used, and a review fee (see section 6.3) to TLA. Paper applications are available in TLA office and digital submissions may be submitted through the Community Development Permitting Portal on TLA’s website, [www.landings.org](http://www.landings.org). The Community Development Department staff reviews the application to ensure all required information has been supplied, checks the blueprints for accuracy and compliance with these Guidelines, and presents the construction request to the ARC for review.

Only the improvements shown on the approved Plans are permitted for construction. Any change requires additional ARC approval (See Section 6.10).

### 6.8.2. Approval Process

The Community Development Department staff will email a notice letter to the Applicant and/or contractor. This notice letter will contain the decision reached by the ARC, identify the applicable construction compliance deposit, and identify other requirements which must be met prior to the issuance of the TLA permit. Notice letters will be issued no later than two business days following the scheduled ARC review meeting.

Construction may not begin until:

- Approval is granted by the ARC
- A Building Construction Agreement has been signed by both the owner and builder and received by the Community Development Department staff
- All construction compliance deposits have been paid to TLA
- A copy of the Chatham County building permit has been received by the Community Development Department staff
- A Major Improvement Permit is issued by the Community Development Department staff

Only the improvements shown on the approved plans are permitted for construction. Any changes require additional ARC or CDD staff approval (See Section 6.11).

Failure to commence construction within twelve months of ARC approval requires a complete resubmission, including application fee and will be subject to the most current development regulations and architectural guidelines.

### 6.8.3. Timeline/Expiration

Major Improvement permits are valid for six months. Failure to complete the construction project within the allowable timeline or notify the Community Development Department staff of completion may result

in partial or total forfeiture of the construction compliance deposit.

Extension requests must be submitted to the Community Development Department staff in writing no later than 30 days prior to expiration of the permit. Extensions will be granted on a case-by-case basis, as determined by the ARC.

## 6.9 Minor Improvements

### 6.9.1. Review/Approval Process

Minor improvements that introduce new materials or features, such as paver driveways, hot tubs, playground equipment, re-roofing with a new color shingle, or installing a generator require approval from the Community Development Department staff. To begin the process, the lot owner must submit a completed “Architectural Review Application” (see section 1.8), electronic (.pdf) architectural drawings, material samples, and a review fee to TLA. Paper applications are available in the TLA office and digital submissions may be submitted through the Community Development Permitting Portal on TLA’s website, [www.landings.org](http://www.landings.org)

Review of these types of applications may take up to 5 business days. Incomplete applications will result in longer review times. The Community Development Department staff will notify the property owner within 2 business days of approval via phone or email. Following approval, the Community Development Department staff will issue a work permit for the authorized construction activity which will be posted to the property upon receipt of any additional requirements such as a construction compliance deposit. The Community Development Department staff’s discretion will determine whether the project requires further review by the ARC.

Only the improvements shown on the approved plans are permitted for construction. Any changes require additional ARC or CDD staff approval (See Section 6.11).

Failure to commence construction within twelve months of ARC approval requires a complete resubmission, including application fee and will be subject to the most current development regulations and architectural guidelines.

### 6.9.2. Timeline and Expiration

Minor Improvement permits are valid for six months. Failure to complete the construction project within the allowable timeline or notify the Community Development Department staff of completion may result in fines.

Extension requests must be submitted to the Community Development Department staff in writing no later than 15 days prior to the expiration of the permit. Extensions will be granted on a case-by-case basis, as determined by CDD staff.

## 6.10 Variance Requests

### 6.10.1. Review Process

It is recognized that situations may arise for which the property owner may desire deviations from these Guidelines. It is the owner's responsibility to request, in advance and in writing, any deviations /variances for the Committee's consideration. If no deviation from the Guidelines is specifically requested, none will be granted.

To begin the process, the lot owner must submit a completed "Variance Request Application", electronic (.pdf) architectural drawings including a survey performed within the last five years by a licensed Georgia Surveyor, site plan where setback encroachments requests note the distance of the encroachment into the setback area, material samples (if applicable), and a review fee to TLA. Paper applications are available in the TLA office and digital submissions may be submitted through the Community Development Permitting Portal on TLA's website, [www.landings.org](http://www.landings.org)

### 6.10.2. Approval Process

Variance requests are evaluated on a case-by-case basis with consideration to include apparent hardship, practical difficulty, and potential for a negative impact on nearby properties.

Only the improvements shown on the approved plans are permitted for construction. Any change requires additional CDD staff approval (See Section 6.11).

Failure to commence construction within twelve months of ARC approval requires a complete resubmission, including application fee and will be subject to the most current development regulations and architectural guidelines.

### 6.10.3. Timeline and Expiration

When approved, Variance requests are valid in accordance with the type of project the variance is associated with such as New Construction, Major Improvement, or Minor Improvement. The variance approval expires upon the expiration of the associated work permit. If an extension is requested and granted for the associated work permit an extension is also granted for the variance request.

## 6.11 Under Construction Revision

### 6.11.1. Review Process

It is recognized that situations may arise when changes must be made during the construction process. Post approval design modifications are considered Under Construction Revisions and require review and approval by the ARC prior to their implementation. This includes any changes to the building footprint/envelope, landscape/hardscape, finish materials/color, and any other changes which impact the outward appearance of the structure or site including grading and tree removal. All proposed changes must be indicated with a revision cloud on the architectural plans. Any changes not indicated by

clouding or specifically requested, shall not be considered for review/approval.

To begin the process, the lot owner must submit a completed “Under Construction Revision Application”, electronic (.pdf) architectural drawings, material samples, and a review fee to TLA. Paper applications are available in the TLA office and digital submissions may be submitted through the Community Development Permitting Portal on TLA’s website, [www.landings.org](http://www.landings.org)

#### 6.11.2. Approval Process

The Community Development Department staff will email a notice letter to the Applicant and/or contractor. This notice letter will contain the decision reached by the ARC. Notice letters will be issued no later than two business days following the scheduled ARC review meeting.

#### 6.11.3. Timeline and Expiration

When approved, Under Construction Revisions are valid in accordance with the associated work permit. Submission and approval of an Under Construction Revision does not extend the project’s original expiration date.

### 6.12 Rapid Renovation

#### 6.12.1. Review Process

For a project to qualify as a rapid renovation, the effort must include:

- Modifying the exterior paint colors in accordance with current guideline standards
- Landscape renovation exceeding 25% of the total landscaped area of the property
- Correcting any and all Private Property Maintenance Standard violations associated with the home and property

Additional minor improvements may be included in the application.

