

TIDEWATER PLANTATION

**Design Review Board
Standards, Requirements and Procedures**

Volume II

**Significant Minor & Minor Modifications
and
Exterior “Non-House” Items**

Volume 2 of 2

THE COMPLETE TIDEWATER PLANTATION DESIGN REVIEW BOARD STANDARDS, REQUIREMENTS AND PROCEDURES ARE COVERED IN TWO DOCUMENTS. THIS DOCUMENT IS VOLUME 2 AND DEALS ONLY WITH SIGNIFICANT MINOR & MINOR MODIFICATIONS AND EXTERIOR "NON-HOUSE" ADDITIONS - TYPICALLY THOSE ITEMS DONE AFTER THE HOUSE IS BUILT. VOLUME 1 DEALS WITH REQUIREMENTS FOR NEW CONSTRUCTION AND MAJOR MODIFICATIONS/ADDITIONS REQUIRING ROOFLINE CHANGES. PLEASE CONSULT THE APPROPRIATE DOCUMENT FOR THE WORK YOU ARE CONSIDERING.

Items contained herein, especially those with self-determining approvals are applicable to single-family houses only. While the DRB would use the same criteria for condominium areas, owners in condominiums must first seek approval from their condominium association for any improvement outside of their condominium in a common or limited-common area. After that approval, DRB approval is also required. Condominium areas at Tidewater include:

- Teal Lake Villas
- Heron Lake Villa
- Harbor Loft
- Lighthouse Villas
- Clubhouse Villas
- Tidewater Ridge

DISCLAIMER:

Failure to identify a violation in the plan review and permit approval process DOES NOT relieve the applicant from complying with all Tidewater Golf Club & Plantation Design Review Board requirements, nor does it imply that North Myrtle Beach requirements have been met (check with local authorities).

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**SECTION I
INTRODUCTION AND SUMMARY**

Tidewater Plantation is a Planned Unit Development (PUD). Article 9 of the recorded Declaration of Covenants, Conditions and Restrictions (CCR's) for Tidewater Plantation create a Design Review Board ("DRB") with the primary purpose of maintaining the natural beauty and environment of Tidewater, as well as to protect property values through the control of the design of new construction, alterations, renovations and remodeling. Further, the DRB is established to assure that all owners adhere to proper community wide standards on their properties (whether improved or unimproved).

This document is intended to outline the community-wide standards established by the DRB, as called for in the CCR's for all areas of Tidewater. These include both standards for exterior property maintenance as well as for new construction or alterations, additions and renovations. It is also intended to serve as a significant guide for determining which activities require DRB approval. Specific procedures, requirements, fee schedules, and application for approval are included.

This document is intended to be dynamic, and may be modified and altered at any time. Modifications and alterations may be the DRB response to:

- Changing requirements of government agencies and financial institutions;
- Changing needs of residents and/or golf course;
- The evolution of community planning and development through new research studies; technological innovations, and emerging ecological and sociological demands;
- Plan alterations desirable for the health of Tidewater Plantation and the properties located therein.

PROCEDURAL SUMMARY

While it is of utmost importance to read the entire document, the following will outline the items that require DRB approval and where to find specific approved criteria.

A. SIGNIFICANT MINOR & MINOR MODIFICATIONS

These modifications would include all additions or alterations that do not involve the addition of any new roofline but are intended to be of a permanent nature. All such modifications require DRB review and approval. A simplified application form is included in these documents for such requests. Detailed standards and fees for such modifications are found in Section IV.

B. EXTERIOR NON-HOUSE ITEMS

Exterior "non-house" additions include items like the following:

Benches and Seats	Recreational & Outdoor Equipment
Birdhouses/Feeders/Baths	Seasonal/Party Decorations
Edging	Signs
Flags	Statuary
Fountains	Weathervanes
Hammocks	Wind Chimes
Planters	Windsocks
	Wall Art and Wreaths

In an effort to simplify the approval process, general standards for "pre-approval" of these items are included in Section V. While these standards are intended to be self-determining they are somewhat subjective. Therefore, it would be prudent to receive DRB approval prior to making additions or modification to avoid possible added expense of having to remove or alter a non-house item. Notwithstanding these "pre-approval" guidelines, the DRB still maintains authority, in its sole discretion, as to whether or not any such items or changes are acceptable.

Version History: DRB Standards, Requirements and Procedures – Volume II

Version Date	Effective Date	Approved by:	Change Description
1991(approx)	1991	SL&G, DRB	New Document: DRB Standards, Requirements and Procedures – Significant Minor & Minor Modifications and Non-House Items - Volume II
20Jun2011	20Jun2011	DRB	Tree Removal: Elimination of Tree Fund

**SECTION II
ESTABLISHMENT, CREATION AND PURPOSE
OF THE DESIGN REVIEW BOARD**

A. PLANNED UNIT DEVELOPMENT

Tidewater Plantation is a private residential community development of Southern Land & Golf Company, Ltd., under a Planned Unit Development (PUD), which has been approved by the City of North Myrtle Beach Planning Commission and North Myrtle Beach City Council. The Planned Unit Development, as it may be amended from time to time, provides a comprehensive plan for the overall development of Tidewater.

B. CREATION OF DESIGN REVIEW BOARD

A Declaration of Covenants, Conditions, and Restrictions for Tidewater Plantation, as amended from time to time, has been recorded to establish specific standards for the ownership and use of property at Tidewater.

The CCR's also create under Article 9, a Design Review Board (DRB) with control vested in Southern Land & Golf Company, Ltd. The DRB may establish such rules, procedures, guidelines and reasonable fees as are necessary to achieve its purposes and objectives. The members are appointed by Southern Land & Golf Company, Ltd. at its discretion.

C. PURPOSES OF DESIGN REVIEW BOARD

The purposes of the Tidewater Plantation DRB are the following:

- To set Design Guidelines for Tidewater Plantation
- To preserve the natural beauty of Tidewater Plantation and its setting
- To continue Tidewater Plantation as a pleasant and desirable environment
- To establish and maintain a harmonious design for the community
- To promote and protect the value of properties within Tidewater Plantation
- To set community-wide standards
- To set procedures for the operation of the DRB
- To insure compliance with community-wide standards

D. DESIGN REVIEW BOARD JURISDICTION

In order to accomplish its purposes, the CCR's state that no building, wall, fence, deck or other structure shall be erected, placed or altered until the proposed building plans, specifications, exterior color or finish, plot plan (showing the proposed location and elevation of such building wall, fence, walk, deck or other structure, drives and parking areas), landscape plan and construction schedule shall have been approved in writing by the DRB.

