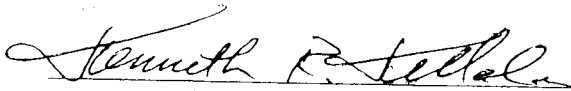

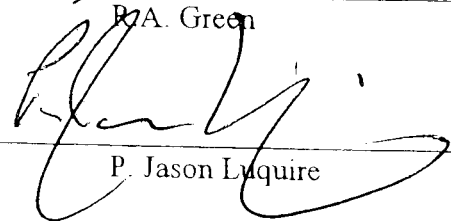


**Craven's Grant on Winyah Bay
Architectural Review Committee
Master Guidelines**

Craven's Grant on Winyah Bay
Architectural Review Committee


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June 6, 2006



CRAVEN'S GRANT ON WINYAH BAY
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I. Architectural Review Committee (ARC)

The Architectural Review Committee serves as the entity that regulates all forms of construction activity, including but not limited to home and landscape design, lot layout, plot plan, drainage plans, arbors, tree removal, fencing, gazebos, docks, storage buildings, exterior colors and all other construction within Craven's Grant on Winyah Bay. The ARC promulgates and enforces the Design Guidelines to carry out the intent of the Declaration of Protective Covenants, Restrictions, Easements, Charges and Liens for Craven's Grant on Winyah Bay (the "Covenants") and assists lot owners in the interpretation of the Design Guidelines. The ARC reserves the right to revise and/or amend these guidelines. The Design Guidelines and the Covenants are instruments that stand side by side for the protection of the project in the present and in the future. In the event that the Design Guidelines conflict with the Covenants, the recorded Covenants shall prevail.

A. Purpose

The maintenance of harmonious neighborhoods to foster overall aesthetic appeal and continued value of the property is of the utmost importance in Craven's Grant on Winyah Bay.

The following guidelines have been put into place to assist property owners in the planning and the construction of their home at Craven's Grant on Winyah Bay. To achieve these goals, the guidelines:

- Provide a systematic and uniform design review process.

- Ensure that the siting and architectural designs of structures are visually compatible with the existing terrain and vegetation and adhere to the overall design intent of the development.

- Ensure that the landscape plans provide visually pleasing settings, functional satisfaction, and that landscaping blends with the natural landscape and neighboring properties.

- Ensure that the construction of all building and the installation of all landscaping comply with the provisions of the covenants and these guidelines.

B. Development Theme

Craven's Grant on Winyah Bay has established certain objectives to achieve a certain design character. To achieve these objectives, the ARC has established certain architectural and design construction philosophies. Dwellings and other structures shall be a Lowcountry/ Charlestonian architectural vernacular, and fit appropriately into the landscaping (existing and new).

The ARC expects that the common construction elements be of quality design and material. "Fad" and "fashions" of current architecture should be avoided. The ARC encourages the use of brick, stucco, and lapped siding.

II. The Design Review Process

The process of review has not been put in place to be a burden to property owners. Rather, it is to protect property owners and their investment as well as to secure the aesthetic quality of Craven's Grant on Winyah Bay. With that in mind, each property owner should:

1. Become familiar with the Covenants and Restrictions and these Guidelines.
2. **Procure the appropriate design consultants: architects; architectural designers; contractors/builders (to be licensed with the State of South Carolina and to be licensed with the County of Georgetown); any and all sub-contractors (to be fully licensed); landscape design and installation to be by an individual or company who has knowledge of residential landscaping to include landscape principals, plant material and installation.**
3. The property shall be surveyed by a registered surveyor licensed in South Carolina. The survey must have a title block to include the owner's name, address, and phone number and the surveyor's name, business address, phone and license number. The following will be needed as part of the survey for review by the Architectural Review Board:
 - a. Craven's Grant on Winyah Bay infrastructure to include improvements, roads, utilities, and utilities adjacent to subject property.
 - b. Property lines with dimensions and bearings.
 - c. Setbacks, right of ways, easements.
 - d. Contours at one-foot increments. Illustrate elevation above sea level.
 - e. Locate all existing trees with a caliper of 6" or over.
 - f. Scale to be 1/8" = 1'-0" or 1" = 10ft.
 - g. North arrow.
 - h. Locate all other features of the site.
4. Coordinate a "pre-design meeting". Your architect or designer (as a requirement), landscape designer, and an ARC representative shall join you for this meeting at 1413 S. Fraser Street Georgetown, SC 29440. These consultants will be able to provide expertise and consideration of the lot size, dimensions, setting, and adjoining homes prior to designing the residence. This should also alleviate any conflicts between the design process and the ARC guidelines.

