

# Lake Rabun Bluffs ARC Guidelines

## Section 1 – Process

### 1.0 Description and Responsibility of the Architectural Review Committee

The Architectural Review Committee (“ARC”) is established by the Rabun Bluffs Property Owners’ Association Restrictive Covenants. Its members are appointed by the Board of Directors. The purpose of the ARC is to insure that all development within Lake Rabun Bluffs takes place in accordance with the Restrictive Covenants, and to control the type, nature, and design of all buildings, structures and other improvements constructed on the property. The goal of the ARC is to promote the maintenance and improvement of property values in the Bluffs, and the enjoyment of the property by owners.

The following paragraphs are excerpted from the Covenants:

*No principal residence, garage or storage building shall be erected, placed, or altered on any Lot within the subdivision until the proposed building and plot plans showing detailed specifications, elevation, dimensions, exterior color and finish, location of improvements, drives and parking areas shall be specifically approved in writing by the Architectural Review Committee.*

*In addition, no swimming pool, or other structure of man-made improvement whatsoever shall be erected, placed or altered on any Lot within the subdivision until the same shall have been specifically approved by the Architectural Review Committee.*

*No land clearing, filling or grading may be done on any Lot within the Subdivision until the plans for the same shall have been specifically approved in writing by the Architectural Review Committee.*

*The Architectural Review Committee shall review all plans and specifications and requests to it taking into consideration harmony of exterior design, color, and location in relation to other structures and*

*Lots in the Subdivision. Every Lot Owner agrees for himself, his heirs, successors and assigns, by the acceptance of his deed, that the Architectural Review Committee shall have the authority to accept or reject any plans or request submitted to it and refusal or approval of plans, locations, specifications, or other requests may be based by the Architectural Review Committee upon any grounds including purely aesthetic considerations; provided, however, the Architectural Review Committee may not act arbitrarily or unreasonably.*

*The Architectural Review Committee shall transmit its decision to the affected Lot Owner within fifteen (15) days of receipt of all information required or needed to make its decision.*

*Appeals: Any person submitting any plans or specifications to the ARC, which plans or specifications are rejected in whole or in part by the ARC, after reasonable appeal made to the ARC, shall be entitled to appeal the ARC's decision to reject such plans and specifications to the Board for consideration at a Board meeting. The decision of the Board shall be final.*

The ARC has created this document in an attempt to simplify and clarify the review process for owners.

## **1.1 Responsibility of Owners**

### **1.1.1 Application and Plan Submittal**

Submit applications, plans, specifications, and other requests to the ARC at least 18 days prior to the anticipated start of any construction, grading, building, or development of any kind.

Impact fees as described below must be paid along with plan submission.

The only exception is for work done on the inside only of pre-existing structures, which will not affect the appearance from the exterior, or basic maintenance, such as re-painting or re-staining using the existing colors.

Liability: Owners submitting plans or specifications to the ARC are solely responsible for their completeness and subsequent workmanship of improvements constructed on any Lot.

### **1.1.2 Submittal Requirements**

The package submittal to the ARC must include the following:

Rabun Bluffs Architectural Review Application

Rabun Bluffs Builder Information Form  
(signed by both owner and builder)

A scaled site plan (1/4 inch = 1 foot) including locations of all structures, septic fields, driveways, walls, parking areas, etc. The site plan should indicate silt and erosion control measures, including location of silt fencing. The plan should also indicate any trees marked for removal. (Note: to facilitate on-site review of the plan by the ARC, stake building and driveway outlines and mark any trees proposed for removal.)

Full building plans including elevations, material selections, color choices, and product samples where necessary.

All documents are to be submitted with six copies, sent individually to each ARC committee member. The chairperson of the ARC will provide names and addresses of the members.

### **1.1.3 Providing a Preliminary Plan**

It is recommended that owners submit site plans and schedule an on-site inspection with an ARC representative in advance of developing and submitting detailed plans. This provides the owner with the opportunity to make changes early in the review process prior to the expense of developing detailed plans.

## **1.2 Description of Review Process**

### ***1.2.1 On-Site Review***

Once a site plan is developed and the property marked as described above, the owner and ARC representative(s) shall conduct an on-site review of the plan, noting building location, proposed tree removal, erosion control, and setback conformance. It is advised that the architect and possibly builder attend this session to expedite any questions from the ARC.

### ***1.2.2 Timeframe for Approval***

Once all documentation has been received by each member of the ARC, the site has been physically inspected, and all questions answered, the ARC will communicate approval or any required changes of the plans to the owner within 15 days.

### ***1.2.3 Appeals***

An owner whose plans or specifications are rejected in whole or in part by the ARC, after reasonable appeal made to the ARC, may appeal the ARC's decision to the Board for consideration at a Board meeting. The decision of the Board shall be final.

## **Section 2 – Design Guidelines**

### ***2.1 Use of property***

Each lot may only be used for one single-family residence and associated structures.

### ***2.2 Footprint***

The minimum footprint allowed by the covenants is 1500 square feet. The minimum total heated square footage required by the covenants is 2400. The ARC prefers that the footprint be between 1800 and 2700 square feet.

### ***2.3 Conformance with Rabun County regulations***

#### **2.3.1 Setback**

The building setback must conform to Rabun County regulations at the time of plan submittal. Hardscape and driveways are considered subject to the 15 foot side setback, with the exception of driveway connections to the road.