To begin the process, the lot owner must submit a completed “Rapid Renovation Application,” one set of landscape plans (PDF Format drawn to 1” = 10’ – 0”), samples of each proposed color (sized 8”x8”), any other proposed material samples, and a review fee to TLA. Paper applications are available in the TLA office and digital submissions may be submitted through the Community Development Permitting Portal on TLA’s website, [www.landings.org](http://www.landings.org) The Community Development Department staff reviews the application to ensure all required information has been supplied, checks the blueprints for accuracy and compliance with these guidelines, and presents the construction request to the ARC for review.

#### 6.12.2. Approval Process

The Community Development Department staff will email a notice letter to the applicant and/or contractor. This notice letter will contain the decision reached by the ARC, request the construction compliance deposit and associated construction agreement, and identify other requirements which must

be met prior to the issuance of the TLA permit. Notice letters will be issued no later than two business days following the scheduled ARC review meeting.

Construction may not begin until:

- Approval is granted by the ARC
- A Building Construction Agreement has been signed by both the owner and the builder and received by the Community Development Department staff
- All the building construction compliance deposits have been paid to TLA
- A copy of the Chatham County permit is received by the Community Development Department staff (if applicable)
- A Rapid Renovation Permit is issued by the Community Development Department staff

Only the improvements shown on the approved Plans are permitted. Any changes require additional ARC or CDD staff approval.

If construction has not commenced within twelve months of the date of approval, re-approval must be obtained and will be subject to the most current development regulations and architectural guidelines. All work must be completed within one year of the date on posted TLA permit or the loss of construction compliance deposit may result.

### 6.12.3. Timeline and Expiration

Rapid Renovation permits are valid for twelve months. Failure to complete the construction project within the allowable timeline or to notify the Community Development Department staff of completion may result in partial or total forfeiture of the construction compliance deposit.

Extension requests must be submitted to the Community Development Department staff in writing no later than 15 days prior to the expiration of the permit. Extensions will be granted on a case-by-case basis, as determined by the ARC.

## 6.13 Permit Extension

### 6.13.1. Review Process

All permits issued by TLA have a prescribed expiration date. Failure to complete projects on a timely basis and in accordance with the approved schedule may result in Construction Compliance forfeitures or fines. When a project appears that it may exceed this expiration date a request must be submitted to the ARC in advance of the expiration for the extension to be considered. Applications must be submitted in accordance with the published submission dates.

To begin the process, the lot owner must submit a completed “Permit Extension Application,” with a description of circumstances contributing to the delay of completion, schedule and breakdown of remaining work, photos of current extent of work, and any other plans or supporting documents as



deemed necessary by CDD staff. Paper applications are available in the TLA office and digital submissions may be submitted through the Community Development Permitting Portal on TLA's website, [www.landings.org](http://www.landings.org). The Community Development Department staff reviews the application to ensure all required information has been supplied and presents the construction request to the ARC for review.

### 6.13.2. Approval Process

Permit extension requests are evaluated on a case-by-case basis with considerations to include circumstances contributing to the delay of completion and the proposed schedule for completion.

The Community Development Department staff will email a notice letter to the applicant and/or contractor after the application is reviewed by ARC. This notice letter will contain the decision reached by the ARC no later than two business days following the scheduled ARC review meeting. If the request is reviewed by CDD staff, the applicant will be notified by email or phone call of the status.

### 6.13.3. Timeline and Expiration

Permit Extensions are valid for the timeframe approved by the ARC or CDD Staff. Failure to complete the construction project within the allowable timeline or to notify the Community Development Department staff of completion may result in partial or total forfeiture of the construction compliance deposit.

## 6.14 Bush Hogging

### 6.14.1. Review/Approval Process

A bush hogging permit is not a permit to build; it is for clearing of underbrush only. No trees more than 20 inches in circumference at 36 inches above grade shall be removed without first having received permission from the Community Development Department.

To begin the process, the lot owner must submit a completed "Bush Hogging Application" and a review fee to TLA. Paper applications are available in the TLA office and digital submissions may be submitted through the Community Development Permitting Portal on TLA's website, [www.landings.org](http://www.landings.org).

Review of these types of applications may take up to 5 business days. Incomplete applications will result in longer review times. The Community Development Department staff will notify the property owner within 2 business days of approval via phone or email. Following approval, the Community Development Department staff will issue a work permit for the authorized construction activity which will be posted to the property.

### 6.14.2. Timeline and Expiration

A Bush Hogging permit is valid for two weeks from the date of issue.

## 6.15 Dumpster, POD, POJ

### 6.15.1. Review/Approval Process

New Construction and Major Improvement Permits include one dumpster and one portable toilet for the duration of the project work permit.

For all other types of work being performed, prior to a dumpster, portable toilet, or portable storage unit being placed on the lot, a permit from the Community Development Department is required.

To begin the process, the lot owner must submit a completed “Dumpster/POD/POJ Application” and a review fee to TLA. Paper applications are available in the TLA office and digital submissions may be submitted through the Community Development Permitting Portal on TLA’s website, [www.landings.org](http://www.landings.org)

Review of these types of applications may take up to 5 business days. Incomplete applications will result in longer review times. The Community Development Department staff will notify the property owner within 2 business days of approval via phone or email. Following approval, the Community Development Department staff will issue a Dumpster/POD/POJ permit which will be posted to the property.

### 6.15.2. Timeline and Expiration

Dumpsters and portable toilets are permitted on site for six months and portable storage units are allowed on site for thirty days. Unpermitted installation of a dumpster, portable storage unit, or portable toilet will incur a fine of \$250.00.

## 6.16 Demolition

### 6.16.1. Review Process

Demolition is a request to completely tear-down and remove all materials of the existing home and hardscape so that the property is restored to a natural condition as an undeveloped property. Demolition requests must be reviewed and approved by the ARC. Supplemental landscaping or trees may be requested at the discretion of the ARC.

To begin the process, the lot owner must submit a completed “Demolition Application” and an electronic (.pdf) of the landscape plan. Paper applications are available in the TLA office and digital submissions may be submitted through the Community Development Permitting Portal on TLA’s website, [www.landings.org](http://www.landings.org)

### 6.16.2. Approval Process

The Community Development Department staff will issue a Demolition Permit upon:

- ARC Approval of the demolition application
- Submission of associated Construction Compliance Deposit (See Table 7.2.3)

- Receipt of a copy of the Chatham County Permit.

Prior to commencement of any interior or exterior demolition:

- Silt fence must be installed around the entire perimeter of the property, except at the point of ingress
- A dumpster must be installed on the property
- A portable sanitary facility must be installed on the property

### 6.16.3. Timeline and Expiration

Demolition permits are valid for six months. Failure to complete the construction project within the allowable timeline or to notify the Community Development Department staff of completion may result in partial or total forfeiture of the construction compliance deposit.

Extension requests must be submitted to the Community Development Department staff in writing no later than 30 days prior to the expiration of the permit. Extensions will be granted on a case-by-case basis, as determined by the ARC.

