

SELKIRK PLANTATION DESIGN REVIEW COMMITTEE PROPOSED CONSTRUCTION SUBMISSION GUIDELINES

The Declaration of Covenants and Restrictions for Selkirk Plantation (Documents) on page seven, paragraph 4.3 state the following: “No Structures shall be commenced, erected, placed, moved onto or permitted to remain on any lot, nor shall any approved Structure be altered in any way which materially changes the exterior appearance thereof, unless, plans and specifications therefore have been submitted to and approved in writing by the Design Review Committee.”

Structure is defined in the Documents: “The term “Structure” or “Structures” shall mean any building, structure, pool, dock, pier, fence or other device constructed, erected or placed upon any Lot or the Property which in any way affects the physical appearance of any Lot.”

The Design Review Committee (DRC) is committed to making the submission process as pleasant as possible and will utilize whenever possible the same documents required by the Charleston County Planning and Zoning Department in the Building Permit process. Charleston County requires a building permit for any structure 120 square feet or greater. This process should eliminate any duplication of efforts on the vast majority of submissions.

As a word of caution, please contact the Charleston Planning and Zoning Department at 843-202-7200 ext.2 early on in your planning stages as the Agricultural 15 zoning classification for Selkirk Plantation does not necessarily always conform with the rights and uses allowed by the Lowcountry Open Land Trust (LOLT). Since Charleston County issues all building permits, you will be required to comply with their guidelines.

All submissions are to be directed initially to:

FirstService Residential
201 Sigma Dr. Suite 350, Summerville SC. 29486
Phone 843-795-8484; Fax 843-278-6853

- **Once the DRC has reviewed the submission, it will make requests for any additional information it deems necessary.**
- **When the DRC determines the submission is complete, you will be notified and it will have 30 days to approve or disapprove the request.**
- **The approval will be subject to the additional approval of the LOLT which will also make their approval contingent upon the approval of the DRC.**

Please find attached a list of the minimum documents below that you will need to submit to the DRC. After reviewing the package, the DRC will let you know if any additional information is needed since every situation is unique.

SELKIRK PLANTATION DRC MINIMUM SUBMISSION LIST

1. **(2) sets of construction plans. This will be the same plans that are submitted to Charleston County for your building permit. Please include the square feet of living space for the 1st floor, 2nd floor, and 3rd floor as well as the height of the proposed structure from ground level to roof peak.**
2. **(2) sets of specifications on all exterior elements of the proposed structure. These may be included on the construction plans or itemized separately on a specification sheet.**
3. **(2) sets of site plans drawn to engineering scale. This will be the same plans that are submitted to Charleston County for your building permit. The site plan should include property dimensions, dimensions and locations of all existing and proposed structures and improvements, setbacks, driveway, and the OCRM critical line (if applicable).**
4. **(2) sets of a color chart showing colors of all exterior elements of the proposed structure. If color choices are not finalized at time of submission or approval, they must be approved by the DRC prior to actual implementation.**
5. **(2) sets of landscaping and hardscape plans. If these are not finalized at time of submission or approval, they must be approved by the DRC prior to actual implementation.**

*** (1) set to be retained by the DRC and (1) set to be approved and returned to property owner.**

Please note that a copy of the Charleston County approved building permit (on all structures 120 sq. ft. or greater) must be submitted to the DRC prior to commencing construction.

Selkirk Plantation Property Owners Association

Request for DRC Approval of Home Improvement Modification

Items 1 through 9 are to be completed by the Homeowner:

1. Name of Homeowner _____ 2. Date of Request _____
3. Home Address _____ 4. Telephone Numbers _____
5. Lot # _____ Email: _____
6. Description of Request _____

7. For fences, pools, TV dishes, landscape, porches and decks, gas tanks or other screening, attach a sketch **on a surveyor's plat** showing the addition/modification. Attach any other descriptive material that will support or explain request.

8. Requested start date _____* 9. Approximate completion date _____

***Please allow 30 days for processing this request.**

To be completed by the DRC:

Date DRC received _____

DRC Action: Approved without conditions _____

Approved with the following conditions _____

Additional information required _____

Not approved for the following reason _____

DRC signature(s) _____

Date DRC action _____ Date Homeowner informed _____

Compliance Inspection Date: _____ As-Built Fence Approval: _____

Please return request to:

FirstService Residential
201 Sigma Dr. Suite 350
Summerville, SC 29486