#### **2.3.2 Zoning**

The plan shall comply with applicable Rabun County zoning requirements at the time of plan submittal.

#### **2.3.3 Sewage and Septic**

Sewage must be disposed of in septic tanks and grease traps, and must conform to current Rabun County Environmental Health and Georgia DHR/ Department of Public Health requirements. A permit for construction of the septic system must be approved by the Rabun County Board of Health prior to construction.

No toilets shall be maintained outside of the building erected except for temporary facilities during construction.

## ***2.4 Utilities***

All utility connections (electric, telephone, water, other) must be concealed underground.

## ***2.5 Propane tanks***

All propane tanks must be underground.

## ***2.6 Window air conditioners***

Window air conditioners are not allowed.

## ***2.7 Exterior materials and colors***

Natural materials and colors are preferred, and should be harmonious with the nature of the community, and its natural setting. Preferred materials include wood, log, and stone.

It is unlikely that the ARC will approve vinyl or aluminum siding, red brick, or hardy board in visible locations.

## ***2.8 Fire alarm system***

It is strongly recommended that a monitored fire alarm system be installed and activated as soon as practical during (and post) construction.

## ***2.9 Outside block walls***

Outside block or poured concrete walls must be covered with stucco or stone.

## **2.10 Ancillary equipment**

Ancillary equipment such as air conditioner compressors, backup generators, satellite or other antennae, should be placed as inconspicuously as possible, and screened or camouflaged with plant material from view of the street or adjacent residents.

## **2.11 Tree removal**

No trees having a diameter of eight inches or more at a height of five feet above the ground (other than trees located within ten feet from an *approved* building site) shall be cut, destroyed or mutilated except with the written permission of the ARC.

An exception is made for dead, damaged, or diseased trees or trees leaning precariously over the owner's home or the common road, which may be removed without prior permission.

During the site-planning phase, the owner shall stake the site plan and flag any trees that are proposed for removal. The owner shall explain the site plan and tree removal plan on-site to one or more ARC members.

Tree removal in violation of this policy may result in impact fees assessed by the ARC.

## **2.12 Silt and erosion control**

A silt and erosion control plan must be submitted as part of the site plan, and approved by the ARC.

## **2.13 External Signage**

No signs are permitted other than address, family or place name, security signs, and for sale/rent, and must be located on the owners property.

## **Section 3 – Construction Policies**

### ***3.1 Impact fees***

An impact fee of \$5000 shall be assessed and paid for road maintenance prior to any construction or land preparation.

For additions or other subsequent construction of less than 900 square feet, an impact fee between \$500 and \$2000 shall be paid, based on the ARC estimate of impact to the community roads.

Specific damage to the roads or other community resources (such as the water system) due to construction or vehicles, is the responsibility of the owner, and may result in the assessment of additional impact fees at the discretion of the ARC.

### ***3.2 Duration of construction***

Construction duration of longer than 12 months requires an extension from the ARC. Additional impact fees will be assessed at the rate of \$1000 per quarter for construction beyond 12 months.

### ***3.3 Refuse disposal***

A construction dumpster must be on-site for the duration of construction. Burning or burial of waste is not allowed. Builder agrees to keep the site neat and as free of unnecessary garbage as possible.



### **3.4 Silt fencing**

Silt fencing and other necessary erosion control measures, in accordance with the approved site plan, must be in place prior to construction, grading, plant removal, or other land preparation, and must be maintained throughout the construction period.

### **3.5 Truck weights and sizes**

Trucks are limited to a gross vehicle weight of 40,000 lbs. on the community roads, to minimize damage to the roads and community water system during construction. Fully loaded concrete trucks can weigh 60,000 lbs. or more, and are not allowed.

Violations of this policy will result in the assessment of an impact fee (and possible lien) of \$1000 for the first violation, with escalation of the fee to \$1500 and \$2000 for the second and third violations.

Eighteen-wheel tractor trailers generally cannot navigate the main road in Lake Rabun Bluffs, and should not be used.

### **3.6 Port-a-potty**

A port-a-potty must be kept on the site during the entire period of construction, and must be properly maintained.

### **3.7 Hours of Construction**

Construction may only be performed from 7 AM until 6 PM Monday through Friday. Interior-only work may be performed on Saturday with the proviso that no exterior noisy equipment may be used (saws, compressors, nail guns, etc.).

No construction is allowed on Sundays and major holidays, including New Years Day, Easter weekend, Memorial Day, Fourth of July, Labor Day, Thanksgiving from Thursday thru

Sunday, Christmas Eve and Christmas Day, or other days that may be posted from time-to-time by the ARC.

### **3.8 Safe Use of Roads**

Lake Rabun Bluffs main road is one lane, and must be navigated with care. The speed limit for all vehicles on the community roads is 15 mph. Downhill traffic has the right of way. It is the builder's responsibility to enforce safe use of the roads by his crews and employees.

### **3.9 Gate Access**

Builders will be assigned a gate code that will be valid only during the period of construction and only during approved hours. Codes are not to be shared. Owner codes shall not be given to contractors or other service personnel.

### **3.10 Builder's Insurance**

It is the property owner responsibility to ensure that the builder is properly insured.

Property owner and builder acknowledge that they have read the above guidelines and policies and agree to abide by them.

By the property owner \_\_\_\_\_ (sig)

By the builder \_\_\_\_\_ (sig)

Date \_\_\_\_\_