Sealoft Villa Owners' Association

Standards for Exterior Repairs & Improvements

February 2021

Sealoft Villa Owners' Association

901 – 953 Sealoft Villa Drive

Ownership / Area of Responsibility: Drip Line in

Management Company: IMC Charleston, LLC
545 Parkwood Estates Drive, Charleston, SC 29407
www.IMCCharleston.com

Property Manager: John Eck
843-297-8590
john@imcchs.com

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INTRODUCTION

This document provides Standards for modifying or repairing the exterior of residences in the Sealoft Villa Owners' Association (SVOA) community. This Introduction outlines the Approval Process that property owners must follow to request and execute those exterior changes.

It is important to understand both the Approval Process and its requirement to adhere to the Standards, since they are the key to obtaining approval for any and all exterior changes to units within SVOA. The purpose of the Standards document is to ensure a basic quality of construction and consistency of external appearance throughout the SVOA community.

RATIONALE FOR "STANDARDS"

SVOA construction was begun in 1979 and completed with 53 villas. The original Town of Seabrook Island (TOSI) approval for construction established a specific exterior appearance for the community, from architectural design to colors and landscaping. These original construction/exterior design details are called the "as built" standards.

As a general rule, TOSI regulations require that SVOA units' external appearance remain consistent with the "as built" standards. However, it has been necessary over time to adapt to changes in construction methods or available materials (e.g., the original light fixtures are no longer sold in the marketplace or regulators have changed their requirements for the positioning of HVAC equipment). In some cases, it can be seen that property owners working on their own have made exterior changes that are noticeably different from the neighboring units that are compliant with "as built" standards. "Standards" are the tools that the SVOA Board and the Architectural Review Committee (ARC) of the Seabrook Island Property Owners Association (SIPOA) use to ensure consistency of exterior appearance throughout the community.

APPLICABLE STANDARDS AND REGULATIONS

These Standards apply to many aspects of the units' construction and to exterior elements such as decks, lighting, hardscape, landscape design, appurtenant structures, etc. Over time, certain "as built" standards have been updated, or alternatives have been authorized, with approval of the SVOA Board and the SIPOA ARC. The approved modifications and alternatives are defined in this document's Standards.

The Standards in this document are the first-level authority for modifications to SVOA residences. The second-level authority is the "as-built" standard from the time of construction. For subjects not addressed by either of these sources, the SVOA units are subject to requirements defined in the *SIPOA Policies & Procedures for Residential Development* (P&P) and relevant regulations of governmental authorities.

Many aspects of modifications to structures and buildings on Seabrook Island are subject to regulations established by TOSI, the Charleston County Building Code as enforced by its Building Inspection Services department (CCBIS), certain State agencies (e.g., DHEC

OCRM[1]), and certain Federal agencies (e.g., FEMA[2]). It is the responsibility of property owners, architects, and contractors to determine all applicable requirements and to complete their work in accordance with them.

"FROM THIS POINT FORWARD" POLICY

As a general rule, it is required that repairs match the element that is being replaced. However, under the "From this Point Forward" policy, repairs that involve replacement of 30% or more of a feature of a unit's existing exterior design must comply with these Standards and/or the SIPOA P&P as appropriate.

PROCESS FOR MODIFYING THESE STANDARDS

Updating these Standards is an ongoing process. Beyond the changes in construction methods or materials mentioned previously, a modified standard might be the result of a property owner's request for an exterior modification that is not currently covered by an SVOA Standard (e.g., a deck awning, hurricane shutters, enclosure of a screened porch, or addition of dormers). Modification requests that successfully transit the Approval Process outlined below will be added to this document so they are available for future use by all SVOA property owners and their contractors. Each Standard within this document is marked with its date of approval or latest update as part of its inclusion in this document.

APPROVAL PROCESS

1. The property owner or contractor completes the SIPOA ARC "Exterior Alteration/Improvement Conditional Approval Request" form (available from the "ARC Resources" tab of the SIPOA website) and submits it to the SVOA Property Manager. While a contractor might prepare the request on behalf of the owner, it is the property owner's responsibility to be aware of relevant regulations and procedures and to ensure they are followed. The work to be performed is described on this form, and accompanying documentation provides details of construction, materials, color, etc. Where appropriate, the description references relevant sections of these Standards.
2. If the work to be performed is in total compliance with Standards in this document:
   - The SVOA Property Manager approves the request and sends a copy of the approved request to the requestor (property owner or contractor) and to the ARC Administrator.
   - If the ARC Administrator agrees that the work complies with the Standard, he/she approves the request and sends a copy via email to TOSI, the SVOA Property Manager, and the requesting property owner or contractor. While there are no SVOA fees due for the request, SIPOA ARC fees might apply. (The SIPOA fee schedule is provided in the P&P on the SIPOA website.) Note that ARC does not charge a fee for maintenance-type projects.

[1] South Carolina Department of Health and Environmental Control (DHEC) office of Ocean and Coastal Resource Management (OCRM)

[2] Federal Emergency Management Agency (FEMA)

3. If the requested work is not a Standard (i.e., not completely addressed in this document), or if a variance to a Standard as presented in this document is requested:
    - The SVOA Property Manager reviews the request and forwards it to the SVOA Board for discussion and approval.
        - If the Board rejects the request, the Property Manager discusses the Board's reasons for rejection with the property owner and helps to resolve any issues.
        - If the Board approves the request, the Property Manager sends a copy via email to the ARC Administrator and the requesting property owner or contractor and the process continues as described below.
    - If necessary, the ARC Administrator works with the SVOA Property Manager or property owner to gather any additional project documentation needed for ARC review. The ARC Administrator schedules the request for review by the ARC.
    - If the project is approved by the SIPOA ARC:
        - The ARC Administrator sends a copy of the ARC-approved request via email to TOSI, the SVOA Property Manager, and the requesting property owner or contractor. While there are no SVOA fees due for the request, SIPOA ARC fees might apply. (The SIPOA fee schedule is provided in the P&P on the SIPOA website.) Note that ARC does not charge a fee for maintenance-type projects.
        - The SVOA Property Manager adds the ARC-approved construction elements to the Standards in this document, thereby making them available for use by all SVOA property owners.
        - The SVOA Property Manager submits a copy of the updated SVOA Standards document to the ARC Administrator and publishes the updated standards document for use by SVOA property owners.
    - If the project is not approved by the SIPOA ARC, the ARC Administrator notifies the requestor and the SVOA Property Manager of the reasons for rejection. As appropriate, the Property Manager may assist the property owner in addressing any issues that led to ARC rejection of the proposal.

The following is some additional information regarding completion of the work:

- TOSI requirements for the contractor to have a TOSI Business License apply for most projects. (For the protection of property owners, the TOSI requires that contractors have a TOSI Business License in order to verify that the contractor has appropriate credentials, insurance, and, if applicable, Workmen's Compensation insurance.) It may be necessary to obtain permits from TOSI, CCBIS, and/or other governing agencies. Fees charged by TOSI and CCBIS may be found on their websites.
- Note that, while SVOA and SIPOA ARC approvals are not generally required for interior work (such as plumbing and electrical which are outside the scope

of this document), TOSI and/or CCBIS may require that permits or licenses be issued for this work.

- All work must be completed in accordance with applicable standards, whether contained within this document, in the SIPOA P&P, in TOSI Zoning and related Ordinances, in Charleston County Building Code and Ordinances, and/or in regulations of any other applicable governing authorities.
- Upon completion of the improvement project, final approval must be obtained from the appropriate governing authorities (e.g., SVOA Property Manager, SIPOA ARC, CCBIS, etc.).

CONCLUSION

For additional information about either the Approval Process or these Standards, contact the SVOA Property Manager. (Contact information is provided on the front cover of this document.) Contact information for the SIPOA ARC Administrator is available from the SIPOA website, and contact information for TOSI and CCBIS representatives is available from their websites.