A. The Conceptual Review

This first step is to be presented to the Architectural Review Committee at a regular meeting. The ARC is to be notified by the owner four (4) business days prior to the regular meeting of his or her desire to make a presentation. The owner must submit the following at this time:

1. Conceptual Review Application
2. Site plan. The scale to be 1/8" = 1ft. or 1" = 10 ft. This can be a sketch but should include the layout of:
 - a. Structure (footprint)


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- b. Driveways
 - c. Parking
 - d. Trash Receptacle
 - e. Satellite Dish
 - f. Mail Box
 - g. Property line and setbacks, right-of-way, and easements
 - h. Exterior Elevations
- 3. \$500 non-refundable application fee (payable to Craven's Grant on Winyah Bay Homeowner's Association)
 - 4. Prior to conceptual review, all Homeowners Association dues and assessments must be current, and any outstanding fines paid.

B. Preliminary Review

The Architectural Review Committee is to receive a complete application and design drawings for review from the owner of the subject lot not less than four (4) business days prior to the scheduled meeting. The owner shall submit (as a minimum) the following documentation for the ARC to review: (Projects not providing this information will not be reviewed.)

- 1. Architect's Questionnaire, completed.
- 2. Exterior Finish Board to include samples of:
 - a. Roofing material
 - b. Wall paint or stain
 - c. Trim paint or stain
 - d. Door paint or stain
 - e. Trim/Fascia/Columns paint or stain
 - f. Window trim and frame colors (including mullions)
- 3. Survey (per Section II, Item #3 above)
- 4. Site Plan at 1/8" = 1'0" or 1" = 10' scale and to include:
 - a. North arrow.
 - b. Property lines with bearings and dimensions.
 - c. Contours and proposed contours.
 - d. Trees with 6" caliper or greater located and any trees to be removed noted.
 - e. Foundation plan with entry indicated and roof and decks indicated with dashed lines located on property.
 - f. Elevation of 1st floor (ABOVE MEAN SEA LEVEL).
 - g. Setbacks, easements, rights of way indicated.
 - h. Driveways and walkways (indicating material).
- 5. Ground Level Plan at 1/4" = 1'0" scale to include:
 - a. Foundation &/or pier locations.
 - b. Driveways.
 - c. Garbage, HVAC enclosures.
 - d. Stairway.


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- e. Any other enclosures or improvements.
- 6. Floor Plans at 1/4" = 1'0" scale to include:
 - a. Rooms labeled.
 - b. Walls, windows, door swing, and any other notable features.
- 7. Elevations at 1/4" = 1'0" scale to include:
 - a. Front, rear, and both sides.
 - b. Height from grade to roof ridge.
 - c. Relationship to grade.
 - d. Screening type and location.

At the time of the Preliminary Review, the owners shall have the corners of their lot staked as well as the corners of the dwelling and the dwelling should be located as proposed. All trees that are to be removed should have surveyor's tape tied around them.

C. Final Review

The Final Review is mainly to allow the members to compare the construction documents with the Covenants and Restrictions of Craven's Grant on Winyah Bay. The owner is to notify the board four (4) business days before the next meeting and to submit (at a minimum) the following for the ARC to review:

- 1. Three (3) copies of the final drawings, specifications and construction documents signed by the Architect or designer as appropriate.
- 2. To ensure that soil/foundation is capable of supporting structure to be constructed, it is recommended that soil borings be performed by a geotechnical engineer and a report be submitted to lot owner's structural engineer. Soils conditions on most or all lots may require special site preparation, pilings and/or foundations for construction of certain residential structures. Driven piles are the preferred foundations for supporting structures.
- 3. Final Review Application completed by owner
- 4. Revised Site Plan shall be scaled at 1/8"=1'0" or 1"=10', to include:
 - a. Water & sewer service locations
 - b. Driveway and walkway locations, dimensions and fabrication material
 - c. Location of all construction signage, dumpsters, port-o-johns, construction material, and staging areas for construction material
 - d. Exterior lighting plan and description of fixtures
 - e. Description of screening and location of trash and HVAC
 - f. Meter locations
 - g. Roof plan
 - h. Any other site fixtures or features
- 5. The Landscape Plan shall be scaled at 1/8" = 1'0" and will include:
 - a. Plant material name, variety, size, location and quantity
 - b. Lawn area and what type of lawn and installation
 - c. Grading illustrating direction flow of drainage and how drainage ties in to Craven's Grant on Winyah Bay drainage plan.

