

# *The Cliffs at Keowee*

## *Intent of Guidelines*

Dear Property Owner:

From the beginning it has been a primary goal to achieve an uncommon and visually pleasing blend of natural beauty with man-made improvements at The Cliffs At Keowee Resort activity and active recreational areas have been successfully integrated with the residential development. The Cliffs at Keowee developers have implemented a carefully researched and appropriate plan which they, in great part, administer through the Architectural Review Committee (ARC).

Environmentally sensitive design can only be achieved through a careful, well thought out response to the configuration of your particular lot and the vegetation and topography of the building site. One of our objectives is to assist you in your planning efforts and we stand ready to do so.

These guidelines are intended to serve as your benchmark in the often complex process of planning a new home. While this document can prove to be a helpful tool in planning homes at The Cliffs at Keowee, it can neither provide every answer nor guarantee ideal solutions for every situation. Nevertheless, as questions arise concerning your building plans, our staff and the committee itself will be most happy to help you. We encourage you to participate when possible in all presentations to the board as they are made by your architect, designer or builder.

We hope you, your designer and builder will find these guidelines helpful and we encourage your questions and comments. If we may be of any assistance whatsoever, please do not hesitate to call on us.

Sincerely,

The Cliffs at Keowee  
Architectural Review Committee

Revision 6-21-95  
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## **I. INTENT OF GUIDELINES**

### **A. Design Objectives**

The Cliffs at Keowee enjoys a moderate climate, breath-taking natural beauty, controlled accessibility, and the professional and financial resources necessary to create both a resort and year-round residential community without compromise or parallel.

The Cliffs at Keowee is dedicated to preserving a unique and ecologically sensitive community. The architectural design and construction philosophy of the Development is that homes should generally be unobtrusive in form and color in order to complement their natural setting. No particular period, styles, foreign or geographic influences or traditional approaches are specifically endorsed or discouraged. The chief concern is that the residential community be basically homogeneous with certain areas having more architectural diversity than others.

This philosophy suggests that each home be treated not as an individual creation or architectural entity arbitrarily placed on its site, but rather as a carefully planned addition to the natural setting which embraces the site and becomes one with it. Consequently, architectural solutions should extend beyond the building walls to include the entire site, varying in design to complement and enhance their natural surroundings. Designs appropriate for the mottled shade of forest areas might be inappropriate for open or wooded sites. Colors and textures of exterior building materials should be compatible with the light reflecting properties of the natural element such as tree bark, surrounding trees and shrubs, pine needles, natural grasses and other vegetation. Garish colors are uniformly prohibited.

### **B. Function of the Architectural Review Committee**

The Cliffs at Keowee Master Declaration of Covenants delegates the conditions and restrictions of the development to the Architectural Review Committee. The Master Declaration of Covenants, Conditions and Restrictions for The Cliffs at Keowee, Article XI, Section 11.1 reads as follows:

“No structure shall be placed, erected, or installed upon any lot, and no construction or modification (including staking, clearing, excavation, grading and other site work, exterior alteration or modification of existing improvements, and planting or removal of plants, trees, or shrubs) shall take place except in strict compliance with this Article, until the requirements below have been fully met, and approval of the appropriate committee has been obtained pursuant to Section 11.2”

Plans submitted for construction of initial improvements upon the lot or parcel must contain details of any driveway(s) serving the lot or parcel to be improved including intersection of such driveways(s) with the roads in the Development.

No subsequent alteration, modification, installation, or additional improvements of landscaping may be undertaken or allowed to remain without the review and express written approval of the Architectural Review Committee.

Obviously, the Architectural Review Committee (“ARC”) is set up for the purpose of enhancing the Development. The Committee’s composition of members is determined by the Developer which may elect, at some future time, to delegate full responsibility of Architectural Review to the Property Owner’s Association. At that time, the Architectural Review Committee shall be set up as specified in Article XI, Section 11.2 of the Declaration of Covenants and Restrictions of The Cliffs at Keowee Property Owner’s Association, Inc.

Architectural Review Committee approval and the subsequent issuance of The Cliffs at Keowee Building Permit is the first step in obtaining the necessary approvals for construction of a home. Complete sets of construction documents and an approval letter from the committee must be used in following all normal procedures administered by Pickens County for obtaining building permits.

The approval of the Committee relates to the harmony and compatibility of external design and site design optimization. The Committee does not assume liability for either structural design or damage to a neighbor’s property during construction.

The South Carolina Department of health and Environmental Control (DHEC), and the Duke Power Company have jurisdiction over some elements of the building process at The Cliffs at Keowee. The Owner and his Architect/Designer are solely responsible for compliance with DHEC and Duke Power rules and regulations.

Information regarding septic systems may be obtained from DHEC at:

Pickens County Health Department  
222 McDaniel Ave., B-17  
Pickens, SC 29671  
(864) 898-5832

Information concerning erosion control may be obtained from:

Environmental Quality Control  
301 University Ridge – Suite 3800  
Greenville, SC 29601  
(864) 241-1090

Permits for construction of piers, boathouses, floats or shoreline stabilization and information regarding all lake management policies may be obtained from:

Duke Power Company  
Lake Management Operations  
PO Box 1006  
Charlotte, NC 28201-1066  
1-800-443-5193

**C. Purpose of Standards and Guidelines**

The Committee is granted the power of establishing design guidelines through Article XI, Section 11 of the Master Declaration.

It is the purpose then of these Guidelines” to encourage construction of excellent architectural design and character appropriate to the surroundings and to the special conditions of climate and other environmental factors indigenous to The Cliffs at Keowee. A strong sense of identity should be developed to create an attractive and harmonious addition to the community.

These “Guidelines” are intended to assist The Cliffs at Keowee property owners during the design, construction and improvements of the residences. The “Guidelines” are intended to protect the property values of all owners throughout and the review procedures are intended to provide a systematic and uniform review for all construction requiring Architectural Review Committee approval. These “Guidelines” are amended from time to time as necessary by the Developer.

## **II. REVIEW PROCESS**

### **A. Explanation of the Process**

The Architectural Review Committee exists to review all buildings proposed for construction at The Cliffs at Keowee and to encourage high quality architectural design and characteristics appropriate to the surroundings and the special conditions of climate and other environmental factors indigenous to the area.

