



# *The Cliffs Valley*

## **Application Package**

AUGUST, 2010

Cliffs Valley Architectural Review Board  
c/o N & H Enterprises, Inc.  
872 South Pleasantburg Drive Suite 100  
Greenville, South Carolina 29607  
864.467-1600 Office 864.467-1655 Facsimile

# Preliminary Approval

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- 1) Please read the Architectural and Construction Guidelines. Revised August, 2010
- 2) Contact licensed surveyor to prepare lot boundary, setback, tree, and topographical survey.
- 3) Determine preliminary home design; meet with architect or designer to establish proposed location of home and driveway on the lot.
- 4) Develop home design of conceptual designs (sketch stage only) of floor plans and elevations.
- 5) Submit two copies of the preliminary submittal package to the Cliffs Valley Association office at 872 South Pleasantburg Drive, Suite 100, Greenville, SC 29607. Phone number is (864) 467-1600. The preliminary submittal package must include the following:

## **Site Plan Submittals:** 2 copies of the following:

- Scale of 1" = 20' 0".
- Property lines with dimensions and bearings.
- Tree survey showing all existing mature trees, indicating tree numbers and species, which are within fifty feet (50') of the building or between the building and the road.
- Dwelling to be indicated as exterior wall with entry area and stairs delineated and deck lines shown and noted.
- Building accurately located from property lines.
- Location, dimension and material for sidewalk and driveways (and other significant site improvement).
- Existing contours (2'0" contour interval minimum).
- Proposed contours (2'0" contour interval minimum), or sufficient spot grades to indicate the finish grades of the site.
- Finished Floor Elevations (FFE) noted.
- Proposed finished spot grades at each corner of house and proposed drainage patterns showing how surface drainage is to be handled. This shall include any erosion control devices to be used (e.g.; silt fence, check dams, etc). Each lot owner is required to route storm water runoff in a manner that is consistent with the natural drainage patterns which existed prior to construction and away from adjoining properties.
- Setback limits shown.
- Limits of construction activity (no grading, traffic, construction, or storage of materials will be permitted beyond these limits).
- Exterior lighting location and type.
- Location of HVAC unit, utility meter, and trash enclosure with type of screening noted.
- Septic tank and drain field location per the governing state agency.
- Construction Dumpster and toilet location.

## **Architectural Plan Submittals:** 2 copies of the following:

- Floor plans at minimum scale of 1/4"=1'0".
  - a) Room use labeled.
  - b) All walls shown.
  - c) All windows shown.
  - d) All fixtures, cabinets, and appliances shown as required to elevate exterior windows location.
  - e) Plans fully dimensioned.
- Elevations at a minimum scale 1/4" = 1'0" for all exterior elevations (all elevations show detail).
  - a) Show how building related to finished grade levels.
  - b) Indicate and depict the proposed building material on all elevations.
  - c) Indicate overall height from finished floor elevation to highest ridge of roof.
- Roof plans at a minimum scale of 1/8" =1'0".
- Sections and details at 3/4" =1'0".
  - a) Typical wall section from footing to roof.

- b) Typical handrail detail.
- c) Typical column detail.
- d) Typical fence or screening detail.
- Schedules (if not indicated on plans).
  - a) Exterior windows and doors.
  - b) Exterior electrical plans only with catalog cuts of exterior fixtures.
- Samples:
  - a) Submit manufacturer's sample chips or brochures of actual appearance and colors of the proposed exterior material. Actual sample panel required for genuine textured stucco.
  - b) An authentic sample of roofing material.
  - c) Complete The Cliff's Valley ARB color board for exterior siding, trim, window and door, and shutter colors, and foundation material and color.

6) Submit a copy of the Preliminary Review Form.

7) Submit a check for \$550 for Review Fee.

***Note: Any incomplete submittal will not be accepted for further action.***

8) Reserve scheduled time for preliminary meeting (contact Association Manager). Submittals must be made no less than ten (10) calendar days prior to meeting date.

9) After ARB preliminary approval (or suggested modifications), stake the lot indicating the house location, septic field, driveway, trees to be removed, and applicated setback lines (by surveyor). Please see enclosed checklist for site walk preparation.

10) Submit a survey with proposed location of house and septic system to local permit authority for inspection and approval.

11) Site inspection with Builder, Owner, and ARB (contact Association Manager) will be scheduled after Final Review approval.