1. Building Enclosure Elements

1a. Roofing (including Vent Stacks and Chimney Flue Caps)

(REV. #2, 10/10/2018)

Responsibility:	Owner
Location:	Villa Roof
Manufacturer:	Shingles: GAF Timberline® Natural Shadow®, Owens Corning Duration®, or CertainTeed Landmark® • Any other brand must be checked against the approved standard
Materials:	30-year architectural grade shingle
Style & Description:	
Size:	
Color:	• Shingles: Timberline® Shakewood, Owens Corning® Desert Tan, or CertainTeed® Resawn Shake • Vent Stacks**:** Painted to match roof shingle color per the exterior painting standard • Chimney Flue Caps/Termination Covers**:** Kept in the manufacturer's finish
Misc. Details/Comments:	• Vent Stacks: To paint PVC stacks, prep the vent with latex bonding primer (e.g., Zinsser Bulls Eye 123 water-based primer sealer) and top coat with latex exterior paint • Chimney Flue Caps/Termination Covers: o Must be designed to cover top of chimney flue and prevent rain, snow, and animals from entering while allowing smoke to escape o Must include spark arrestor screening

1. Building Enclosure Elements (cont'd)

1b. Siding

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	Villa Exterior
Manufacturer:	
Materials:	• T1-11 untreated or pressure treated • Cementitious siding (such as HardiePlank® or equivalent product)
Style & Description:	
Size:	Siding boards are to be 5/8" x 4' x 8'
Color:	• Siding must be painted with the approved Villa Body Color • See Appendix B for detailed explanation of painting requirements, colors to be used, and location-specific painting instructions
Misc. Details/Comments:	• Mixing of materials (i.e., using both T1-11 and cementitious siding) is not permitted • If replacing siding with a different material, (i.e., cementitious to wood or reverse), the entire villa must be re-sided at the same time

1. Building Enclosure Elements (cont'd)

1d. Trim

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	Villa Exterior
Manufacturer:	
Materials:	Boards must be rough sawn cedar or cementitious siding trim
Style & Description:	Board width is 4" (standard terminology) / 3½" (actual width)
Size:	Size to match original trim size
Color:	• Trim must be painted with the approved Trim Color • See Appendix B for detailed explanation of painting requirements, colors to be used, and location-specific painting instructions
Misc. Details/Comments:	Mixing of materials (i.e., using both cedar and cementitious siding) is not permitted

1. Building Enclosure Elements (cont'd)
1e. Foundation Elements / Lattice / Louvers
1e-1. Support Posts/Columns
(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	Villa exterior, installed under main beams (trusses) of villas
Manufacturer:	
Materials:	• Ground contact pressure treated solid wood • Hollow framing is not permitted
Style & Description:	
Size:	• Footings/posts shall be 6" x 6" • Footings for the posts (or columns) shall be no higher than grade level
Color:	• Posts (or columns) must be painted with the approved Villa Body Color • See Appendix B for detailed explanation of painting requirements, colors to be used, and location-specific painting instructions
Misc. Details/Comments:	• Construction details must be provided in the form of an engineer's drawing or written specifications

2. Doors

2a. Entrance Door

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	Villa Exterior, first level, main entry
Manufacturer:	
Materials:	Vinyl, fiberglass, steel, or aluminum-clad wood with full-pane glass insert (see Figure 2a)
Style & Description:	
Size:	• 3'0" x 6'8" • Replacement door must be same size as original door • In no case is size of rough opening for the door to be modified
Color:	• Door area around the door's glass must be painted to match the Villa Body Color • Raised strip of trim around the door's interior window may be painted either Trim Color or Villa Body Color • Trim around the door must be painted the approved Trim Color • See Appendix B for detailed explanation of painting requirements, colors to be used, and location-specific painting instructions
Misc. Details/Comments:	• Internal blind system is permitted • An optional storm door may be added (see Section 2b-Storm Door for specifications)

Figure 2a
Full Glass Entrance Door

2. Doors (cont'd)

2b. Storm Door

(REV. #1, 8/14/2017)

Responsibility	Owner
Location:	• Villa Exterior-first level, main villa entryway • Villa Exterior-ground level, pedestal entryway
Manufacturer:	• Full Glass Door: (see Figure 2b-1) • Center-Divided Glass Door: (see Figure 2b-2) • Other manufacturers may be used with approval of color
Materials:	Vinyl, fiberglass, or aluminum-clad wood with full-pane glass, or with a center divider (see Figures 2b-1 and 2b-2).
Style & Description:	• Storm door must have a full glass light which may be removable to allow installation of a screen, or have a center divider and integrated screen • Storm door must have a minimum of 75% glass area
Size:	• 3'0" x 6'8" • Replacement door must be same size as original door • In no case is size of rough opening for the door to be modified
Color:	• Door color must match the window frame trim (e.g., Pella® "bronze", Andersen® "Terratone®", or equivalent) or be Andersen® White, Pella® White, or painted the approved Trim Color • See Appendix B for detailed explanation of painting requirements, colors to be used, and location-specific painting instructions
Misc. Details/Comments:	

Figure 2b-1
Full Glass Storm Door

Figure 2b-2
Center-Divided Storm Door

2. Doors (cont'd)

2c. Sliding Glass and French Hinged Doors

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	First-level Master bedroom Second-level Loft
Manufacturer:	• Full-view French sliding/glider door: (see Figure 2c-1) • Full-view French hinged door: (see Figure 2c-2) • Full-view French hinged door with one door operable: (see Figure 2c-3)
Materials:	Vinyl, fiberglass, or aluminum-clad wood with full-pane glass
Style & Description:	
Size:	• 6'-0" x 6'8" • Replacement door to be same size as original door • In no case is size of rough opening for the door to be modified
Color:	Door color must match the window frame's trim color (e.g., Pella® "bronze", Andersen® "Terratone®", or approved equivalent)
Misc. Details/Comments:	• Door is to have full-view glass • Doors with divided lights, panes, or decorative inserts will not be approved • Internal blind system is permitted • Sliding screens or retractable screens are permitted

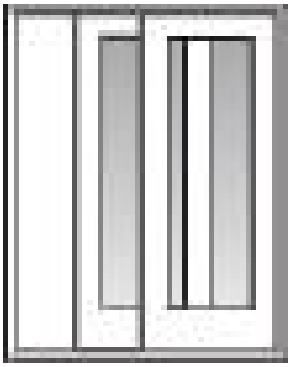		
Figure 2c-1 Full Glass French Slider/Gliding Door	Figure 2c-2 Full Glass French Hinged Door (with outer hinges; both doors operational)	Figure 2c-3 Full Glass French Hinged Door (with center hinges and one door operable)

2. Doors (cont'd)

2d. Pedestal Door

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	Villa Exterior-ground level, pedestal entry way
Manufacturer	Flush-style door: (see Figure 2d-1) Full-pane glass door: (see Figure 2d-2)
Materials:	Vinyl, fiberglass, or aluminum-clad wood
Style & Description:	Full-pane glass door must match the entry door (see Figure 2d-2 and Section 2a-Entrance Door)
Size:	• 3'0" x 6'8" • Replacement door to be same size as original door • In no case is size of rough opening for the door to be modified

Color:	• Flush-style door must be painted to match the Villa Body Color
	• Full-pane glass door:
	  o Raised strip of trim around the door's interior window may be painted either Trim Color or Villa Body Color
	  o Door area around the door's glass must be painted to match the Villa Body Color
	• See Appendix B for detailed explanation of painting requirements, colors to be used, and location-specific painting instructions

Misc. Details/Comments:	• Internal blind system is permitted • An optional storm door may be added (see Section 2b-Storm Door for specifications)

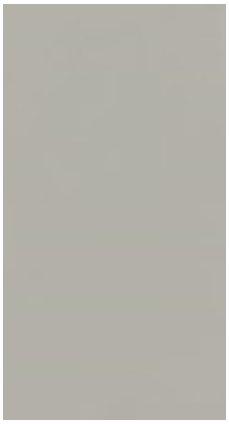

Figure 2d-1
Flush-Style Solid Door

Figure 2d-2
Full Glass Door

3. Windows

(REV. #4, 2/11/2021)