This review process has been set up to establish a systematic and uniform review of proposed construction. Required drawings and submittal forms must receive Preliminary Approval before submission for Final Approval. It is encouraged that all submittals to the Committee for house construction be made by an architect registered in the State of South Carolina or a residential designer authorized to do business in South Carolina.

Architects should strive to develop a strong sense of identity within a frame work of visual continuity so as to create an attractive and harmonious addition to the community. It is not the intention of this Committee to stifle creativity in producing a strong identity, provided the design conforms to the Covenants and these Guidelines. The Committee, however, through its Architectural Review procedures, may disapprove any proposed construction on purely aesthetic grounds, where, in its sole judgment, such action is required to protect the enduring natural beauty and attractiveness of an area.

The Architectural Review Committee (ARC) may, when necessary, employ a Planning and Design Director (on a full-or part-time basis, as required) to assist owners, architects/designers and contractors during the design and construction of homes. The ARC is available to promptly reply to questions concerning design and construction guidelines. The Planning and Design Director, if requested, or the ARC will preview every project before Preliminary and Final Review and will review the lot stake-out and the submission of acceptable work drawings, specifications, landscaping plan, and color samples. The project will not be presented to the Board for review until all of these items have been completed.

The ARC meets as required to review the construction requests in a timely manner. This usually occurs within two weeks of submission if all information is included. To be considered, the submittal shall be accompanied by the appropriate Architectural Review Committee Form, completed in full, include color samples and a check made to The Cliffs at Keowee Community Association to cover the cost of plan review. The Committee will establish the fee for final review. Further, the Committee has the right to adjust the Final Design Review Fee from time to time. All requirements shall be completed or the Committee may refuse to review a submittal. The Committee encourages personal presentations of submittal by architects and/or owners.

### **B. Preliminary Review**

As early as the owner and architect/designer are able to identify design objectives, two sets of preliminary plans should be submitted for review. These plans should consist of tentative drawings that reflect the general form, spatial relations, materials, articulation and circulation

patterns. Schematic sketches, dimensional drawings, models and perspectives are most appropriate for preliminary submittal. Regardless what form of presentation is used, all preliminary submittal must contain the following:

1. Site Analysis

A site analysis shall be presented at 1" = 30' scale, depicting the site data gathered. The analysis should be drawn on a copy of the tree and topographical survey, prepared by a Licensed Land Surveyor, showing the types and location of trees greater than 5" in diameter at waist height, as well as property lines, easements, setbacks, contour lines, and other prominent, natural features. The analysis should include, but is not limited to, sun analysis, breeze directions, drainage, views, homes and driveways on adjoining lots, site access, and areas providing minimal or maximal privacy.

2. Schematic Landscape Plan

A landscape plan at 1" = 30' scale, showing the location of the house, driveway and walks with proposed landscaping concepts as intended to help integrate the building with its environment and to provide positive drainage.

3. Dimensional Site Plan

The site plan shall be drawn at 1" = 30' scale, showing the roof plan of the house and contain dimensions demonstrating conformity with all required easements and setbacks. Driveways and walks must be located along with the proposed service yard, HVAC units and electric meter. Site plans must also include the following area calculations: a) area of building footprint (all heated and unheated spaces, in square feet); b) area of all first floor decks, stairs, and porches; c) area of driveways and walks with the total of these areas in square feet (area of improvements); the total area of the lot in square feet, and the area of improvements expressed as a percentage of the total lot area.

4. Floor Plans

Floor Plans at 1/4" scale, representing the layout of spaces for all levels of the proposed building.

5. Elevations

Drawings shall be 1/4" scale, representing the view of all exterior sides of the proposed structure. Wood, stucco and/or masonry elements of all exterior walls shall be accurately and fully depicted.

6. Building/Site Section

A section drawn at 1/4" scale, showing the relationship of interior and exterior spaces with the natural topography shall be provided.

7. Preliminary Stake Out

The house shall be staked out on the lot with stakes at least two (2) feet tall marking the corners. A string shall connect all stakes outlining the shape of the house. The lot line nearest the house shall be defined with string. All trees proposed to be removed shall be tied about their circumference with red surveyor's ribbon.

8. Completed Preliminary Review Form (see appendix)

The Committee will either grant Preliminary Approval or provide reasons for the objection of the submittal, and normally will offer suggestions for improvement. If the preliminary drawings are substantially changed, either by request of the Committee or desire of the owner, they must be re-submitted and receive Preliminary Approval before proceeding for Final Approval. A Preliminary Approval is valid for twelve (12) months from date of approval.

C. Final Review

The construction documents are prepared after changes are made, if any, from the review of preliminary plans. The final stake-out, reflecting any changes, must be completed before submitting for Final Review. The Planning and Design Director will preview all submissions, and will not present a project to the Committee for Final Review unless the following are completed and have been submitted.

1. Final Stake-Out

The preliminary stake-out must be updated reflecting changes, if any, in the location of the house or driveway and any additional trees to be removed. No trees over 5" at waist height may be removed or limbed at any time without prior Committee approval. Extra care shall be taken by fencing to avoid injury to any trees not approved for removal.

2. Color Samples

Proposed colors of all exterior materials including siding, trim, brick, roofing, stucco and lattice shall be submitted or actual samples of materials proposed for use. These sample submissions are most important to both the owner and the Committee in evaluating the eventual appearance of the house as color chips often vary greatly from actual applications on varying materials.

3. Landscape Plan

Landscape plans drawn to 1:30' (min) scale must convey a scale representation of all planting material, identified as to size, common name, and variety. Plans shall also

show the location of landscape lighting with fixture catalogue cuts, sprinkler head locations, walks, fences, pools, decks, patios, play structures and mailboxes. Adequate plant screening shall be provided for HVAC units, service yards, trash enclosures and electric meters. Each plan shall include provisions for future cable installation. The conduit should be 3 feet from the edge of the street with an invert 18 inches below grade. The 4: conduit should extend 24 inches beyond either side of the paving and be capped on both ends. The contractor shall be responsible for locating existing utilities before excavating. Builder shall disclose the allocated landscape budget. Landscape allowance should roughly equal 3-3.5% of total construction cost.

4. Dimensional Site Plan

Similar to preliminary including any changes and proposed utility services.