- d. Any other landscape fixtures or features
 - e. The plan is to be signed by the designer
 - f. Irrigation description and plan
6. Ground Level Plan at 1/4" = 1'0" scale to include:
- a. Foundation &/or pier locations
 - b. Driveways
 - c. Garbage, HVAC enclosures
 - d. Stairway
 - e. Accessory structures
 - f. Pool, deck, or pool enclosures
 - g. Any other enclosures or improvements.
7. Floor Plan shall be scaled at 1/4" = 1'0" and will include:
- a. Dimensioned wall, window and door openings
 - b. Dimensioned foundation plan
8. Elevations to be scaled at 1/4" = 1'0" and to include any revisions required by previous reviews.
9. Detail sheet to include:
- a. Service yard screen wall section
 - b. Typical wall section with exterior trim profiles
 - c. Screened porches, decks, railings and exterior stairs
10. Structural Plans scaled at 1/4" = 1'0" signed by Structural Engineer licensed in the State of South Carolina.
11. Electrical Plan including exterior lighting
12. Schedules:
- a. Finish
 - b. Doors
 - c. Windows
13. Roof Plan

Property owners will be notified by registered or certified mail of approval by the ARC of their plans and documentation. This approval will be effective for twelve (12) months from the date of approval. If construction has not substantially begun within the 12-month period, the permit will become void and the process must start from the beginning.

Approval by the ARC is in no way an assumption of liability or an endorsement by the ARC of the structural design or engineering of the dwelling, nor is approval given, expressed or implied, to damage any of the adjacent property or common areas incidental to the approved construction. Alterations & additions to buildings, landscaping, exterior lighting, fences, exterior paint, or addition of shrubs or trees, must be approved by the ARC prior to execution of changes desired.

D. Building Permits

Final building permits in accordance with local and state law must be obtained before construction can begin. Application and payment of any fee for these permits is the responsibility of the owner.

E. Review for revisions, changes or modifications

Homeowners can not make any revisions, changes or modifications to their homes without this review. This review requires the following:

1. Notification to the Board with a letter of intent which describes any changes.
2. An additional \$250 application fee for any changes, revisions or modifications made more than 12 months after final approval will be required.
3. Samples of colors and/or materials, and an illustration.
4. A scaled Site Plan noting changes.

F. Variance

In order to avoid placing an undue burden on any homeowner, the owner may request a variance. This shall be submitted to the ARC in writing. The following factors will be weighed heavily in considering whether a variance is needed:

1. The requested variance would not effect the overall community or deter the purpose of the guidelines or covenants.
2. The property, because of size, shape or topography, creates extreme circumstances.
3. The owner would suffer hardship unnecessarily from the guidelines or covenants
4. The hardship was not created by the homeowner.

It will be necessary for two (2) board members to make an on-site inspection with the owner.

Note: Any variance granted by the ARC does not in any way preclude the necessity of obtaining variances from any governing, building, or regulatory agency. The owner shall confer with their building or design consultant to assess this need.

III. Design Guidelines

A. Size

Every effort should be made to ensure that the building size does not block views from adjacent structures. The design should be harmonious with the terrain, vegetation and adjacent buildings. No structure should dominate the surroundings. Minimum heated area

required is 2,000 square feet for Lots 1 through 168 and 241 through 292 and 2,400 square feet for Lots 169 through 240. The residence shall be a minimum of a **two-story** structure. This requirement is exclusive of garages, decks, porches, etc.

B. Setbacks

Side yards: Side Yard: No less than five (5') feet from side property line. However, the location of normal air handling and heat, ventilation and air conditioning units within such Setback area shall be permissible so long as it is in conjunction with an approved residential building or other structure located on a Lot.

Front yards: As shown on Plat. No less than twenty (20') feet. Notwithstanding the foregoing, stairs and landings may encroach into such Setback to within twelve feet of the front property line so long as it is in conjunction with an approved residential structure on said lot.

Rear yards: No less than twenty (20') feet.

NOTE: Additional building restrictions contained or referred to on the recorded plat may apply.

C. Floor Elevations & Building Heights

All building floor heights shall be indicated on the site plan and building elevations with regard to existing grade and Mean Sea Level (MSL). The ground floor level shall be a minimum elevation of 24 inches above grade of centerline of the adjacent roadway or sidewalk, whichever is higher. The design professional shall ensure that all-applicable building codes be incorporated into the design process and are included in the final construction documents. No structure within Craven's Grant on Winyah Bay shall exceed a building height of fifty feet (50'-0"). This dimension shall be measured from the final grade of the site to the ridge of the highest roof point of any building element.