# Final Approval

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- 12) Incorporate any changes or modifications and submit the following final review package to the The Cliffs Valley ARB (contact Association Manager) for Final Review:
- Exterior colors and roofing material on submittal form only.
  - Final construction documents and site plans (2 copies).
  - Final Review Form.
  - Check for Construction Compliance Bond (see fee schedule page 12).
  - Check for Road Usage Fee (see fee schedule page 12).
  - Signed Construction Agreement.
- Note: Any incomplete submittal will not be accepted for further action.**
- 13) Reserve scheduled time for final meeting with the ARB (contact Association Manager). Submittal must be made no less than ten (10) calendar days prior to desired meeting date. Upon receiving ARB final approval, 2 sets of ½ size architectural plans must be provided (11”x 17”).
- 14) Contract with state licensed builder (if not already done).
- 15) Secure county building permit.
- 16) Install requirements for job site: Dumpster, silt fence, and other erosion control measures, builder’s sign, and temporary sanitary facilities. Call the Association Manager when complete.
- 17) Secure Construction Authorization Permit from the Association Office.
- 18) Commence construction.
- 19) If the foundation is located within fifteen feet (15’) of any setback line, an “as-built” survey must be completed (and submitted to the ARB) by licensed surveyor to verify building foundation location and building setbacks. Only the foundation needs to be surveyed at this time.
- 20) A preliminary landscape plan must be submitted to the ARB for approval no later than nine (9) months after date on the Construction Authorization Permit. Landscaping must be complete no later than six (6) months after completion of home. Release of amounts remaining in Construction Compliance Bond is conditional upon completion of approved landscaping. If it is determined that the property owner will control the landscaping phase of the construction, an additional bond of \$2500 must be paid by the property owner to the ARB within 10 days. This bond will be refunded upon satisfactory completion of the landscaping phase.

**Landscape Plan Submittals:** 2 copies of the following (MUST BE SUBMITTED WITHIN NINE (9) MONTHS OF CONSTRUCTION START):

- 1” = 20’ scale.
  - Locations and number of proposed plant materials.
  - Type and limit of grassed area.
  - Plant list with botanical or common name, quantity, size, and special planting specifications.
- 21) Inform ARB (contact Association Manager) of project completion for Final Compliance Letter and refund (if any) of Construction Compliance Bond. Prior to issuance of Final Compliance Letter, an onsite inspection will be performed to assure conformance of previously approved design, material, colors, and landscaping.

# CONSTRUCTION PERMIT APPLICATION

Owner's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
(No PO Box, please.)

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Phone: \_\_\_\_\_  
Home Office Mobile Fax

Lot Number: \_\_\_\_\_ Section: \_\_\_\_\_ Community: \_\_\_\_\_

**1. Site Plan**

A. Set backs

	<b>Line Setbacks</b>	<b>Building Setbacks</b>
Back Side	_____	_____
Right Side	_____	_____
Left Side	_____	_____
Street Side	_____	_____

B. Attach a copy of your plan with the following items noted and drawn: Dimensions of lot, location and dimensions of house and outbuildings, location of driveway, location of septic tank and drain lines, and location of any underground tanks.

Site Plan Approved \_\_\_\_\_ Date \_\_\_\_\_

**2. Septic Tank**

A. Attach a copy of your Septic Permit issued by the appropriate county authority. Be sure to show location of septic tank and drain lines on site plan.

B. Septic tank Contractor \_\_\_\_\_

Septic tank Approved \_\_\_\_\_ Date \_\_\_\_\_

**3. Clearing**

A. Specify number, size and species of any trees to be removed that measure 5 inches (5") in diameter at a level of two feet (2') above existing grade and are not located in the building site or driveway. All trees to be removed should also be clearly marked on the site plan.

Species	Size	Quantity
_____	_____	_____
_____	_____	_____
_____	_____	_____

\_\_\_\_\_  
\_\_\_\_\_

B. Clearing Contractor \_\_\_\_\_

Clearing Approved \_\_\_\_\_ Date \_\_\_\_\_

**Any additional trees to be removed after construction must be pre-approved by the ARB.**

**4. House**

A. **Submit a complete set of plans.** *(See application requirements and checklist)*

**B. Square Footages --  
Heated and Cooled –**

Main Level	Sq. Ft.
Upper Level	Sq. Ft.
Other	Sq. Ft.
Total	Sq. Ft.

**Under Roof –**

Covered Porches	Sq. Ft.
Garage & Breezeway	Sq. Ft.
Other	Sq. Ft.
Total	Sq. Ft.