5. Foundation and Framing Plan

Plans at 1/4" scale, showing locations and sizes of foundation and framing elements and how they relate to nearby trees.

6. Floor Plans

Floor plans shall be drawn at 1/4" scale, containing all information necessary for construction.

7. Elevations

Drawn at 1/4" scale, elevations shall accurately represent the view of all sides of the house. Floor elevations must be delineated and existing and proposed grade levels must be shown. All exterior materials must be labeled.

8. Building Sections

Drawn at 1/4" scale, necessary for clarifications of constructions.

9. Details

- a. Typical wall section
- b. Exterior trim
- c. Window and door details
- d. Exterior wall, fences, or screens
- e. Railings and/or seating
- f. Screen porch section

10. Specifications

A full set of specifications must be submitted defining the quality of all work and materials.

11. Completed Final Review Form (see appendix)

If the Committee fails to grant Final Approval of the project, it will suggest items to be corrected or resubmitted. If the Committee grants Final Approval, Final Approval Letter may be obtained at the ARC office. Two (2) sets of working drawings must be presented to obtain the letter. The completed Construction Deposit Form must accompany the drawings and the construction deposit.

**D. Existing Residences Improvement Review**

As stated in the Covenants, no site preparation, excavation, changes in grade, landscaping or initial construction, erection, alteration or installation of any improvements, including, but not limited to, dwellings, commercial units, outbuildings, driveways, fences, walls, signs, television antennas, clotheslines, mailboxes, post lamps and other such structures, shall be undertaken upon any residential lot, residential site, commercial site, or any other lot or parcel of property in the Development without prior approval from the Architectural Review Committee. Such approval would require submission to the Architectural Review Committee plans, elevations, and specifications showing the nature, kind, shape, height, materials, color scheme and locations of the proposed improvements and/or landscaping. Approval must be in writing. Plans submitted for construction of initial improvements upon the lot or parcel must contain details of any driveway(s) serving the lot or parcel to be improved, including intersection of driveway(s) with the roads in the development.

When submitting for review or proposed improvements, presentations must include but may not be limited to the following:

1. Letter of Intent

The owner should inform the Committee as to the intent and purpose of the proposed improvements.

2. Color Samples

Samples are most important when applying for improvement approval because of the necessity of matching existing materials.

3. Site Plan

A plan with dimensions of the property must be submitted showing the location(s) of the proposed improvements.

4. Drawings

Two sets of sufficient plans and elevations shall be submitted to adequately define and explain the improvement(s). Drawings representing the existing structure(s) will also need to be submitted.

5. Completed Improvement Review Form (see appendix)

The improvement Review Form will be submitted along with six (6) sets of plans for review along with the plan review fee.

After reviewing the project, the Committee will either suggest changes or grant Final Approval. As with new construction, the construction deposit must accompany the completed Construction Deposit Form, and two (2) sets of drawings to be stamped before obtaining a Final Approval Letter. As specified in the construction guidelines, The Cliffs at Keowee Architectural Review Committee and the Pickens County Building Permit must be displayed before site clearing, material delivery, or construction may begin.

### **III. DESIGN GUIDELINES**

#### **A. Site Analysis**

One of the major goals of every architect/designer designing at The Cliffs at Keowee must be to integrate successfully every man-made structure with its surrounding natural environment. Since each building site will be unique, it will be necessary for all designers to prepare a thorough site analysis prior to the design of every project. The Committee will scrutinize closely, while reviewing for approval, the overall design concept and how will it relates to its surrounding environment.

An important step is to convey to the Committee the appropriateness of how the design evolved from the site analysis. Thus, it is very important that all pertinent site data gathered by presented to the Committee while submitting for Preliminary Approval. This information should be represented graphically on a Site Analysis Drawing.

One of the first steps in preparing a site analysis is obtaining topographical and tree surveys from a Registered Land Surveyor. This survey must be a minimum scale of 1"=30' and required to show the legal description of the property with all recorded easements and setbacks, the topography of the lot, the location and type of all trees over 5" in diameter, and any other prominent natural features of the site. Adjacent residences, garages and driveways should also be located to suggest the orientation of areas of the design requiring maximal or minimal privacy. The accuracy of the survey is extremely important as this will eventually influence the design of the residence. Minor inaccuracies in the survey can cost thousands of dollars later in altering structures, and surveyor error cannot be considered "hardship" that supports a variance.

In addition to detailed site data, more general information of the surrounding physical environment must be included. Consideration should be given to prominent and potential views, orientation for privacy from the street, neighbors, boaters, etc., in addition to the materials, scale, and form of existing homes in the neighborhood. These factors will be very important in blending the proposed design with the existing neighborhood.

The schematic design must also address the prominent climatic characteristics of the Development. The warm temperatures suggest every home have adequate cooling capabilities. Designs should take advantage of the cooling breezes by providing for cross ventilation. With the majority of the days being sunny, there is a great potential for using passive and active solar systems. Periodic heavy rains occur during the summer months which suggest the covering of some outdoor spaces.

After preparing the site analysis, the uniqueness of each site becomes apparent. Because of this uniqueness, it becomes unlikely a residential design that was appropriate on one site will be equally appropriate for another site. Therefore, the repetitive use of residential designs and the purchasing of stock plans is inappropriate and is discouraged.

## **B. Single Family Homes**

Only one single family residential dwelling shall be erected on any lot. Residential homesites in the development are conveyed to individual buyers subject to extensive deed restrictions and architectural covenants designed to establish strict control of land use and insure that all residences are attractive in appearance and appropriate to their neighborhood. These restrictions and site analysis data form a basis for the beginning of site development concepts.

When developing a site, a concept must be following in determining site utilization. The best access to the site, as shown in the site analysis, should be the beginning of auto circulation areas including driveways, parking, garages, and turnarounds. The functional areas of the home should be related to areas and service areas. Resident and visitor circulation areas should be resolved as well. Occasionally (though not in every instance) driveways entering a major collector street will be required to share ingress/egress for a limited distance with the adjoining lot owner.

Successful residential design solutions are those in which it is difficult to distinguish between elements that a part of the building and those which are a part of the landscape design. Thus, while considering site utilization, interior spaces, exterior spaces and landscaping concepts should be integrated with the environmental features in the creation of a successful design.