D. Roofs

Plans shall specify roof pitch. The Principle roof shall generally conform to a symmetrical gable, hip, or Jerkin-Head with a pitch in the 5:12 – 12:12 range. Roofing materials are to be slate, architectural shingles or equal, metal or other material approved by the ARC. It is recommended that copper be specified only in areas obviously visible and design oriented. Locate flues, vents and skylights on rear slopes so as not to be visible from street. They must blend in color with the roofing material.

E. Chimneys

In keeping with the architectural theme, with particular attention to the chimney peak, chimneys must be of brick or stucco over masonry. Metal fireboxes are permitted only if surrounded by masonry.

F. Façade Treatment

Craven's Grant on Winyah Bay has a Lowcountry/Charlestonian architectural theme, a style vernacular, typically found in the coastal areas of North Carolina, South Carolina, and Georgia, with special attention given to compatible massing of structures. Structures must blend from one to the next in character and owners must present a well thought out plan, which not only takes their own needs into consideration, but the effect on the whole community. Exterior meters and other such devices should be painted and positioned to blend with the exterior.

G. House Numbers

It is the responsibility of the owner to mark their mailbox and house with identifying numbers. These numbers should be appropriate in size for the application. They will be brass or black, and the font style is to be san serif, as illustrated here: **2556**

H. Exterior Doors

Doors should be used that are appropriate for the architectural period of the house. Exterior doors with stained or colored glass or with etched glass, or sidelights with etched, stained or colored glass will be permitted with the approval of the Board. A spec sheet should be submitted with colors shown, if colored glass is desired. Clear leaded glass is permitted with the approval of the Board. The Board must approve storm or screened doors; they must be appropriate with the design and period of the house.

I. Windows & Shutters

Windows with mullions are preferred. They should appear as authentic as possible utilizing simulated true divided lines. Snap-in mullions are not acceptable. All windows are to be single, double, or casement and the style should be compatible with the architectural period of the house. Storm windows will be permitted if designed correctly and approved by the Board. Screens are permitted but must have gray screening. All shutters should be operable, include the appropriate hardware, and should be sized to match the window opening. Bi-fold shutters are approvable on an individual basis. If shutters are used the above shall be the standard.

J. Porches & Entrances

Porches are among the most important characteristic of homes in this Architectural genre and are strongly encouraged. The porch serves as an outdoor room and contributes to the interaction among neighbors. Porches should be comfortably built to encourage functionality and a minimum of 8 feet in depth is recommended. If screening is desired, then it

should appear to look as if the porch is open with architectural features intact, such as columns, railings, etc.

K. Exterior Trim

Exterior cornices, trim, & moldings should be consistent with each proposed design. In conjunction with lap-siding, a minimum of 6" exposure should be maintained along corners to form a strong visual frame.

L. Building Materials

The ARB encourages the use of only the best quality materials available.

M. Colors

Colors should be in keeping with the selected period of the house. Please refer to the Lord & Evans Colors of Historical Charleston color gallery for an acceptable color palette. All colors are subject to ARC approval.

N. Driveways - Reserved.

O. Garages

A two-car garage is required for every residence.

P. Mailboxes

A standard mailbox and post has been selected for all homes; ordering information is available through the ARC. Location of mailbox must be approved through the ARC.

Q. Fences

All fence plan designs, colors, materials and locations must be submitted and approved by the ARC prior to construction. The use of visually permeable (i.e. wrought iron) fences is strongly suggested, especially where visual impact is significant to public areas. A signed Fencing Disclosure must also be provided for approval. Only permeable fences (such as wrought iron or brushed aluminum) will be allowed on homesites adjoining interior lakes. (For detailed information on easements, please refer to Article VI, Section 8 of Covenants & Restrictions.)

R. Satellite Dishes

TV and satellite dishes shall not exceed twenty-four inches (24") in width and must be screened from view from both the roads and the waterway.

S. Pools

Only in-ground pools shall be allowed and shall be approved by the ARC and appropriately fenced in accordance with City ordinance.

V. Construction Guidelines

A. Before construction can begin, the owner must:

1. Receive final approval from the ARC.
2. Obtain all city and county permits and post appropriate permit at job site.
3. Post a landscaping performance bond with the ARC in the amount of \$1,000 to ensure that all landscaping will be completed as submitted, within 90 days after initial occupancy of the home. Any portion of the landscaping performance bond not used by the ARC to bring the homesite into compliance shall be refunded.