Responsibility:	Owner
Location:	Villa Exterior (see Figure 3-4 for window styles and permitted locations)
Manufacturer:	
Materials:	Vinyl, fiberglass, steel, or aluminum-clad wood
Style & Description:	• Slider/Glider Window (see Figure 3-1) • Awning Window, permitted only for loft (see Figure 3-2) • Casement Window (see Figure 3-3)
Size:	• Replacement windows must be the same size as the original windows • In no case is size of rough opening for the window to be modified
Color:	Exterior windows must have similar trim color (e.g., Pella® "bronze", Andersen® "Terratone®", or approved equivalent)
Misc. Details/Comments:	• Workable Windows (Slider/Glider, Casement, or Awning) must be installed in both Master Bedroom windows and in both Second Bedroom windows; all other windows may be either Fixed or Workable • Slider/Glider Windows <u>or</u> Casement Windows may be used to replace other Workable Windows • Workable Windows may be used to replace current Fixed side windows, center windows in the living room <u>and</u> the rectangular window in the loft above kitchen (see Figures 3-2, 3-3, 3-4) • Fixed Windows in the living room (facing entry deck and master bedroom deck) may be replaced with Casement Windows • Center Fixed Windows in living room may be replaced with Slider/Glider~~s~~ or Casement Windows (see Figures 3-3, 3-4) • Slider/Glider rectangular window in loft above kitchen may be replaced with a Fixed Window or an Awning Window (see Figures 3-1, 3-2, 3-4)**,** <u>or</u> may be removed and replaced with siding • Fixed Windows in the loft may be removed and replace with siding • Sliding screens or removable screens are approved for Workable Windows

Figure 3-1 Slider/Glider Window	Figure 3-2 Awning Window (loft only)	Figure 3-3 Casement Window

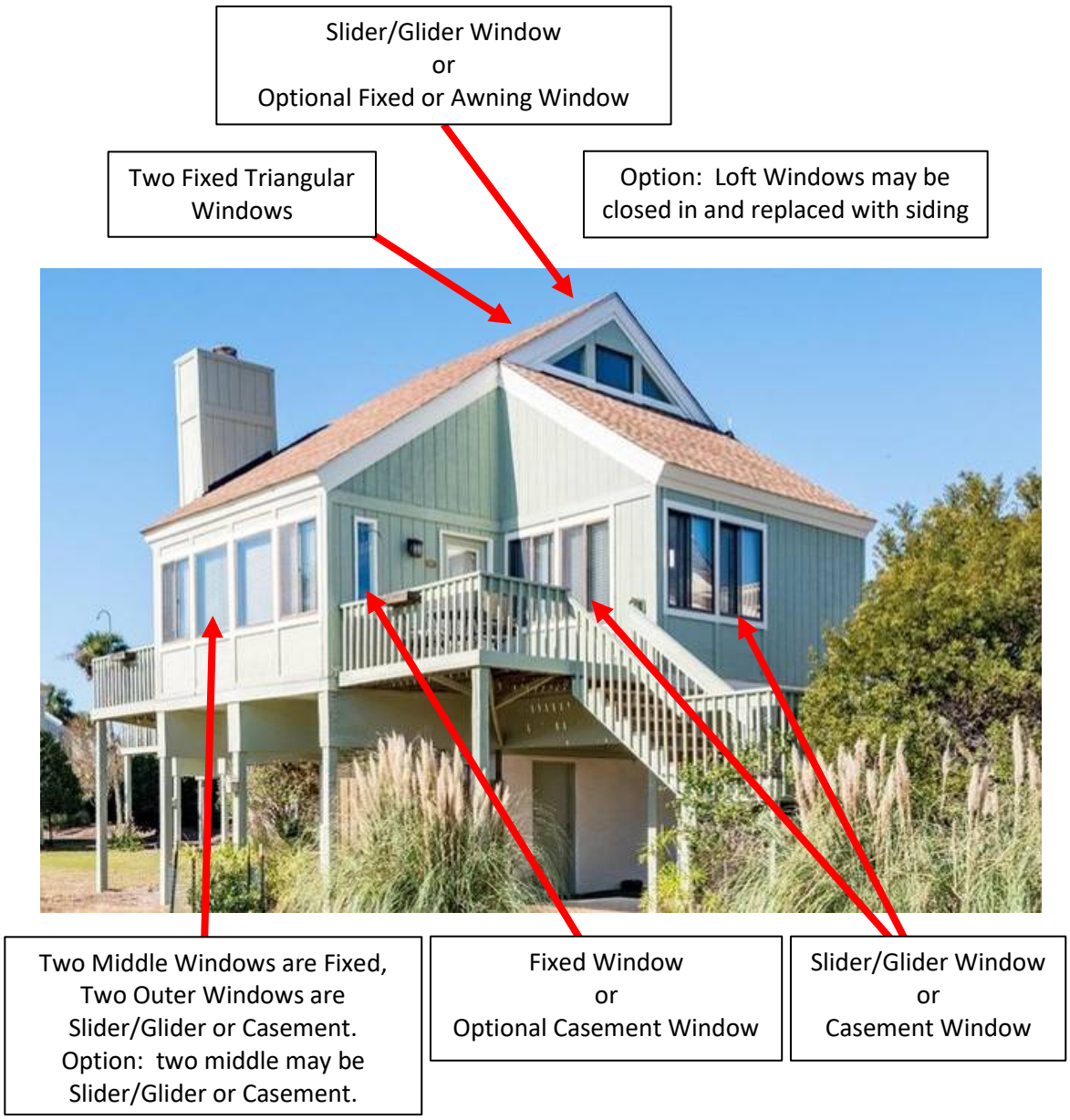

Figure 3-4
Window Styles and Locations – Living Room and Kitchen side

Options for Windows shown in Figure 3-4:

- **Living Room:** Glider/Slider or Casement windows may be used to replace two middle center fixed windows; Casement windows may used to replace side windows.
- **Loft above Kitchen:** Fixed or Casement may replace rectangular slider window.
- **Enclosing Loft Windows:** The three windows in the loft above the kitchen may be removed and replaced with siding. There are three options for enclosing the windows: (1) enclosing the center window, leaving the two triangular ones; (2) enclosing both triangular windows, leaving the center window; (3) enclosing all three.

Figure 3-5
Window Styles and Locations –Bedrooms side

Options for Windows shown in Figure 3-5:

- **Enclosing Loft Windows:** The two windows in the loft above the patio door removed and replaced with siding. Both windows must be enclosed.

4. Porches, Decks, and Stairs

4b. Decks

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	Various
Manufacturer	
Materials:	• Deck: Decking board of pressure treated pine, IPE, or a wood plastic composite such as Trex® or Azek® • Deck off the loft: Floor may be a waterproof decking product • Railings: Pressure treated pine • Balusters: Pressure treated pine (see Figure 4b-1)
Style & Description:	

Size:	• Deck: 5/4" x 6" decking board
	  o Minimum spacing of 1/8" between floorboards is required to facilitate water run off
	• Railings: 2" x 4"
	• Balusters: 2" x 2"
	  o Spacing of 3½" is required between balusters

Color:	• Deck floorboards:
	  o Seal with a clear coating, or
	  o Stain with Sherwin Williams® Woodridge Stain SW3504
	• Railings and balusters: must be painted the approved Villa Body Color
	• See Appendix B for detailed explanation of painting requirements, colors to be used, and location-specific painting instructions

Misc. Details/Comments:	Deck floorboards may be nailed or screwed with stainless steel fasteners to prevent rusting and fastener failure

Figure 4b-1
Decks, Balusters, and Railing

4. Porches, Decks, and Stairs (cont'd)

4c. Stairs

(REV. #3, 02/08/2019)