The buildable area of every lot must be delineated to determine the portion of the lot upon which the house may be constructed. This area is sometimes specified by the easements and setbacks as recorded on the subdivision plat or in the legal description of the lot. In the absence of setbacks specified on the subdivision plan and/or covenants, the typical setbacks required by the Architectural Review Committee are:

### **BUILDING SETBACKS – The Cliffs at Keowee Single Family Lots – All Sections**

Front or Side Yard (adjoining street) (10 feet from edge of right of way or easement)	10 feet
Side or Rear Yard (waterfront boundary)	50 feet
Rear Yard (interior boundary)	30 feet
Side Yard	10 feet

The setbacks outlined above are for a “typical” building site. Larger, as well as irregular sites, may suggest to the Committee that these setbacks be altered. It is imperative that the owner/architect/designer obtain from the Architectural Review Committee a reading on specific setbacks before proceeding beyond the conceptual stage. The side or rear yard setback which is applied to waterfront lots specifically prohibits construction of any building (including stoops, porches, or decks – whether attached or unattached) nearer than 50 feet to the waterside lot line. The waterside lot line means the eight hundred foot (800’) contour line of Lake Keowee as noted on the plat. Boat houses, piers and dock facilities are exempt from the waterside lot line setback restrictions provided that they comply with all applicable regulations set forth by Duke Power

Company and any requirements and regulations set forth by all governmental authorities having jurisdiction over any lot on Lake Keowee.

Newer rules on setbacks (whether on the subdivision Plat of Record or NOT) are determined by the Developer, and variances may be permitted by the Architectural Review Committee to save prominent trees, minimize disruption to unusually topographic features, to accommodate an irregularly shaped lot or when the Architectural Review Committee determines, in its sole discretion that a variance is otherwise appropriate to the site. All such determinations are final and binding on all concerned.

1. Architectural Designs

The architectural design concept for The Cliffs at Keowee is that home structures should be generally unobtrusive in form and color in order to complement their natural settings. No particular period styles, foreign or geographic influences, or historical approaches are specially endorsed or encouraged. Only after extensive site information has been collected and site development concepts have been formulated giving due consideration to neighboring properties, can the building development be considered.

2. Building Size

The Covenants, Contract of Sale, recorded plats and/or Deed to your lot usually stipulate the minimum square footage that may be contained in a residence built on a lot. The minimum size of homes at The Cliffs at Keowee is:

a. Interior Lots: All one-level dwellings or residences are to have no fewer than 1,200 square feet of heated floor space or 1,400 square feet of heated floor space with a two-car garage attached at the main level. All two-story homes shall have a minimum of 1,400 square feet of heated space on the main level or 1,200 square feet of heated floor space with a two-car garage attached at the main level and 600 square feet of heated floor space on the second level.

b. Waterfront Lots: All one-level dwellings or residences are to have no fewer than 1,800 square feet of heated floor space or 1,600 square feet of heated floor space with a two-car garage attached at the main level. All two-story homes shall have a minimum of 1,600 square feet of heated floor space on the main level or 1,200 square feet of heated floor space with a two-car garage attached at the main level and 600 minimum square feet of heated floor space above the main level.

c. Garages: An attached, semi-detached, free-standing or basement level two-car garage shall be required for each dwelling or residence.

Building heights shall be determined by the Architectural Review Committee based upon lot location, tree cover, neighboring homes and other factors affecting the site. Homes shall not exceed 2 ½ stories in height with approval from the Committee prior to

Preliminary Review. In addition, while maximum building sizes may not be specifically established in your Deed or recorded Covenants, the Committee may at its discretion, disapprove a submittal that is inappropriate for the site due to size. The Committee will not approve any submittal which crowds the site and/or is out of context with other structures in the area.

### 3. Building Form

No residence or building of a temporary nature will be permitted or allowed to remain on any lot. The eventual building form of every residence should be a carefully planned addition to the natural setting and embrace its site. Building shapes should provide interest and be compatible with neighbors. Large homes can be made to appear smaller and small homes to appear larger by the manipulation of shapes and forms, and by the effective use of decks, garages and screen porches. The roof-scape of each home should complement the design of the home, the natural surroundings and neighboring designs.

### 4 Articulation

The aesthetic appearance of a residence roof-scape depends greatly upon the articulation of the siding, roofing, details, fenestration, walls and fences. Windows should be selected and located to provide for views, light, privacy and natural ventilation. Walls, fences and screens should be used to provide privacy, enclose service areas and HVAC units and screens should be used to provide privacy, enclose service areas and corners, windows and decks should have common elements that help unify the appearance.

### 5. Materials and Colors

All exterior materials and colors should complement the surrounding environment. Color samples for new construction and recoloring of existing buildings shall be submitted to the Committee for approval in advance of painting or staining. The use of natural woods, stucco and stone is encouraged while the use of imitation or less than highest quality materials is discouraged. (The use of plywood siding is almost never permitted.) The exterior surface of any building shall not be of asbestos shingle siding, imitation brick or stone roll siding, or exposed concrete or cement blocks. The exterior surface of any garage, outbuildings or appurtenant structure shall be aesthetically compatible with, and of material and construction, comparable in cost and design to the exterior surface of the dwelling located on the lot. Roofing materials shall be wood shakes, wood shingles, fiberglass shingles, slate or standing seam metal. In case of fiberglass shingles, these shall be of a "shake" style, of minimum weight per square of 275 pounds, and have at least a 25 year warranty. Other roofing materials shall be held to a similar standard of quality. Roof vents and accessories should be located away from the front elevation and painted to match the roof color. Sloping roof pitches are required to be a minimum of 5/12 and a maximum of 12/12 for functional and aesthetic reasons.

## 6. Appurtenances

The proposed building of a deck or bridge into or across any natural or man-made water body or wetland area must receive prior approval from the Committee. Exterior lighting requires Committee approval, and must be installed so as not to disturb either neighbors or nearby traffic. The construction of game and play structures as well as swimming pools and tennis courts are considered improvements and must be submitted to the Committee. The approval of such structures generally depends upon their location, appearance and related landscaping.