**C. Exterior Siding –**

Material	Manufacturer	Color	LRV
Material	Manufacturer	Color	LRV
Material	Manufacturer	Color	LRV
Material	Manufacturer	Color	LRV
Material	Manufacturer	Color	LRV

**D. Exterior Trim and Accents –**

Material	Manufacturer	Color	LRV
Material	Manufacturer	Color	LRV
Window	Manufacturer	Color	LRV
Front Door Material		Color	LRV
Shutter Material		Color	LRV
Gutter Material		Color	LRV
Porch Columns Material		Color	LRV
Porch Railings Material		Color	LRV

E. **Mortar –**

Material \_\_\_\_\_ Manufacturer \_\_\_\_\_ Color \_\_\_\_\_

F. **Foundation –**

Material \_\_\_\_\_ Manufacturer \_\_\_\_\_ Color \_\_\_\_\_

Material \_\_\_\_\_ Manufacturer \_\_\_\_\_ Color \_\_\_\_\_

Material \_\_\_\_\_ Manufacturer \_\_\_\_\_ Color \_\_\_\_\_

G. **Roof Composition –**

Material \_\_\_\_\_ Manufacturer \_\_\_\_\_ Color \_\_\_\_\_

Material \_\_\_\_\_ Manufacturer \_\_\_\_\_ Color \_\_\_\_\_

Material \_\_\_\_\_ Manufacturer \_\_\_\_\_ Color \_\_\_\_\_

H. **Driveway Material –**

Material \_\_\_\_\_ Manufacturer \_\_\_\_\_ Color \_\_\_\_\_

Material \_\_\_\_\_ Manufacturer \_\_\_\_\_ Color \_\_\_\_\_

5. **Color Board**

Complete attached ARB Color Board including all exterior finishes and samples if required.

6. **General Contractor**

Builder's Name \_\_\_\_\_ Company \_\_\_\_\_

Address \_\_\_\_\_

Office Phone \_\_\_\_\_ Mobile \_\_\_\_\_

Fax Number \_\_\_\_\_ Email \_\_\_\_\_

Job Superintendent \_\_\_\_\_ Mobile \_\_\_\_\_

Projected Construction Start Date -- \_\_\_\_\_

Projected Completion Date -- \_\_\_\_\_

House Approved \_\_\_\_\_ Date \_\_\_\_\_

**ALL EXTERIOR MATERIALS AND COLOR CHANGES MUST BE  
PRE-APPROVED BY ARB.**

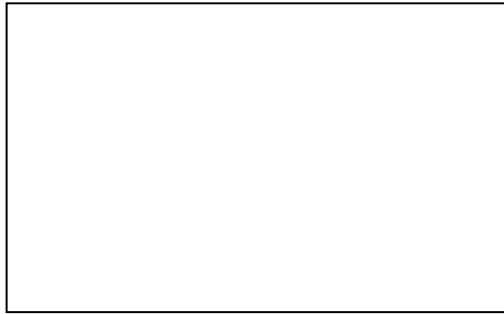
# ARB COLOR BOARD

THE CLIFFS VALLEY  
ARCHITECTURAL REVIEW BOARD

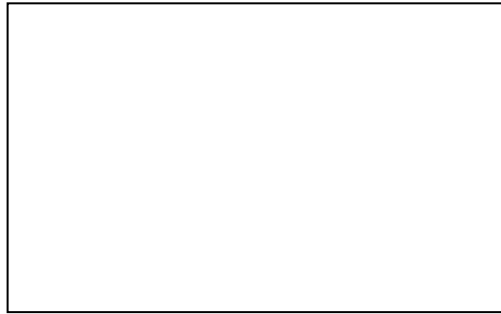
Owner: \_\_\_\_\_

Lot Number: \_\_\_\_\_ Section: \_\_\_\_\_

Contractor: \_\_\_\_\_



Paint Field Color



Paint Trim Color



Paint Accent Color



Roofing Material Sample

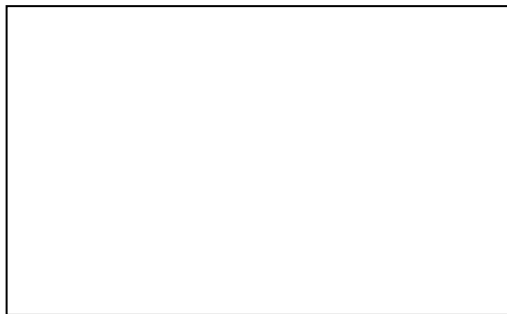
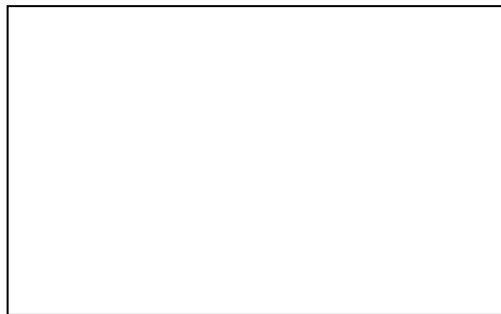


Photo or Color Copy or  
Description of Stone Material  
Manufacturer, Mix and Color



Actual samples must be provided if using genuine textured stucco.