Responsibility:	Owner
Location:	Various
Manufacturer	
Materials:	• Staircase steps**:** pressure treated pine (see Figure 4c-1) • Staircase risers**:** pressure treated pine (see Figure 4c-1) • Staircase supports: 4" x 4" pressure treated wood in post-base anchors • Landing: Decking board of pressure treated pine, IPE, or a wood plastic composite such as Trex® or Azek® • Railings: pressure treated pine (see Figures 4c-3, 4c-4) • Balusters: pressure treated pine (see Figures 4c-1, 4c-3)
Style & Description:	• Staircase steps: Full risers are required (see Figure 4-c1) • Staircase stringers, railings, and balusters: must match deck railing and baluster standards (see Section 4b-Decks; see Figures 4c-3, 4c-4) • Staircase supports: 4" x 4" pressure treated wood in post-base anchors are required to anchor staircase support stringers and railings
Size:	• Staircase steps: Overall width of steps is "as built"; lumber for steps may be: o 1" x 12", or o 1" x 6", or o 1" x 4" (Note: If 1" x 4" steps are used, four (4) stringers are required • Staircase risers**:** 1" x 6" • Staircase supports: 4" x 4" pressure treated wood in post-base anchors • Landing: Overall dimension of landing is "as built" o 5/4" x 6" decking board o Minimum spacing of 1/8" between floorboards is required to facilitate water run off • Railings: 2" x 4" • Balusters: 2" x 2" o Spacing of 3½" is required between baluster**s**
Color:	• Deck floorboards: o Seal with a clear coating, or o Stain with Sherwin Williams® Woodridge Stain SW3504 • Railings, balusters, staircase stringers, risers, and optional hand railings: Must be painted to match the approved Villa Body Color • See Appendix B for detailed explanation of painting requirements, colors to be used, and location-specific painting instructions
Misc. Details/Comments:	Optional hand railing: Must be crafted of pressure treated wood and installed per code (see Figure 4c-5)

Figure 4c-1
Stairway with Full Risers

Figure 4c-2
Stairway with Open Risers
(open risers are no longer permitted)

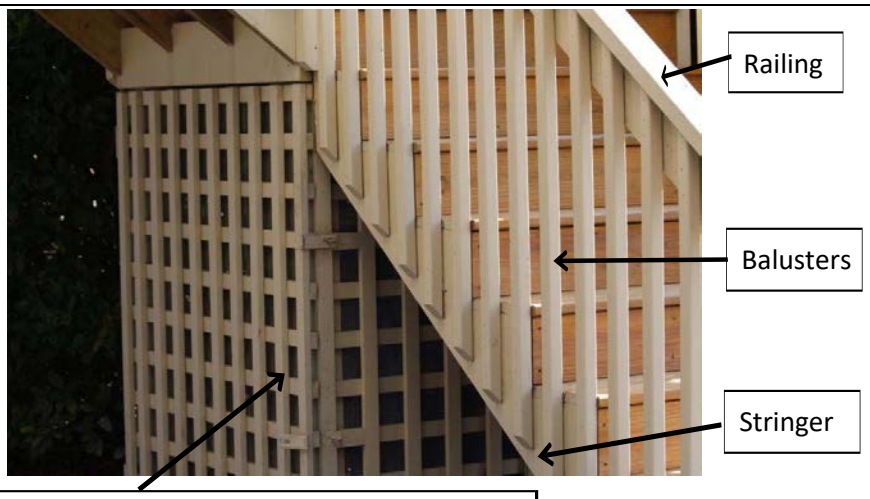

Figure 4c-3
Stairs, Balusters, Railing, and Stringer

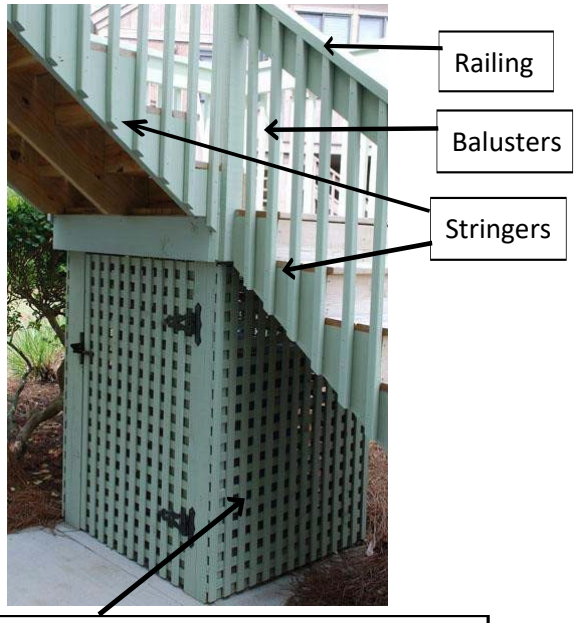

Figure 4c-4
Railing, Balusters, and Stringers

Figure 4c-5
Optional Hand Railing (installed on inside of stair rail)

5. Lighting

Important note regarding lighting replacement:
This Standard provides Sealoft Villa Owners Association (SVOA) approval for exterior lighting replacements provided the installation also meets all applicable codes. As of December 2010, SVOA's current lighting standard for the exterior post and wall lighting has proven to be very difficult to find, both for fixture replacements and replacement bulbs/parts for the fixtures. In addition to these concerns, the current standards do not meet the new "Dark-Sky" requirements as stated by the Seabrook Island Property Owners Association.

5b. Door Lighting

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	The original Entrance Door Light location is to the left of the front door and may not be relocated
Manufacturer	Quoizel Galen Collection
Materials:	
Style & Description:	GLN8409 Imperial Bronze, Wall-Mount Lamp with umber linen glass (see Figure 5b)
Size:	Fixture is 10" in height
Color:	GLN8409 Imperial Bronze with umber linen glass
Misc. Details/Comments:	Board approval is required if wall mount is to be relocated

Figure 5b
Bedroom Deck Light

5. Lighting (cont'd)

5c. Back Door Lighting—Optional Pedestal Door Light

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	The OPTIONAL Pedestal Door Light location is located directly above the door, centered between the first floor of the villa and above the pedestal doorway, and centered by the width of the door
Manufacturer	Quoizel Galen Collection
Materials:	
Style & Description:	GLN8409 Imperial Bronze, Wall-Mount Lamp with umber linen glass (see Figure 5c)
Size:	Fixture is 10" in height
Color:	GLN8409 Imperial Bronze with umber linen glass
Misc. Details/Comments:	Board approval is required if wall mount is to be relocated

Figure 5c
Optional Pedestal Door Light

5. Lighting (cont'd)

5d. Stairway Lighting—Optional Stairway Rope Lighting

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	Along the underside(s) of either or both sides of interior face of the stairwell
Manufacturer	• Various, as availability of a specific product changes over time • Submit specifications of desired product to SVOA Property Manager for approval
Materials:	
Style & Description:	Tiny warm white bulbs connected by different wiring options and surrounded by a clear flexible tube
Size:	
Color:	Channel must be painted to match the railing
Misc. Details/Comments:	• Rope light must be installed such that no part of the light source may be seen from a horizontal perspective when viewed from the street • Rope light must be installed within a channel under the handrails