## 8. Landscape

Proper landscape design in planning new buildings is very important. In successful design, elements of the landscape and building unite to form a habitat compatible with its environment. Rocks, berms and plants may be used to create outdoor spaces. Care should be used in the selection of plants and flowers for size, tolerance of environment and resistance to drought and wildlife. Lawn areas are encouraged particularly in the front as they greatly enhance the appearance of the yard and residence. These areas may, in the long run, require less maintenance than natural areas that must be constantly pruned, weeded and re-mulched. It is critical that the storm drainage system in the immediate area of the site integrated into the overall landscape design. Also included in the overall landscape development should be the use of exterior lighting. An endless variety of effects may be achieved by using low voltage lighting, up lighting, down lighting, stair lighting, and wall lighting. The use of exposed, non-hooded spotlights on homes will not be approved, where visible from the street. For additional information on landscape standards and guidelines see landscaping addendum.

## 9. Shoreline structures

All shoreline structures such as decks, cabanas, gazebos, storage buildings (for water recreation activities), etc. above the 804-foot elevation line shall require approval of the Cliffs at Keowee Community Assn. ARC. Structures below the 804-foot elevation line need approval from Duke Power Co. No shoreline structure shall be erected on any lot prior to the house construction on that lot without approval from the ARC. The request for approval can be made at the time of the original submission along with the house plans or can be made after house construction is complete as an improvement review. Guidelines for construction of these structures are as follows: Shoreline structures shall complement the house design themes and should match or complement the colors of the house. The size or scale of the structure shall be in proportion to the lot size, house size and placement of both house and shoreline structure on the lot. The ARC will determine if the scale is appropriate for the lot. The acceptable scale can be different for each lot. The shoreline structure must enhance the appearance and therefore the value

of the property and community. The shoreline structure may not be used for a residence, either temporary or permanent.

## **IV. CONSTRUCTION GUIDELINES**

### **A. Before Construction**

After completing the review process and receiving Final Approval of the stake-out and construction documents from the Architectural Review Committee, several steps shall be followed before any lot clearing, material deliveries, or construction may begin.

Every job site must contain an approved sign identifying the Contractor and Architect. All signs shall be constructed and erected as specified by the Guidelines (See Appendix). No other signs shall be placed on the job site. The job site sign shall be erected no closer than fifteen (15) feet to the edge of the street and must be in place with the Permits posted on the rear of the Contractor's sign before any clearing or construction may begin or materials be delivered. At no time shall a sign or permit be nailed to any tree. No additional sub-contractor signs shall be displayed on the construction site. Signs are to erected before a building permit is issued.

An architectural Review Committee Approval Letter must be obtained for all renovations and new construction. Two (2) sets of the construction drawings must be submitted to the Architectural Review Committee (ARC). Also, the Contractor must submit a completed Construction Deposit Form along with the required deposit (currently \$1,000) for new construction and improvements. At that time, an Architectural Review Committee Approval Letter will be issued for your project. The receipt of this Permit does not preclude the necessity of also obtaining a Pickens County Building Permit. Both are required for construction along with any additional permits that may be necessary from other agencies.

In summary, the following steps shall be completed before construction may begin:

1. Submit to ARC, two (2) sets of plans with a review fee of \$200 for approval.
2. Submit to ARC, two (2) sets of approved construction drawings with completed Construction Form and construction deposit (builder's bond) of \$1,000 payable to The Cliffs At Keowee Property Owners Association, to be held until final approval of construction.
3. Erect approved job site sign and any approved contractor/architect signs.
4. Obtain Pickens County Building Permit.
5. Post Building Permits at job site.
6. Place dumpster and portable toilet on job site.

### **B. During Construction**

All construction at The Cliffs at Keowee will be under constant observation by the Architectural Review Committee. Periodic field inspections will be conducted by the Committee on every residence under construction.

Each construction site is required to have a job toilet for the use of workers. It must be placed at least twenty-five (25) feet from the street in an inconspicuous location with the door facing away from the street and neighboring homes. Contained fires *MAY be* permitted on residential construction sites with approval from the Architectural Review Committee. Care should be taken when loading trucks or hauling trash so as not to have it spill over while in transit. Contractors shall be held responsible for trash and debris falling from any construction vehicle.

It is imperative that all sites be maintained in a clean and tidy manner. All construction materials must be kept within the property lines maintaining a clear street right-of-way. Access to the site should be limited to the proposed driveway location. Access over/through adjoining properties, without the written permission of the adjacent owner, is prohibited. Temporary storage structures approved by the Architectural Review Committee, may be used to store materials. Storage structures may not be used as living quarters.

Site cleanliness shall at all times be maintained at an acceptable level. If not so maintained, the ARC will issue a “Stop Work” order. A commercial dumpster shall be placed on each job site and shall be dumped when necessary. At the end of each work day, materials must be stored neatly and all trash placed in the dumpster. No trash shall be strewn about the lot or piled openly. As untidy sites present a negative image to visitors and property owners, this requirement shall be strictly enforced. Should the Committee determine, in its sole discretion, that a site is not being maintained properly, it may undertake to have it maintained properly and will deduct the cost from the Construction Deposit.

Temporary utilities should be installed in a neat manner. The temporary power pole must be installed plumb and will not be allowed to be used for placement of signs. A temporary water hook-up may be provided.

As explained in the foregoing, residential construction sites must contain the following:

1. Commercial dumpster
2. Job toilet
3. Temporary utilities
4. Job sign (with permits)

### **C. After Construction**

When the construction of a residence has been completed, the owner and contractor must satisfy several requirements before applying for the Final Inspection. Proof of this inspection will be necessary before the utility companies will provide permanent water and electrical power.

The construction of the residence shall be completed and the landscaping shall be installed conforming to the plans previously approved by the Committee. Any unauthorized changes must be corrected before the Final Inspection Certificate will be issued.

Upon completion of construction and landscaping, all building debris shall be removed from the site and the surrounding area. The construction site sign and the temporary power pole shall also be removed. At this time, the Contractors should notify the Committee that he is ready for Final Inspection. Upon approval, a completed inspection form will be issued and must be submitted to the utility company along with all required fees prior to permanent utility hook-ups.

