

DESIGN GUIDELINES

MALCOM BRIDGE
ESTATES

SUBDIVISION AND COMMUNITY
OCONEE COUNTY, GEORGIA

**MALCOM BRIDGE ESTATES
HOMEOWNERS' ASSOCIATION, INC.**

MAY 2024

Malcom Bridge Estates Homeowners' Association, Inc. (the "Association") owns the rights to all materials stated. The following guidelines may not be duplicated without written consent from the author. The following guidelines and statements are intended only for Malcom Bridge Estates, and shall not be duplicated in any other project or publication without prior written consent from the Association.

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To accomplish a community in which each property (sometimes referred to as a Lot) is cohesive and encompassing in nature, one must approach the building process in a way that abides by the guidelines of the neighborhood before starting any work on the property. By purchasing a lot or home in Malcom Bridge Estates, the owner is committing to subjugate themselves to the rules of the Association. All appropriate approvals and permits must be obtained before work can commence on the property. Each Owner is expected and required to submit the required documentation to the Architectural Control Committee ("ACC") on behalf of the Association. Each property submittal will be reviewed on a case-by-case basis.

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The Malcom Bridge Estates Design Guidelines is offered as a document that serves as a valuable resource for all residents by providing clear and concise directives to maintain the beauty and integrity of the overall neighborhood. **The Design Guidelines and all related applications, forms and other submittals may be amended or modified from time to time.**

As members of this vibrant community, we understand the importance of preserving and enhancing property values, fostering a sense of pride, and creating an environment that reflects our collective commitment to a high standard of living. The Design Guidelines are designed to achieve these goals by offering guidance on architectural styles, landscaping, exterior modifications, and overall aesthetics that help to maintain and enhance the overall character and cohesion of the community.

This document has been carefully developed through collaboration with numerous design professionals, architects, and citizens in an effort to strike a balance between individual expression and the collective vision we share for the neighborhood. The Design Guidelines are not intended to be subjective value judgements based on a singular design solution, but are rather intended to be a baseline for the expected quality, character, and detail of a Malcom Bridge Estates property. It is not meant to stifle creativity but rather ensure that any modifications, additions, or new construction would align with the community’s architectural aesthetic and contribute positively to the overall ambiance of the community.

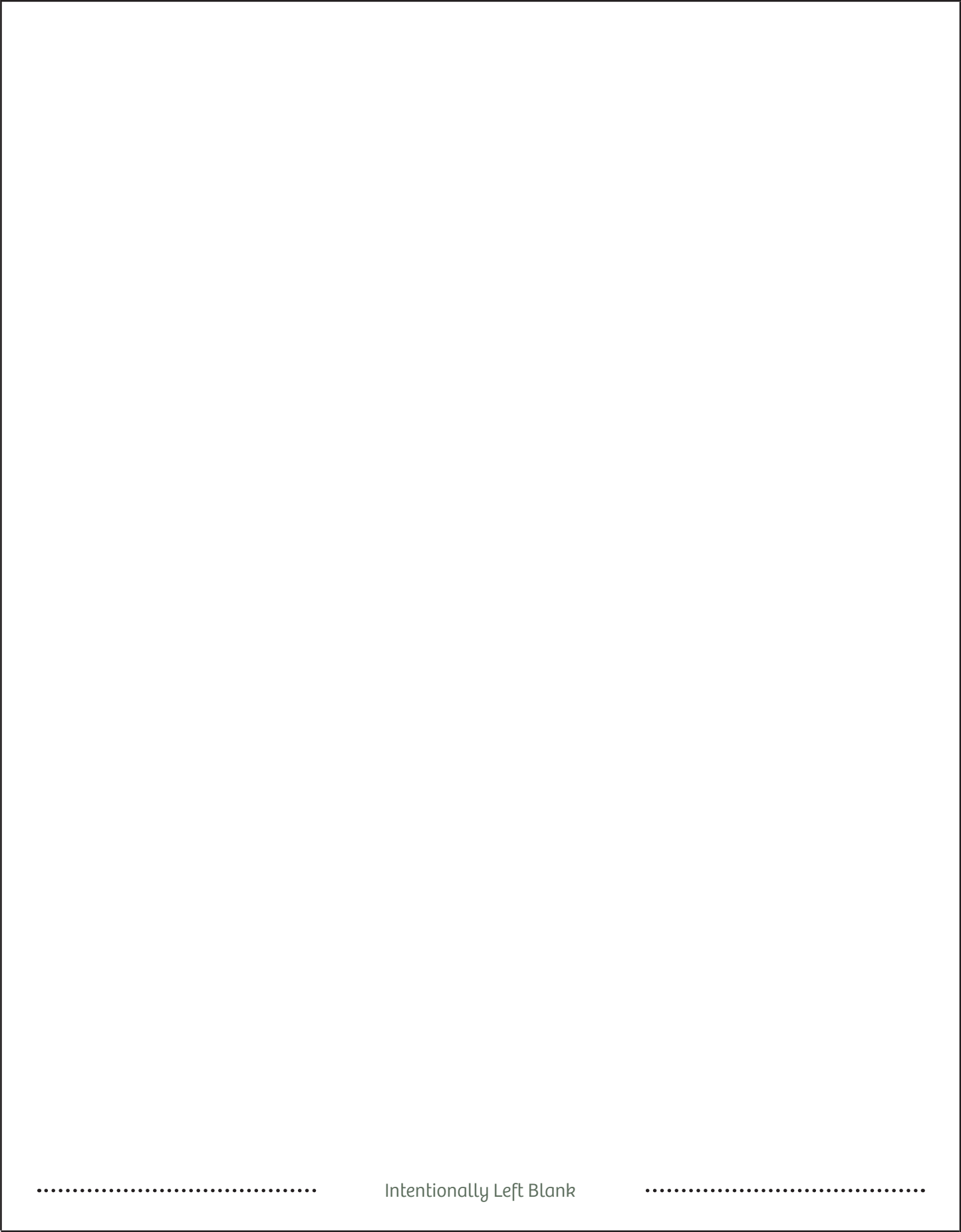
Contained within these guidelines are recommendations and requirements that cover a range of topics, including but not limited to architectural styles, exterior colors, landscaping, maintenance standards, and accessory design requirements and restrictions. Adhering to these guidelines will not only enhance the visual appeal of our community but it will also contribute to a cohesive and harmonious living experience for all.

We encourage all residents and builders to familiarize themselves with these guidelines and consider them when making, planning for, or beginning any alterations, improvements, and/or construction activities within their properties. Additionally, the Association is here to assist and provide guidance throughout the design and approval process, ensuring that homeowners can confidently enhance their homes while maintaining the overall integrity and character of the community.