Prior written approval shall also be required for an addition to any existing building or structure or any renovation, alteration, or change thereto, as well as any alterations to the exterior appearance of any building.

All landscaping changes or additions, including things like the removal of trees, installation of plant borders, landscape lighting, installation of yard decorations, and the like must receive DRB approval prior to undertaking such activity. Approval or disapproval of plans, location or specifications may be based upon any grounds, including purely aesthetic considerations, which the DRB, in its sole and absolute discretion, shall deem sufficient, subject to appeal as outlined in Article 9 of the CCR's.

The DRB shall have the authority to grant variances from any requirements set forth in these architectural standards on a case-by-case basis. The granting of any such variance is not deemed a precedent and will not impair or otherwise affect the right of the DRB to continue to require strict compliance with these documents in the future, to disapprove any future requests for the same or a similar variance, or otherwise.

E. OBJECTIVES FOR TIDEWATER PLANTATION

The architectural and design process is directed toward attaining the following objectives for Tidewater Plantation:

- Preventing excessive or unsightly grading, indiscriminate earth moving or clearing of property, removal of trees and vegetation, which could cause disruption of natural watercourses or scar natural landforms.
- Ensuring that the location and configuration of structures are visually harmonious with the terrain and vegetation of the property and with surrounding properties and structures.
- Ensuring that the architectural design of structures and their materials and colors are visually harmonious with the Tidewater Plantation overall appearance, history and cultural heritage, with the surrounding development, with the natural landforms and native vegetation, and with the development plans, officially approved by the Declarant, or any governmental or public authority, for the neighborhood areas in which the structures are proposed to be located.
- Ensuring that plans for landscaping provide visually pleasing settings for structures on the same lot and on adjoining or nearby lots, and blend harmoniously with the natural landscape.
- Ensuring that any development, structure, building or landscaping complies with the provisions of the Declaration of Covenants, Conditions, and Restrictions for Tidewater Plantation.
- Promoting building design and construction techniques that respond to energy consumption, water conservation and environmental quality considerations, such as heat loss, air emissions, and runoff water quality.

Version History: DRB Standards, Requirements and Procedures – Volume II

Version Date	Effective Date	Approved by:	Change Description
1991(approx)	1991	SL&G, DRB	New Document: DRB Standards, Requirements and Procedures – Significant Minor & Minor Modifications and Non-House Items - Volume II

**SECTION III
COMMUNITY STANDARDS AND ARCHITECTURE CRITERIA**

A. PROPERTY MAINTENANCE

All properties in Tidewater must be appropriately maintained in a manner which upholds the harmonious and natural setting of Tidewater. An owner will keep his unimproved lot clean of unsightly weeds, limbs, trash and other such items. On heavily wooded lots, this may not be necessary as often as on less wooded lots. Trees and limbs that have fallen or become unsightly need to be removed by a lot owner. Only hand held equipment may be used without written DRB approval.

On improved properties (other than condominiums), each owner is responsible for complete maintenance of his yard. This includes mowing, weeding, pruning, mulching, and fertilization. The community association only mows the common area right of way in front of houses; the property owner shall maintain the remainder of such area.

One particularly important limitation on an owner's landscape maintenance activities applies to the twenty-foot (20') rear yard maintenance easement for all properties with frontage on the golf course. The easement runs twenty-feet (20') deep along the golf course frontage. The owner may, on a secondary basis, maintain this area by keeping it free of trash, limbs, and other debris; however, the golf course maintenance crew will have exclusive and primary jurisdiction over trimming, pruning, tree removal or cutting done in this easement. The homeowners association or its management company does not maintain this area. Please contact the Tidewater Golf Club superintendent if you believe your easement area requires any attention beyond your normal maintenance; however, the golf club's decision to undertake such work shall be within its sole discretion.

All lakes, except Widgeon Lake (in Lighthouse Village) and Egret Lake (at the Bluffs Amenity Center), are considered wetlands and have similar 20' buffer around them.

Additionally, there are some small wetlands within Tidewater that have a similar 20' buffer. These wetlands would be included on your individual property survey as well as the recorded plat. If an owner has any question regarding golf course maintenance of their lot fronting a wetland, please contact the golf course superintendent.

Version History: DRB Standards, Requirements and Procedures – Volume II

Version Date	Effective Date	Approved by	Description of Change
Original	1991 (approx.)	SL&G, DRB	New Document: DRB Standards, Requirements and Procedures – Significant Minor & Minor Modifications and Non-House Items - Volume II

**SECTION IV
SIGNIFICANT MINOR & MINOR MODIFICATIONS**

Significant Minor and Minor modifications or changes would include all additions or alterations that do not involve the addition of any new roofline but are intended to be of a permanent nature. Examples would be closing in screened porches, adding or replacing windows, solar panels, skylights or fireplaces, all exterior color changes, adding decks or patios, all landscape lighting, exterior light fixtures, hot tubs, Jacuzzis, driveway toppings, clearing activity, landscape changes, etc. The Significant Minor & Minor Modifications Application should be used to submit such requests to the DRB. This form may be obtained from the property management office or the TPCA website.

A refundable deposit of \$250 will be required for all Significant Minor Modifications. A detailed fee structure for these modifications is as follows:

A. Significant Minor Modifications	FEE
Curb cuts ¹	\$100
Enclose screened porch ¹	
Windows ¹	
Solar panels ¹	
Skylights ¹	
Pools, hot tubs/jacuzzis, saunas ¹	
Exterior fireplace chimneys ¹	
B. Minor Modifications	
Change color of exterior siding, trim or roof	\$30
HVAC/Trash Enclosure	
Fireplace venting	
Landscape Changes and Lighting	
Arbors/pergolas	
Fencing	
Storm doors	\$20
Clearing activity	
Hurricane shutters	
Railings	
Satellite dishes	
Awnings/sunshades	
Driveway topping	
Repainting siding and/or trim, re-roofing with same color	\$0
Tree removal	
Replacing dead plants	

¹ A \$250 refundable deposit is required on all Significant Minor Modifications

The following information is necessary to process the Significant Minor & Minor Modifications applications:

- Owner name and address
- Description of work
- To-scale drawing – floor plan and elevation (if applicable –required where exterior elevation of the house changes – can normally be drawn in on existing plan)
- Site plan – show any proposed new ground coverage (only applicable if there is new coverage)
- Contractor Name.