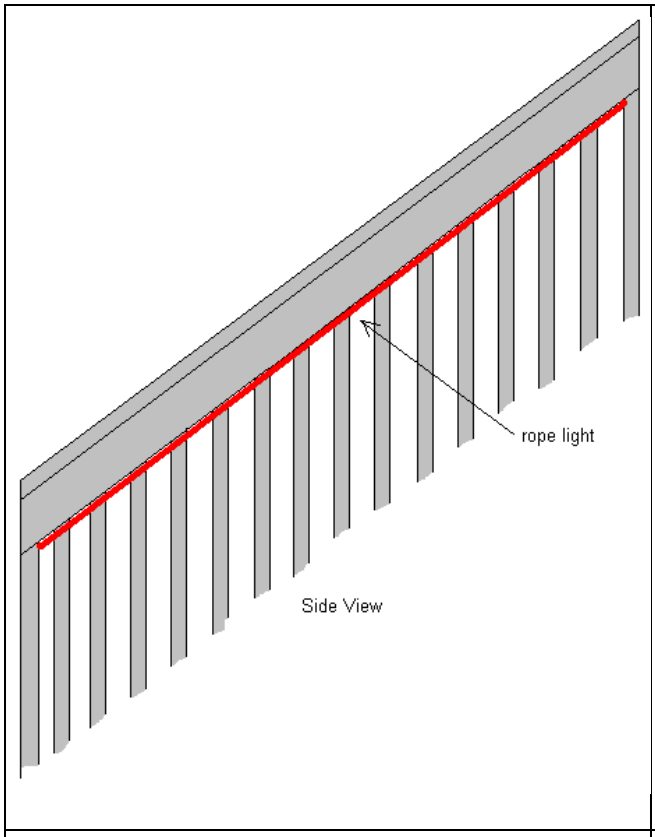

Figure 5d-1
Stairway Lighting Side View

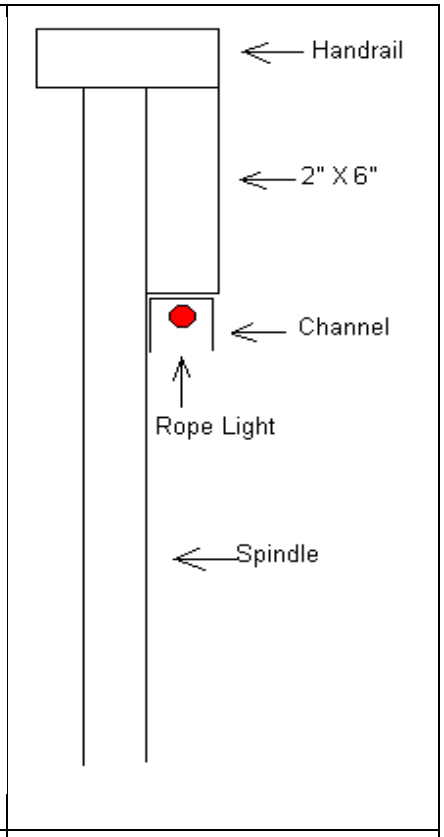

Figure 5d-2
Stairway Lighting End View

5. Lighting (cont'd)

5e. Parking Area Lighting—Optional Floodlight

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	Center of ceiling of carport area under the villa
Manufacturer	• Various, as availability of a specific product changes over time • Submit specifications of desired product to SVOA Property Manager for approval
Materials:	
Style & Description:	• Example shown is a bronze Energy Star 16" 2-light fixture with motion sensor (see Figure 5e) • Motion-sensor is required • Protective light shields are required to help avoid intrusion to neighbors • Bulbs must be 40-watt equivalent or less to avoid light intrusion to neighbors
Size:	Various
Color:	Bronze
Misc. Details/Comments:	Floodlights must point directly downward

Figure 5e
Optional Floodlight

5. Lighting (cont'd)

5h. Post Lighting

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	Where original Post Lamp was installed at time of original construction (near the entrance staircase)
Manufacturer	Quoizel Galen Collection
Materials:	
Style & Description:	• GLN9010 Imperial Bronze, Single Light Post-Mount Lamp with umber linen glass (see Figure 5h) • Fixture must be installed on top of existing post
Size:	Fixture is 15" in height
Color:	• GLN9010 Imperial Bronze with umber linen glass • Post must be painted black
Misc. Details/Comments:	Board approval is required if post is to be relocated

Figure 5h
Post Light

6. Signage

6a. Address Plaque

(REV. #1, 8/7/2018)

Responsibility:	Owner
Location:	Affixed to the farthest left corner of the villa exterior (i.e., the lower corner of that portion of the villa that extends over the driveway facing the street) (see Figure 6a)
Manufacturer	Address plaques will initially be provided for all villas. Replacement plaques may be obtained by special order from http://alligator-digital-maker-studio.com
Materials:	High-Density Urethane (HDU)
Style & Description:	Plaque is all one piece, with numbers and upper/lower borders raised
Size:	Plaque is 6" high x 8" wide, with numbers 4" high x 2" wide
Color:	• Sign color is dependent on Villa Body Color: • Sign background color for Ramie Sherwin Williams® SW6156 villas is "High Tea" Sherwin Williams® SW6159 • Sign background color for green tone villas (Liveable Green Sherwin Williams® SW6176; Clary Sage Sherwin Williams® SW3178 and Softened Green Sherwin Williams® SW6177) is "Artichoke" Sherwin Williams® SW6179 • Numbers are painted Reflective White Paint with Glass crystals for increased reflectivity.
Misc. Details/Comments:	

Figure 6a
Address Plaque

7. Exterior Accessories

7a. Propane Tanks

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	Under master bedroom deck, against or near wall, not visible from the street, and within the villa drip line
Manufacturer	
Materials:	• Walls must be constructed of pressure treated solid wood or T1-11 • Hinges and other hardware must be stainless steel
Style & Description:	• Walls must be 1" x 6" overlapping boards OR T1-11 per the villa siding standard (see Figures 7a, 7b, and 7c) • Walls of enclosure are to extend one foot higher than the tallest point of the propane tank • A top enclosure is not required but may be included
Size:	Enclosure must be sized to accept 100 gallon propane tank (or smaller)
Color:	• Enclosure must be painted to match the approved Villa Body Color • See Appendix B for detailed explanation of painting requirements, colors to be used, and location-specific painting instructions
Misc. Details/Comments:	One side of the enclosure may be hinged as a door or gate to facilitate placement and removal of the propane tank (see Figure 7a)

Figure 7a
Propane Tank Enclosure
Access Door

Figure 7b
Propane Tank Enclosure
(right side)

Figure 7c
Propane Tank Enclosure
(left side and access door)

7. Exterior Accessories

7b. HVAC Stands

(REV. #3, 02/08/2019)

Important notes related to location of HVAC replacement:
Packaged Heat Pump units and/or "Split-Systems" may be allowed by all applicable codes, in the original location if allowed per the elevation certificate specific to that villa.

In the event that an allowed replacement unit cannot be installed in the original location due to code compliance, the owner/contractor may install up to two "split-system" Heat Pump condensers on an external platform constructed in the corner formed between the two main floor bedrooms (see Figures 7b-1 and 7b-2). NOTE: This location must be approved by the SVOA Property Manager.

If the installation is approved to be placed over SVOA property (i.e., outside the owner's drip line), this does not convey said property to the owner, but permits the owner to locate the HVAC unit over SVOA property. Should that permission result in any tax or property consequence, the owner shall make whole the SVOA.

Responsibility:	Owner
Location:	• If permitted based on County code and elevation certificate, the replacement is to be installed in the original location • If original location cannot be used, the external platform shall be constructed in the corner formed between the two main floor bedrooms (see Figures 7b-1 and 7b-2) • If an additional air handler is utilized in the loft, then the refrigerant and control lines must be installed in a single conduit vertically near the intersection of the two exterior walls (see Fig 7b-3)
Manufacturer	
Materials:	• Pressure treated solid wood • Hinges and other hardware must be stainless steel • Conduit for lines supporting the loft air handler shall be PVC or other corrosion-resistant material
Style & Description:	The external platform shall conform to the Sealoft Villa HVAC Stand Drawing Detail, which may be obtained from SVOA's Property Manager
Size:	• HVAC condensing units must fit within the platform and be obscured from view utilizing deck railings and pilasters to match existing design • For guidance on specific construction elements, refer to these Standards' Section 4-Porches, Decks, and Stairs
Color:	• HVAC stand elements and conduit cover for the loft's refrigerant line must be painted to match the approved Villa Body Color • See Appendix B for detailed explanation of painting requirements, colors to be used, and location-specific painting instructions
Misc. Details/Comments:	Any adjustment to the size or design of the HVAC platform must be submitted to the SVOA Property Manager for approval