As a checklist, the following items shall be completed prior to Final Inspection:

1. Complete construction
2. Remove construction debris
3. Remove temporary facilities, utilities, and signs
4. Install landscaping and standard sign or mailbox
5. Pay an appropriate utility tap fee
6. Notify Committee for Final Inspection

### **C. General Regulations**

All builders of residences at The Cliffs at Keowee must be licensed by the State of South Carolina. At a minimum, a SC residential builder's license is required. Access to the development is controlled by The Cliffs at Keowee Community Assn. There is card access only to some areas of the community. Construction workers are allowed access to and from the construction site only and are strictly forbidden from riding about the development. Vehicles may be periodically searched to protect all contractors from theft of materials and equipment.

The maximum hours allowed for construction personnel will be from 7:00 a.m. to 7:00 p.m., Monday through Friday and 8:00 a.m. to 5:00 p.m. on Saturdays. No residential construction work will be performed on Sundays or national holidays.

The conduct of all workmen is the responsibility of the General Contractor. Workmen are not allowed to ride about or use development facilities. Loud cars and speeding are not permitted in the development. All construction vehicles must be parked on the construction site. Workers are required to wear shirts and shoes when not on the job site. Loud music from radios and disturbing property owners or guests will not be permitted at any time.

The construction of all residences must be completed within one year of the issue date of the building permit with all exceptions requiring special Committee approval. Contractors must have the Owner or Architect submit all proposals for exterior changes prior to implementation. The Covenants grant the Committee the power to employ workers to correct any exterior changes made without approval or to employ persons to clean up an unacceptable lot. The cost of these changes will be deducted from the Construction Deposit.

The above regulations are designed to enhance The Cliffs' at Keowee overall appearance to our residents and visitors. These regulations are to be used as guidelines and are not intended to restrict, penalize or impede construction firms who adhere to these regulations while performing their duties at The Cliffs at Keowee. Repeated violation of these regulations could result in the suspension of the building approval for that residence until corrective action has been taken by the constructor. Additionally, a Contractor who repeatedly violates either the letter or the "spirit" of these guidelines may be required to post a large construction deposit or, in the extreme, be prohibited from working at The Cliffs at Keowee.

## **E. Existing Homes Guidelines**

The primary purpose of the Covenants and Guidelines is to foster the creation of a community which is aesthetically pleasing and functionally convenient for all residents and visitors. These restrictions, governing proposed homes, homes under construction, and existing homes, require every home to be maintained in a manner conforming with these guidelines.

### **1. Improvements**

No alteration, including painting or staining, affecting the exterior appearance of any building, structure or landscape shall be made without prior approval of the Committee. A request for approval must be submitted to the Committee, including a completed Improvement Review Form, all drawings necessary to define the proposed improvement, color samples, and site stake-out.

### **2. Landscaping**

Every property owner is responsible for preventing the development of any unclean, unsightly, or unkempt conditions of buildings or yards which shall reduce the beauty of the neighborhood as a whole or the specific area. In formal landscaped areas, bed and lawn areas must be maintained. In natural areas, weed growth must be controlled. Any proposed changes in landscaping such as fences, fountains, lighting, game structures, drives, walks, landscape structures and statuary must be approved by the Committee.

### **3. Mailboxes and Signage**

The use of any sign, including those for the purpose of identification, renting, or selling of a property, is prohibited. Single family homes may be identified only by the graphics included on a mailbox as specified by the Signage System included in the Appendix. Owners' names, house names, and lot numbers shall not be placed on the front of homes or on signs placed on lots.

### **4. Boats and Camper**

The storage of boats and campers in yards or driveways is prohibited. They are required to be stored out of sight in garages or below houses. Trailers of any type and

boats on trailers shall be kept inside an enclosed structure and not within the fifty (50) foot waterfront setback. The Cliffs at Keowee Community Association may be contacted for information regarding lease of off-premises storage facilities.

5. Exterior Lighting

All exterior lighting shall be installed so as not to disturb neighbors or impair vision of traffic on nearby streets.

## **V. LANDSCAPING**

The Cliffs of Keowee landscaping is generally well-planned, very naturalistic and beautiful in its simplicity. Present owners should endeavor to achieve the same by using appropriate plant materials and preserving as much existing vegetation as possible. Special care has been taken in the planning of The Cliffs at Keowee to protect the existing vegetation, soft topography and the delicate system of natural drainage structures.. All effort must be made, by individual owners, to site the home to protect and preserve these features. The owner shall make the contractor aware of the significance of the existing vegetation and arrange for the contractor to protect all trees and plant material during construction.

All improvements should be oriented and planned to minimize alteration of the land and lessen the impact to the ecosystem. This philosophy must be addressed at all levels of development, including individual homesites.

The Architectural Review Committee will take into account various relationships of home to site, home to home, prevailing breeze (winds), solar orientation, water and other amenities in making decisions regarding specific landscape plans. To ensure overall beauty of The Cliffs at Keowee is preserved and enhanced, the ARC has the authority to approve or disapprove landscape plans for all structures.

The Cliffs at Keowee Architectural Review Committee suggests that a registered landscape architect design and prepare site plans, construction documents that are site specific, and site details for homes to be build. This assures the ARC of a minimum level of competency and aesthetic desirability to maintain a balance between site and building.

The integration of building and site is necessary to achieve the standards of quality set forth by The Cliffs at Keowee and compliance to these guidelines will be checked in the design review process and during construction.

### **A. Analyzing the Site**

A fundamental portion of the design criteria is the need for gardens, lawns and landscape material to harmonize with the native vegetation, terrain and natural beauty of the community. Throughout The Cliffs at Keowee, many fine native, mature specimen trees and shrubs exist. Quite a few are in prominent view from the streets, giving them special significance.

Your particular approach to siting and landscaping your home will depend on your property location and your specific taste. Whether you are planning a home on the lake or a home in the forest, a landscape development program should be prepared. This should begin by developing a list of needs, desires, limitations and opportunities relating to your site. For example:

1. Best views, poor views, objectionable views?
2. Prevailing winds, breezes?
3. Neighboring plant material?

4. Existing plant material: which should be preserved, which should be removed?
5. Neighboring house, streets?
6. Drainage patterns on or near the site?
7. Location of doors, windows, stairs, etc., on the house?
8. Location of utility features?
9. Proximity of all site features relating to the main street?
10. Location of any streams or boggy areas?
11. Location of all walls, fences, etc., and materials used?

