

Welcome to the Hilton Head Plantation Architectural Review Board.

The Architectural Review Board (ARB) is established to maintain the type of home design and colors appropriate to the Plantation and to ensure that all projects meet the Plantation's Covenants and ARB Guidelines. The ARB assures compliance with all provisions of the Covenants, Declarations, and Guidelines concerning architectural control by means of a review process and mandatory inspection procedures.

All required information must be submitted to, and approved by, the Architectural Review Board prior to implementation. This also applies to any additions or alterations, repainting, re-roofing, or major landscape changes. The complete ARB Guideline Document can be found as follows on the HHP website:

www.hiltonheadplantation.com

Select Documents, Forms, Minutes

Select the Document Tab

Locate and Download, if desired, "ARB 2018 Guidelines"

DESIGN DOCUMENTS

All owners, architects, engineers, designers, builders, contractors, and developers shall have received, read, and understood these guidelines and agree to comply with them as applicable, prior to submitting any proposal for ARB review.

There are three types of submittals:

Conceptual Review, Preliminary Review, and Final Review.

The attached checklist provides an easy overview for the submitter to provide what is needed for each of the submission types. A building permit from the Plantation will not be issued until all design documents have been completed and approved.

Submittal for final approval to the ARB must include a full set of working drawings, landscape plan, drainage plan, photos of property and adjacent areas and a color sample board, as applicable.

TOWN BUILDING PERMIT

For any project that requires a Town Building Permit, a copy of the Town Permit and all changes to the plans must be filed with, and received by, the ARB prior to the issuance of the HHP Building Permit.

HHP POA ARB Submission Checklists

Submittal requirements

(check off when completed)

I have reviewed and understand the ARB Guidelines

Name: _____

Date: _____

Contractor/Designer _____ Property Owner _____

A. CONCEPTUAL REVIEW Resolve concerns about acceptability of Site Plan or Design aesthetics

Site Plan

Tree & topo survey (under 3 years old) – done by Surveyor

Perspective or three elevations of proposed structure

Photographs as required by ARB Guideline 3.1, pg. 14

I have completed the submittal requirements for Concept Review.

Name: _____

Date: _____

Contractor/Designer _____ Property Owner _____

B. PRELIMINARY REVIEW Resolve concern about acceptability of certain architectural aspects or siting considerations PRIOR TO COMPLETION OF A FULL SET OF WORKING DRAWINGS

Application for Design Review, Fee Paid

Site Plan

Tree & topo survey (under 3 years old) – done by Surveyor

Floor and Roof plan (1/4" = 1'0" scale)

HHP POA ARB Submission Checklists

- Four major elevation drawings (1/4" = 1'0" scale) with exterior materials clearly indicated
- Wall sections, cross sections, structural/details as necessary to interpret the plans, elevations, and features of concern
- Photographs as required by ARB Guideline 3.1, pg. 14

I have completed the submittal requirements for Preliminary Review.

Name: _____

Date: _____

Contractor/Designer _____ Property Owner _____

C. FINAL REVIEW

- Application for Design Review, if not completed earlier
- Tree & topo survey (under 3 years old) – done by Surveyor
- Property Lines with measurements, Coastal Critical line (CCL), avg high water mark, if appl
 - Setback lines
 - Lot corner grade elevations
 - Edge of road grade elevations
 - Spot graded elevations at center of lot & midway along each property line
 - Culvert invert elevations
 - Finished floor elevation of house, garage, and all horizontal construction
- All trees to be removed marked by an "X"
- Contours in one-foot increments, both existing and proposed new finished grades
- Footprint of all new proposed vertical & horizontal construction located by dimensions from the property lines

HHP POA ARB Submission Checklists

- Edge of the roof overhang shown as a solid line with walls below as broken lines
- All proposed recreational equipment indicated
- Materials for driveway, walks, patios, decks and pool decks indicated
- Locations of all adjacent existing conditions including roads, golf courses, golf cart paths, leisure paths, open space, easements, lagoons, swales, ditches, bulkheads, retaining walls, designated wetlands, and open water
- On PATIO lots, patio wall extensions indicated and location of gutters & downspouts.
- Photographs and color board as required by ARB Guideline 3.1, pg. 14
- Drainage Plan
- Roof Plan
- Electrical Plan
- Window Schedules
- Landscape Plan
- For SWIMMING Pools, See ARB Guidelines Section 3.3, pg. 21
- Wall sections, cross sections, structural/details as necessary to interpret the plans, elevations, and features of concern

I have completed the submittal requirements for Final Review.

Name: _____

Date: _____

Contractor/Designer _____

Property Owner _____