



Preserving the look of I'On

Homeowner Project Development Guideline

One of the many reasons we've all chosen to live in I'On is its timeless, classic architectural design. The I'On Design Committee (IDC) is your resource in helping you ensure that your new project, renovation, addition or landscape carries on the high quality and the unique "Lowcountry Vernacular" look of I'On.

It's important that you read the following guidelines at the beginning of your project application to help you understand the review and approval process and what is required of you as a homeowner.

You or your representative (i.e. architect, builder, designer, etc.) will be required to submit a signed copy of this guideline as part of your project application before any work is started.

What you need to know:

1. *Your first step is to meet with Pam Gabriel, your IDC Neighborhood Design Coordinator (NDC), to discuss your project and learn what is required based on the following guidelines that have been developed as tools and resources for planning your project. Pam can be reached at (843) 606-6366 or pdgabriel@yahoo.com. Pam's office is located at 159 Civitas Street, on the second floor. Entrance at rear.*
 - *The I'On Code is the guiding principle for the architectural design and appearance of our neighborhood. It is intended to help the owner, architect and builder understand and appreciate the vernacular architecture of the Lowcountry.*
 - *Community Patterns define the distinctive characteristics of the different neighborhoods in I'On.*
 - *Principles of Low Country Vernacular Design is a supplement to the I'On Code detailing specific materials, configurations and construction techniques unique to the Lowcountry.*
 - *IDC Review Procedures Manual summarizes the design review procedures and submission requirements.*
 - *Additional Architectural Landscape and ADU Information provide updates to the I'On Code.*
2. *Not all design professionals are trained in traditional, Lowcountry design. Working with architects, landscape architects, engineers or other qualified designers who are familiar with I'On's architectural design standards can make the approval process easier and quicker.*
3. *To help your project move quickly make sure that all requirements are included when submitting plans for review as outlined in the IDC Review Procedure Manual. Fill out the*

correct form for review and include any required review fees and deposits. You'll find the forms on I'On Community site, under "Build/Renovate.

- 4. Submit plans by Friday of the week prior to the IDC meetings (first and third Tuesday of each month). Your Neighborhood Design Coordinator is available to review plans with you to ensure that everything is complete.*
- 5. After your project is reviewed, you'll receive a letter identifying any changes that need to be made. Follow the requirements and recommendations that are outlined in this letter and submit requested information by Friday of the week prior to the next IDC meeting.*
- 6. Select a builder/contractor who is familiar with traditional low country design and who will accurately follow the approved plans.*
- 7. Build and complete your project in exact accordance with the IDC approved plans. Any changes made to plans after the initial approval or during construction must be submitted for IDC review and approval by using the "Change to Approved Design" form.*
- 8. Avoid Fines! Any work started without written approval, and any completed work that does not comply with the IDC approved design, is subject to remedies and sanctions imposed by the Assembly Board of Directors. Sanctions may include, but are not limited to, monetary fines, suspension of the right to vote and use of the Common areas, and possible removal of unauthorized construction.*
- 9. If you disagree with a decision by the IDC, request a copy of the Board of Appeals procedure and follow steps for an appeal.*
- 10. All projects are to be completed in a timely manner. All projects not commenced within six (6) months of approval are subject to additional review and associated review fees.*

Your Agreement:

I have read the above and agree to follow the stated guidelines in the development of my project.

HOMEOWNER OR REPRESENTATIVE SIGNATURE

DATE

PRINT NAME HERE

STREET ADDRESS

EMAIL

TELEPHONE



The following are due with this Application:
Completion Deposit: \$200-\$500 Amount \$ _____

Review Fees: \$200

Make checks payable to the I'On Assembly

Note: Incomplete submittals will not be reviewed.

MAJOR PROPERTY CHANGES / REVIEW APPLICATION

Hardscape, Landscape, Fences, Pools, Screened Porches, Decks, Patios, etc.

Date: _____

Address: _____ Lot Number: _____

Owner(s): _____

Address: _____

Phone: _____ Email: _____

Architect/Designer: _____

Address: _____

Phone: _____ Email: _____

Contractor: _____

Address: _____

Phone: _____ Email: _____

Person Submitting Application: Owner Architect/Designer Contractor

Submittal Requirements:

- Site Plan (Min. Scale 1/8"=1'-0" or 1'=20')
- Elevations (Min. Scale 1/4"=1'-0")
- Floor Plans (Min. Scale 1/4"=1'-0")
- Photos of existing structure or area
- Color chips for paint

List proposed change(s) and explain reasons for change:

Note: The I'On Design Guidelines, review procedures, all application forms and submittal requirements can be found at: <http://www.ioncommunity.com/page/28576~640529>