### 6.17 Natural Disaster and Damage Restoration

Following the event, the property owner will be provided with a six-month time frame to submit a restoration plan. The plan must be submitted to the Community Development Department staff to establish the appropriate construction compliance deposit amount and level of architectural review necessary, as appropriate to the scope of the restoration required.

Properties to undergo complete redevelopment with a new or significantly modified home design will be required to go through the New Construction review process, to include payment of the application fee.

## 7.0 Construction

### 7.1 Pre-Construction Requirements

New Construction - Upon notification of final plan approval, but prior to ANY lot clearing or construction activity, the lot owner and the owner's builder must complete and sign a "Building Construction Agreement – New Construction" and submit payment of the required construction compliance deposit, and a copy of the Chatham County building permit to TLA. Additionally, the owner must provide a copy of the Application for Water & Sewer Services/Paid Receipt from Utilities, Inc. indicating full payment for the water and sewer tap.

The owner/builder shall then stake and string all property lines, corners of the proposed structure, and identify, with tape, all trees requested for removal. Upon notification that the stake out of the lot has been completed, the Community Development Department staff shall inspect the site for compliance. Red "DO NOT HARM - TLA Tree Project" tape will be placed upon all of the trees which must remain.

Major Improvements - Upon notification of plan approval, but prior to the start of any work, the owner and the owner's builder must complete and sign the "Building Construction Agreement – Additions/Alterations" and submit the required construction compliance deposit, and a copy of the Chatham County building permit to TLA. The owner/builder shall then stake the corners of the proposed structure and string the adjacent property lines. All trees proposed for removal must be identified with tape, ribbon, or other removable identification. No tree(s) shall be removed until a yellow "TLA Tree Project" tape has been placed upon the tree.

Upon notification that the stake out of the lot has been completed, the Community Development Department staff shall inspect the site for compliance.

## 7.2 Construction Compliance Deposits

Monetary deposits, called construction compliance deposits, are required of the property owner and general contractor on any new construction, additions, renovations, alterations, or changes, including pools, patios, or any other structures. Compliance deposits are intended to motivate and ensure that construction is implemented in strict accordance with:

- ARC approved construction plans including the installation of landscaping
- The allowable timeframe for completion of the project
- The Landings Rules & Regulations, ARC Guidelines and Covenants
- All special conditions of the Building Construction Agreement
- Maintenance of a neat, clean and relatively quiet construction site to minimize disturbance or nuisance to neighboring property owners

It is the responsibility of the property owner and contractor to request the refund of any compliance deposit prior to the expiration date of the associated permit. The Community Development Department is not obligated to forewarn property owners or contractors of nearing expiration dates.

Failure to comply with these stated conditions may result in significant financial consequences. Construction compliance deposits may be forfeited in whole or in part, at the discretion of the ARC.

To further remind the contractor and the property owner of their respective responsibilities and exposure to the ARC's non-compliance forfeitures, prior to the issuance of any TLA permit requiring a compliance deposit, both the property owner and the contractor must sign The Landings Building Construction Agreement which includes the following language:

"The owner and builder hereby acknowledge that the funds so deposited will be deposited in a noninterest bearing account with a federally insured institution. The owner and builder further acknowledge and agree that such funds shall be retained by The Landings Association pending satisfactory completion of the project in accordance with current construction drawings approved by the Architectural Review Committee and with other Architectural Review Committee rules or conditions noted herein. The owner and builder further acknowledge that the Architectural Review Committee shall have the right to assess deductions against the owner and builder for the failure to complete their project on a timely basis, or failure to construct the project in accordance with the approved

construction plans and drawings, or failure to comply with other rules or conditions noted herein. Such deductions, which may be established and periodically modified, by The Landings Association and/or Architectural Review Committee at its sole discretion, from time to time, shall be subtracted from the funds deposited by the owner and builder, but without further accounting by the parties involved. Legal expenses, court costs and professional services costs incurred by The Landings Association and/or Architectural Review Committee related to any matter of non-compliance shall likewise be deducted from the funds deposited by the owner and builder. Retention of such penalties, legal fees, or professional services costs from the funds deposited by the owner and builder will not in any way relieve those parties of further liability”.

### 7.2.1. Compliance Enforcement

If a non-compliance condition is detected, the Community Development Department staff will provide notification to the property owner and contractor of the violation and the amount of the enforcement fee levied against the compliance deposit. The ARC has total discretion regarding the amount of fee levied, up to and including the total amount of the deposited funds. In the event that the compliance deposit is forfeited in total, a Stop Work Order will be issued on the site and an additional compliance deposit will be required prior to the Stop Work Order being lifted. Furthermore, the Community Development Department staff has total discretion in the issuance of Stop Work Orders in circumstances of repeated violations or the unwillingness of a contractor to correct identified violations in a timely manner.

A contractor who repeatedly violates either the letter or spirit of these Guidelines will be required to post an increasingly larger construction compliance deposit on subsequent projects. If repeated violations persist, the contractor’s name will be placed on a list of Non-Compliant Builders. This list will be made public by TLA.

### 7.2.2. Common Violations

This list is not intended to be exhaustive. The following are common violations associated with forfeitures or fines:

- Unpermitted removal of trees
- No portable toilet and/or trash container at job site
- Failure to deposit trash in container or trash overflowing
- Failure to request an inspection prior to start of the next phase of construction
- Failure to complete the project before the expiration of the permit
- Non-compliance with approved construction plans, including a siting variance greater than one foot, and any exterior change without prior ARC or TLA approval
- Use of exterior colors which have not been approved by the ARC
- Failure to submit a complete landscape plan within the specified time period
- Failure to complete landscaping per approved plan within 90 days after occupancy
- Building material, equipment or vehicles on common areas or private properties other than the lot under construction without written permission from the owner of that property

- Damage to private property or common areas
- Failure to maintain silt fencing or erosion control devices
- Failure to commence with construction after tree clearing has been completed

### 7.2.3. Construction Compliance Deposit Schedule

Project Type	Deposit Amount*
New Construction	\$2,500 from the owner and \$7,500 from the contractor and \$2,000 from the party responsible for the landscape installation
Addition/Major Improvement	\$750 from the owner and \$2,250 from the contractor
Swimming Pool	\$500 from the owner and \$1,500 from the contractor and \$1,000 from the party responsible for the fence installation
Outdoor Living Feature	\$500 from the owner and \$1,500 from the contractor
Fence	\$250 from the owner and \$750 from the contractor
Demolition	\$2,500 from the owner and \$2,500 from the contractor
Rapid Renovation	Subject to deposit amount directly related to project type and scope

\*Refundable subject to passing a final inspection performed by Community Development Department staff

## 7.3 Right to Fine

The Landings Association shall have the right to fine in accordance with the General Declaration of the Covenants, Section 11.3.2.