A. STANDARDS FOR SIGNIFICANT MINOR & MINOR MODIFICATIONS

NOTE: NONE OF THESE ITEMS ARE SELF-DETERMINING FOR APPROVAL UNLESS SPECIFICALLY STATED.

1. **Arbors/Pergolas:** Freestanding arbors or pergolas are not permitted in Tidewater. Any such structure must be immediately adjacent to the house and reviewed by the DRB. Approval before such a structure is constructed is necessary. Arbors and pergolas must be constructed of wood and must match the siding or trim color of the house. No vinyl or aluminum is permitted.
2. **Awnings/Sunshades:** These items are not approved for use in Tidewater with one exception. Awnings may be approved on a case-by-case basis for use on South Island, only on the eleven (11) houses that face the Intracoastal Waterway, Lots 378-388. The awning must not be visible from the street and the solid color must match the house siding or trim. Additional restrictions may also apply.
3. **Clearing:** No clearing of lots or additional clearing of home sites after completion of landscaping is allowed without the approval of the DRB. Further, any clearing in the twenty-foot (20') golf maintenance easement is to be pre-approved by the Tidewater Golf Course superintendent. Significant fines can be imposed for violations involving clearing because of the irreparable damage that can be done.
4. **Curb Cuts:** If desired, the homeowner may replace the roll curb at the driveway entrance with one of a flatter design. The owner is responsible for any damage/repair to paving caused by this replacement.
5. **Decks/Patios:** All decks and patios affect lot coverage and must be submitted for approval. Only grade level patios will be considered for encroachment into setbacks. All raised patios and decks must fit within setbacks. No encroachment of decks and patios is allowed in the required city setbacks. Grade-level patios will be considered for possible encroachment into the additional golf course setback on a case-by-case basis. All decks and patios must be painted in accordance with the DRB guidelines.
6. **Driveway and Walkway Coatings:** Only a natural "concrete" color of "manuel kindling wood" (SW #0032441), approved by the DRB, will be allowed. No decorative patterns on driveways or front walkways are permitted. Natural or embossed brick edging, flush with the driveway and/or walkway surface, will be considered on a case-by-case basis by the DRB.
7. **Exterior Light Fixtures:** Exterior light fixtures must be in keeping with the architectural style and proportionate in size, and shall not infringe on the privacy of neighbors. Landscape lighting will be considered as part of the landscape plan. Approved, standard driveway fixtures are detailed in Volume I of the DRB Standards. Any lighting not detailed in Volume I must be approved by the DRB.
8. **Fencing:** Perimeter property fencing is not allowed, except in Courtyard Park, where certain stucco walls are required. Some limited fencing on non-golf course frontage lots will be considered on a case-by-case basis.
9. **Guttering:** Gutters must match the color of the house trim in order to be approved. If this is done, this is a self-determining approval and does not require review by the DRB. However, in installing gutters, the discharge of water from the gutter must not negatively impact neighboring properties.

10. **House Alterations:** All such alterations must be accomplished using materials consistent with the existing house. Likewise, colors and window types must match existing materials to stay within two-color palette. All drawings submitted as required must contain details consistent with existing house (i.e., trim, siding and windows).
11. **Hurricane Shutters (Permanent) & Shutter Mounts :** As there are a variety of types, sizes and colors, these must be submitted to the DRB for approval. Generally, they will be approved if their profile and massing is not excessive and the color matches the window /trim color.
12. **Landscape Changes:** Other than additions of indigenous plants (as listed in Section VI) or annual flowers, all landscaping changes, whether additions or deletions require approval of the DRB. Any proposed changes must be based on the criteria in Section VI. Any plantings added under a self-determining approval should not be planted in excess, i.e., an excessive number of annuals that tend to dominate a landscape. There should be a balance between flowers and other greenery. Major landscaping will be evaluated by the DRB on a case-by-case basis.
13. **Painting:** Any exterior repainting must be approved by the DRB. Standard colors for the various neighborhoods are included in Volume I. Approval of these colors is not self-determining, as the DRB considers colors of surrounding houses before granting approval.
14. **Pools, Outside Spas, Saunas:** Pools, outside spas and saunas on non-golf course front property are permitted, but must be properly concealed and within building setback lines. Pools are not permitted on properties with golf course frontage. Spas and saunas will be considered on golf course frontage property depending on setbacks from the golf course, location of the home site with regard to trees and greens, and proposed screening of the spa and sauna from the golf course.
15. **Railings:** Wood, wrought iron, powder coated aluminum, or vinyl railings are allowed with approval by the DRB on a case-by-case basis. All railing samples must be submitted to the DRB for approval prior to installation. Railings must be the same color as the siding or trim on the house.
16. **Satellite dishes:** Satellite dishes placement and screening are subject to DRB review and approval prior to installation.
17. **Service, Utility and Storage Areas:** Screened service utility areas must be provided to encompass air conditioning equipment, propane tanks, garbage cans, electric meters and the like at all residences in Tidewater. In order to be hidden from view from golf course, street and neighbor, in some cases, electric meters may be placed at another location but all efforts should be made to keep these in the same area. The facilities must be constructed with materials that are compatible with the exterior materials of the house and should be shown on all elevations, site plans, etc. with the submission. Landscaping alone is not acceptable for screening these areas.
18. **Solar Panels:** Solar panels may be permitted based upon their appearance and location. This includes the panels blending into the roof structure and having a minimal intrusive impact on neighboring properties. Requests to the DRB for solar panels must include the location and photos of the panels to be installed.
19. **Storm Doors:** Full-glass storm doors are acceptable as long as the color matches either the trim around the front door or the color of the door itself. The glass must be clear, non-decorative.

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Original	1991 (approx.)	SL&G, DRB	New Document – DRB Standards, Requirements and Procedures, Minor Modifications and Non-House Items – Volume II
03May2010	03May2010	DRB	Railings: Allow wrought iron railings – color and design to be approved by DRB
17May2010	17May2010	DRB	Revised Fee Schedule
12Jul2010	12Jul2010	DRB	Fees: Increase \$20 Minor Modification category to \$30
18Mar2011	18Mar2011	DRB	Fees: Category change: - Significant Minor Modifications, \$100 fee. Name of Volume also changed to: DRB Standards, Requirements and Procedures, Significant Minor & Minor Modifications, Volume II
09May2011	07Jul2011	DRB-5/9/11 BOD 7/7/11	Fees: \$250 refundable deposit on all Significant Minor Modifications
12Sept2011	12Sept2011	DRB	Driveway and Walkway Coatings: Language edification. Railings: Language edification.