Sincerely,

MALCOM BRIDGE ESTATES
Architectural Control Committee

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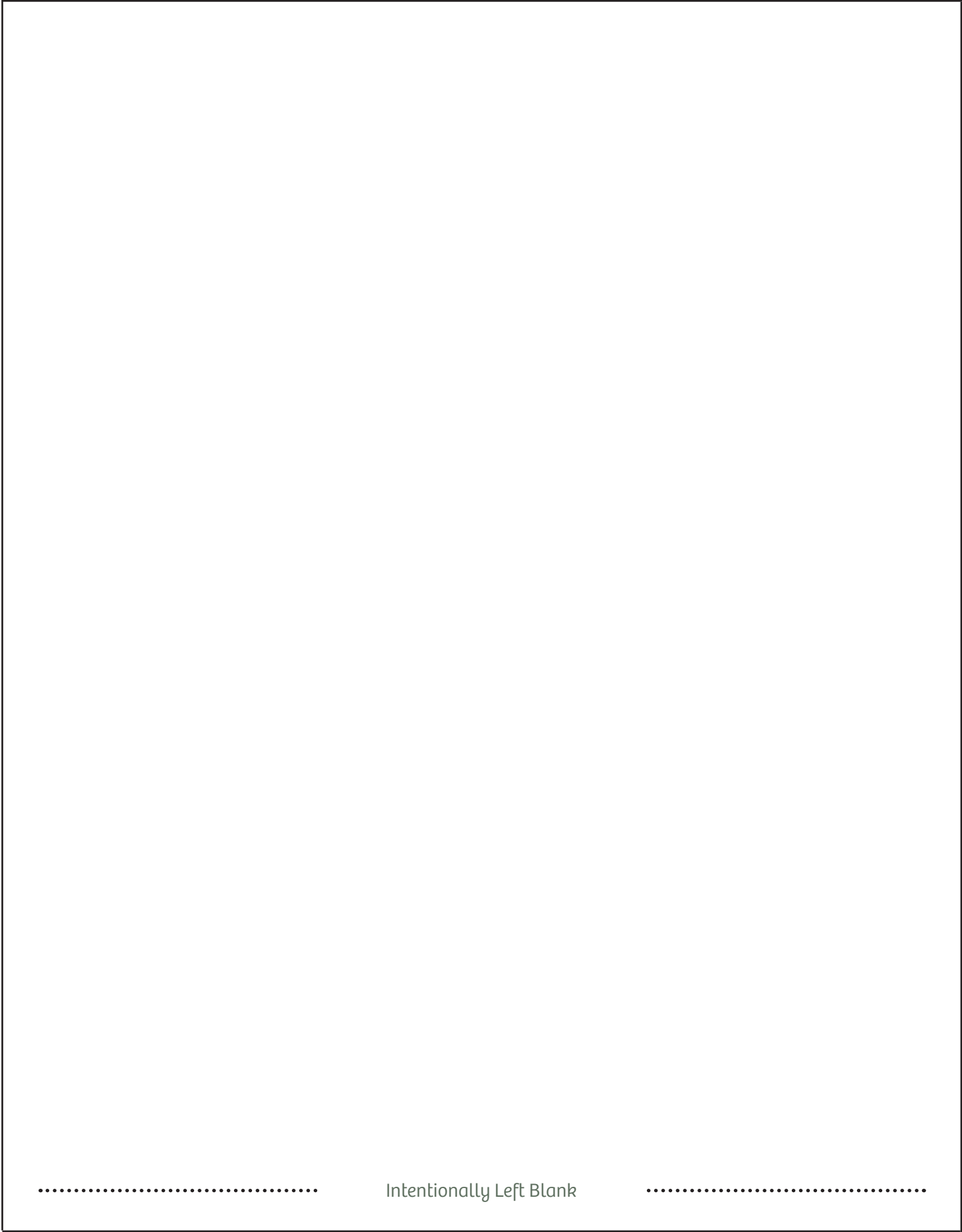
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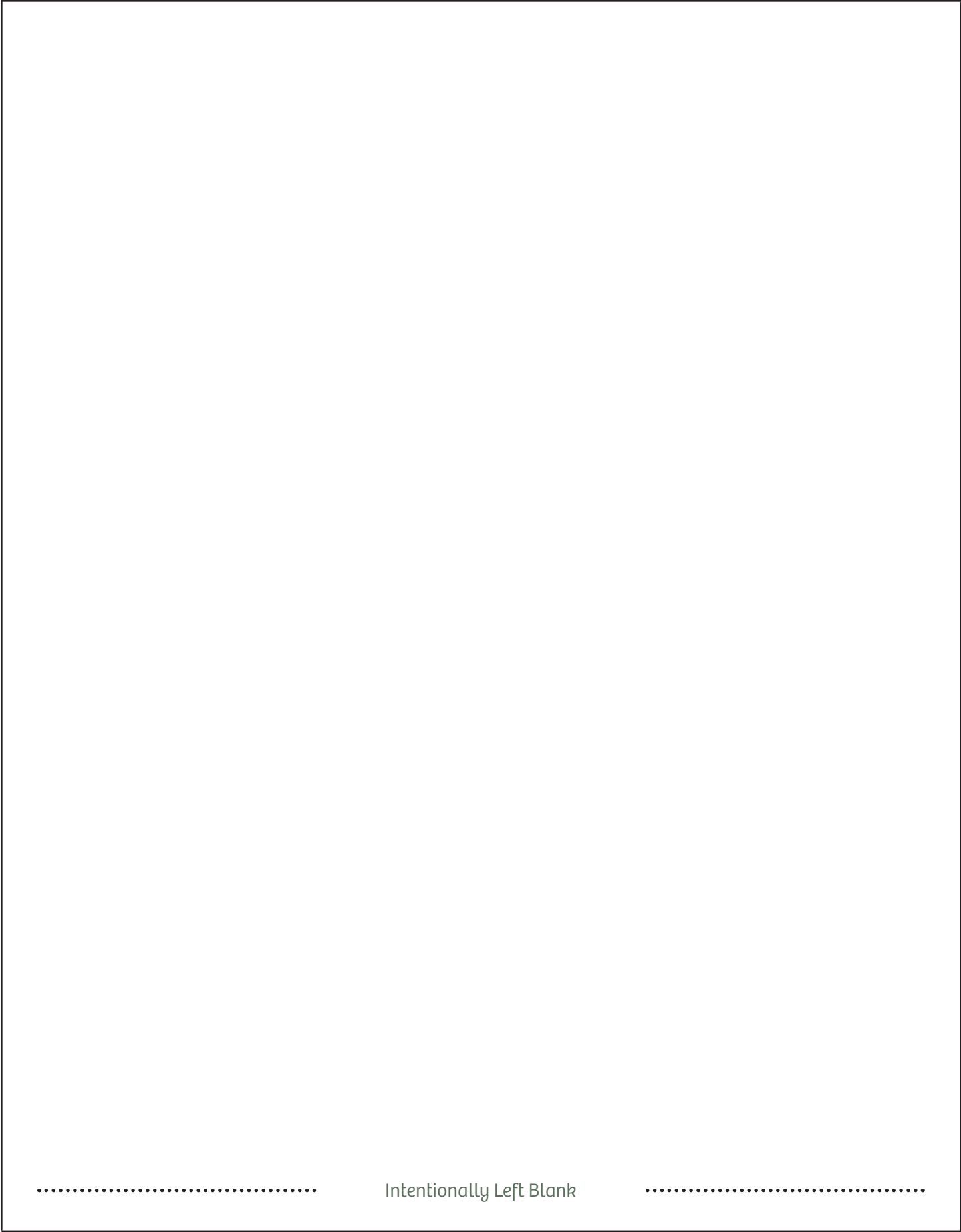
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QUICK REFERENCE GUIDE

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DESIGN GUIDELINES

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QUICK REFERENCE GUIDE

SETBACK REQUIREMENTS

Residence	Front Yard: 30-Feet Rear Yard: 40-Feet Side Yard: 10-Feet
Gazebo	Rear and Side Yard: 10-Feet
Deck	Rear Yard: 20-Feet Side Yard: 10-Feet
Trellis	Rear and Side Yard: 5-Feet
Play Structures	Rear and Side Yard: 10-Feet
Spas/ Pools	Rear and Side Yard: 10-Feet
Water Features	Rear and Side Yard: 10-Feet
Fire Structures	Rear and Side Yard: 10-Feet
¹ Walls and Fencing	Rear and Side Yard: 5-Feet

¹No structure shall be incorporated or allowed within the front yard of any property without the sole permission and approval of the ACC. Front yard walls shall be a minimum of 36" offset from the Right-of-Way. Fencing directly adjacent to property lines MUST be privacy - all other fencing must be setback from property lines a minimum of 5'. Privacy fencing is prohibited in Front Yards (must be setback a minimum of 30' from Right-of-Way).

ARCHITECTURAL REQUIREMENTS

Residence Minimum Size (Heated)	One-Story: 2,750-Square Feet Two-Story: 3,000-Square Feet
Exterior Colors	Natural/Neutral Tones
Exterior Materials	Stone, Hardi, Brick, or Hard-Coat Stucco (Not accepted: exposed concrete, EIFS, aluminium siding, vinyl siding, and cultured stone) All exterior finishes, colors, and materials must be approved by the ACC

.....**SETBACK & BUILDING SUMMARY**.....

QUICK REFERENCE GUIDE

MAXIMUM HEIGHT RESTRICTIONS

Residence	35-Feet
Walls and Fence	Rear and Side Yard: 6-Feet Front Yard: 3-Feet
Detached Accessory Structures.....	Not to exceed height of Privacy Fence
Gazebos and Play Structures.....	Not to exceed 13-Feet

PLANTING REQUIREMENTS

Private Trees.....	Setback minimum 36" from Property Lines and/or Fencing
¹ Right-of-Way Trees.....	One Street Tree for every 50 Linear Feet of Property Frontage
Plant Selection	See <i>Approved Plant List</i>

PAVING REQUIREMENTS

² Front Yard Coverage	Non-porous coverage within Front Yard not to exceed 50%
Public Sidewalk	Owner to install 4' Concrete Sidewalk along Property Frontage