Figure 7b-1 HVAC Stand	Figure 7b-2 HVAC Stand
HVAC Stand at the Guest Bedroom / Master Bedroom corner of the villa	

Figure 7b-3 HVAC Stand w/ second Condenser and Conduit supporting the Loft's Air Handler	
HVAC Stand at the Guest Bedroom / Master Bedroom corner of the villa	

7. Exterior Accessories (cont'd)

7c. Trash Enclosures

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	Beneath landing of front stairs (see Figure 7c)
Manufacturer	
Materials:	• Pressure treated lath that is ¾" x 1½" with an approximate 5¼" x 5¼" grid pattern (from mid-lath to mid-lath) • Corner supports of the enclosure are the staircase support 4" x 4" posts • Interior of enclosure must be lined with a zinc-coated hardware cloth • Hinges and other hardware must be stainless steel
Style & Description:	Trash can storage gates must have minimal clearance for ease of opening and be secured with a latch
Size:	Enclosure must be length/width/height equal to size of the space beneath the stair landing
Color:	• Enclosure must be painted to match the approved Villa Body Color • See Appendix B for detailed explanation of painting requirements, colors to be used, and location-specific painting instructions
Misc. Details/Comments:	

Figure 7c
Trash Enclosure

7. Exterior Accessories (cont'd)

7e. Exterior Shower Enclosures

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	• Rear side of pedestal (see Figure 7e) • No less than 36" from either end of the villa pedestal • The greater dimension (length) of the shower enclosure is to be parallel with the pedestal
Manufacturer	
Materials:	• Flooring may be either brick/stone pavers, treated wood, IPE, or a wood plastic composite such as Trex® or Azek® • Siding must be either 1" x 6" pressure treated overlapping boards or T1-11 • Support posts must be 4"x4" pressure treated lumber
Style & Description:	Side walls must begin 12" above the flooring and be 60" high, for a total height of 72"
Size:	52" wide x 92" long x 72" high
Color:	• Treated wood flooring must be Sherwin Williams® Woodridge Stain SW3504 or sealed with a clear coating • Enclosure must be painted to match the approved Villa Body Color • See Appendix B for detailed explanation of painting requirements, colors to be used, and location-specific painting instructions
Misc. Details/Comments:	

Figure 7e
Exterior Shower Enclosure

7. Exterior Accessories (cont'd)

7l. Mailboxes

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	Must be in same location as existing owner mailbox
Manufacturer	See SIPOA Policies & Procedures for Residential Development
Materials:	See SIPOA Policies & Procedures for Residential Development
Style & Description:	See SIPOA Policies & Procedures for Residential Development
Size:	See SIPOA Policies & Procedures for Residential Development
Color:	• Post, arm, newspaper tube, and placard must be stained/painted the approved SIPOA color; paint may be obtained from SIPOA • Street numbers are to be white reflective paint; paint may be obtained from SIPOA
Misc. Details/Comments:	

7. Exterior Accessories (cont'd)

7r. Chimneys

(REV. #4, 2/11/2021)

Responsibility:	Owner
Location:	Chimney and Master Bedroom deck
Materials:	See Section 1 for Building Enclosure materials
Color:	Paint siding and trim to match exterior
Misc. Details/Comments:	The chimney may be removed with the following guidelines: • Once the chimney is removed, the roof line and exterior wall must be repaired to provide a flat surface, continuous with the surrounding exterior living room wall. • Install new siding, trim, roofing, flashing, and decking to match adjacent areas • Existing windows, doors, and exterior lights remain in their existing locations, with styles that are compliant with this document. • See Figure 7r for location and detail.

Figure 7r
Chimney Removal

7. Exterior Accessories (cont'd)

7t. Awnings

(REV. #1, 8/14/2017)

Responsibility:	Owner
Location:	Entrance Deck (see Figures 7-t1 and 7t-2) and/or Upper Loft Deck
Manufacturer	SunSetter® Retractable Awning; approved models are: • "Motorized Awning" with woven acrylic fabric and hand crank • "VISTA" (non-motorized) awning with woven acrylic fabric and hand crank
Materials:	See Manufacturer and Style & Description information
Style & Description:	• Overhang is an 8" scalloped valance • Awning housing color is to match the awning color • Motorized unit has an 18' cord on the left end, and includes a hand crank (with cloth cover) for manual closing • Motorized unit installations are required to have a wind sensor • Optional lighting must be SunSetter® "Dimming LED lights" mounted into the awning's frame by the manufacturer; owner-installed lighting is not approved
Size:	• Entrance Deck: 10' wide x 9' projection • Upper Loft Deck: either 8' wide x 7' projection or 10' wide x 9' projection
Color:	SunSetter® brand #7952, "Natural Linen"
Misc. Details/Comments:	• SunSetter® contact information: 800-876-2340 or www.sunsetter.com • Manual operating awnings are recommended for rental units

Figure 7t-1	Figure 7t-2

8. Hardscape Elements

8b. Sidewalks/Walkways

(REV. #4, 2/11/2021)

Important note relating to Sidewalks/Walkways:
This standard refers to all ground level areas of Sealoft Villas within the building drip line, which includes underneath the decks. It also includes the area on the pedestal door side that extends past the kitchen wall drip line to the inner staircase/trash can enclosure wall and the area at the foot of the stairs.

Responsibility:	Owner
Location:	Patios and walkways may be extended to: • Beneath the Second Bedroom: the building drip line • Beneath the Master Bedroom: up to 4' from the pedestal wall • Beneath the Living Room: to the building drip line • Beneath the Kitchen, Entry Deck, and Stairs: past the kitchen wall drip line to the inner staircase/trash can enclosure wall. • Foot of Stairs: the rectangular area bounded by outer edges of the stair railing posts, with a length up to 8' from the bottom stair.
Materials:	• Pavers must be brick or stone and be semi-porous and pervious • Decking must be pressure treated wood, IPE, or a wood plastic composite such as Trex® or Azek® All materials must be approved by the SVOA Board and be in compliance with requirements of SIPOA ARC
Style & Description:	• Seating/benches may only be installed on the "Back Side" • No vertical structures such as closed sheds, boathouses, bike sheds, etc., are permitted within this standard area with the exception of shower/changing room (see Section 7e-Exterior Shower Enclosures for shower construction details) • Walls or enclosures that impede the sightline of the original four walls of the pedestal are not permitted
Size:	• Ground-level improvements must not exceed 12" in height above existing ground level, with the exception of "seating" • Seating/benches may reach normal sitting height
Color:	• Brick/stone pavers must be earth tones which blend into the surrounding natural area • Wood deck floor must be stained with Sherwin Williams® Woodridge SW3504 or sealed with a clear coating
Misc. Details/Comments:	• Any ground-level improvements must be in compliance with setback requirements of the Town of Seabrook Island**,** and with requirements of the DHEC Office of OCRM (Ocean and Coastal Resource Management) • Improved areas must not be used for additional car parking needs • Improvements to ground level must not impede or deter normal drainage or normal ground percolation requirements

9. Landscape Elements

9c. Maintenance

(REV. #4, 2/11/2021)

Responsibility:	SVOA and SIPOA
Location:	• Exterior areas, including Sealoft Common Property areas

Landscape & Tree Maintenance:	• SVOA and SIPOA are responsible for maintaining landscaped areas within the Sealoft Villa neighborhood
	• Scope includes:
	  o Pinestraw
	  o Grass management, mowing and edging
	  o Irrigation
	  o Landscape beds and shrubs
	  o Tree pruning and removal
	• Owners may request specific landscape maintenance by contacting the SVOA Property Manager or a SVOA Board Member. Approval and funding for the requested maintenance may require the SVOA Board or SIPOA ARC review and approval.