## 7.4 Construction Inspections

### 7.4.1. New Construction Inspections

The owner or his designee must schedule all the required Landings Association Inspections described below. Failure to schedule any of these inspections at the appropriate time will result in a STOP WORK ORDER, and forfeiture of the construction compliance deposit. Site inspection for cleanliness of the lot and other compliance requirements can be conducted at any time and a STOP WORK ORDER, and penalties can be imposed if violations are discovered.

#### 7.4.1.1 Pre-Construction Inspection

- Confirmation of property locating markers.
- Correct siting of the proposed building within the property setbacks.
- Trees that have been marked for removal on the tree survey and have been conditionally approved during Plan Review are clearly marked.
- Community Development Department staff will tag all trees which are required to remain and be protected throughout the construction with red tape marked “DO NOT HARM - TLA Tree Project.” Only the trees that were approved for removal during the ARC review process may be removed at the property owner’s discretion.
- Community Development Department staff will identify significant trees (see Section 4.5.2) on the property that appear at risk of construction traffic and activity and will require the installation of silt fence or protective batter boards which are to remain in place until the landscape process begins.

#### 7.4.1.2 Foundation Inspection

- Confirmation that the foundation has been laid out as shown on the approved site plan.
- Inspects tree removal or other construction damage to trees or shrubs after the initial site clearing.
- Confirmation that clearing and grading operations did not extend into portions of adjacent properties.
- Confirmation that a portable toilet and dumpster is on site.
- Confirmation that silt fence is installed correctly around the entire perimeter of the worksite, except for those areas providing access to and from the property.

#### 7.4.1.3 Framing Inspection

- Confirmation that the physical appearance of the project conforms to the approved plans.
- Confirmation that all framed doors, windows, skylights, and chimneys conform in placement and size to the approved plans.
- Confirmation that the roofline conforms with approved configuration.
- Confirmation that the building height conforms with the approved plans.

#### 7.4.1.4 Driveway Inspection (prior to installation)

- For concrete driveways – forming will be checked for confirmation of the location and layout of the driveway and parking areas. Width will also be confirmed.
- For all others – strung perimeter will be checked for confirmation of the location and layout of the driveway and parking areas. Width will also be confirmed.
- For driveways on streets with rolled curbs or standard curbs, the design of the driveway apron area will be inspected to ensure that it will not impact the drainage system.



#### 7.4.1.5 Final Building Inspection

- Confirmation that the approved colors on all exterior components such as roof, siding, trim, fascia, doors, and windows conform to the approved colors and materials.
- Confirmation that any roof penetrations and flashing have been painted the same color as the roof covering.
- Verification that the construction process is complete, and the home has been built to the approved plan and/or authorized changes to that plan.
- Confirmation that common and adjacent property has not been damaged. This includes curbs, vegetation, etc.
- Confirmation that the landscaping has been installed to conform to the approved landscape plan.
- Confirmation that all signs, dumpsters, and portable toilets have been removed.
- Confirmation that the entire site appears complete and is free of all construction materials and debris.

### 7.4.2. Major Improvements Inspections

#### 7.4.2.1 Foundation Inspection

- Confirmation that the foundation has been laid out as shown on the approved site plan.
- Inspects tree removal or other construction damage to trees or shrubs after the initial site clearing.
- Confirmation that clearing and grading operations did not extend into portions of adjacent properties.
- Confirmation that a portable toilet and dumpster are on site.
- Confirmation that silt fence is installed correctly around the entire perimeter of the affected area, except for those areas providing access to and from the property.

#### 7.4.2.2 Framing Inspection

- Confirmation that the physical appearance of the project conforms to the approved plans.
- Confirmation that all framed doors, windows, skylights and chimneys conform in placement and size to the approved plans.
- Confirmation that the roofline conforms with approved configuration.
- Confirmation that the building height conforms with the approved plans.

#### 7.4.2.3 Final Inspection

- Confirmation that the approved colors on all exterior components such as roof,

siding, trim, fascia, doors and windows conform to the approved colors and materials.

- Confirmation that any roof penetrations and flashing have been painted the same color as the roof covering.
- Confirmation that all new materials appropriately blend with existing materials.
- Verification that the construction process is complete, and the home has been built to the approved plan and/or authorized changes to that plan.
- Confirmation that common and adjacent property have not been damaged. This includes curbs, vegetation, etc.
- Confirmation that adequate landscaping has been installed to conform to the approved landscape plan.
- Confirmation that all signs, dumpsters, and portable toilets have been removed.
- Confirmation that the entire site appears complete and is free of all construction materials and debris.

### 7.4.3. Minor Improvements Inspections

#### 7.4.3.1 Final Inspection

- Confirmation that the approved colors on all exterior components such as roof, siding, trim, fascia, doors and windows conform to the approved colors and materials.
- Confirmation that any roof penetrations and flashing have been painted the same color as the roof covering.
- Confirmation that all new materials appropriately blend with existing materials.
- Verification that the construction process is complete, and the home has been built to the approved plan and/or authorized changes to that plan.
- Confirmation that common and adjacent property have not been damaged. This includes curbs, vegetation, etc.
- Confirmation that adequate landscaping has been installed to conform to the approved landscape plan.
- Confirmation that all signs, dumpsters, and portable toilets have been removed
- Confirmation that the entire site appears complete and is free of all construction materials and debris.

### 7.5 Construction Site Requirements

Violations of any of the following site requirements or regulations may result in fines or forfeiture of the construction compliance deposit.

#### 7.5.1. Job Signage

A contractor's sign identifies the designer and builder for a custom home under construction or identifies the realtor and builder of a speculative home under construction. Subcontractor signs and

signs that appear to be promotional advertisements are prohibited. Only properties with valid New Construction or Major Improvement permits may display the General Contractor's signage.

### 7.5.2. Tree Protection

The preservation of the tree canopy is vital to the natural aesthetic character of The Landings. Tree protection must be installed for any tree identified by CDD staff. The removal or damage of any tree designated to remain on the property by the Community Development Department staff, whether accidental or intentional, will result in a fine levied against the construction compliance deposit.

The following conditions may also result in a fine levied against the construction compliance deposit:

- Construction equipment placed on or near the root system of any tree
- Construction material placed on or near the root system of any tree
- Contaminants such as paint, mortar, or brick dust on/near the root system of any tree
- Ground compaction or fill on or near the root system of any tree

### 7.5.3. Silt Fence and Shaker Pad

Silt fencing is required for all construction projects that disturb the existing grade of a property. To prevent silt collecting in the drainage of the roadways and storm drainage system, the contractor must maintain erosion control efforts until the site has been fully landscaped. The use of a shaker pad or stabilized construction entrance is required in order to reduce the tracking of mud and dirt onto the street by construction vehicles. The roadway and curb lines are to be kept clean at the point of egress to the work site.