FENCE COLORS

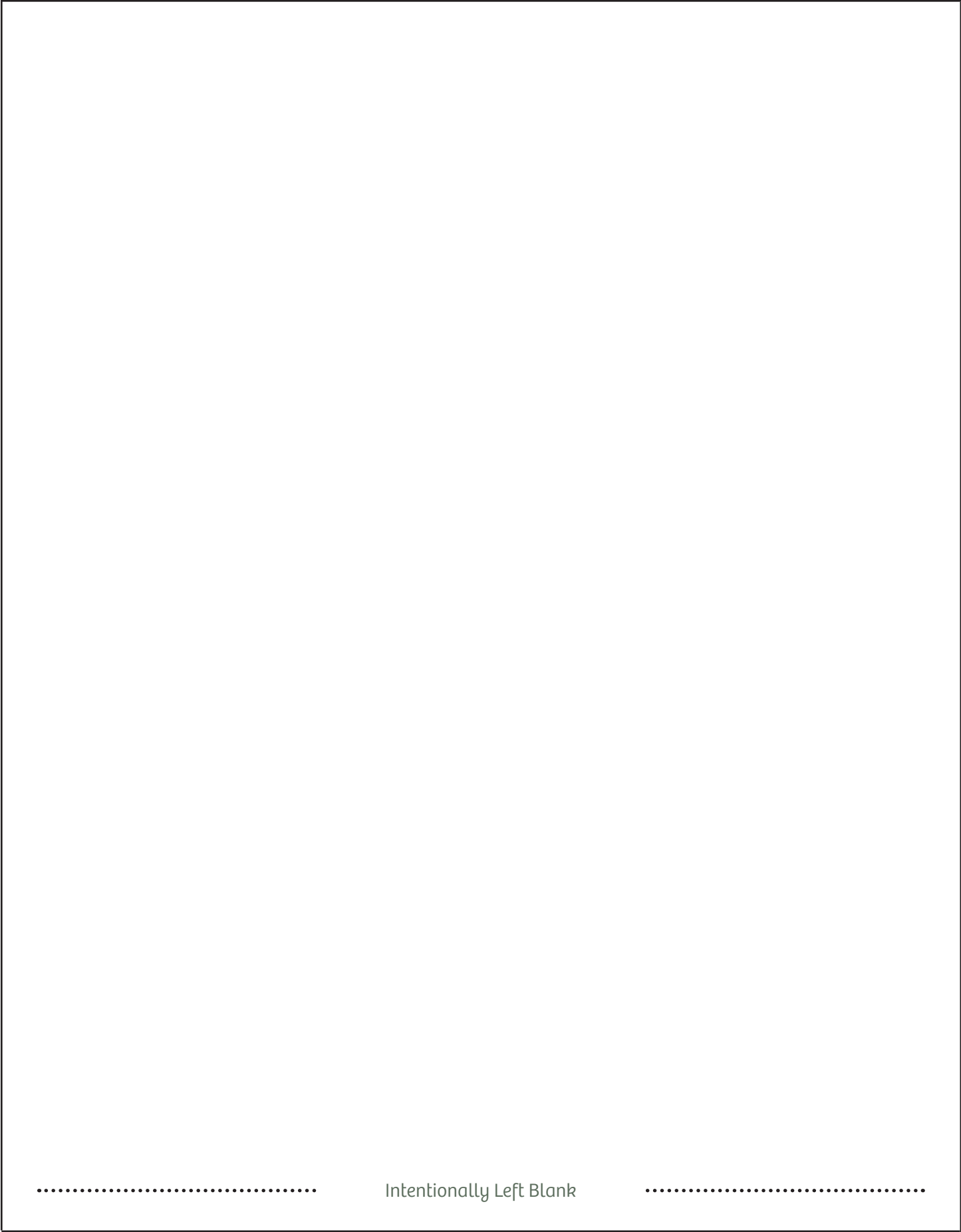
³ Front and Side Yard Application	White, Black, and Neutral Colors Only
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¹Measurements are based on existing tree locations and must be shown on plans. Street trees shall be selected from Approved Plant List and shall correspond with existing trees planted adjacent to property Right-of-Way.

²Paving Requirement: Front yard is measured as total area between face of Primary Structure and Right-of-Way line. Paving coverage includes driveway and non-porous sidewalks.

³Exceptions and color variations are allowed but all proposed colors must compliment and correspond with tones on proposed residence. All colors must be approved by the ACC.

..... SITE & LANDSCAPE SUMMARY



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SITE & LANDSCAPE REQUIREMENTS

..... DESIGN GUIDELINES

SITE & LANDSCAPE REQUIREMENTS

Objectives:

- To promote a cohesive transition from one property to another by creating a unified and holistic aesthetic that encourages a sense of community and character.
- To ensure a high level of quality craftsmanship and consistency in construction materials, methods, practices, and layouts.
- To create a community landscape that compliments the surrounding local climate, region, and ecosystem.
- To align the development with the overall community vision and plan.

Implementation:

1. Grading and Drainage.

House Location: House placement shall be considerate of the existing topography, adjacent properties, and all natural features. Placement of structures shall respect the views from adjacent properties.

Proposed grading and drainage shall ensure positive drainage away from structures and shall direct drainage to existing structures in the manner pre-existent of proposed work. Any grading and/or drainage that negatively impacts an adjacent property shall be remedied by the owner, builder, or representative that initiated the negative impact.

Dumping or piping of water onto a neighboring property is not acceptable.

No curb cuts shall be allowed for drainage pipes.

Any additional on-site grading required after the installation of the building foundation shall cause no disturbance off-site regarding erosion, stormwater, and/or any related impact.

Temporary vegetation shall be used to protect exposed areas such as slopes, stream banks, etc. Best Management Practices ("BMPs") must be in place prior to beginning of construction.

Grading of a property shall generally be balanced with an equal cut-to-fill ratio. Soil brought in and taken off site shall be minimal.

Any owner proposing modifications to existing drainage shall submit plans prepared by a professional engineer or landscape architect registered in the state of Georgia for approval by the ACC.

..... GRADING & DRAINAGE

SITE & LANDSCAPE REQUIREMENTS

Implementation Continued:

2. Driveways.

Driveways shall be concrete and installed with slopes not exceeding 14%. Changes in driveway material may be allowed, but the Owner is required to submit plans to the ACC for review and approval.

Driveways should be no more than 14 feet wide at the street property line with curb cuts no larger than 20 feet wide.

A maximum of two driveway materials shall be allowed but must be approved.

Side-entry garages and courtyard entries should be at least 27 feet and no more than 30 feet wide with a 5 foot wide landscape buffer(minimum) between the drive and the property line.

Curb-cuts for corner lots shall be placed away from the corner of the lot if possible.

3. Pavement and Stairs.

The Owner (other than Declarant) of each Lot in Malcom Bridge Estates shall cause to be installed a concrete sidewalk along the property line(s) of such Lot which front on a street; provided, however, the foregoing obligation to install a concrete sidewalk shall not be applicable to the Owners of Lots 17, 18, 19, 20, 21, 22, and 23 with respect to the frontage of said Lots on Whistling Creek Crossing (it being understood that the Owner of each of Lot 17 and Lot 23 shall be required to install a concrete sidewalk along the frontage of said Lots on Malcom Estates Drive and Malcom Estates Ridge respectively). Such sidewalk shall be installed concurrently with the construction of the driveway for the residence on such Lot but shall, in any event, be installed within two (2) years after the date on which the Lot is purchased by such Owner. The concrete sidewalk shall be not less than four (4) inches thick and four (4) feet in width and shall be installed three (3") feet behind and parallel to the curbs of the street(s). No certificate of occupancy shall be issued for the Residence on such Lot until such time that said sidewalk is constructed in accordance with the Declaration and all necessary regulations and requirements.

..... DRIVEWAYS & PAVEMENT

SITE & LANDSCAPE REQUIREMENTS

Implementation Continued:

3. Pavement and Stairs Continued.

Primary sidewalks to a house from the driveway may be concrete, brick, or stone.

Secondary walkways are encouraged to be natural materials or stepping stones not to exceed 36 inches wide unless approved by the ACC.

Paving and hardscape material shall not exceed 50% of the total front yard area (including driveway and primary sidewalks).

4. Walls and Fences.

All architectural protrusions, veneer, steps, etc. located along the facade of the residence must be designed and detailed with materials compatible with the architectural aesthetic of the residence. All usable porches must be at least 8-feet in depth.

Retaining walls attached to a residence should utilize the same materials as the wall they adjoin.

All proposed walls and fences must be approved by the ACC. Front and side retaining walls must be brick and/or stone. Concrete block, stucco, and concrete finish walls are not acceptable.

Textured modular walls, concrete block walls, landscape timber walls, and cross-tie walls are only allowed in the rear yards and must not be visible from the street on which the residence fronts.

All approved wooden walls shall be stained as directed and as approved by the ACC. All proposed retaining walls must be approved by the ACC prior to construction.

Vinyl fencing, chain-link fencing, and all types of chicken/hog wire are strictly prohibited. Double fencing is not allowed. Black chain-link fence may be allowed in rear yards if fencing is not visible from the street on which the residence fronts and doesn't negatively impact adjacent properties. ACC approval is required.

..... PLANTING, IRRIGATION, AND LIGHTING

SITE & LANDSCAPE REQUIREMENTS

Implementation Continued:

5. Water Features (Including Pools and Spas)

All pools and spas shall be fenced and gated in accordance with all applicable codes, ordinances, and regulations.

In general, pools and spas should be located directly behind the residence but in no case shall a pool or spa be located within 20-feet of property lines. Spas shall be screened so that they're not visible from the street on which the residence fronts and shall be adequately screened to not negatively impact adjacent properties.

All mechanical structures, equipment, and utilities shall be hidden and/or screened from view of the public right-of-way and neighboring properties. Equipment that produces excessive noise shall be effectively contained and screened behind walls.

Above ground pools in excess of 12-inches in depth are strictly prohibited.

Water features shall not exceed a height of 8-feet unless otherwise approved by the ACC.

Water features must be designed and installed with similar materials and tones as reflected on the primary building.

6. Landscape and Accessory Structures

Outdoor Living Spaces. Outdoor kitchens, fireplaces, and barbecue areas must be setback from all property lines and fences a minimum of ten feet. Maximum height of all structures shall not exceed 13'.

Installation of landscape and accessory structures must be approved by the ACC prior to construction.

No accessory structures are allowed in the Front Yard of any property unless approved by the ACC.

All structures and their colors, materials, and textures shall be complimentary to the aesthetic and architectural theme of the residence located on the property. Any structure proposed with a roof should emulate the roof style and structure of the residence.

All decks must be oriented to the rear unless approved by the ACC. All decks must have their vertical surfaces painted and/or sealed in a manner and tone compatible with the house.

..... EXTERIOR SERVICE, UTILITIES,
AND MISCELLANEOUS

SITE & LANDSCAPE REQUIREMENTS

Implementation Continued:

7. Planting, Irrigation, and Landscape Lighting

All planting plans and submittals must be designed by a design professional and submitted for approval by the ACC prior to beginning any work. Hand drawn submittals will not be allowed.

All landscaping material should conform to and be consistent with the growing standards mentioned in the 'American Standards for Nursery Stock - ANSI' (most recent edition).