The survey (obtained from your surveyor) will be your most important tool in developing a satisfactory plan. Use this plan and information gathered by the landscape architect to prepare the landscape plan with careful thought to your vision of the final product.

## **B. Construction**

Each home is unique and will require special consideration. It is important for every site to use protective measures during construction. Existing grades, drainage features and vegetation all need some form of protection. Particularly sensitive areas should be protected with strategically placed temporary fences to ensure equipment and materials from damaging plant life.

All reasonable means must be taken during construction and after to protect and preserve all existing vegetation unless approved by the ARC. Boards or other materials shall not be nailed to trees during or after construction.

## **C. Site Elements**

A successful landscape plan is composed of many elements. Quality design and execution contribute to an overall marriage of the natural environment and man-made elements introduced to the site.

When using plants in the landscape, anyone who designs landscaping for your home should apply some basic principals of design. These principals consist of various uses of line, form, texture, color, repetition, variety, balance and emphasis. In landscape design, the individual should be able to experience the artistic effect in many diverse ways. Because he is within the design. Its scale is your scale.

Although destruction and disruption, because of alteration, of the natural land and landscape is part of the building process, it does not mean that you cannot exist on your property without abusing it. In fact, in numerous ways, you can exert a positive influence, either by preserving or by enhancing your property.

Graphic survey information is necessary, but it must be accompanied by at least one, preferable repeated, visits to the site by the contractor, the landscape architect, as well as the owner. Only by actual site observation can you get the “feel” of the property, sense its

relationship to the surrounding areas, and become fully aware of the sensation of The Cliffs at Keowee. Only with this kind of observation can you sense the dynamic lines that are its bounding roads, the lines of pedestrian approach, the arc of the sun at different times of the day, the prevailing breeze, the great views, the sculptural land forms, the springs, the trees, and the features to be preserved; in short, the character of the site.

## 1. Planting

Your landscape plan should be practical as well as attractive. On a wooded site, protecting and planting trees decrease temperature impacts of seasonal extremes, while at the same time providing privacy and beauty.

The planting plan should sufficiently screen utility areas, break up the foundation of the building, buffer driveways and parking areas adjacent to property lines, and provide cover for areas disturbed during construction. Plants for screening should be of sufficient size and variety to ensure an adequate buffer within a year or two. Foundation plantings should be able to screen any crawl spaces under home or decks. Utility uses such as cutting and vegetable gardens should be screened or incorporated into the garden.

Plant material should complement native species. A fundamental portion of the design criteria is the need for the landscape plan to harmonize with native vegetation, terrain and natural beauty of the community. Cutting of the forest understory may be done to open up view, but should be kept to a minimum leaving the native vegetation for buffering, privacy and site definition. The cutting of the forest canopy is prohibited unless otherwise approved by the ARC. When a developed understory is not present, the addition of small flowering trees, grouped in clusters, should be considered in the landscape plan.

Throughout The Cliffs at Keowee, many fine native, mature specimen trees exist. Many are in prominent view from the streets. In order to take a positive step toward the recognition and protection of all trees at The Cliffs at Keowee, the Architectural Review Committee requires approval as follows: No living tree exceeding five (5) inches in diameter nor any dogwood or flowering shrub, shall be cut without prior written consent of the architectural Review Committee unless it is in the area of the lot approved for construction of a structure.

All existing trees, shrubs, and ground cover within the fifty (50) foot waterfront setback are considered to be protected vegetation in that cutting and clearing generally is not permitted therein without the prior written consent of The Architectural Review Committee. The practical exceptions to this rule are that dead or diseased trees may be removed, poisonous plants may be removed, underbrush may be selectively cleared, understory may be thinned to provide better views, and grass or ground covers may be planted. In the event that trees, shrubs or ground cover are removed in connection with lot improvement, at least 50% of the area cleared of such vegetation (excluding built-upon area) shall be replaced with grass or other vegetative cover which shall be maintained by the lot owner.

The use of native grasses, groundcovers and flowers is encouraged. Flowers require a good deal of maintenance, in return for which they provide considerable visual and aesthetic appeal. The smaller scale of the residential yard allows intimate contact with flowers, which can be manipulated frequently and freely and given care not needed to other plants. However, because of the cost of maintenance, most homeowners will probably limit the use of flowers. Flowers should be planted against a background of shrubs or along a fence. In a planting bed, the lowest flowers should be placed in front, with one or more masses of flowers of increasing height behind them. Plants should be selected so that a sequence of flower color will continue throughout the seasons, but attention should be given to avoiding clashes between adjacent colors that do not harmonize.

Ground covers will require an inch of topsoil, mulching, and should be limited to planting areas only. Planting ideally should occur November through April and all plants should be sized to survive the initial adjustment period. Three gallon-and-up container shrubs are recommended. The success will depend largely on the condition of your site after construction, your patience, an effective planting plan, and your landscape budget.

A successful landscape plan for your home should be one that minimizes time consuming maintenance. Pruning should be done carefully and selectively to avoid an over-manicured appearance.

## 2. Driveways/Parking

During construction, driveways must be graveled before construction starts. Permanent driveways, turnarounds and parking areas must be surfaced. A hard surface, such as brick, concrete or asphalt must be used and adequate drainage provisions to accommodate heavy rains must be incorporated. Drives must not drain into the public roadways. A concrete or asphalt apron must be installed to the edge of any public road at least 20 feet wide at the connection and taper to meet you driveway surfacing. Your drive must be at least 10-12 feet wide. Drives located along a property line must be screened with an appropriate shrub mass. Guest or visitor parking areas must be provided. Parking must be accommodated within the property lines, except that, for waterfront lots, no parking of any kind is permitted inside the fifty (50) foot waterfront setback.. A two-car garage must be provided for each residence. Off-street parking space for at least two automobiles is required and all parked vehicles must have current license plates affixed. Parking areas should be screened from the road with walls, fences, and plantings. Drainage culverts, if needed, must be installed prior to construction.

## 3. Exterior Lighting

All landscape and exterior lighting must be approved by the Architectural Review Committee. Plant and landscape lighting is encouraged in moderation. Path lighting, if used, must be no taller than three (3) feet mounting height and use no more than 60 watt incandescent lamp. The location, placement and direction of lighting should enhance the

landscape and residence and not infringe upon adjacent property owners. Down lighting is encouraged so as to reduce glare and better light roads and paths. Exterior light fixtures on homes must be of a baffled design and conservative in number. Colored lights are prohibited. Spot lights and flood lights may be considered on a case by case basis, depending on orientation and location.