### 7.5.4. Construction Hours

Commercial and contractor work hours are from 7:00 AM to 7:00 PM, Monday through Friday. Saturday hours are 8 AM to 5 PM. Exceptions for bona fide emergencies may be allowed. No work is permitted on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.

### 7.5.5. Contractor Conduct and Noise

Contractors and tradesmen are always expected to act professionally. Rowdy behavior, foul language, loud entertainment systems, and littering are prohibited.

### 7.5.6. Access to Construction Site

The Community Development Department staff is authorized to access and inspect all TLA permitted construction sites at any time.

#### 7.5.7. Vehicles and Parking

All commercial vehicles used to conduct business on The Landings are required to display the owner, operator or company name and telephone numbers on both sides of the vehicle and/or trailer. The lettering and numbers must be at least two inches in height. The markings may be painted or on magnetic material. Commercial vehicles must park on the job site property whenever possible. When street parking is necessary, it is restricted to one side of the street only and requires a traffic safety cone to be placed between five and ten feet in front and behind the vehicle or trailer. Blocking fire hydrants, mailboxes or driveways is prohibited.

#### 7.5.8. Adjacent Lots

Access and use of any adjacent lot, developed or undeveloped, is always prohibited. The access and use of any common property, to include medians is always prohibited.

#### 7.5.9. Storage of Materials and Equipment

Construction materials and equipment must be maintained in an orderly fashion in the least conspicuous locations possible on the property. Storing heavy equipment and construction vehicles overnight is prohibited. Trash, construction debris and all refuse is to be contained inside the construction dumpster at all times.

#### 7.5.10. Trailers/Temporary Structures

No trailer, tent, shack, temporary building or other structure of any kind shall be used for a residence. Temporary buildings or structures used during the construction of a living unit shall be on the same lot as the dwelling and such buildings or structures shall be removed upon completion of construction.

#### 7.5.11. Sanitary Facilities

Portable toilet facilities are required for all building sites and must be in place at the time the building foundation work commences. Such facilities are permitted only on the lot under construction and are not allowed on adjoining private or common properties. The portable toilet must be located so that the door does not face the street or other public view and may not be placed upon or impede common infrastructure such as storm drains, inlets, and/or catch basin access covers.

#### 7.5.12. Debris and Waste Removal

A dumpster or some other means to collect scrap building material/debris must be provided on each site. Dumpsters must be equipped with travel screens and are to be regularly emptied. Debris and scrap building material must not litter the building site or adjacent properties. Dumpsters must be placed on the site, and are not permitted to be placed on adjacent private, common properties, or in the street.

### 7.5.13. Fire and Safety Precautions

Warming fires, barrel fires or trash fires are prohibited.

### 7.5.14. Damage During Construction

The lot owner and builder are responsible for any and all damage to common and private property caused by vehicles, tools, soil disturbance and resulting drainage issues.

### 7.5.15. Construction Area Staging

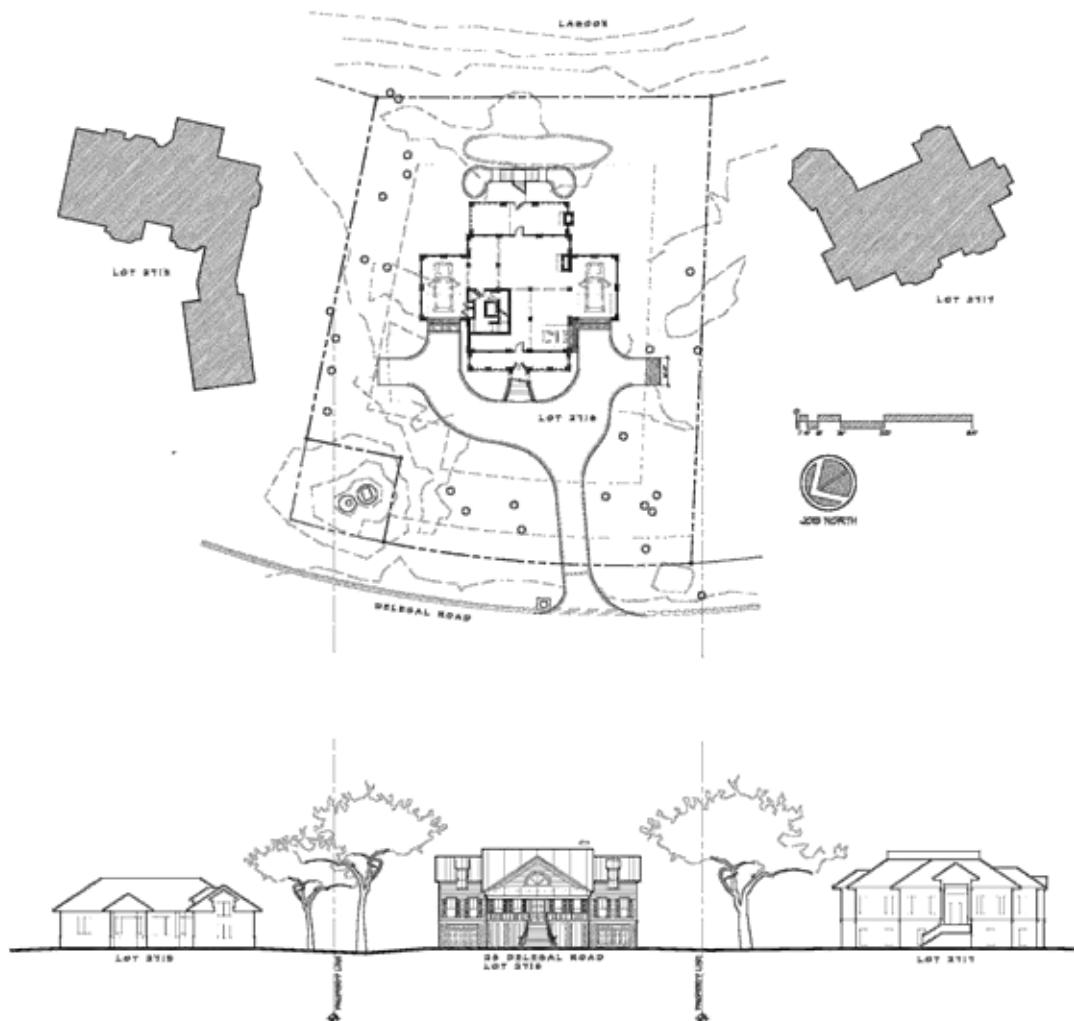
New construction and major improvement projects and their associated equipment and vehicles are potentially disruptive to street and pedestrian traffic. The General Contractor of any construction project shall make every effort to minimize such disruptions. Scheduling multiple subcontractors and work crews simultaneously is strongly discouraged. The placement of dumpsters and parked vehicles must make every attempt to avoid obstructing views which enable the safe passage of vehicles, golf carts, and pedestrian traffic. Vehicles must not be parked on roads and adjacent to double-yellow lines, within 10 feet of mailboxes, fire hydrants, blocking driveways or presenting a potential situation where emergency vehicles cannot safely and expeditiously ingress and egress the area.