The General Contractor has the responsibility of bringing the contents of the following paragraphs of Section B to the attention of all persons working on the construction site. PENALTIES FOR NON-COMPLIANCE WITH ANY OF THESE PROCEDURES WILL BE DETERMINED BY THE ARC. WHEN A VIOLATION IS IDENTIFIED, FINES WILL BE IMPOSED ON A DAILY BASIS.

B. Before construction can begin, the contractor must:

1. Builders will be required to post a Contractor Performance Bond with the ARC in the amount of \$1000.00 to ensure that the contractor, during construction, keeps the property in a neat, clean, workmanlike manner and to ensure that the contractor completes improvements in accordance with the approved plans and specifications. Should the same not be done at the end of any business day or the end of construction, some, or all, of the bond may be used to bring the contractor into compliance with approved plans, and for any necessary site maintenance. Any portion of the Contractor Performance Bond remaining at the end of construction and issuance of the certificate of occupancy will be refunded to builder/contractor.
 2. Submit a \$1,500 road bond to ensure that streets and curbs in front of subject lot are maintained throughout the construction process and kept in the same good quality condition as they were in when construction began; and to ensure the proper reseeding, clean-up of right-of-ways and drainage swales for any damage by contractor and its agents. Any portion of the road bond not applied to necessary repairs will be refunded at the end of construction.
 - a. If a sidewalk exists on subject lot, it must be saw-cut prior to construction, and effectively rebuilt when pouring the driveway. Photos will be taken by the developer to catalog current sidewalk, curb & pavement conditions, and the homeowner will certify that there is no existing damage. Contractor must ensure that storm drainage easement lines are not driven across, by installing silt fence along property line (that will remain for the duration of construction).
 - b. Contractor shall also install either orange barrier fencing or 3' silt fencing across the front property line and across the length of any opposing lot.
- C. Construction access will be allowed only between 7am-6pm Monday through Friday. Saturday construction is allowed only between 8am-5pm. No residential construction will be permitted on Sundays (other than emergency).
- D. Special care is to be taken during construction to preserve all existing vegetation. Clearing, grading, or building on site without prior ARC approval will result in suspension of work.

- E. Temporary power poles are to be erected plumb. Temporary utilities may be installed for electricity and water as indicated on the site plan.
- F. The exterior of all buildings must be completed within twelve (12) months from the start of construction.
- G. Construction workers will not be allowed to enter or leave Craven's Grant on Winyah Bay on foot.
- H. Subcontractors and construction workers seeking employment with subcontractors will be denied access to Craven's Grant on Winyah Bay.
- I. Construction workers are not permitted in any Craven's Grant on Winyah Bay facilities, including restrooms. A portable toilet is required at the job site during construction.
- J. Construction workers are not permitted to fish in any lagoon or from any boat dock or adjacent waters to Craven's Grant on Winyah Bay.
- K. Construction workers must remain on the job site at all times.
- L. The construction site shall be kept free of litter and discarded construction debris. Metal containers must be provided for the debris. A thorough cleanup shall occur before departure from the site on each working day. **Non-compliance of this shall result in a written notice of violation. Failure to comply within 48 hours of notification shall result in a penalty of \$100 per day for subsequent days.**
- M. The possession and/or consumption of alcohol or drugs in Craven's Grant on Winyah Bay are prohibited. Violators will be removed from the premises. Repeat offenders will not be allowed into Craven's Grant on Winyah Bay for six (6) months following the 2nd offense.
- N. Firearms or other weapons at the site of the work and throughout Craven's Grant on Winyah Bay are prohibited. Violators will be removed.
- O. Any nuisance such as loud radios, use of horns and profanity, is prohibited.
- P. All construction personnel and visitors are subject to these regulations and the Covenants of Craven's Grant on Winyah Bay. Violators may be denied access to the construction site.
- Q. Construction trash fires are not allowed. Burial of construction debris, materials or any other substance is prohibited.
- R. Trades people may not have dogs, cats or pets on Craven's Grant on Winyah Bay.

The Contractor of lot owner will be responsible for prompt and approved repairs to curbs, paving, utility lines, mailboxes, adjacent properties and other common property damaged as a result of construction or other site improvements or non-approved clearing of any type. Roads and curbs shall not be cut without the prior approval of Craven's Grant on Winyah Bay ARC. Any modifications to existing utility lines and facilities required by the construction are the responsibility of the contractor or owner.