Tree Removal (Hazardous):	• If a tree is damaging property, is likely to cause damage, or presents a health or safety hazard, then SVOA is responsible for pruning or removing the tree. Owners should notify the SVOA Property Manager if a tree becomes hazardous or damaging.
Tree Removal (Owner's Convenience):	• An owner may request a tree be removed if it not hazardous or damaging. Typical reasons include blocking sight-lines or dropping leaves/berries onto the area around a villa. • For trees removed at the owner's convenience, the Owner is responsible for the cost of removing the tree and any resulting Tree Mitigation, even if the new trees are planted in new locations. • The owner must complete and submit the SIPOA form, "Request for Landscape/Vegetation Alteration of a Developed Lot" to the SVOA Property Manager. The form is available on https://sipoa.org/, and must be entirely filled out, to include the proposed Mitigation Plan. • The request will follow a process similar to the one described in the Introduction, under "Approval Process". However, in accordance with SIPOA property, certain tree removal requests will require the added step of consulting with the SIPOA Arborist. • If the Arborist approves of the request, the SVOA Property Manager will assist the requesting owner in finding an appropriate landscape contractor.
Tree Mitigation	• SIPOA policy requires the replanting of trees to lessen the impact of tree removal on the environment. • See SIPOA Policies & Procedures Appendix L and its Table 6 for information on tree types and sizes to be used for mitigation. • An owner has the option to request the mitigation tree(s) be placed in the same location as the one being removed. Please keep in mind, that the Tree Removal request may take longer to process if the Owner requests the mitigation tree(s) be planted elsewhere.

Appendix A. History of Changes to this Document

(REV. #4, 2/11/2021)

Date of Change	Rev #	Change
February 11, 2021	4	• Section 3, and figures 3-4 and 3-5. Updated to clarify options for enclosing loft windows. • 7r. Added new section to allow removal of chimney • 8b. Updated so sidewalks may be added at the foot of the stairs. • 9c. Added new section on landscape and tree maintenance.
February 8, 2019	3	• 7b HVAC Stand updated to allow for second condensing unit supporting a Loft air handler • 4c and 8b updated to include the use of wood-plastic composite such as Trex® or Azek®
October 10, 2018	2	• 1a Roofing Manufacturer updated to include Certainteed Landmark™ CertainTeed Landmark® shingle in "Resawn Shake" color
August 7, 2018	1	• August 14, 2017 Standards Manual converted to comply with Seabrook's new format • 6a Address Plaque specification updated

Appendix B. Painting Requirements: Colors and Locations

(REV. #1, 8/14/2017)

B-1. PAINTING REQUIREMENTS, DEFINITIONS, AND EXAMPLES

This Standard provides Sealoft Villa Owners Association (SVOA) requirements for painting Sealoft Villas. Due to differences in the ways the villas have been constructed and/or maintained, it is important to adhere to this standard as it specifically relates to trim painting.

Definitions (see Figures B1-1 through B1-3 for graphic depictions of item location):

1. **Villa Body** - the T-111 siding or cementitious siding (such as Hardie Plank), plywood sections, support joists, support posts and chimney box of the Sealoft Villa
2. **Villa Body Color** – the 4 approved colors (see Colors section below)
3. **Roof Trim** – the 2 fascia trim boards aligned next to the roof
4. **First Floor Trim** – the trim board that is equal to the first floor level of the villa (Note that two bedroom area sections that extend beyond the villa body do not have any first floor trim)
5. **Window Trim -** the trim around the windows (Note that trim coloring must be consistent **in** width even if the trim board is wider on the villa body edge trim)
6. **Gable Window Trim -** at the peak of the gables of the villa, there is a grouping of 2 triangular windows and 1 square window; "Gable Window Trim**"** refers to the trim board below these windows and parallel to the kitchen roofline
7. **Door Trim –** the raised strip of trim around the door's interior window and the trim around the outside of the door
8. **Trim Color –** the one (1) approved Trim Color (see Colors section below)
9. **Stringers –** the structural member that supports the treads and risers
10. **Railings** – the rails that are designed to provide support while ascending/descending stairways
11. **Spindles/Balusters** - the wood shaft used to support the railings
12. **Pedestal** – the structure that provides the foundation for the framed portion of the villa
13. **Support Joists and Posts** – portions of the structure that form the foundation for the framed portion of the villa
14. **Plywood Sections** – portions of the structure covered with siding material

Responsibility:	Owner
Location:	See Figures B-1 through B-7 for certain location-specific instructions
Manufacturer	Sherwin Williams®
Materials:	• Siding and Trim: Sherwin Williams® Duration® or SuperPaint® • Pedestal: Sherwin Williams® Loxon® product • Primer for wood surfaces: Sherwin Williams® Primer (note that more than one coat of primer may be required for any new surface) • Primer for cementitious surfaces (e.g., siding or pedestal): Sherwin Williams® Loxon® Primer (note that more than one coat of primer

	may be required for any new surface)
Style & Description:	See Figure B-8 for Painting Technique requirements
Size:	
Color:	• Villa Body, Support Posts and Joists, Chimney Box, and Stairway Elements: One of the following Sherwin Williams® colors may be selected for the Villa Body and related elements described in this section: o SW6156-Ramie o SW6177-Softened Green o SW6178-Clary Sage o SW6176 Livened Green • Trim and Pedestal: Sherwin Williams® SW6385-Dover White
Misc. Details/Comments:	• See Figures B-1, B-2, and B-3 for graphic depiction of villa construction elements and the colors they are to be painted • See Figures B-4 and B-5 for a detailed requirement for painting "simulated" trim where it is not possible to install Window Trim that is the required width • See Figure B-6 for a depiction of Entrance Door painting options • See Figure B-7 for a depiction of painting for First Floor Trim on the living room window side • See Figure B-8 for Painting Technique requirements

Figures B-1 through B-3 below depict paint colors for each construction element of the villa:

1. The Villa Body (siding, support joists, support posts and chimney box, railings, and spindles/balusters**)** have all been painted the same Villa Body Color
2. The roof trim, first floor trim, window trim, gable window trim and pedestal have all been painted the same Trim Color