#### 4. Fences

All lots may be individually visually marked by fencing. Wooden fences shall be constructed of pressure treated 40-year material. Fences may be simple, open picket fences with pickets as narrow as 1.5 inches in width or wider and more ornate Victorian pickets. In no case shall the spacing between pickets be greater than 1-1/4 times the width of the picket. The height of the picket fences may be no lower than 48” above the grade or any higher than 72” above the grade.

Natural landscape fences are also allowed. These natural fences are appropriate to The Cliffs at Keowee and provide a natural barrier with minimum maintenance. Fences can be useful design elements to screen utility areas or other objectionable site elements, stand as a planting backdrop, provide privacy for outdoor spaces, reduce wind and identify and emphasize entries. Fences must harmonize in character and color with the house.

#### 5. Pools/Spas/Fountains

The size, shape and siting of pools must be carefully designed to achieve a feeling of compatibility with the surrounding natural and man-made environment. The location of swimming pools, spas and fountains should consider many factors including indoor and outdoor relationships, setbacks, views to and from the pool area, wind, sun, topography (grading and excavation), and fencing. Pool and equipment enclosures must relate architecturally to the home and other structures in their placement, materials and detailing. No above ground pools or inflatable bubble covers will be allowed. Fountains and cascades can be a pleasant element in any landscape. The site, shape and siting must be compatible with its natural surrounding and all structures.

#### 6. Trash Receptacles

Animal proof trash receptacles are mandatory. Trash receptacles should be screened by planting, berming or a fencing element. Fences must be an integral part of the architecture or a freestanding compatible element. The type of trash receptacle required will be determined by the service provided to The Cliffs at Keowee. No exception will be permitted.

## 7. Site Grading

Site grading shall be kept to a minimum and necessary drainage systems shall be designed for minimum impact and any alterations of the natural drainage systems is to be avoided.

No grading shall encroach upon the drop line of trees to be preserved. Also no heavy equipment, storage of topsoil, or building materials will be permitted in this area.

Flooding from large storms is sometimes a temporary problem in some areas. Particular attention should be paid to grading in order to avoid standing water. Any drive must be graded to avoid damming the natural drainage flow, with culverts, if necessary.

Retaining walls may be used to reduce the area that needs grading. These walls must reflect the architecture of the home and must be well-integrated into the site.

Sedimentation and erosion control provisions shall be employed during the construction, as required by the State of South Carolina and DHEC. Surface drainage must be collected on-site and cause damage to adjacent properties as a result of construction.

## 8 Miscellaneous

a. Approved plans will be valid for twelve months, including all construction and landscaping. Approved landscaping must be in place within 30 days of occupancy or completion of construction of the building. If planting should coincide with the summer months of June through October, it can be delayed until October for maximum success rate. Extensions can be granted by the ARC due to inclement weather conditions.

b. All planting, fixtures, fencing and landscaping which is damaged during construction or after by vehicles, fire or other cause, on or off the site, including streets, shoulders and common areas, shall be repaired or replaced by the owner. The property owner shall be responsible for the contractor's actions during the construction.

c. Any clearing, grading, or building on a site without approval by the Architectural Review Committee will result in suspension of work and denial of The Cliffs at Keowee access to the contractor.

d. Mulching, preferably with pine bark or pine straw, is required for all planted areas. The mulching provides a smooth transition to the existing natural vegetation. Rock or pebbles is not acceptable mulching material.

e. Boats, golf carts, campers, RVs, motorcycles, bicycles and any other recreational vehicles or equipment that cannot be stored in a garage structure or discretely screened as approved by The Cliffs at Keowee, is required to be stored off-site at the owner's expense. No mobile home or structure having the characteristics or appearance of a mobile home shall be located upon any lot. No trailer, motor home, recreational vehicle or camper shall be used as a residence, either temporarily or permanently. No boat (including a houseboat) whether docked at any dock or pier connected to any lot or otherwise moored adjacent to the property may at any time be used as a residence either temporarily or permanently.

# **APPENDIX**

## **APPENDIX A**

### **Cliffs at Keowee Architectural Review Committee Schedule of Fees**

Review for New Construction	\$200.
Review Fee, Improvements/Additions	\$200.
Construction Fee	\$1,000.

Effective June 1, 1995

## APPENDIX B

### Cliffs at Keowee Architectural Review Committee Schedule of Fines

Littered Site	\$ 50.
Parking on Right-of-Way	50.
Building material or equipment on right-of-way	100.
Damage to right-of-way	100.
Parking on adjacent property	100.
Building material or equipment on adjacent property	100.
Temporary sanitary facility	50.
Non conforming job sign	100.
Damage to natural area	100.
Burning without permit	200.
Unauthorized plan change (minor)	200.
Unauthorized plan change (major)	500.
Unauthorized finishes (paint, stain, roofing)	
TOTAL DEPOSIT PLUS FUTURE PERMIT HOLD	

\*\*ARC will assess fines on a case by case basis and may pursue legal action if necessary.

\*\*The amounts of the fines given above are subject to periodic increases at the sole discretion of the ARC.

Effective June 1, 1995

# The Cliffs at Keowee

## Job Site requirement

- ▶ Each job must contain an approved sign identifying the site location and contractor. Architect/Designer identification may also be included.
- ▶ The job site sign shall be erected before a building permit is issued.
- ▶ The sign shall be erected no closer than fifteen (15) feet to the edge of the street.
- ▶ Permits shall be posted on the rear face of the sign.
- ▶ No additional sub-contractor signs shall be displayed on the construction site.

### Sign Description:

Posts	Standard 4"x4" x 8" Gray	Alternate Same
Board	32"x36"x1/2" MDO Forest Green  3/4" gray border	32"x36"x1/2" MDO Contractor's Std. Color  3/4" gray border
Text Style	Souvenir Demi-bold White	Contractor's Logo & text style Contractor's Standard Color
Text Copy	Section/Lot Identification Contractor's City, Tel No.	Section/Lot Identification Contractor, City, Tel. No. Architect/Designer City, Tel. No.