VI. Landscape Guidelines

- A. Owners must have posted a landscaping performance bond as mentioned in Section V, Paragraph A-3.
- B. Outside play or sports equipment shall be screened from neighbors and street. Wooden equipment is preferred and shall be painted or stained to blend with nature or left natural to weather. Equipment constructed of man-made materials will be considered if painted with dark or natural colors to blend into the surroundings.
- C. Minimum landscaping required is as follows:
1. Adjoining back yards shall be screened primarily with appropriate large evergreen plant material. Suggested material includes but is not limited to Ligustrum (all varieties), Viburnums (all varieties), Wax Myrtle, tall-growing Holly species, Osmanthus (all varieties), Cleyera and Camellias.
 2. Grass sod to be placed at all cleared areas on lot.
 3. At least 50 foundation shrubs shall be placed in key locations around all sides of the house. Two rows of plants are recommended along the front of the house. The minimum shrub size shall be 3 gallons. Larger sizes are encouraged. Annuals and perennials are allowed in 1 gallon containers.
 4. Three shade trees are required on each lot. The minimum size shall be a 2-3" caliper (6- 10' overall height) and two are to be placed in front yard. Existing healthy trees left to remain shall be credited to this calculation.
 5. An irrigation system with automatic timer shall be installed.
 6. Small individual circles or squares of shrubs or flowers shall not be designed at the base of single trees.
 7. Large areas of mulch without planting will not be allowed, unless used to designate parking areas. However, mulch in beds is suggested to retain moisture and limit weeds as well as provide a neat, well-kept appearance.
 8. A landscape plan drawn to scale and an irrigation plan shall be presented to the ARC for approval.
 9. The proposed planting should accentuate the architecture and enhance the house placement on the lot.
- D. All approved landscaping must be completed within ninety (90) days of initial occupancy.

No work shall be started until a Craven's Grant on Winyah Bay "Certificate of Plan Acceptance" has been issued, and a landscape and construction compliance deposit has been made in the amount of \$3,500 for new construction (road, landscaping and construction performance bonds), and \$500 for additions. The owner and/or builder hereby acknowledges that the funds so deposited will be deposited in an interest bearing account with interest accruing to the benefit of Craven's Grant on Winyah Bay Homeowner's Association, Inc. The penalty for starting work prior to issuance of Craven's Grant on Winyah Bay Certificate of Plan Acceptance shall be the revocation of the application fee and any approval, if previously granted.

IF THE CONSTRUCTION AND LANDSCAPING HAS BEEN COMPLETED IN ACCORDANCE WITH APPROVED DRAWINGS AND HAS BEEN JUDGED SATISFACTORY UPON FINAL SITE INSPECTION AS PROVIDED HEREIN, THE FULL AMOUNT OF THE DEPOSIT WILL BE RETURNED NO LATER THAN TEN (10) DAYS AFTER A SATISFACTORY FINAL INSPECTION. IF, HOWEVER, IT BECOMES NECESSARY FOR THE REVIEW BOARD TO TAKE ACTION IN

ACCORDANCE WITH THE ABOVE PARAGRAPHS, THEN THE COST OF THE WORK DONE AND PENALTIES WILL BE DEDUCTED FROM THE DEPOSIT AND THE BALANCE IN THE ACCOUNT, IF ANY, WILL THEN BE RETURNED.

IV. Forms & Applications

Conceptual Review Application

Owner to submit to ARC

Date: _____ Lot # _____

Street/Blvd/Rd: _____

Owner: _____

Address: _____

Telephone: _____ Fax: _____

Architect/Designer: _____

Telephone: _____ Fax: _____

Contractor: _____

Telephone: _____ Fax: _____

Surveyor: _____

Landscape Designer: _____

Application fee (\$500) paid by _____ Date paid _____ Check# _____

I certify that all Homeowner's Association Dues and assessments are current and that no outstanding fines exist.

Signature of Lot Owner(s): _____ Date: _____

_____ Date: _____

FOR ARC USE ONLY

Sketch Plan Approved? ☐ Y ☐ N

Site Plan ☐ Y ☐ N

On site inspection completed? ☐ Y ☐ N

Preliminary Review Application
Owner to submit to ARC

Date: _____ Lot # _____

Street/Blvd/Rd: _____

Owner: _____

Address: _____

Telephone: _____ Fax: _____

Architect/Designer: _____

Telephone: _____ Fax: _____

Contractor: _____

Telephone: _____ Fax: _____

Surveyor: _____

Landscape Designer: _____

I understand that the ARC is charged with reviewing all construction activity within Craven's Grant on Winyah Bay. I also understand that to some degree, the ARC will be exercising discretion in areas that may be subject to differing opinions. I also understand that the decision of the ARC is conclusive on such issues, even if they differ with other possible opinions. I hereby release the ARC, it's members, agents, Maryville Partners, Inc., CravensGrant II, LLC, and Southeastern Land Sales, Inc., from any liability arising out of any denial or modification of my application.