# APPLICATION CHECKLIST

<b>OWNER:</b> _____
<b>LOT:</b> _____ <b>SECTION:</b> _____
<b>BUILDER:</b> _____

- Site Plan:** Scale 1" = 20'
- Erosion Control Plan**
- Tree Survey** (existing trees more than 5 inches (5") in diameter within fifty feet (50') of the building or between the building and the road.)
- Architectural Plans**
  - Floor Plans:** Scale 1/4" = 1'
  - Elevations:** Scale: 1/4" = 1'
  - Roof Plan:** Scale 1/4" = 1'
  - Sections:** Scale 3/4 " = 1'
  - Schedules** (if not indicated on plans)
- Samples:**
  - Siding material**
  - Roofing material**
  - Stucco, genuine textured**
  - ARB Color Board** (Form Enclosed)
- Landscape Plan:** Scale 1" = 20'0"
- Septic Tank Permit** (issued by the County Sanitarian)
- ARB Construction Permit** (enclosed)
- Construction Agreement Form** (enclosed)
- Construction Compliance Deposit** (see fee schedule page 12)
- Road Usage Fee** (see fee schedule page 12)
- Review Fee** (\$550)
- Authorization for Construction Certificate** (ARB will issue upon completion of final site walk.)

# CONSTRUCTION AGREEMENT

The Cliffs Valley  
Architectural Review Board

## CONTRACTOR INFORMATION

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_ LICENSE # \_\_\_\_\_

## CONSTRUCTION LOCATION

ADDRESS \_\_\_\_\_

OWNER \_\_\_\_\_

JOB SUPERINTENDENT \_\_\_\_\_

PHONE # \_\_\_\_\_

Have you built any homes at The Cliffs Valley prior to this application?  YES  NO

## AGREEMENT

1. Owner and Contractor have read and agree to the terms and provisions of The Cliffs Valley CCR's and the Design and Construction Guidelines. Failure to comply may result in fines.
2. The project will be completed as described by the drawings and specifications approved by the Board.
3. The construction site will be maintained in a clean manner, an approved job sign will be installed, a commercial dumpster and job toilet shall be placed in conformance with ARB Guidelines.
4. Contractor is responsible for the conduct of all workers performing services on this project at all times working at his direction.
5. All workers and vehicles are subject to search to help prevent theft of materials and equipment.
6. Any fines imposed by the ARB must be paid within ten (10) days.
7. Any restorative, corrective, enforcement or maintenance efforts expended by ARB on behalf of Contractor shall be payable from the Construction Compliance Bond.
8. Other than Building Contractor sign, all or other signs on the home site or displayed in the house in such a manner as to be visible from the street are prohibited.
9. Prior to tree removal, clearing or beginning construction of the building, compliance with setback lines and conformance with pre-approved tree removal plan must be verified to the ARB by a registered land surveyor at Owner's expense.
10. Any changes from the originally submitted plans and specifications affecting the exterior of the home or the site submitted must be approved in writing by the ARB prior to action.
11. Drainage (including road ditches and culvert pipe beneath the construction access road) is to be approved by The Cliffs Valley ARB.
12. Silt fences and erosion control measures shall be installed by lot owner at his expense prior to any clearing.
13. No burning is permitted on the site.