SECTION V EXTERIOR "NON-HOUSE" ITEMS

The purpose of this section is to establish "pre-approval" standards for a number of items that are frequently utilized by an owner to "personalize" their house and are not generally of a permanent nature. While it is the intent of the DRB to allow an owner certain freedom with respect to these items, it is necessary to establish some control over these items. Condominium owners must first obtain approval from their condominium association before seeking DRB approval.

These standards are intended to be self-determining, but if there is any question as to an item, the DRB should be consulted first. The DRB retains the right, in its sole discretion, to disapprove any item that an owner may have self-determined was acceptable and require its removal. The self-determination must be made on the basis of these written standards and not on the basis of what you may have seen at another home site. If an item does not meet self-determine approval, it must be submitted for DRB review on the Significant Minor & Minor Modifications application form.

The monitoring and enforcement of standards for these "Exterior Non-House Items" shall be the responsibility of the Property Manager on behalf of the DRB. The DRB shall retain responsibility for the oversight of such monitoring and enforcement.

Four (4) key criteria should be considered at when determining approvability, as these were the basis for setting the standards that follow:

1. **SIZE:** All Items need to be "in scale" and should not become dominant or highly visible features.
2. **LOCATION:** For the most part, these items should be located near the house, for the enjoyment of the owner, and not placed in places that are in prominent view. Generally, no items are allowed within the City's required setbacks.
3. **QUANTITY:** Items added to or placed on the property may be permitted in quantities of one or two for a residence, but would not be approved if carried to the extreme in larger numbers. The goal is to keep the appearance from becoming cluttered, which can result from an excessive quantity of a single item, or an excessive number of various items, when viewed in the aggregate.
4. **COLOR:** Earth-toned colors and natural colors that blend in are the rule.

The following standards will address many of the typical items. Any item not included should be referred to the DRB.

1. **Benches and Seats:** Any decorative benches or seats that are made out of wood, wrought iron or concrete and are of natural colors are acceptable features as long as they are not oversized or otherwise offensive. If located other than on decks or porches, they should be incorporated into the landscape plan.
2. **Birdhouses/Feeders/Baths:** Generally, these items are acceptable as long as they are not excessive in number, are not overly excessive in size, and are of natural materials and natural color. For houses and feeders, these would typically be wood or wood and glass perhaps with some metal. Plastic is acceptable as long as it is in a natural color. Locations should be necessary based on trees, but in no way should be placed extremely close to a neighbor's patio or porch so that it might be in any way a nuisance to them. Birdbaths are preferred out of concrete or metal, but other materials would be acceptable as long as they are of natural color. Additionally, these should not be located as focal points near property lines but rather as part of a landscaping plan and in the rear of the outdoor living area of the house. See also paragraph 11 below.
3. **Edging;** Edging is a highly visible element and generally will be accepted if it is flush to the ground and of a color that blends naturally into the immediate surrounding landscape.
4. **Flags:** In addition to displaying the American Flag, flags identified with themes, holidays, seasons, sporting teams, Tidewater Yard-of-the-Month, are permitted to be displayed. So as to provide an element of control and consistency throughout the community, a maximum of

one (1) full-size flag (typically 28"x40") and one (1) garden flag (typically 13"x18") are permitted to be displayed. The full-size flag and flagpole must be attached to the house and not to trees, and must be located near the front entry of the house. The garden flag must be displayed near the front or rear entry and be no more than 36" in height, including holder. The Tidewater Plantation Yard-of-the-Month flag shall be of garden flag size and may be displayed in addition to other qualifying flags on the property. The DRB does have final authority to determine if a flag does not meet the intent of this rule for any reason. In case of such determination, the owner will be required to remove or replace the flag. Seasonal and holiday flags should follow the guidelines for Seasonal/Party Decorations in this section.

5. **Fountains:** Fountains require case-by-case approval from the DRB and are generally not consistent with the architectural style of Tidewater.
6. **Hammocks:** Hammocks are acceptable but they should not be of bright colors. They must be located near the rear living area of a house and out-of-sight or screened from neighbors and the golf course. They cannot be located in any setback areas.
7. **Planters:** Generally speaking, planters, pots and hanging plants that are of naturally colored materials are acceptable as long as they are not excessive in number or size or visually offensive from the street, golf course, or adjacent neighbor. These can be wood, ceramic, concrete, and terra cotta, or even plastic. However, the color needs to be consistent with the natural colors allowed in a particular neighborhood. White is not an acceptable color. Plants that are put out in temporary black plastic containers, such as those that plants are purchased in, are not allowed.
8. **Recreational/Outdoor Equipment:** Permanently installed recreational equipment is not encouraged and must have prior DRB approval. Temporary recreational equipment such as golf training equipment, badminton nets, bicycles, children's toys, gardening equipment or the like may be used outside but must be removed from sight when not in use.
9. **Seasonal/Party Decorations:** Seasonal decorations for customary holidays are acceptable as long as they do not go to excess. They should be tasteful and not provide excessive amounts of light or noise to neighboring properties. Seasonal decorations should not be installed more than thirty (30) days prior to the holiday and must be removed from your property and house exterior no later than ten (10) days following the holiday. While generally putting lights in an exterior tree or bush would fall within the normal guidelines for acceptable seasonal lighting, perimeter lighting of a house or garage so as to create a light border around the structure is not approved, except for icicle lighting. Exterior lights, if used, should be non-blinking lights. Plastic ornamentation for seasonal decorations such as lawn figures or lawn scenes is not acceptable. Balloons or party decorations are acceptable for the day of a party as long as they are not carried to excess; and should be removed prior to the next morning.
10. **Signs:** A welcome sign or name sign only that is attached to a house at or near the entry is acceptable as long as it does not exceed two (2) square feet in size. Likewise, extremely bright or fluorescent type color or excessive designs with many colors should not be used on these signs.
11. **Statuary:** Statuary should be limited. Preferred materials are concrete and wood although metal statuary with a Verdis finish is also acceptable. Plastic statuary is strictly forbidden. All statuary over 18" in height must be submitted for approval by the DRB. They should be located near the house and for the enjoyment of the homeowner, and not in prominent view. See also paragraph 2 above.
12. **Weathervanes:** Weathervanes require the approval of the DRB prior to installation.
13. **Wind Chimes:** A wind chime is acceptable either near the front entry or the rear outdoor living area of a house as long as it is not oversized and does not create extremely loud sound, which may be offensive to neighbors. It should be made of natural color materials without bright colors. There should not be an excessive number of wind chimes (more than two) for any single residence.