## 8.0 Appendix

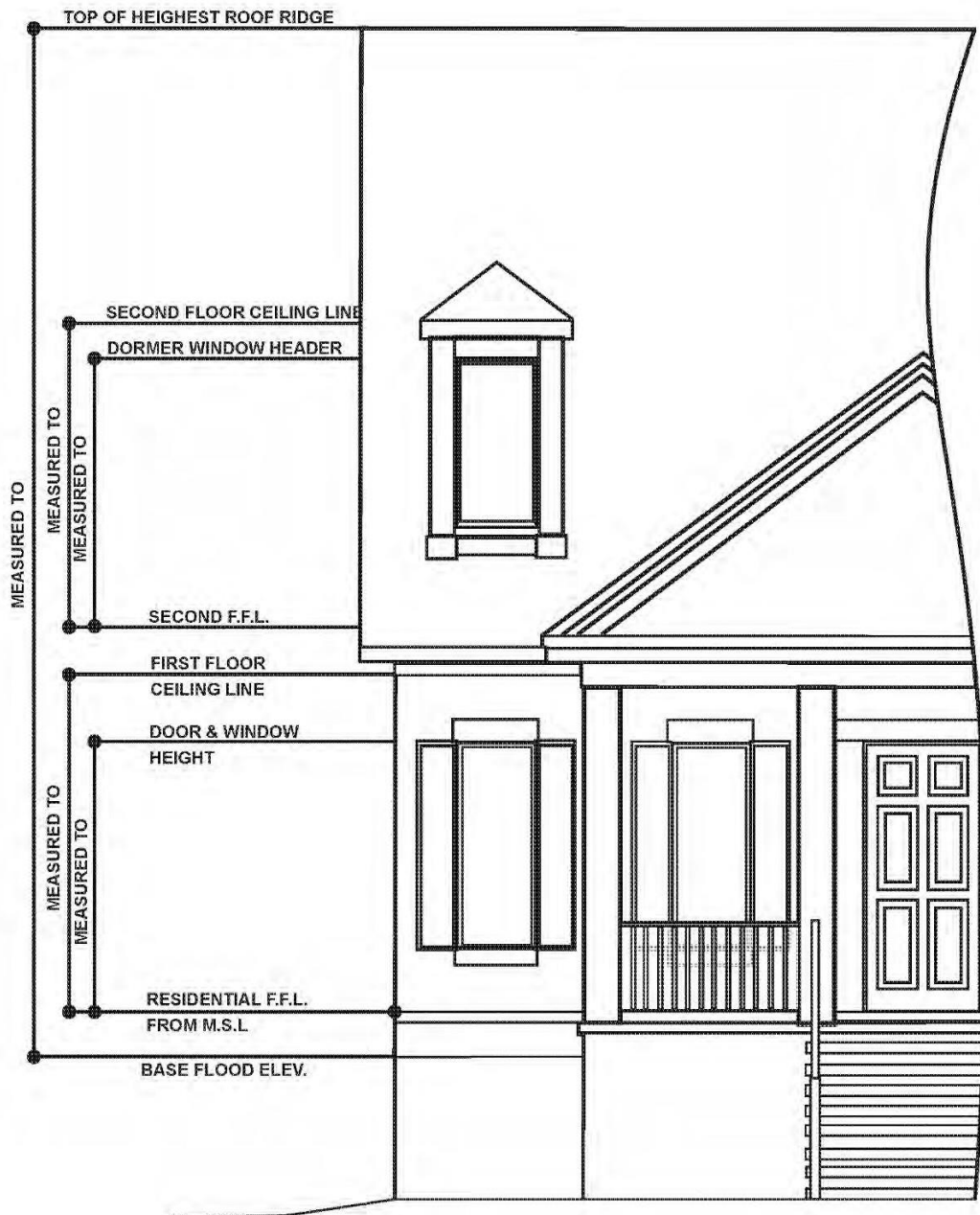
### 8.1 Construction Drawing Examples

#### 8.1.1. Streetscape and Site Plan in Context





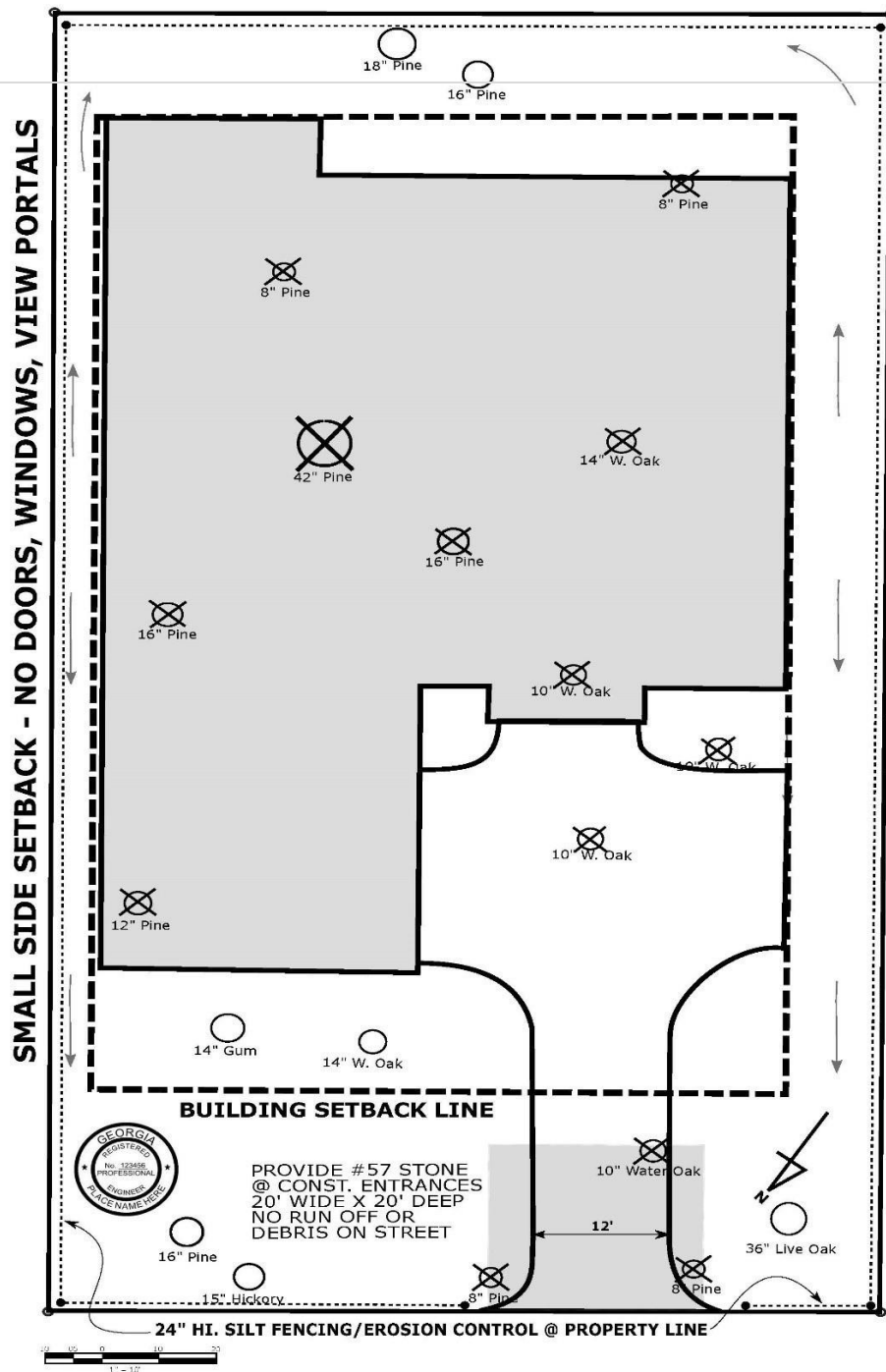
### 8.1.2. Elevation Drawing



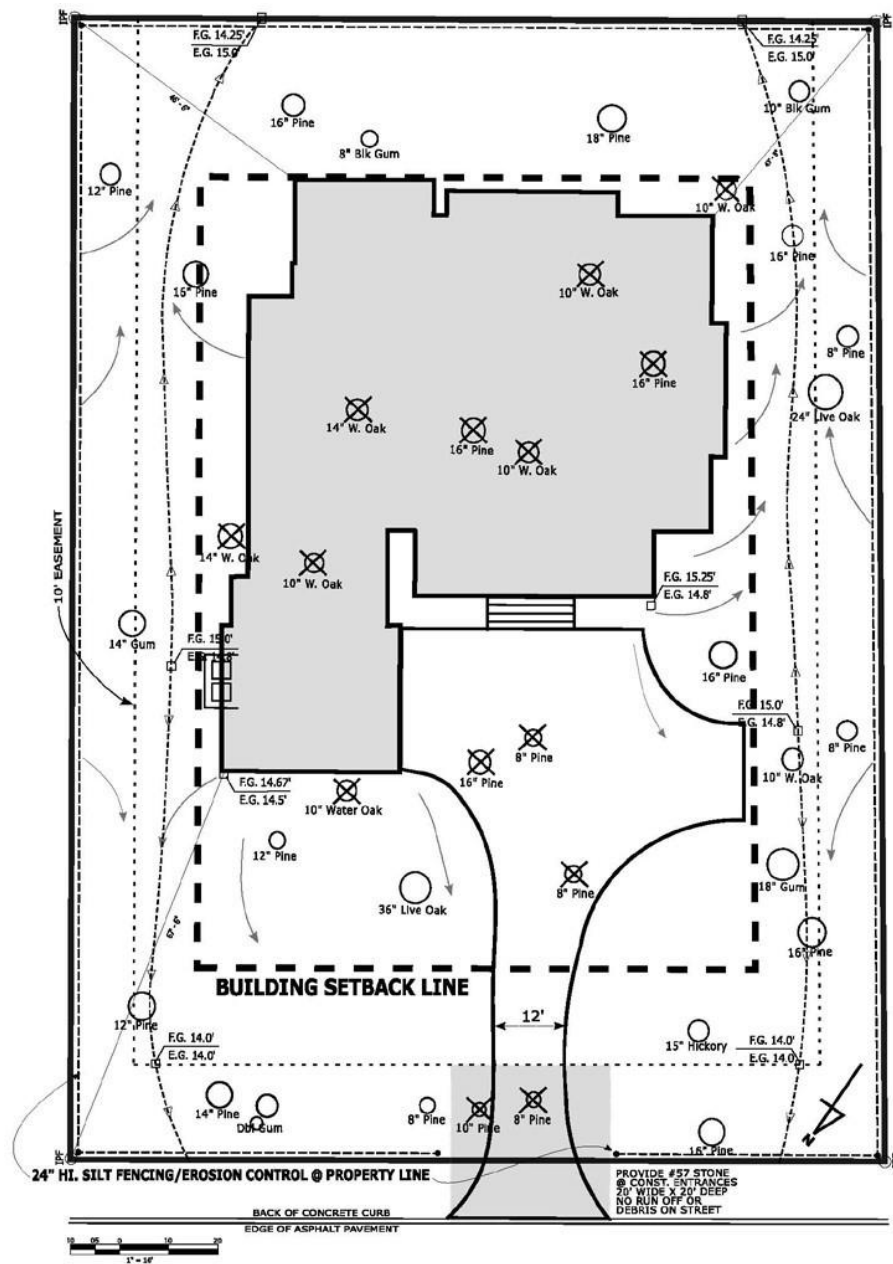
\*The above illustration depicts a partial elevation drawing



### 8.1.3. Patio Lot Site Plan



#### 8.1.4. Single Family Lot Site Plan



## 8.2 Invasive Trees



**Tallowtree, Popcorn tree (*Triadica sebifera*)**



**Princesstree, Paulownia (*Paulownia tomentosa*)**



**Tree-of-Heaven (*Ailanthus altissima*)**



**Chinaberry (*Melia azedarach*)**



**Silktree, Mimosa (*Albizia julibrissin*)**



**Russian Olive (*Elaeagnus angustifolia*)**





**Bradford Pear, Callery Pear (*Pyrus calleryana*)**

## 8.3 Terms and Definitions

**Accessory Structures** – Any ancillary building that is not integral to the main structure.

**Aesthetics** – The inherent desirability and character of the built and natural environment. In architecture, it is the combined effects of a building's shape, size, texture, color, balance, unity, movement, emphasis, contrast, symmetry, proportion, space, alignment, pattern decoration, culture and context.

**Baffles** – A device used to lessen the harshness of the light source; often used as a trim on lighting to minimize glare.

**Base Flood Elevation (BFE)** - The elevation of surface water resulting from a flood that has a 1% chance of equaling or exceeding that level in any given year. The BFE is shown on the Flood Insurance Rate Map (FIRM) for zones AE, AH, A1–A30, AR, AR/A, AR/AE, AR/A1– A30, AR/AH, AR/AO, V1–V30 and VE.