Planting plan shall adhere to the approved and prohibited plant lists. Plants that are not shown on the list shall be considered but only at the recommendation and/or proposal of a registered Georgia Landscape Architect.

Construction and installation details should be provided with all landscape plans submitted to the ACC, including but not limited to shrub and tree planting, trenching, mulching, sodding, pavement specifications, lighting, irrigation, etc.

Landscape must not interfere with natural drainage of development, nor shall it interfere with sight lines at intersections and driveways.

All blank walls must be landscaped with dense shrubbery or covered with tree canopy.

All side-loaded garages must be screened from view (by adjacent property and/or street) with shrubs of at least four feet in height or a 6' high privacy fence.

Landscape edging must not be visible within the front yard of any property.

All landscape beds shall be covered with a natural landscape mulch (hardwood, pine, straw, etc.). In no case shall landscape beds be predominately made of colored gravel, lava rock, or artificial turf. Cases for a diversity of ground material can be made but require ACC approval.

All trees must be setback from structures, pavements, property lines, and fences a minimum of 36 inches. ACC may require additional setbacks dependent on root system of proposed tree.

All yards shall be maintained in a neat and orderly manner. Failure to maintain a property may result in fines.

..... WALLS, FENCES, & WATER FEATURES

SITE & LANDSCAPE REQUIREMENTS

Implementation Continued:

7. Planting, Irrigation, and Landscape Lighting Continued.

All properties shall be irrigated. Exceptions are allowed as approved by the ARC. Irrigation should be designed in a way that prevents over-spray and runoff into adjacent properties.

Utility and security lighting must be contained in the soffit and located 3 feet to the rear of the front outside corners of the house and/or garage. Lighting must be directed away from the street and adjoining properties.

All landscape and pathway lighting should be a low voltage, low level, non-glare type and cause minimal impact on adjacent properties. Warm lights are strongly recommended. All lighting apart from low-level and low-voltage must be approved by the ACC.

8. Exterior Service and Utility Areas

All utility equipment including but not limited to meters, air conditioning units, pool and spa equipment, generators, etc. must be installed in a location and in a manner that will not cause a nuisance (visually, audibly, etc.). Equipment must be screened from view.

9. Miscellaneous

Flags and flag poles. Homeowners are allowed two house mounted flags that are do not require ACC approval. House mounted flag poles shall not exceed six feet and the flags are to be no larger than 3'x6'. More than two flags and flags larger than stated are required to receive ACC approval. Any display of the American Flag shall be pursuant to all requirements listed in the Federal Flag Code.

Exterior furniture not located under roof and visible from any street requires ACC approval.

Exterior sculptures, fountains, birdbaths, garden ornamentation, and any other similar exterior item located within view of any street requires ACC approval.

Satellite Dish/Antenna can be no greater than 1 meter in diameter and must be located on the side of the residence with least visual impact to street view and adjacent properties. Dishes shall not be mounted on fencing.

..... ACCESSORY STRUCTURES &
PLANTING

SITE & LANDSCAPE REQUIREMENTS

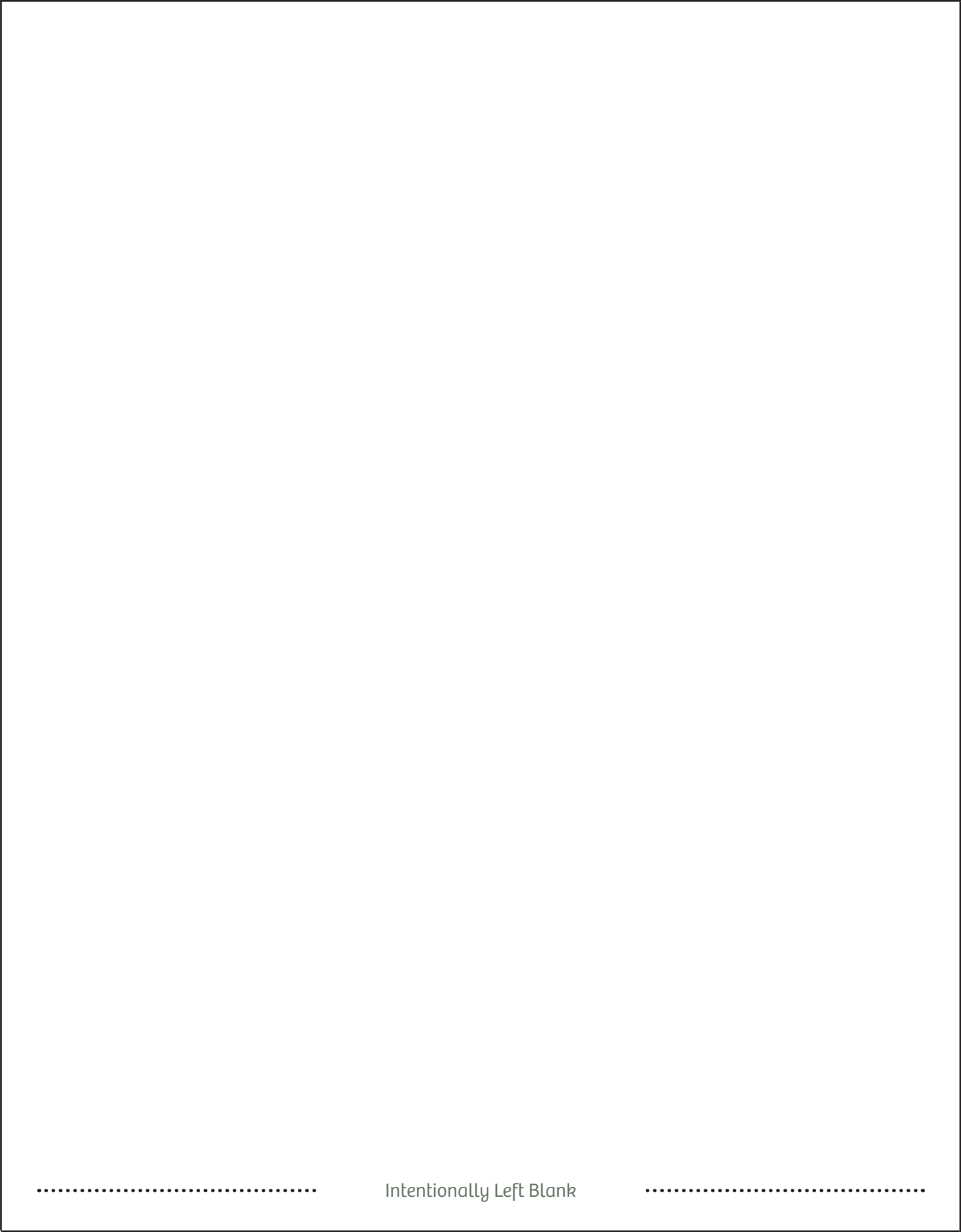
Implementation Continued:

9. Miscellaneous Continued.

Basketball goals must be mounted on a standard backboard and attached to an in-ground black metal pole. Basketball goals must be installed behind the front line of the house. Screening is encouraged.

Clotheslines of any type are prohibited.

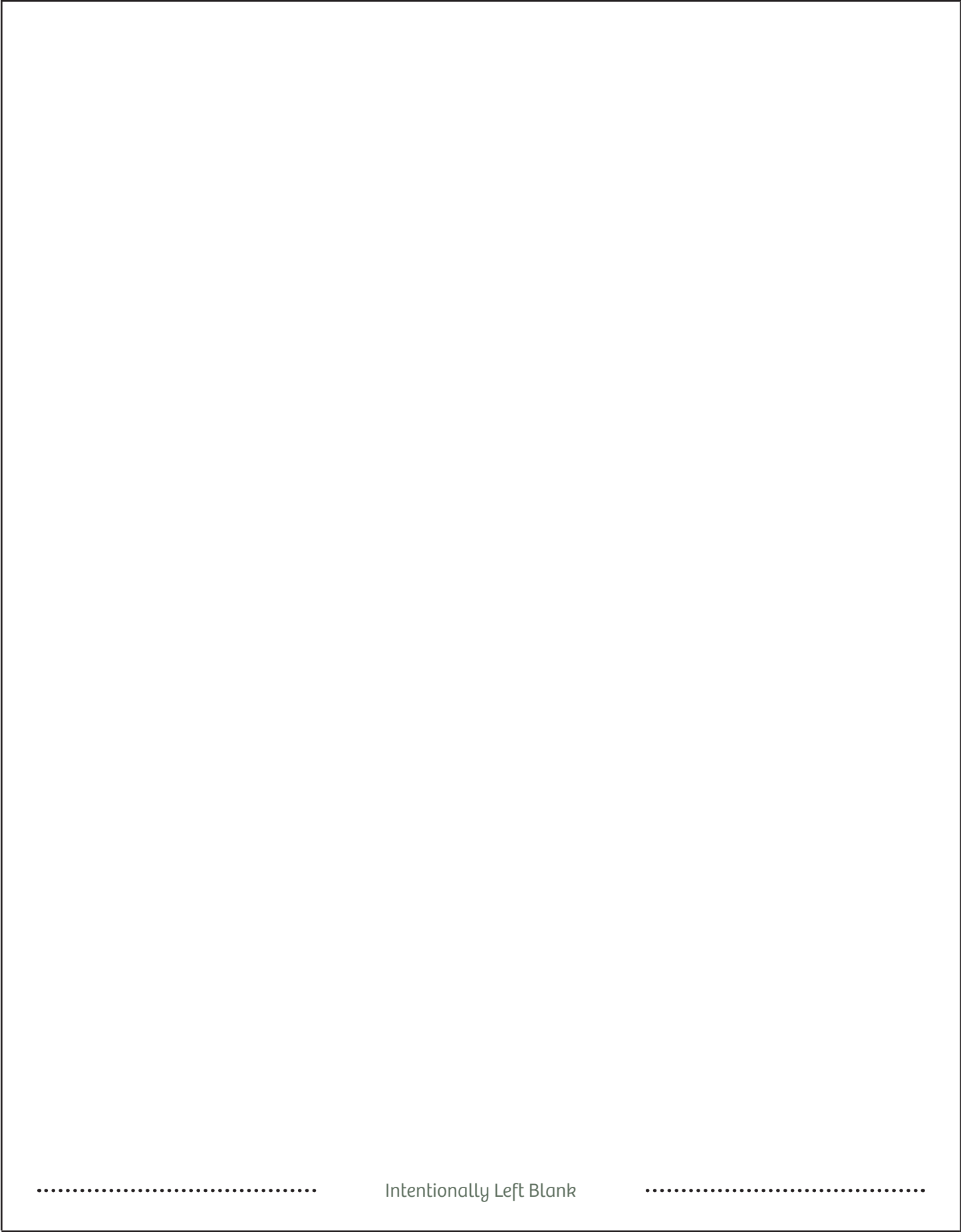
..... PLANTING, IRRIGATION, AND LIGHTING