Figure B-1
Master Bedroom / Deck Side of Villa

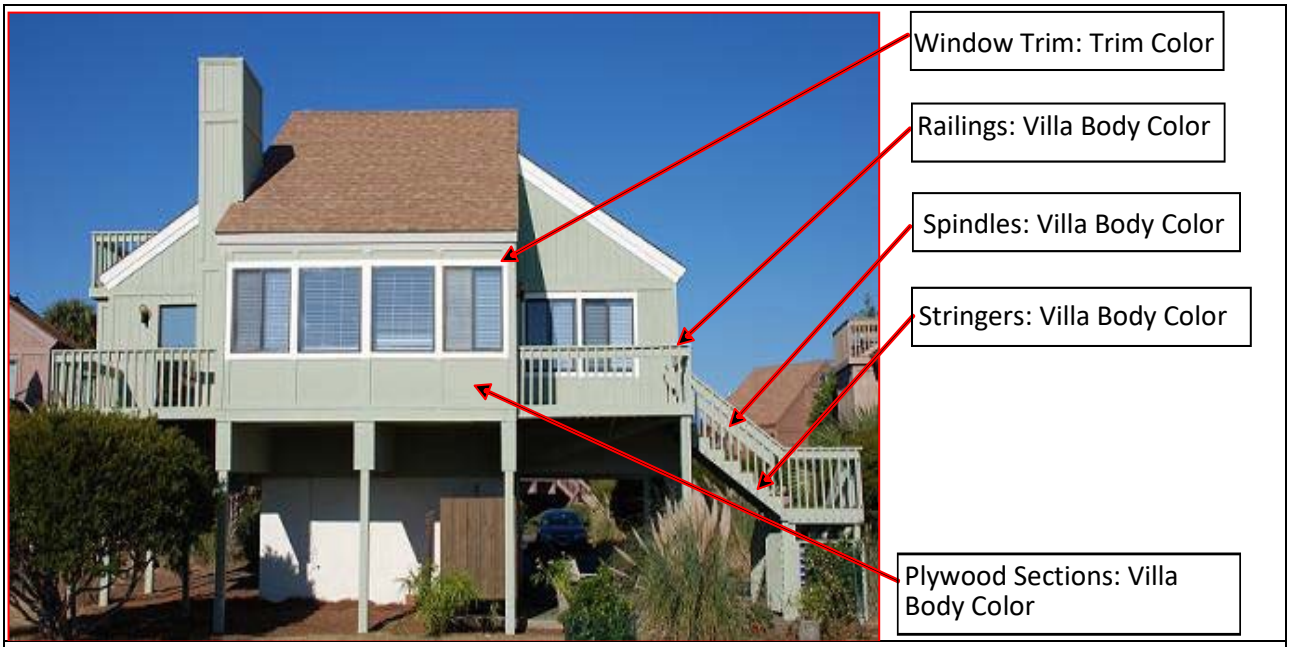

Figure B-2
Front / Living Room Side of Villa

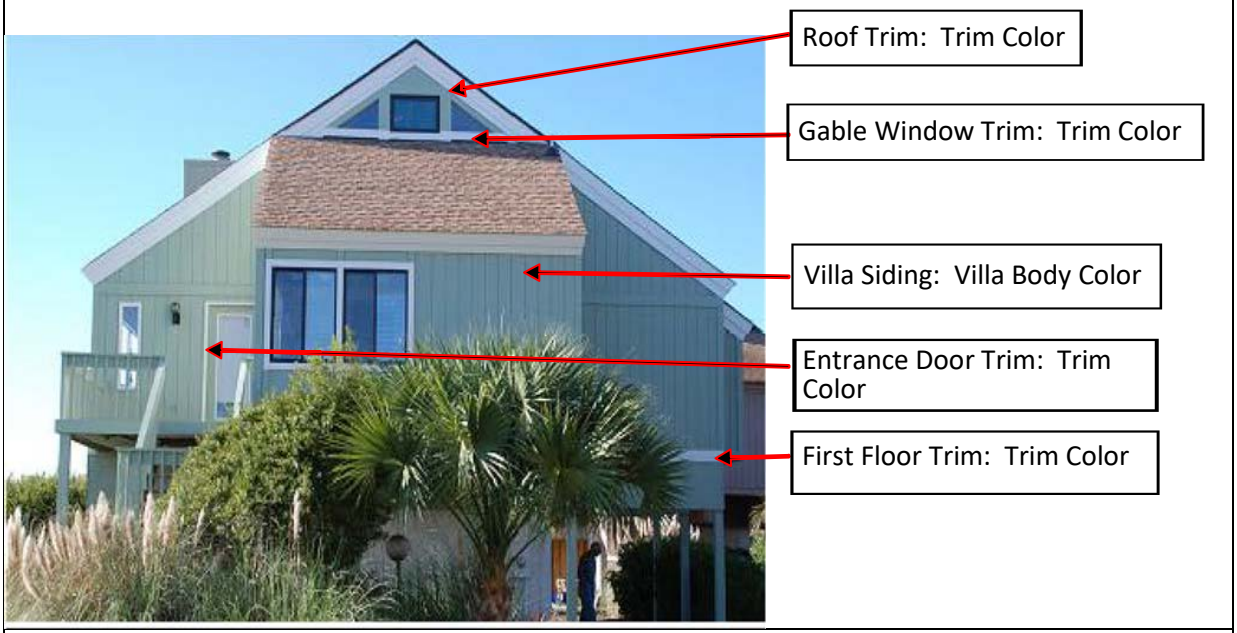

Figure B-3
Kitchen Side of Villa

Figures B-4 and B-5 below illustrate painting a "simulated trim" in situations where window trim differs from the required width. Note: The window trim must have the same trim measurements around the windows. Some trim boards may not be the same width, so a 3½" simulated trim must be painted on any trim boards that exceed the standard 4" (3½" actual measurement) trim board.

Figure B-4
Master Bedroom Window with Non-standard Trim Width Showing "Simulated Trim"

Figure B-5
Master Bedroom "Simulated Trim" Technique

Figure B-6 below illustrates requirements for painting the Entrance Door. The door must be painted the Villa Body Color**,** while the raised strip of trim around the door's interior window and the Door Trim around the exterior frame of the door) may be painted either the Trim Color or the Villa Body Color.

Figure B-6
Depiction of Entrance Door Trim Painting Options

Figure B-7 below illustrates the requirement for painting the First Floor Trim on the living room window side. Note: The living room window side First Floor Trim must be painted with the Villa Body Color and not the Trim Color.

Figure B-7
Depiction of Living Room Wall First Floor Trim

B-2. PAINTING TECHNIQUE REQUIREMENTS

Figure B-8 below provides requirements for the painting techniques to be used for villa painting.

1. Masonry Pedestal Base (Stucco or Cementitious Substrate)
   a. First Coat: A24W00451 - Loxon® XP Extra White - SW6385 Dover White. Rolled or Brushed (See attached Sherwin Williams® Specifications for details)
   b. Second Coat: A24W00451 - Loxon® XP Extra White - SW6385 Dover White. Rolled or Brushed (See attached Sherwin Williams® Specifications for details)
2. Exterior Wood Siding
   a. Spot Primer or Prime: Y24W08020 - Exterior Oil-Based Wood Primer White (Tinted with selected color). Spray, Rolled or Brushed (See attached Sherwin Williams® Specifications for details). If sprayed STRONGLY RECOMMENDED TO BACKROLL or BRUSH.
   b. First Coat: K32W00151 - Duration® Coating Exterior Latex Flat Extra White - SW6178 Clary Sage, SW6177 Softened Green, SW6176 Livened Green or SW6156 Ramie. Spray, Rolled or Brushed (See attached Sherwin Williams® Specifications for details). If sprayed STRONGLY RECOMMENDED TO BACKROLL or BRUSH.
   c. Second Coat: K32W00151 - Duration® Coating Exterior Latex Flat Extra White - SW6178 Clary Sage, SW6177 Softened Green, SW6176 Livened Green or SW6156 Ramie. Spray, Rolled or Brushed (See attached Sherwin Williams® Specifications for details). If sprayed STRONGLY RECOMMENDED TO BACKROLL or BRUSH.
3. Exterior Wood Trim
   a. First Coat: K34W00151 - Duration® Gloss Exterior Latex Coating Extra White - SW 6385 Dover White. Spray, Rolled or Brushed (See attached Sherwin Williams® Specifications for details). If sprayed STRONGLY RECOMMENDED TO BACKROLL or BRUSH.
   b. Second Coat: K34W00151 - Duration® Gloss Exterior Latex Coating Extra White - SW 6385 Dover White. Spray, Rolled or Brushed (See attached Sherwin Williams® Specifications for details). If sprayed STRONGLY RECOMMENDED TO BACKROLL or BRUSH.
4. Exterior Cementitious Siding (HardiPlank®)
   a. Primer: A24W00300 - Loxon® Concrete And Masonry Int/Ext Latex Primer White (Tinted with selected color) - Spray, Rolled or Brushed (See attached Sherwin Williams® Specifications for details). If sprayed STRONGLY RECOMMENDED TO BACKROLL or BRUSH.
   b. First Coat: K32W00151 - Duration® Coating Exterior Latex Flat Extra White - SW6178 Clary Sage, SW6177 Softened Green, SW6176 Livened Green or SW6156 Ramie. Spray, Rolled or Brushed (See attached Sherwin Williams® Specifications for details). If sprayed STRONGLY RECOMMENDED TO BACKROLL or BRUSH.
   c. Second Coat: K32W00151 - Duration® Coating Exterior Latex Flat Extra White - SW6178 Clary Sage, SW6177 Softened Green, SW6176 Livened Green or SW6156 Ramie. Spray, Rolled or Brushed (See attached Sherwin Williams® Specifications for details). If sprayed STRONGLY RECOMMENDED TO BACKROLL or BRUSH.

Figure B-8
Painting Technique Requirements