Signature of Lot Owner(s): _____ Date: _____

_____ Date: _____

FOR ARC USE ONLY

Site Plan	<input type="checkbox"/> Y	<input type="checkbox"/> N
Floor Plan	<input type="checkbox"/> Y	<input type="checkbox"/> N
Building Elevations	<input type="checkbox"/> Y	<input type="checkbox"/> N
Sidewalk/Storm Drainage Acknowledgement	<input type="checkbox"/> Y	<input type="checkbox"/> N
Fencing Disclosure	<input type="checkbox"/> Y	<input type="checkbox"/> N

Architect's Questionnaire
Architect to submit to ARC at First Review

Lot # _____

Owner's Name: _____

Design Professional Name: _____

Firm: _____

Address: _____

Phone: _____ Fax: _____ E-mail _____

1. Has the site been visited? ☐ Y ☐ N Date of last visit _____
2. Have the covenants and guidelines been read and the house designed accordingly?
☐ Y ☐ N
3. Has the house been designed to the Standard building codes of South Carolina and Georgetown County with emphasis on wind resistance? ☐ Y ☐ N
4. Has every effort been made to minimize site grading? ☐ Y ☐ N
5. Has every effort been made to minimize the removal of existing vegetation?
☐ Y ☐ N
6. Does this home block the major views of adjacent homes or those across the street? ☐ Y ☐ N
7. Was every attempt made to keep from blocking major views? ☐ Y ☐ N
8. Has the house been staked on the lot? ☐ Y ☐ N
9. Have trees that are to be removed been tied with surveyor's tape? ☐ Y ☐ N
10. Site low point (AMS) _____
11. Highest roof range above low point (#10 above) _____
12. First floor elevation ABOVE MEAN SEA LEVEL NVGD Datum (FFE) _____
13. Footprint area to include decks, stairs, roof overhangs _____

14. Finished grade within footprint _____
15. Portion of lot to be graded _____
16. Area under main girder that is enclosed _____
17. Material to be used for screening _____
18. First floor heated sq. ft. _____
19. Second floor heated sq. ft. _____
20. Other heated sq. ft. _____
21. Total porch sq. ft. _____
22. Total deck/balconies sq. ft. _____
23. Total heated sq. ft. _____
24. Please describe any variances that are being requested and give reason _____

24. Circle which of the following features will be on the site. Locate, describe, and give color:

Basketball hoop

Swingset

Pools/Enclosures

Other

Describe: _____

25. Manufacturer, model number, color, samples (where applicable) for the following:

a. EXTERIOR WALL MATERIAL _____

Color: _____

b. TRIM: _____

Color: _____

Handwritten signature

c. ROOFING: _____

Color: _____

d. DOORS: _____

Color: _____

e. SCREENING GRADE LEVEL: _____

Color: _____

f. PAVING: _____

g. WINDOW & WINDOW TRIM: _____

Color: _____

h. OTHER: _____

26. Describe driveway construction to main road: _____

TO THE BEST OF MY KNOWLEDGE, THE FOREGOING STATEMENTS ARE TRUE:

DESIGN PROFESSIONAL SIGNATURE

DATE

Final Review Application

Owner to submit to ARC

Date: _____

Lot #: _____ Conceptual Approval Date: _____

Street/Blvd/Rd: _____

Owner: _____

Address: _____ Phone: _____ Fax: _____

Architect: _____ Phone: _____ Fax: _____

Contractor: _____ Phone: _____ Fax: _____

Landscaper: _____ Phone: _____ Fax: _____

FOR ARC USE ONLY

<input type="checkbox"/> Y <input type="checkbox"/> N	Site Plan	<input type="checkbox"/> Y <input type="checkbox"/> N	Electrical Plan(s)
<input type="checkbox"/> Y <input type="checkbox"/> N	Landscape Plan	<input type="checkbox"/> Y <input type="checkbox"/> N	Floor Plan(s)
<input type="checkbox"/> Y <input type="checkbox"/> N	Foundation/Framing Plan	<input type="checkbox"/> Y <input type="checkbox"/> N	Details Sheet
<input type="checkbox"/> Y <input type="checkbox"/> N	Building Elevation(s)	<input type="checkbox"/> Y <input type="checkbox"/> N	Door/Window Schedules
<input type="checkbox"/> Y <input type="checkbox"/> N	Construction Details/Sections		