14. **Windssocks:** Windssocks are not allowed in Tidewater.

15. **Wall Art and Wreaths:** Wall art is allowed in two separate areas. 1) At or near front door – the width shall not exceed the width of the combined door and sidelights and the height not to exceed 20% of the width. 2). All other locations (1 allowed if approved) shall not exceed 4 square feet.

Version History: DRB Standards, Requirements and Procedures – Volume II

Version Date	Effective Date	Approved by	Description of Change
Original	1991 (approx.)	SL&G, DRB	New Document – DRB Standards, Requirements and Procedures, Minor Modifications and Non-House Items – Volume II
09May2011	09May2011	DRB	Non-House Items: Assignment of monitoring and enforcement to property manager
12Sept2011	12Sept2011	DRB	Non-House Items: Flags: Standard revised to define size and number.

SECTION VI LANDSCAPE MODIFICATION CRITERIA

In order to assure all residents of Tidewater that the community will continue to be an attractive and scenic place to reside, the DRB requires that each property owner constructing a new dwelling, or wishing to change their present landscape scheme submit landscape development plans. It is highly recommended that a landscape professional be used to prepare your plan. All details on landscape planning can be found in Volume I, Section IX.

A. REVIEW AND APPROVAL

The DRB has the authority to approve or disapprove the landscape development plans outlined under Section VIB. Tidewater Plantation has been utilizing the natural elements found on each home site, and it is the intent of the DRB to maintain the integrity of this naturalized landscape. The design should consider the relationship of the proposed residence with: the site, topography, existing vegetation, adjacent houses, views, prevailing winds, the sun, golf course and other amenities (see Site Planning Criteria under Section VI, Vol. 1).

In order to achieve the desired "Tidewater" look, a landscape plan should have four key elements:

1. **Trees:** Some quantity of taller trees of a height capable of breaking up the roof massing are required. The number will vary based on the existing trees retained on the site plan. This is required for both front and rear elevations.
2. **Feature Plants:** These are typically shrubs or small trees that are large enough to break up the foundation massing and provide a focal point at eye level. They also provide a "terracing" effect between the larger trees and the smaller "non-feature" plants and ground cover. These are typically in the 15-25 gallon size with a few exceptions as noted on the plant list.
3. **Non-Feature Plants:** These provide the lower scale planting to fill in between the feature plants and the ground cover.
4. **Sod:** St. Augustine and Zoysia grass are approved grasses for common areas as well as individual home sites. Sod is typically limited to the front right-of-way and smaller "outdoor living areas" near the front and rear entries.
5. **Ground Cover:** Mulch, smaller plants, and vines as listed on plant list. Landscaping mulch must be an organic substance natural in color. Organic substances include pine straw, bark mulch and ground covers listed on the recommended plant material list in Volume II, Section VI, paragraph D of these standards. Substances such as rubberized materials are not permitted. The use of natural stone (brown or gray only) as a mulch around the perimeter of a house, not to extend more than six inches (6") beyond the drip line, will be considered on a case-by-case basis providing it is not highly visible from the street or the golf course. Ground cover must be maintained on a regular basis and may not be removed to expose bare ground/soil.

The DRB has prepared a list of recommended plant materials under Section VI, paragraph D for use on the landscape plan. These plants materials have been selected because of their traditional and/or natural character and other desirable qualities; and, therefore the DRB strongly urges selection and use of these plants.

For major re-landscaping, plans must be submitted to the DRB for review and approval. Upon completion of the landscaping plans, the owner should notify the DRB and a final inspection will then be made.

B. LANDSCAPE DEVELOPMENT PLANS

1. SITE PLAN

- a) North Arrow and Graphic Scale (Preferred Scale: 1" = 10')
- b) Location and necessary details of all proposed site elements including: house footprint, overhang, drives, walks, decks, any walls, gates, fountains, tree wells, edging, etc.
- c) Location of existing trees/shrubs to remain or to be removed and method for preserving those trees/shrubs to remain.
- d) Also see Site Planning Criteria under Section VI, Vol. 1.

2. IRRIGATION PLAN

Single-family houses must have an automatic irrigation system as minimum, in the 14' common area in the front, and on the side for corner lots. Single-family houses must use city water for an irrigation source. The plan should include the following:

- a) North Arrow and Graphic Scale: (preferred Scale: 1" = 10')
- b) Location and size of irrigation lines and sleeve locations where it is necessary
- c) to pass irrigation lines under paved surfaces.
- d) Location and type of irrigation heads to assure 100% coverage of all proposed
- e) planting beds and turf areas.

3. LANDSCAPE PLANS

The plan should include the following:

- a) North Arrow and Graphic Scale (Preferred Scale: 1" = 10')
- b) Location, variety, quantity, and cost of all proposed plant material and its relationship to the existing plant material.
- c) Location, variety and quantity of all seed and sod areas.
- d) Planting Schedule indicating: Common and botanical names, size, spacing, height, spread and special specifications.

C. MINIMUM PLANT MATERIAL SIZE STANDARDS

Height and spread are subject to some variation due to growth characteristics of specific plant material, but these should generally be minimum heights and spreads for the listed gallonage.

TYPE	SIZE/CALIPER	HEIGHT	SPREAD
Shrubs:	1 Gallon	15" – 18"	15" – 18"
	3 Gallon	18" – 24"	18" – 24"
	5 Gallon	24" – 30"	24" – 30"
	7 Gallon	30" – 36"	30" – 36"
	15 Gallon	36" – 48"	36" – 48"
	25 Gallon	48" – 72"	48" – 60"
Trees:	3" Caliper	10' – 12'	6' – 8'
	4" Caliper	12' – 16'	10' – 12'
	5" Caliper	18' – 22'	16' – 18'
	6" – 7" Caliper	24' – 26'	18' – 20'

D. RECOMMENDED PLANT MATERIAL LIST

TREES:

BOTANICAL NAME	COMMON NAME	RECOMMENDED SIZE
Quercus Virginiana	Live Oak ¹	Feature – 3" – 5" Caliper
Quercus Virginiana	Live Oak ¹	Non-Feature – 25 Gallon
Magnolia Grandiflora	Southern Magnolia ¹	Feature – 3" – 4" Caliper
Magnolia Grandiflora	Southern Magnolia ¹	Non-Feature – 25 Gallon
Liriodendron Tulipifera	Tulip Tree	15 – 25 Gallon or B&B
Quercus Falcata	Red Oak ¹	15 – 25 Gallon or B&B
TREES (continued):		
Quercus Michauxii	Cow Oak ¹	15 – 25 Gallon or B&B
Acer Rubrum "Drummondii"	Swamp Red Maple ¹	15 – 25 Gallon or B&B
Taxodium Distichum	Cypress	15 – 25 Gallon or B&B
Cornus Florida	Dogwood ¹	Feature – 2" – 3" Caliper B&B

¹ Denotes "hardwood" trees

Cornus Florida	Dogwood ¹	Non-Feature – 15–25 Gallon
TREES (continued)		
Lagerstroemia Indica	Crepe Myrtle	Feature – Multi-Trunk B&B
Lagerstroemia Indica	Crepe Myrtle	Non-Feature – 25 Gallon
Magnolia Soulangeriana	Oriental Magnolia ¹	15 – 25 Gallon or B&B
* Malus Augustifolia	Crab Apple	15 – 25 Gallon or B&B
Pyrus Caalleryana “Bradford”	Bradford Flowering Pear	15 – 25 Gallon or B&B Use in Clusters ONLY
Prunus Caroliniana	Cherry Laurel	15 – 25 Gallon or B&B
TREES (continued)		
Ilex Opaca	American Holly ¹	15 – 25 Gallon or B&B
Cercis Canadensis	Redbud ¹	15 – 25 Gallon or B&B
Betula Nigra	River Birch ¹	15 – 25 Gallon or B&B
Magnolia Virginiana	Sweet Magnolia ¹	15 –25 Gallon or B&B
Gordonia Lazianthus	Gordonia	15 – 25 Gallon
	Red Bay	15 – 25 Gallon
Pinus Taeda	Loblolly Pine	15 – 25 Gallon or B&B
Pinus Palustris	Long Leaf Pine	15 – 25 Gallon or B&B
Pinus Thunbergii	Japanese Black Pine	15 – 25 Gallon or B&B
Taxodium Distichum	Bald Cypress	15 – 25 Gallon or B&B
Ilex Vomitora	Yaupon (Tree Form)	25 Gallon or B&B
Liquidamber Styraciflua	Sweet Gum ¹	25 Gallon or B&B
Ilex Cassine	Dahoon Holly ¹	25 Gallon or B&B
Viburnum Rufidulum	Southern Blackhaw	15 – 25 Gallon

SHRUBS:

BOTANICAL NAME	COMMON NAME	RECOMMENDED SIZE
* Formosia	Azalea	Feature – 7 Gallon
* Formosia	Azalea	Non-Feature – 3 Gallon
Camellia Japonica	Camellia	Feature – 7 Gallon
Camellia Japonica	Camellia	Non-Feature – 3 Gallon
Camellia Sasanqua	Sasanqua Camellia	Feature 15 – 25 Gallon
Camellia Sasanqua	Sasanqua Camellia	Non-Feature – 3 Gallon
Spiraea Cantoniensis	Reeve’s Spiraea	3 – 7 Gallon
Myrica Ceifera	Wax Myrtle	Feature – 25 Gallon or B&B
Myrica Ceifera	Wax Myrtle	Non-Feature – 7 – 15 Gallon
Ligustrum Japonicum	Wax Leaf Ligustrum	Feature – 25 Gallon or B&B
Ligustrum Japonicum	Wax Leaf Ligustrum	Non-Feature – 7 – 15 Gallon
Gardenia Jasminoides	Gardenia	3 – 7 Gallon
Ospanthus Americana	American olive	3 - 7 Gallon
Michelia Figo	Banana Shrub	3 – 7 Gallon
Azalea Canescens	Wild Azalea	3 – 7 Gallon
Eleagnus Pungens	Eleagnus	3 – 7 Gallon
*Hydrangea Quercifolia	Oakleaf Hydrangea	3 Gallon
Ilex Vemitoria Cnana	Dwarf Yaupon Holly	3 – 7 Gallon
Juniperus Davurica	Parsoni Juniper	3 – 7 Gallon
Ilex Cormuta “Burfordi Nana”	Dwarf Burfordi Holly	3 – 7 Gallon

¹ Denotes “hardwood” trees

GROUND COVERS:

BOTANICAL NAME	COMMON NAME	RECOMMENDED SIZE
Liriope Muscari	Liriope	1 Gallon – Do Not Split
Trachelospermum Asiaticum (Confederate Jasmine)	Asian Jasmine	1 Gallon – Do Not Split
Ophiopogon Japonicus	Monkey Grass	1 Gallon – Do Not Split
Hedera Helix	English Ivy	1 Gallon – Do Not Split
Hedera Canariensis	Algerian Ivy	1 Gallon – Do Not Split
Vinca Major	Vinca	1 Gallon – Do Not Split
Aspidistra Elatior	Aspidistra	1 Gallon – Do Not Split
Dryopteris Sp.	Wood Fern	1 Gallon – Do Not Split
* Hemerocallis Fulva	Daylily	1 Gallon – Do Not Split
Viti Rotundifolia	Muscadine Grape	1 Gallon – Do Not Split
Lonicera Semprvirens	Trumpet Honeysuckle	1 Gallon – Do Not Split

VINES:

BOTANICAL NAME	COMMON NAME	RECOMMENDED SIZE
Gelsemium Sempervirens	CarolinaYellow Jasmine	3 – 7 Gallon
Rosa Banksiae	Lady Banksiae Rose	3 – 7 Gallon
Ficus Pumila	Fig Vine	1 – 3 Gallon
Trachelospermum Jasminoides	Confederate Jasmine	3 – 7 Gallon
Wisteria Sinensis	Wisteria	1 – 3 Gallon

*Susceptible to being eaten by deer and other wild animals.

Version History: DRB Standards, Requirements and Procedures – Volume II

Version Date	Effective Date	Approved by	Description of Change
Original	1991 (approx.)	SL&G, DRB	New Document – DRB Standards, Requirements and Procedures, Minor Modifications and Non-House Items – Volume II
07Mar2011	07Mar2011	DRB	Landscape stone: Allow limited use of natural stone around perimeter of house not to extend more than 12” from the foundation
20Jun2011	20Jun2011	DRB	Approved planting choice of Zoysia grass in addition to St. Augustine for common areas and individual homesites
18Jul2011	18Jul2011	DRB	Landscape stone: Allow limited use of natural stone around perimeter of house not to extend more than 6: from the drip line
18Jul2011	18Jul2011	DRB	Trees: Designation of “hardwood “ trees on recommended tree list
12Sept2011	12Sept2011	DRB	Expand clause A5 regarding non-removal and maintenance of ground cover on a regular basis.