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ARCHITECTURAL REQUIREMENTS

..... DESIGN GUIDELINES

ARCHITECTURAL REQUIREMENTS

Objectives:

- To promote a singular, cohesive, and complimentary archetype for the community.
- To regulate, monitor, and instil a cohesive aesthetic that supports the community vision.
- To provide the community with an elevated and united style, image, and standard.

Implementation:

1. Architectural Styles

Architectural styles within Malcom Bridge Estates are encouraged to vary in size, projection, and layout; however, the general aesthetic of each architectural style proposed shall be complimentary and compatible with the general traditions of the region.

It is encouraged for the structure to reflect or represent a Southern Modern Cottage style and/or a Southern Craftsman Style Archetype which is prevalent and best represented throughout the area.

2. Size and Orientation

All one-story homes shall be a minimum of 2,750 square feet of conditioned space, and two-story homes shall be a minimum of 3,000 square feet of conditional space. For two-story homes, a minimum 1,800 square feet shall be under the roof on the first floor.

Homes within Malcom Bridge Estates shall orient and dress the architectural aesthetic in such a way that front porches shall be a hallmark feature of the neighborhood. Front porches are required on all homes and should be oriented, designed, and placed to highlight their aesthetic.

3. Exterior Colors and Textures

Exterior colors are suggested to be neutral in nature and shall be compatible with a traditional/historic color palette. All exterior colors must be submitted to and approved by the ACC.

All provided/proposed paint colors shall be harmonious with the primary material selection. All stucco colors are required to be light as a rule (darker colors will be considered based on selection of primary material).

..... STYLES, SIZE, ORIENTATION,
 COLORS, AND TEXTURE

ARCHITECTURAL REQUIREMENTS

Implementation Continued:

4. Exterior Facade and Entry

Foundation / Floor Height. All finished floor heights shall be a minimum of 6" above finished grade at the front of the home.

Foundations and Foundation Walls. Foundations shall be brick or stone. All foundations must have a water-table feature installed. Exposed concrete or concrete blocks are not acceptable. Foundation material shall be consistent on all four elevations.

Materials. All homes shall be designed to use two primary exterior materials only. Secondary accent materials such as brick or stone shall be allowed. Approved exterior materials include cement fiberboard, brick, and synthetic/natural stone. EIFS (synthetic stucco), aluminium siding, cedar shake, and vinyl siding are not allowed as approved materials for this neighborhood. All chimney chases shall be wrapped in a masonry material such as brick or stone.

Exterior Columns. All columns shall be appropriately designed boxes that wrap structural members in an aesthetic fashion that compliments structure. Structural members smaller than 6"x6" shall not be exposed.

5. Windows and Doors

Windows. Double hung windows are preferred but casement windows may be accepted provided they meet all construction and traditional design standards. Transom windows are encouraged. Except when use as a special accent, all windows shall be vertical in design with a minimum height-to-width ratio of 2:1. Aluminium window frames and reflective glass are prohibited. Windows in a masonry veneer must have a header detail, unless specifically approved by the ACC. Exterior window finishes may be either painted or vinyl clad.

Front Doors. Front doors shall have a unique design in keeping with the design of the residence. Front doors shall be not less than 8-feet tall, painted or stained, panelled or 3/4 glass with panels below. A 6-panel door is not allowed.

Basement Doors. Basement doors must be to the rear or side of the house unless specifically approved by the ACC. Typically, basement doors should not be seen from any street.

Garage Doors. Garage doors must be a minimum painted or stained panelled door, trimmed appropriately. Carriage-type designed doors are encouraged. Garage doors should be designed to open to the side or rear of the property. If a three-car garage is used, at least two doors should be side entry. The third may face the street with one carriage-type door.

EXTERIOR FACADE,
WINDOWS, AND DOORS

ARCHITECTURAL REQUIREMENTS

Implementation Continued:

6. Roofs and Eaves

Approved primary roof materials include metal and composite shingles. All shingles shall be architectural grade. All roofing material colors shall be medium to dark colors and tones such as 'weathered wood' or 'colonial gray'. No light or bright colors will be accepted.

Roof pitches must be appropriate to the house style.

Roof projections and vents shall be located so as to not be visible from the street and shall be painted to be compatible with the roof color. Metal flashing shall be copper, or metal painted to match the adjacent materials.

7. Exterior Service Areas

Window air conditioning units are not permitted.

Solar collectors are not allowed except with written consent from the ACC. If granted, collectors shall be located where installation is not visible from any street.

Equipment such as, but not limited to, meters, air conditioning units, pool and spa equipment, and any other similar equipment must be installed in a location which will not cause a nuisance to neighboring properties and must be screened from all views.

All trash containers must be stored within garages and/or enclosures unless curbside for pickup. Trash shall not be left curbside for more than 24 hours. All trash containers and enclosures must be approved by the ACC and may require landscape screening.

8. Exterior Lighting

All lighting must directed away from the street and adjoining properties. Sports lighting and pole lighting is strictly prohibited. All other types of lighting may be considered but should have minimal impact on adjacent streets and properties.

Security lighting on structures are typically approved if installed in the soffit and three feet to the rear of the front outside corners of the house and/or garage.

..... STYLES, SIZE, ORIENTATION,
COLORS, AND TEXTURE

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DESIGN REVIEW PROCESS

..... DESIGN GUIDELINES

DESIGN REVIEW PROCESS

When to Submit for Approval:

Improvement and all New Construction projects must be reviewed by the ACC to ensure that plans and designs are proposed and prepared in accordance with the Malcom Bridge Estates Design Guidelines. The design review process must be followed for any of the following:

- New Home Construction
- Architectural Revisions/Changes to the exterior of the residence (includes paint colors, garage doors, windows, and door/screen modifications)
- Addition of any landscape and/or accessory structure seen from neighboring properties or the right-of-way.
- Addition of any spa, pool, or water feature not previously approved by the ACC.
- Any hardscape or landscape addition and/or design that will alter previously approved designs and/or plans or that will disturb pre-existing landscapes noted as being preserved on previously approved plans.

Exceptions:

- Replacement of any faulty, damaged, and/or dated landscape or architectural feature so long as the replacement is of equal or greater quality with an aesthetic that matches the one being replaced.
- Questions and concerns regarding the review process and whether or not it is required may be directed to the ACC Administrator (see Design Development Contacts).

New Construction Review:

1. Preliminary Document Submittals (Optional)
2. Grading and Site Plan Submittal
3. Architectural Submittal
4. Landscape Submittal
5. Construction / Change Review
6. Final Inspection and Post-Construction Review

Common Modification Review:

1. Modification Submittals
2. Administrative Review and Determination
3. Construction / Change Review
4. Final Inspection and Post-Construction Review

..... OVERVIEW

DESIGN REVIEW PROCESS

Design Review and Submittal Fees

All design review fees must be submitted to the ACC Administrator with the appropriate application. No review will begin until the Design Review Fee is received. The standard sheet size for a design submittal shall be no more than 24"x36". The sheet shall include at minimum a graphic scale, north arrow, and all warranted information as shown in the Plan Submittal Requirements section.

- Design Review Fee: \$2,000.00* Design Review Fee shall be made payable to the Association. Design Review Fee covers administrative duties, architectural review, and landscape architectural review.

*Owner may engage and utilize the Association's preferred Landscape Architect, Civil Engineer, and/or Architect for a discounted Design Review Fee.

Design Review Fee: \$1,350 - Use preferred Architect OR preferred Landscape Architect/Civil Engineer
Design Review Fee \$500.00 - Use preferred Architect AND preferred Landscape Architect/Civil Engineer

Your engagement of any of the Association's preferred Architect, Landscape Architect or Civil Engineer does not constitute a representative warranty or assurance that any such person or entity is qualified, suitable or capable of performing development and construction services.

The initial application to build on a lot must include the Design Review Fee. The plans will not be reviewed prior to receipt of these fees. If applicant chooses to use the preferred Architect and/or Landscape Architect/Civil Engineer, the applicable fee indicated must be received with the initial application.