☐ **Approved**

☐ **Not Approved**

☐ **Conditional Approval** _____

ARC Agent Signature: _____

Approval Date: _____

Sidewalk & Storm Drainage Easement Acknowledgement

If a sidewalk exists on your lot, your builder will be required to saw-cut it prior to the construction of your home. When pouring the driveway, the sidewalk shall be reconstructed. **Homeowner will be held responsible for any damage done to the sidewalk.** Photographs will be taken by the developer to catalog current sidewalk, curb & pavement conditions, and the homeowner will certify that there is no existing damage.

It is the responsibility of the Homeowner and the Homeowner's contractor to ensure that storm drainage easement lines are not driven across, as heavy trucks will damage these pipes. If your lot contains a drainage easement, it is the homeowner's responsibility to install silt fence along this property line (that will remain in place for the duration of construction) to ensure that subcontractors do not inadvertently drive over these lines.

I/We, _____, as homeowner(s) of lot # _____ in Craven's Grant on Winyah Bay, hereby declare that I have inspected the photos of the sidewalk, curb and pavement adjoining my lot. I/We hereby certify there is no damage to said improvements and promise to return them to their original condition at the completion of construction to my home.

In addition, I certify that I have received a copy of, and have initialed, the plat indicating any easements on my property (copy attached). As homeowner, I understand that I am responsible for ensuring the storm drainage lines are held intact by taking the precautions as set forth above.

Homeowner: _____

Builder: _____

Date: _____

Fencing Disclosure

Article VI, Section 8, Paragraphs 1 & 2 of the Conditions, Covenants & Restrictions for Craven's Grant on Winyah Bay detail that no fences or structures shall be erected outside of the setbacks designated on each lot unless given prior written consent of Declarant:

Declarant, its agents, employees and assignees shall have no liability for damage which may occur to any structures, plants, trees, or other items which may be located in such utility and drainage easements and Declarant shall have no obligation to replace any such structures which may be removed or damaged due to maintenance, repair or other work performed in such easement areas. Declarant further specifically reserves unto itself, its successors and assigns, perpetual, alienable, commercial easements over and under all Lots along an area 5 feet in width inside each boundary line of each Lot and 10 feet along the front and rear of each Lot for the purpose of installation, construction, maintenance, repair, replacement, use and operation of utilities and utility systems of all kinds (including but not limited to water, sewer, and electric), drainage (including but not limited to storm water and surface drainage), and access. The easements shall be in addition to, and not in limitation of, any and all other easements reserved unto the Declarant herein.

I/We, _____, as
homeowner(s) of lot # _____ in Craven's Grant on Winyah Bay, hereby agree
that if I/we choose to construct a fence outside the setback, that I/we shall hold,
Maryville Partners, Inc., CravensGrant II, LLC, and Craven's Grant on Winyah Bay
Homeowner's Association, Inc., its agents, successors, and assignees harmless for
removal, reconstruction or replacement of any structures, plants, trees or other
items, in the event access to the easement becomes necessary. Furthermore, I/We
_____ shall be responsible for any cost
and expense in the removal or reconstruction of said structure.

Homeowner: _____

Homeowner: _____

Date: _____

Lot Grading Plan / Detail

Upon initiating the Architectural Review Process, Craven's Grant on Winyah Bay ARC shall provide each property owner with a lot grading detail; which will include not only a lot grading plan for your builder to use as a guide, but also for locating utilities (i.e. fire hydrants, water meters, etc.). This detail conforms to all county regulations and must be strictly adhered to.

This detail, or a copy of this document, must be provided to the contractor or builder, as their compliance will ensure that any movement of soil does not adversely affect an adjoining homesite.

I/We, _____, as homeowner(s) of lot # _____ in Craven's Grant on Winyah Bay, hereby agree that I/we have received a copy of the Lot Grading Detail, and that I/we shall hold Maryville Partners, Inc., CravensGrant II, LLC and Craven's Grant on Winyah Bay Homeowner's Association, Inc., its agents, successors, and assignees harmless for damage, reconstruction, or replacement of any structures, plants, trees or other items, in the event the grading of the above mentioned lot adversely affects this or any properties within Craven's Grant on Winyah Bay subdivision. Furthermore, I/we shall be responsible for any cost and expenses in the reconstruction or removal of said structure.

Homeowner: _____

Homeowner: _____

Date: _____