**SECTION VII
EXHIBITS**

Exhibit A	Significant Minor & Minor Modifications and Exterior Non-House Items Application
Exhibit B	Landscape Lighting
Exhibit C	Tree Removal Policy

**TIDEWATER PLANTATION
DESIGN REVIEW BOARD**

**SIGNIFICANT MINOR & MINOR MODIFICATIONS
& EXTERIOR NON-HOUSE ITEMS APPLICATION**

This application is designed to be used only for changes made to existing houses or landscapes that do not change the footprint of the house and do not change the present rooflines. Examples: adding or removing windows, enclosing a screen porch, changes to exterior lighting, changes to landscaping, including yard ornaments. For this type of improvement/modification formal site plans are not required. All other construction activities would require the full New Construction and Major Modifications/Additions Requiring Roofline Changes Application with formal drawings. (Exterior maintenance such as repainting with original color, replacing or refinishing surfaces to original condition, and generally using pre-approved materials for maintenance work requires no fee and only prior written notification to the DRB).

NAME _____

LOT NUMBER _____

STREET ADDRESS _____

TELEPHONE NUMBER _____

NAME OF CONTRACTOR _____

DESCRIPTION OF WORK _____

DESCRIPTION OF EXTERIOR MATERIALS (please attach samples): _____

Please determine if work requires a building permit from the local building inspector.

DATE APPLICATION SUBMITTED: _____

(see Fee Schedule on reverse side)

A refundable deposit of \$250 will be required for all Significant Minor Modifications¹. A detailed fee structure for these modifications is as follows:

<u>Significant Minor Modifications</u>	<u>Fee</u>
Curb cuts ¹	\$100
Enclose screened porch ¹	
Windows ¹	
Solar panels ¹	
Skylights ¹	
Pools, hot tubs/jacuzzis, saunas ¹	
Exterior fireplace chimneys ¹	
 <u>Minor Modifications</u>	
Change color of exterior siding, trim or roof	\$30
HVAC/Trash Enclosure	
Fireplace venting	
Landscape Changes and Lighting	
Arbors/pergolas	
Fencing	
Storm Door	\$20
Clearing activity	
Hurricane shutters	
Railings	
Satellite dishes	
Awnings/sunshades	
Driveway topping	
Repainting siding and/or trim, re-roofing with same color	\$0
Tree removal	
Replacing dead plants	

¹ A \$250 refundable deposits required for all Significant Minor Modifications

L. LANDSCAPE LIGHTING

Landscape lighting is defined as that illumination which is designed to enhance the evening beauty of the natural elements of your property. Therefore, lighting at entries is not considered in this section. Driveway and walkway lighting should be low in wattage and candlepower, extend no higher than surrounding shrubbery with a maximum height of eighteen (18) inches above ground and be spaced so that each fixture's illumination does not overlap another's. The approved standard landscape fixture is:



9222-12 Black finish Cast aluminum	9224-12 Black finish	9226-12 Black finish	9243-01 Antique Solid Brass
9222-17 Verde finish Cast aluminum	9224-95 Green finish	9226-95 Green finish	9243-17 Verde Finish Solid Brass
Landscape light Clear glass Threaded ½" pipe fitting For permanent installation DIA: 6-7/8"; B/L: 12-3/4" One (M) 100W max. 120v or One (M) 50W max 12v	Die-cast Landscape Light Clear glass Threaded ½" pipe fitting For permanent installation DIA: 5-7/8"; B/L: 8-5/8" One PL-7 (120v)	Die-cast Landscape Light Clear glass Threaded ½" pipe fitting For permanent installation DIA: 5-7/8"; B/L: 7" One (M) 75W max. (120v) or One (M) 50W max. (12v)	Landscape light Clear beveled glass Threaded ½" pipe fitting For permanent installation 5-1/2" sq.; B.L.: 11-7/8" One (M) 100W max. 120v or One (M) 50W max 12v

Approved landscape lighting colors are: Verdi/green, black, bronze/brown. Post lighting is permitted, but is limited to one per property, and shall not be greater than five (5') feet in height. Pole lighting colors are verdi/green, black, bronze/brown or antique brass.. Silver or white landscape lighting is not permitted.

Driveway lighting must be a minimum of 18" from the edge of the driveway pavement and shall be no closer than 15" apart, beginning at the property line and not at the curb.

Security or directional floodlights attached to the structure's eaves are permitted so long as their illumination does not infringe upon your neighbor's privacy and does not create a visual hazard to the adjacent roadway. No directional fixtures that would direct light away from the house and to the street, golf course or neighboring lots are allowed. Floodlights are allowed at the rear of houses directed at patios, decks, etc., but not to project light off the home site.

No halogen, sodium vapor or other types of "bright" lights are permitted. No colored glass bulbs are permitted. Also prohibited are strung mini lights placed in shrubbery or trees, except as allowed seasonally in limited numbers.

Up and down lighting must be submitted in a landscape plan for approval by the DRB.

Tree up-lighting cannot infringe upon your neighbor's privacy and cannot create a visual hazard to the adjacent roadway or golf path.

Other forms of landscape lighting, which are prohibited, include lights mounted on independent poles greater than five (5) feet in height (security lights). Also prohibited are strung mini-lights placed in shrubbery or trees, except as allowed seasonally in limited numbers.

Subject: Tree Removal

Policy/ Version: 07Jul 2011

Approval Date: 20 Jun 2011 – DRB
07Jul2011 – TPCA Board

Document Owner: TPCA Design Review Board (DRB)

Policy Statement:

As stated in the CCR's, Article 9, Architectural Standards, 9.1: *"This article shall also extend to and include but shall not be limited to the authority to regulate, approve or disapprove of signs, swimming pools, driveways.....and tree removal."*

Tidewater maintains "a tree for a tree" policy. For every tree removed by a property owner, the intent is to plant another tree to replace it. The location of the replacement tree is to be submitted to the DRB.

The tree replacement requirements may be waived by the DRB if the DRB determines that a specific property is sufficiently planted, or if no suitable alternate location for the replacement tree is found to be desirable or practical.

Any tree removal subsequent to the original lot clearing for construction of a house requires the approval of the Design Review Board (DRB) prior to removal.