Re-inspection or additional review fees may be due if additional inspections and/or reviews are required due to subsequent failure by the applicant and/or builder to provide sufficient data or resolve ACC comments and concerns. Where submittals are required, the applicant shall follow the same procedures as for the original submittal.

Common modifications that include renovations, revisions, and alterations to existing sites and properties previously approved shall be reviewed on a case-by-case basis. Fee requirements for such modifications shall be determined by the Administrator and shall be based on size, scale, and austerity of the submitted plans. Projects that require review by a licensed professional may be subject to additional review fees. Property owner will receive notification of additional fees once application has been submitted and all initial review fees have been paid.

..... DESIGN REVIEW AND SUBMITTAL FEES

DESIGN REVIEW PROCESS

Submittal Requirements for Architectural Control Committee (ACC):

1. PRELIMINARY DOCUMENT SUBMITTAL (Optional):

Purpose. Provide a level of comfort that a given site and house plan will be acceptable with the understanding that the final character, detail, and material/color selections will be compatible with the neighborhood standards. Preliminary documents will only be accepted and reviewed once and will only be considered courtesy reviews and won't be reviewed for full completion.

Fee. Preliminary document submittals do not require a processing fee. Submittals and review of preliminary documents does not guarantee approval by the ACC.

Documents. The following documents should be submitted with this request, if desired:

- Preliminary Site Plan. 24"x36" to scale (with Graphic Scale and North Arrow) showing general layout of property, house location, and drive. All setbacks and easements should be shown.
- Floor Plans with Exterior Elevations and Material Schedule

****Design review / processing fees must be paid upon initial submittal.****

****ALL submittals must be professionally drawn and generated. Hand-drawn plans will not be accepted****

2. GRADING AND SITE PLAN SUBMITTAL: Landscape Architect/Engineer Review

Prior to land disturbance on any lot, a site plan must be submitted and approved. The site plan must be scaled and typically shown at 1"=20'-0". Site and grading plan should include the following:

- Vicinity map of neighborhood and lots therein
- Existing topography (Minimum 2' contour intervals, 1' preferred)
- Property lines with bearings and distances. Show adjacent property/owner information.
- All existing utilities, setbacks, easements, buffers, floodplains, etc.
- Proposed house, hardscape, and site design features (including patios, pools, etc.)
- Proposed grade and elevations. Include finished floor elevations and directional arrows indicating drainage. Grading plans should include all top and bottom of wall and/or stair elevations (measured to finish grade). Include all warranted construction details.
- Show all clearing limits and/or limits of disturbance proposed on site.
- Show all proposed utilities (septic system, lighting, HVAC, etc.). Include construction details.
- Show name and color of proposed brick/pattern at driveway entrance.
- **Show all applicable finishes, colors, and specifications as required by these guidelines unless noted on the site plan that such details will be called out on the landscape plan.**

****Any owner who begins clearing or grading prior to site plan approval will be subject to a \$500.00 fine per occurrence. Owner is directly responsible for acquiring appropriate approval prior to construction.****

..... SUBMITTAL REQUIREMENTS

DESIGN REVIEW PROCESS

Submittal Requirements for Architectural Review Committee (ARC) Continued:

3. ARCHITECTURAL SUBMITTAL: Architectural Review

Prior to house construction on any lot, a house plan must be submitted and approved. The site plan must be scaled and typically shown at 1/4"=1'-0". The house plan should include the following:

- Foundation plans. Show home and any warranted or proposed foundation walls. Construction details should be included in submittal.
- All floor plans and layout. Include each floor and all door and window schedules.
- Framing Plan. Include all walls, floors, etc.
- Roofing Plan. Include layout, slope, material, finish, and color.
- Elevations. Show all four elevations (include dimensions, materials, textures, and elevations)

Any owner who begins home construction prior to house plan approval will be subject to a \$500.00 fine per occurrence. Owner is directly responsible for acquiring appropriate approval prior to construction.

4. LANDSCAPE SUBMITTAL: Landscape Architect/Engineer Review

Prior to landscape installation on any lot, a landscape plan must be submitted and approved. The site plan must be scaled and typically shown at 1"=10'-0". The landscape plan should include the following:

- Design Features. Show all proposed design features (to include all hardscapes, water features, pathways, accessory structures, driveways, sidewalks, etc.)
- Utilities. Show all existing and proposed utilities.
- Vegetation. Show all existing (to remain) and proposed plants and vegetation.
- Grading. Show all existing and proposed grade lines.
- Plant Schedule. Plant schedule should show all plants and their quantities, botanical names, common names, container size, container type, minimum size at install (height/spread), and any warranted or necessary comments for install.
- Street Trees. Show all required street trees to be proposed and any warranted street trees existing on adjacent properties. Street trees should be equidistant from existing to proposed.
- Details. Show all details and include all necessary specifications warranted for contractor to commence construction and installation. Include tree and shrub installation, hardscape installation, sod installation, etc..

Any owner who begins installing landscape prior to landscape plan approval will be subject to a \$500.00 fine per occurrence. Owner is directly responsible for acquiring appropriate approval prior to construction.

..... SUBMITTAL REQUIREMENTS

DESIGN REVIEW PROCESS

General Steps for Submission:

1. **Submit Application for Site Plan and Building Plan:** Preliminary review (optional). Concurrently preferred.
2. **Review Process:** ACC to review plans. Approximately 2 Weeks for Completed Submittals (10 business days)
3. **Submit to County for Permit:** The applicant is responsible for obtaining all applicable permits from Oconee County and/or the state for disturbance, septic, building, and erosion control, if applicable. Acceptance by the ACC does not guarantee acceptance by the County or State, and vice versa.
4. **Start Construction:** Once applicant receives ACC and municipal approval, construction may commence.
5. **Construction / Modification Review:** Applicant to provide ACC with any warranted change orders during construction. Applicant to provide architectural and landscape submittals as necessary.
6. **Post-Construction Review:** Applicant shall submit photos and checklist for final review.

New Construction Submittal and ACC Review Process:

Once plans and applications have been submitted, the ACC will initially review the plans for completeness. Incomplete plans and applications will not be reviewed unless submitted as Preliminary Documents. Once applications and plans are marked as successfully submitted, the ACC will review the plans for consistency with the Malcom Bridge Estates Design Guidelines. All submittals do not need to be submitted concurrently, but each submittal must be approved appropriately within the typical construction schedule and timeline.

- The ACC will review all information submitted and indicate approval, disapproval, or recommend changes/revisions to the submitted documents. Response to the initial submittal shall be provided within 10 business days of submission, unless ACC requests additional information. In the event that the submittal is denied, the applicant may resubmit for additional review. An additional fee may be required.
- Construction / Modification Review: Field changes, alterations, additions, and/or discrepancies between the approved plans and construction, must be submitted in writing to the ACC for review and approval prior to commencement of work. Failure to request changes/modifications may result in stop order and additional fees. The ACC should be contacted by phone or email to discuss any questions or discrepancies that contractor may have regarding the approved plans. The ACC may, from time to time, visit and review construction for compliance with approved plans and construction documents. If changes and/or alterations are noticed that weren't approved by the ACC, the ACC will issue a Notice to Comply. A stop order will be issued on the project until compliance or resolution between the builder/contractor and the ACC occurs. Additional fines/fees may apply.
- Post-Construction Review: No later than two weeks from completion of the house and landscape installation, the applicant shall submit photographs for a final review together with a complete ACC Final Checklist. Photographs should show compliance with all requirements and shall depict the house and the landscape. At time of photographs, site should be fully stable and 100% operational.

..... SUBMITTAL REVIEW

DESIGN REVIEW PROCESS

Common Modification Submittal and ACC Review:

Once plans and applications have been submitted, the ACC will initially review the submitted documents and inform the applicant if any additional information is required. Once applications and plans are marked as successfully submitted, the ACC will review the plans for consistency with the Malcom Bridge Estates Design Guidelines.

- **Modification Submittals: Improvements to an Existing Home**

Any subsequent future improvements of a building and/or site, including re-roofing and landscaping, after the initial construction shall also be submitted to the ACC. Such information could be as simple as a material sample or picture, but must, at the very least, include a visual depiction of all proposed work. Any and all updated landscaping, barring typical replacements, will require an updated landscape plan. What is needed and required for an appropriate review will be dictated by size, scale, and detail of modification.

- **Post-Construction Review:** No later than two weeks from completion of the modification project, the applicant shall submit photographs for a final review together with a complete ACC Final Checklist, as needed. Photographs should show compliance with all requirements and shall depict all warranted and necessary modifications. At time of photographs, site should be fully stable and 100% operational.