**Bulkheads** – A retaining wall used in coastline management.

**Color Scheme** - An arrangement or combination of colors used in a design project.

**Eave** – The lower edge of a sloping roof; that part of a roof of a building which projects beyond the wall.

**Easement** – A right to cross or otherwise use someone else's land for a specific purpose (e.g., maintenance, utility, or drainage easement).

**Fascia** – The exposed vertical face of a roof eave.

**Fenestration** - Relationship of exterior openings (doors, windows, etc.) to the solid portions of the design and to one another.

**Grade, Average Existing** - The average of the natural grade as measured around the perimeter of a building located at each of the outermost exterior corners of a building.

**Grade, Finished** - The topography on the lot, after construction. Includes the addition of fill, topsoil amendments, or removal of soil, and excludes localized depressions.

**Grade, Natural** - The undisturbed normally existing topography of a lot as determined by a registered land surveyor.

**Guest Parking** – An off-street hardscaped parking pad designed to accommodate two vehicles.

**Hardscape** – The non-living or man-made elements used in the site or landscape design. (e.g., walkways, cart paths, patios).

**Hedge** - A fence or boundary formed by closely growing bushes or shrubs of a single species.

Hydrology – The movement, distribution, and quality of water.

Invasive – Non-native plants and vegetation whose introduction to the ecosystem is likely to cause environmental harm.

Jalousie Windows – Windows made of glass slats or louvers.

Lot - refers to any plot of land shown upon any recorded subdivision map of the properties, with the exception of common properties.

Lot Coverage – Defined as the percentage of the square footage of existing and proposed improvements compared to the total square footage of the lot.

Lot Coverage, Not Under Roof - The percentage of the square footage of improvements such as pools, fenced pool areas, decks and patios divided by the total square footage of the lot. Not Under Roof Lot Coverage percentages are 5% maximum for all of The Landings' phases and only apply to Single Family Lots.

Lot Coverage, Under Roof - The percentage of the square footage of the footprint of conditioned and non-conditioned areas covered by a roof structure divided by the total square footage of the lot. Under Roof Lot Coverage percentages vary within The Landings' phases and only apply to Single Family Lots.

Massing - The manner in which a building's gross cubic volume is distributed upon the site, which parts are higher, lower, wider or narrower in relation to the site and neighboring structures.

Monochromatic – A color scheme consisting of one color or hue.

Native - Plants and vegetation of indigenous origin or found within the region.

Patio Lot – Development type, typically with a smaller buildable area and unique applicable restrictions for various types of structure.

Retaining Walls/Revetments – A wall that resists horizontal soil pressures at an abrupt change in ground elevation.

Roofing - The material used to make a roof watertight, such as shingles, slate, tiles, sheet metal, or a roof membrane; the act of applying roofing.

Scale – Relative size of the building to the buildings or environmental features around it.

Setback – The established minimum distance between structures and property lines.

Single Family Lot – Development type typically with a larger buildable area and unique applicable restrictions for various types of structure.

Soffit - The undersurface of a horizontal element of a building, especially the underside of a stair or roof overhang.

Soffit Vent – An opening under the eave of a roof used to allow air flow into the attic or the space below the roof sheathing.

Specifications – The written instructions from an architect or engineer concerning the quality of materials and execution required for a building. Also, a document that outlines the characteristics, features, and functionality of a product from the manufacturer.

Specimen Trees – Native trees of significance that hold important historic, landmark, legacy, and special interest that contribute to the maritime forest environment.

Structure - Shall mean anything erected or constructed, the use of which requires more or less permanent location on or in the ground, or attached to something having a permanent location on or in the ground.

Sustainability - Something that improves the quality of human life while living within the carrying capacity of supporting eco-systems.

Synthetic Turf – A surface of synthetic fibers and artificial materials made to look like natural grass.

Turf/Sod – Natural grass or installed grass on grade, held together by roots.

Variance – A request for any deviation from these guidelines requiring special consideration of the ARC.

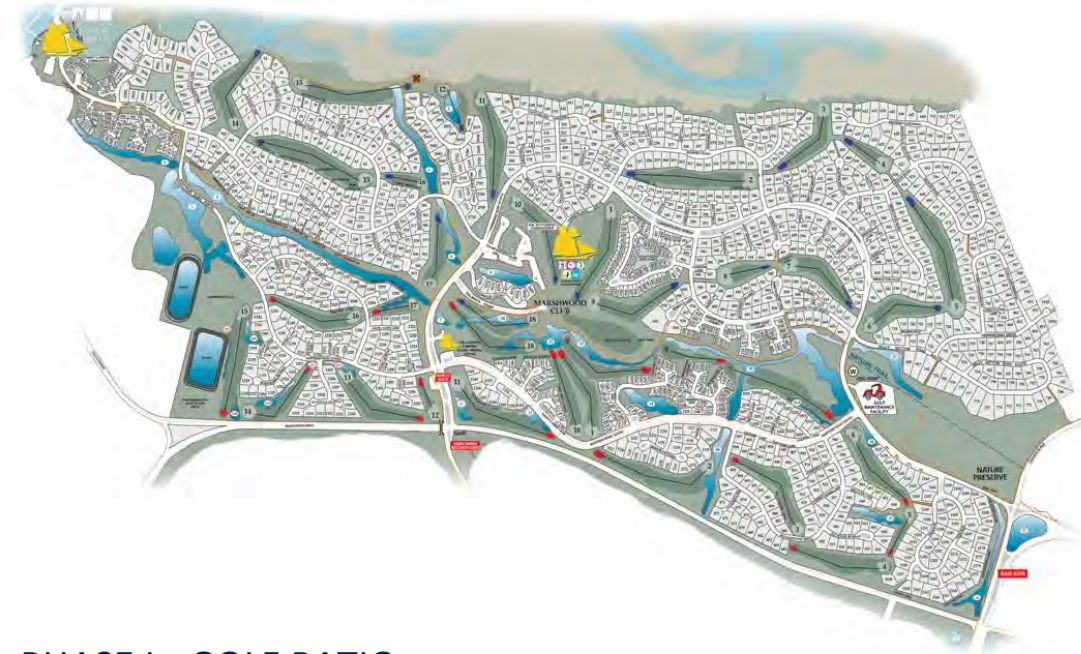
Vegetative Buffering – The use of landscaping to screen or diminish the negative visual and audio impacts of adjacent properties and the streetscape.

Xeriscape - landscape (an area) in a style which requires little or no irrigation.



## 8.4 Maps of Phases

### PHASE I



### PHASE I - GOLF PATIO



8.4 Maps of Phases

PHASE II



PHASE II - MIDPOINT





8.4 Maps of Phases

PHASE III



PHASE IV



8.4 Maps of Phases

MARSHVIEW LANDING



MOON RIVER LANDING



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