Exceptions to the tree replacement requirements are as follows:

1. Trees in clusters - Sometimes removal of a single tree promotes the growth of other trees in a cluster. Since this thinning process adds to the overall health and aesthetic appearance of the trees, the property owner is not required to replace the tree. This tree removal option is determined by the DRB.
2. Misplaced trees can sometimes impede a property owner's view; therefore, the trees have the potential to affect property values. Should this be the case, trees may be removed to restore the view. In such areas, shrubs may be a reasonable substitute. Replacement of trees with shrubs is determined by the DRB.
3. Courtyard Park - Tree replacement in individual back yards is at the discretion of the property owner since landscaping in this area is the property owner's responsibility.

Procedure:

1. Submit the Request for Tree Removal Form to the DRB (copy attached) and include:
 - Number of trees,
 - Location of tree(s) to be removed
 - Reason for removal.
 - Trees must be marked with tape available from the property management office for inspection
2. At least two (2) members of the DRB must be present for any requested tree removal inspection and, if possible, the property owner should be present at inspection.
3. As part of a tree site inspection, the DRB will complete a Tree Site Inspection Form (copy attached) and notify the property owner of their decision regarding tree removal. Such notification is in writing via business letter within three business days.
4. Upon approval of the tree removal request by the DRB, the property owner must notify the DRB when the tree(s) has been removed and the course of action for replacement if deemed required.
Tree removal contractors are not permitted on the Tidewater Plantation property to remove trees without presenting a tree removal letter from the DRB. The approved tree removal agreement includes stump removal to ground level.
5. If the tree removal request is denied by the DRB, the property owner has the right to appeal the decision following the appeal process as stated in the CCR's.

Any unauthorized removal of a tree or trees will result in fines in accordance with the following table plus replacement of the tree(s).¹

<i># of Trees Removed without Authorization</i>	<i>Amount of Fine</i>
<i>1</i>	<i>\$200</i>
<i>2</i>	<i>\$500</i>
<i>3</i>	<i>\$800</i>
<i>4</i>	<i>\$1200</i>
<i>5</i>	<i>\$1800</i>
<i>6 or more</i>	<i>\$2500</i>

6. In the event the property owner wishes to appeal the decision of the DRB, the property owner must follow the appeal process within three business days from receipt of the first notification from the DRB. The formal appeal must be in writing via email or letter to the TPCA Board of Directors with a copy to the DRB.
7. As part of the appeal, the property owner can engage the services of a independent certified arborist² (not employed by a tree removal company) to review the tree removal situation and provide a professional opinion. The cost of the arborist services is the full responsibility of the property owner. The DRB and the property owner must honor the professional determination of the certified arborist.

¹ Design Review Board Standards, Requirements and Procedures, Volume I, Section I, Paragraph C and D on pages 2 and 3 or Volume II, Section I, Paragraph C and D on pages 2 and 3

² See attached listing of definitions from the City of North Myrtle Beach

8. Thirty (30) days after a tree is approved for removal, the DRB contacts the property owner to determine if a replacement tree has been planted if required.
9. Upon notification to the DRB that a replacement tree has been planted, at least two (2) members of the DRB will visit the site to record the planting of a tree.

Definitions:

- Damaged trees - Trees that have become damaged or unsightly due to storm damage, lightning strikes, hurricane damage
- Infected trees - Trees showing signs of disease or insect infestation
- Dead trees - Trees showing no signs of life
- Hazard Trees - A hazard tree is one that is at risk for failure, either whole or part, with some part large enough to cause damage, and there exists within the falling distance of the tree or tree part a target, such as people, buildings, vehicles, or hardscape. A hazard tree shall be considered a public nuisance.
- Hardwood trees on Tidewater Tree List – Birch, Dogwood, Holly, Magnolia, Maple, Oak, Redbud, Sweetgum

Attachments:

Request for Tree Removal Form
 Tree Site Inspection form
 City of North Myrtle Beach Definitions

Version History:

Version Date	Effective Date	Approved by:	Change Description (from/to format)
Original 2004	2004	DRB	New policy
01/2011	24Jan2011	DRB-24Jan2011	Add detailed procedure for removal, new Tree Site Inspection Form for DRB use.
02/2011	07Jul2011	DRB – 04Jul2011 TPCA BOD – 07Jul2011	New format, elimination of Tree Fund, schedule of fines for unauthorized removal,

TIDEWATER PLANTATION
DESIGN REVIEW BOARD

Request for Tree Removal

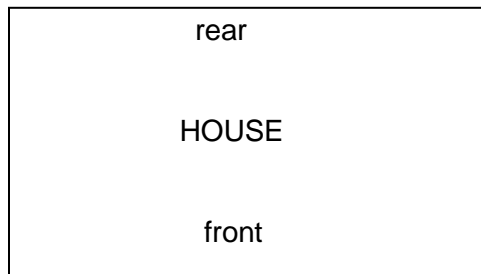
Owner: _____

Lot No.: _____ Street Address: _____

Mailing Address (if other than Tidewater Address): _____

Phone No.: _____

Indicate Location of Tree(s) relative to House:



Have tree(s) been marked for ease of identification? _____

Reason for Removal: _____

Owner Signature: _____ Date: _____

Revised: 20Jun2011

TIDEWATER PLANTATION
DESIGN REVIEW BOARD (DRB)

Tree Site Inspection Form

Date Request Received _____

Property Owner Name _____

Property Address _____ Lot No. _____

DRB Representatives performing site visit (minimum of two (2) members required):

PROCEDURAL ASSESSMENT:	Yes	No
Was the site visit requested in writing?		
Was the tree(s) property marked?		
ASSESSMENT OF TREE(S):		
Any sign of storm damage?		
Any sign of dead branches?		
Is the tree leaning or is there soil damage around the base of the tree?		
Can the tree be saved by pruning?		
Was the homeowner present during the assessment?		
DRB DETERMINATION:		
Was it determined that the tree(s) warranted removal?		
How many trees were approved for removal?		
Was the homeowner advised to replace the tree(s)?		
DRB FOLLOW-UP:		
Was the homeowner notified in writing of the DRB decision regarding removal?		
Was the Tree Site Inspection Form properly completed and filed in the owner's file?		
Where applicable was the tree(s) replaced with an appropriate type/size?		

Comments: _____

ALL INFORMATION IN THIS REPORT IS TO BE USED BY THE DRB ONLY.

Revised: 20Jun2011