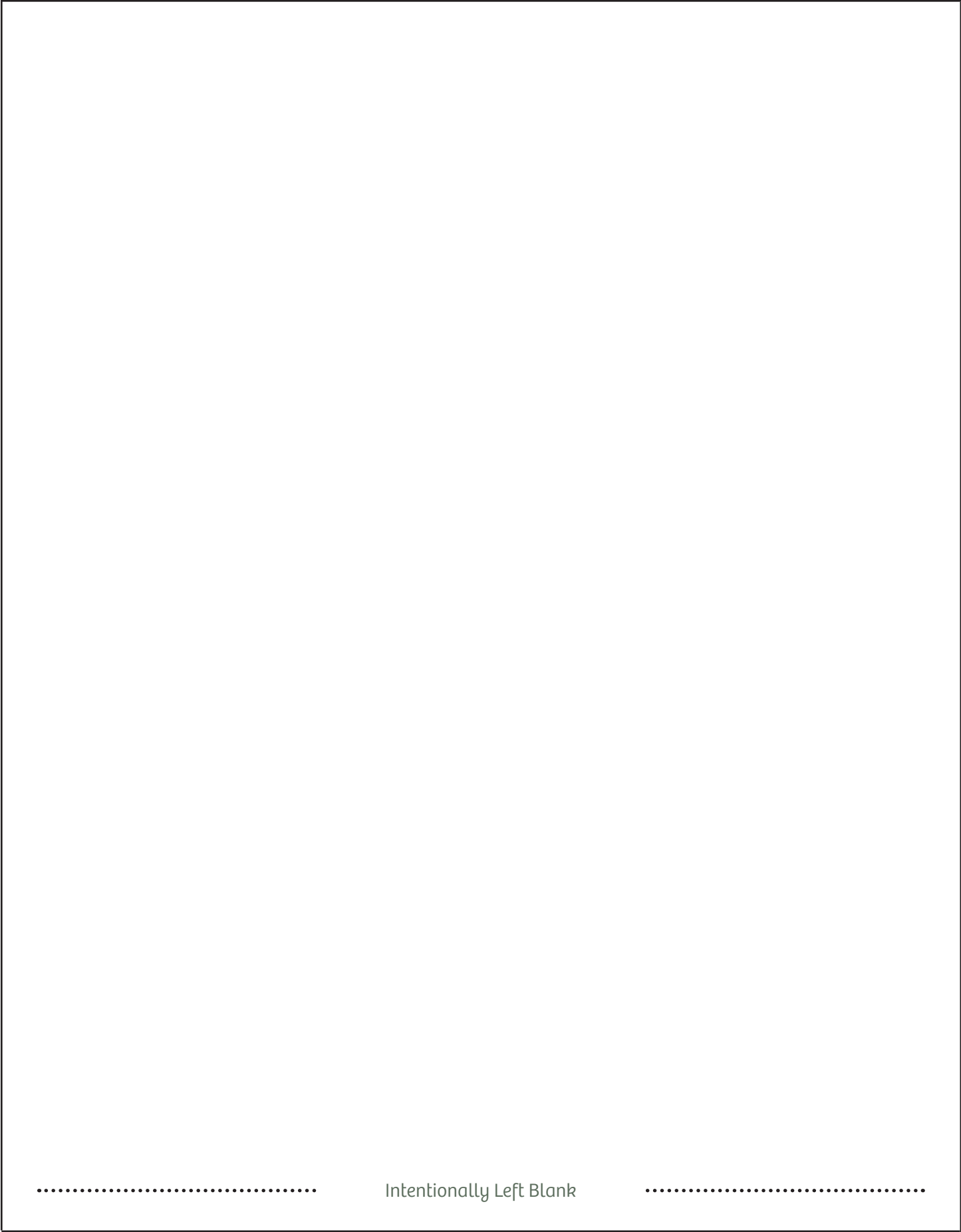
General Construction Allowances:

- 1. Modification Review:** All approved modifications shall commence within six months of approval unless otherwise specified in writing by the ACC. Once commenced, all modifications must be completed within one-hundred and twenty days, unless otherwise approved or specified in writing by the ACC.
- 2. New Home Construction:** All new home construction projects shall commence within six months of approval unless otherwise specified in writing by the ACC. Once commenced, all new home construction must be completed within one year, unless otherwise approved or specified in writing by the ACC.

If approved work is not completed within the allotted time, or an extension has not been requested by the Administrator, the project shall be considered nonconforming and shall be subject to penalty and/or resubmission by the Association.

Exceptions: Exceptions may be granted by the ACC if the request shows there are extraordinary conditions pertaining to the particular property due to its size, shape, topography, or location. An exception may be granted if the guidelines pose a particular hardship on a piece of property or if by adhering to the guidelines, would negatively impact subject property or surrounding properties. If exception is granted, it may not cause detriment to neighboring properties, nor shall it be in conflict with the Malcom Bridge Estates aesthetic.

..... SUBMITTAL REVIEW



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DOCUMENTS & APPLICATIONS

..... DESIGN GUIDELINES

APPROVED PLANT LIST

Approved Street Trees:

Botanical Name	Common Name	Botanical Name	Common Name
<i>Quercus bicolor</i>	Swamp White Oak	<i>Quercus nuttalli</i>	Nuttall Oak
<i>Quercus coccinea</i>	Scarlet Oak	<i>Quercus shumardii</i>	Shumard Oak
<i>Quercus falcata</i>	Southern Red Oak	<i>Quercus</i>	Northern Red Oak
<i>Quercus lyrata</i>	Overcup Oak	<i>Quercus hemisphaerica</i>	Darlington Oak

Approved Canopy Trees:

Botanical Name	Common Name	Botanical Name	Common Name
<i>Acer rubrum</i>	Red Maple	<i>Quercus lyrata</i>	Overcup Oak
<i>Acer saccharum</i>	Sugar Maple	<i>Quercus hemisphaerica</i>	Darlington Oak
<i>Ginkgo biloba</i> (male)	Ginkgo	<i>Quercus nuttalli</i>	Nuttall Oak
<i>Liriodendron tulipifera</i>	Tulip Poplar	<i>Quercus phellos</i>	Willow Oak
<i>Nyssa sylvatica</i>	Blackgum	<i>Quercus shumardii</i>	Shumard Oak
<i>Pistache chinensis</i>	Chinese Pistache	<i>Quercus rubra</i>	Northern Red Oak
<i>Platanus x acerifolia</i>	London Planetree	<i>Taxodium distichum</i>	Baldcypress
<i>Quercus alba</i>	White Oak	<i>Ulmus americana</i>	'Princeton' Elm
<i>Quercus bicolor</i>	Swamp White Oak	<i>Ulmus parvifolia</i>	Chinese Elm
<i>Quercus coccinea</i>	Scarlet Oak	<i>Zelkova serrata</i>	Japanese Zelkova
<i>Quercus falcata</i>	Southern Red Oak		

Approved Evergreen / Screening Trees:

Botanical Name	Common Name	Botanical Name	Common Name
<i>Cedrus deodara</i>	Deodar Cedar	<i>Ilex opaca</i>	American Holly
<i>Cryptomeria japonica</i>	Japanese Cryptomeria	<i>Juniperus virginiana</i>	Eastern Redcedar
<i>Ilex x 'Fosteri'</i>	'Foster's' Holly	<i>Magnolia grandiflora</i>	Southern Magnolia
<i>Ilex x 'Savannah'</i>	'Savannah' Holly	<i>Magnolia virginiana</i>	Sweetbay Magnolia
<i>Ilex cornuta</i>	Chinese Holly	<i>Taxodium distichum</i>	Baldcypress

Approved Understory / Flowering Trees:

Botanical Name	Common Name	Botanical Name	Common Name
<i>Acer buergerianum</i>	Trident Maple	<i>Cornus kousa</i>	Korean Dogwood
<i>Acer palmatum</i>	Japanese Maple	<i>Lagerstroemia</i> spp.	Crape Myrtle
<i>Amelanchier arborea</i>	Servicberry	<i>Magnolia stellata</i>	Star Magnolia
<i>Cercis canadensis</i>	Redbud	<i>Magnolia soulangiana</i>	Saucer Magnolia
<i>Chionanthus retusus</i>	Fringe Tree	<i>Prunus cerasifera</i>	Thundercloud Plum
<i>Cornus florida</i>	Flowering Dogwood	<i>Vitex agnus-castus</i>	Chaste Tree

..... APPROVED TREE LIST

APPROVED PLANT LIST

Approved Evergreen Shrubs:

Botanical Name	Common Name	Botanical Name	Common Name
Abelia spp.	Abelias	Ilex cornuta	Chinese Holly
Agarista populifolia	Leucothoe	Ilex glabra	Inkberry Holly
Agave americana	Century Plant	Ilex vomitoria	Yaupon Holly
Berberis americana	Wintergreen Barberry	Illicium spp.	Anise
Buxus microphylla	Japanese Boxwood	Loropetalum chinensis	Loropetalum
Buxus sempervirens	English Boxwood	Myrica cerifera	Southern Wax Myrtle
Camellia sasanqua	Sasanqua Camellia	Osmanthus fragrans	Fragrant Tea Olive
Cephalotaxus harringtonia.	Japanese Yew	Pittosporum tobira	Pittosporum
Cleyera japonica	Japanese Cleyera	Podocarpus macrophyllus	Podocarpus
Distylium spp.	Distyliums	Rhododendron spp.	Azalea (Evergreen)
Gardenia jasminoides	Gardenia	Rosmarinus officinalis	Rosemary

Approved Deciduous Shrubs and Grasses:

Botanical Name	Common Name	Botanical Name	Common Name
Aronia melanocarpa	Chokeberry	Jasminum nudiflorum	Winter Jasmine
Berberis thunbergii	Japanese Barberry	Lavandula angustifolia	English Lavender
Buddleia davidii	Butterfly Bush	Miscanthus sinensis	Maiden Grass
Calycanthus floridus	Sweetshrub	Muhlenbergia capillaris	Muhly Grass
Callicarpa americana	Beautyberry	Nassella tenuissima	Mexican Feather Grass
Chaenomeles speciosa	Flowering Quince	Pennisetum spp.	Fountain Grass
Chasmanthium latifolium	Inland Sea Oats	Rhododendron spp.	Azalea (Deciduous)
Clethra alnifolia	Sweet Pepperbush	Rosa spp.	Roses
Deutzia gracillis	Deutzia	Salvia spp.	Salvia
Forsythia spp.	Forsythia	Syringa spp.	Lilac
Fothergilla gardenii	Fothergilla	Viburnum spp.	Virburnums
Hydrangea spp.	Hydrangeas	Weigela florida	Weigela
Itea virginica	Virginia Sweetspire	Spiraea spp.	Spiraea

The lists provided are not meant to be all inclusive, for species not included, please call management for verification or have your landscape plan stamped by a practicing Landscape Architect licensed in Georgia. The lists provided have been approved and verified by professionals as being well-known, adaptable, and relatively good species for the surrounding area, climate, and region.

..... APPROVED SHRUB LIST

PROHIBITED PLANT LIST

Prohibited Plant List:

The following list includes plants that are strictly prohibited on proposed plans. These plants exhibit characteristics that are potentially destructive to native vegetation and have been deemed invasive or highly aggressive to the point of harm for local and native ecosystems. Under no circumstances shall these plants be installed on properties within the Malcom Bridge Estates community, unless given written approval by the ACC.

Botanical Name	Common Name	Botanical Name	Common Name
Ailanthus altissima	Tree of Heaven	Lonicera japonica	Japanese Honeysuckle
Achyranthes aspera	Devil's Horsewhip	Lonicera maackii	Herder Amur Honeysuckle
Albizia julibrissin	Mimosa	Lygodium japonicum	Japanese Climbing Fern
Alternanthera philox.	Alligator Weed	Microstegium uimineum	Nepalese Browntop
Ampelopsis brevipedun.	Porcelain Berry	Murdannia keisak	Marsh Dayflower
Celastrus orbiculatus	Oriental Bittersweet	Nandina domestica	Heavenly Bamboo
Dioscorea oppositifolia	Chinese Yam	Pyrus calleryana	Bradford Pear
Eichhornia crassipes	Water Hyacinth	Tomentosa (Thunb.)	Princesstree Paulownia
Elaeagnus pungens	Thorny Olive	Phyllostachys aurea	Golden Bamboo
Elaeagnus umbellata	Autumn-Olive	Polygonum cuspidatum	Japanese Knotweed
Glechoma hederacea	Ground Ivy	Pueraria montana	Kudzu
Humulus japonicus	Japanese Hops	Rosa multiflora	Multiflora Rose
Hedera helix	English Ivy	Triadica sebifera	Chinese Tallowtree
Hydrilla verticillate	Hydrilla	Vinca major	Big Periwinkle
Lespedeza bicolor	Shrubby Lespedeza	Vinca minor	Common Periwinkle
Lespedeza cuneata	Sericea Lespedeza	Wisteria sinensis	Chinese Wisteria
Ligustrum sinense	Chinese Privet		

BOLD names represent plants that are allowed only if restricted and confined by hardscape and/or containers

PROPERTY MODIFICATION FORM

Lot Number

Property Address

Applicant's Name

Applicant's Email

Builder

Applicant's Signature and Date

Proposed Improvements (Please Check all that Apply)

- Grading and Drainage
- Landscape Installation
- Hardscape and Paving
- Landscape Structure
 - Awning
 - Gazebo
 - Patio Cover
 - Trellis/Arbor
 - Outdoor Kitchen
 - Drains / Stormwater
- Building Addition
- Roofing
- Others (Please Specify Below)
- Garage Door
- Exterior Wall
 - Retaining Wall
 - Freestanding Wall
- Fencing and/or Gate
- Fireplace and/or Fire Pit
- Exterior Deck and/or Platform
- Water Feature
 - Pool/Spa
 - Fountain
- Exterior Lighting
- Exterior Painting

- Approved Approved with Conditions Denied Resubmittal Required

Date ACC Reviewed

ACC Representative Signature

..... MODIFICATION

NOTICE OF COMPLETION

Lot Number

Property Address

Owner's Name

Owner's Email

Close of Escrow Date

Owner's Signature and Date

On the _____ day of _____ in the year _____, the improvement(s) on the above listed property was (were) completed in accordance with the construction documents provided to the Malcom Bridge Estates Architectural Control Committee.

Site and Landscape Reviewed by
Landscape Architect

Architectural Plans and Home
Construction Reviewed by Architect

The completed improvement(s) for the above property are as follows:

Owner Name (Printed)

Owner Name (Signature)

Date

..... NOTICE OF COMPLETION

NEW CONSTRUCTION APPLICATION

Lot Number	Property Address
Applicant's Name	Applicant's Email
Builder	Applicant's Signature and Date

By signing this application, I certify that this submittal, to my knowledge, meets all Malcom Bridge Estates Design Guidelines. If granted approval by the ACC, said plans will be installed as approved and no exception will be made unless requested in writing, by the applicant, and approved by the ACC.

- | | |
|--|--|
| <input type="checkbox"/> Conditioned Space:

Basement: _____

1st Floor: _____

2nd Floor: _____

Total: _____ | <input type="checkbox"/> Preliminary Review (Optional)

<input type="checkbox"/> Site Plan Review
<input type="checkbox"/> Site and Grading Plan

<input type="checkbox"/> Architectural Design Review
<input type="checkbox"/> Foundation Plan
<input type="checkbox"/> Floor(s) and Roof Plan
<input type="checkbox"/> Exterior Elevations (4 Minimum) |
|--|--|

	/	Color	(ACC Use) Circle			
	Material	One				
Roofing Material			A	AC	D	R
Foundation Material			A	AC	D	R
Siding Material			A	AC	D	R
Trim Material			A	AC	D	R

..... NEW CONSTRUCTION

DESIGN CHANGE REQUEST FORM

Lot Number

Property Address

Applicant's Name

Applicant's Email

Builder

Applicant's Signature and Date

In the space provided, please explain the nature of the request and include all details required that reference the need for the request and the desired solution. The request should show how the new design change will adhere to the Malcom Bridge Estates Design Guidelines and shall include all necessary and warranted colors, details, and materials as warranted by said guidelines.

Design Change Reviewed by Landscape Architect

Design Change Reviewed by Architect

Owner Name (Printed)

Owner Name (Signature)

For ACC Use Only:

- Approved
- Approved with Conditions
- Denied
- Resubmittal Required

..... DESIGN CHANGE

EXCEPTION REQUEST FORM

Lot Number

Property Address

Applicant's Name

Applicant's Email

Builder

Applicant's Signature and Date

In the space provided, or attached separately, please explain the nature of the request for an exception to the Malcom Bridge Estates Design Guidelines. The request should show the following:

- There are extraordinary conditions and/or circumstances pertaining to this particular property due to it's size, shape, topography, and/or location that make adherence to the guidelines problematic.
- Adhering to the guidelines for the property in question would create an unnecessary hardship on the property and the property owner.
- If granted relief, the design exception would not cause detriment to neighboring properties nor would it be in conflict with the design intent and aesthetic of the guidelines and Malcom Bridge Estates community.

Owner Name (Printed)

Owner Name (Signature)

For ACC Use Only:

Approved

Approved with
Conditions

Denied

Resubmittal
Required

.....

DESIGN CHANGE

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POST-CONSTRUCTION REVIEW FORM

Lot Number	Property Address
Applicant's Name	Date

Although this review is an attempt for the ACC to regulate and maintain a cohesive, well-designed and well-built community, in no way, does the ACC approval relieve the builder from conforming to all design guidelines and codes set forth in the covenants and as mandated by local, state, and federal code and law.

(ACC Use) Reviewer. Review must be completed by both for final approval.

Landscape Architect Architect
 (ACC Use) Circle One

- | | |
|--|----------------|
| <input type="checkbox"/> Landscaping. Installation acceptably completed | A AC D R |
| <input type="checkbox"/> Exterior Utilities. Screened from view of streets and Adjacent Properties | A AC D R |
| <input type="checkbox"/> Roofing. Penetrations have been painted to match roof color. | A AC D R |
| <input type="checkbox"/> Exterior Finishes. Vents, meters, etc. painted to match exterior colors. | A AC D R |
| <input type="checkbox"/> Exterior Materials acceptably completed. | A AC D R |
| <input type="checkbox"/> Exterior Colors acceptably completed. | A AC D R |
| <input type="checkbox"/> Water features acceptably completed, if applicable. | A AC D R |
| <input type="checkbox"/> Door/Window fenestration acceptably completed. | A AC D R |
| <input type="checkbox"/> Foundations acceptably completed. | A AC D R |
| <input type="checkbox"/> Deck/Patio painted, stained, and installed acceptably. | A AC D R |
| <input type="checkbox"/> Retaining Walls and Fences acceptably completed | A AC D R |
| <input type="checkbox"/> Driveway apron acceptably completed. | A AC D R |
| <input type="checkbox"/> Sidewalk and street trees acceptably completed. | A AC D R |

For ACC Administrator Use Only:

- | | | | |
|---------------------------------------|--|-------------------------------------|---|
| <input type="checkbox"/> Approved (A) | <input type="checkbox"/> Approved with Conditions (AC) | <input type="checkbox"/> Denied (D) | <input type="checkbox"/> Resubmittal Required (R) |
|---------------------------------------|--|-------------------------------------|---|

Date ACC Reviewed	ACC Representative Signature
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..... POST-CONSTRUCTION