14. Any change from approved outside colors and/or outside lighting is to be approved by The Cliffs Valley ARB in writing.
15. Stumps, wood or other materials shall not be dumped on adjacent lots. Clean up surrounding lots for trash weekly.
16. The road and drainage ditch/right-of-way in front of this lot must be kept clean of dirt, mud, trash, etc. at all times during construction. The dumping of excess/waste or cleanout concrete or gravel on adjacent lots or road shoulders is expressly prohibited. No construction worker vehicles, supplier vehicles, or building materials are permitted in the right-of-way without special permission of The Cliffs Valley ARB. Both traffic lanes are to be open at all times. If the ARB approves the parking of vehicles on the shoulder of road, the Contractor is responsible for placing standard ORANGE reflective traffic cones with a minimum height of twenty eight inches (28") on the road so that drivers traveling in either direction on the road are adequately warned. The cones are to be provided by Contractor. Our intention is to avoid creating traffic hazards around construction zones.
17. All lots shall have a drainage ditch established by builder along the front of the property line to allow water from road to drain off of right of way. No lot will be allowed to slope toward road without a drainage ditch installed. Contractor shall make provision to prevent the above normal rainwater, mud or silt from affecting abutting properties.
18. The construction of any dock and/or improvements across property adjacent to such dock shall be approved in writing by the ARB. Only pre-approved docks, walkways, or any other improvements shall be allowed in setback areas.
19. Any dogs or pets brought to the job site shall be leashed and contained within the property boundaries.
20. The maximum speed limit is twenty five (25) miles per hour and shall be strictly enforced. In certain restricted areas a fifteen (15) miles per hour speed limit is enforced.
21. Construction vehicles shall not block roadways or mailboxes. Neighboring driveways may not be used for parking or turn-around.
22. Mud and gravel on the roadways shall be minimized at all times. Failure to control mud and mud build-up on roads is grounds for fines and/or ARB ordered clean up at Owner's expense.
23. Construction shall conform to the latest requirements of the South Carolina or North Carolina State Building Code, South Carolina or North Carolina Plumbing Code, the National Electric Code and pertinent local codes. Each contractor or subcontractor is responsible for ensuring work meets such requirements and obtaining all approvals.
24. It is understood and agreed to by both Owner and Contractor that failure on their part or on the part of either of them to comply with the terms and provisions in any part of The Cliffs Valley CCR' s and/or Design and Construction Guidelines may result in a cease-and-desist order or fine against them by The Cliffs Valley and forfeiture of the portion of the privilege of traveling on the roadways within The Cliffs Valley. Such fines are not limited to the Construction Compliance Bond amount.
25. It is understood that the ARB has the authority to bar or restrict any Builder, Contractor, or Subcontractor from entering any Cliffs Community or constructing any building or improvement in any Cliffs Community.
26. I have been given a copy of the Cliffs Valley Design and Construction Guidelines. "I understand said requirements and agree to abide by the Guidelines and accept fee penalties if imposed."
27. Construction must be completed within twenty four (24) months of commencement unless a variance is granted by the ARB. Failure to complete within the specified time frame may result in forfeiture of the Construction Compliance Bond.

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BUILDING CONTRACTOR

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THE CLIFFS VALLEY

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OWNER

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DATE

# SCHEDULE OF FEES

Construction Compliance Bond (new or existing construction) \_\_\_\_\_ (\$1 per square foot of heated space- minimum \$2550.00)

\*Check payable to: **CV- Construction Compliance Bond**

Review Fee for new construction \_\_\_\_\_ \$550.00

\*Check payable to: **CV ARB- Review Fee**

Review Fee for improvements or additions \_\_\_\_\_ 0 to \$550

\*Check payable to: **CV ARB- Review Fee**

Cliffs Valley Road Usage Fee \_\_\_\_\_ (see fee schedule below)

\*Check payable to: **CV- Road Usage Fee**

The Construction Compliance Bond is held in Escrow throughout the duration of the project in a non-interest bearing account. Any fines imposed by the ARB must be paid within 10 days separately from the Construction Compliance Bond.

If the contractor is not responsible for the landscaping phase of the construction, the property owner must post an additional \$2500 bond within ten (10) days of the submission of the landscaping plan. This bond will be refunded to the property owner upon the satisfactory completion of landscaping phase.

Review fees are separate and not paid from Construction Compliance Bond.

The balance remaining at completion of project, including completion of approved landscaping will be refunded upon request to entity submitting the initial funds.

## Road Impact Fee Schedule (Effective March 1, 2005)

Sections (see map)	Square Footage of Home as Defined by ARB					
	<4,000	>4,000 but <6,500	>6,500 but <8,000	>8,000 but <9,500	>9,500 but <12,000	>12,000
A,B,CM,CVN,LC, LSC & VV	\$1,750	\$2,000	\$2,250	\$2,500	\$2,750	\$3,000
C,D,E,F,G,LRC N & PMOL	\$2,250	\$2,500	\$2,750	\$3,000	\$3,250	\$3,500
H,J,K,HV,PMP & SC	\$2,750	\$3,000	\$3,250	\$3,500	\$3,750	\$4,000

### Section Reference Guide

CVN	Cliffs Valley North	LSC	Lakeside Cottages
CM	Corbin Mountain	PMOL	Panther Mountain Overlook
HV	High Vista	PMP	Panther Mountain Park
LC	Laurel Cove	SC	Stone Creek
LRC	Lake Ridge Crossing	VV	Valley Villas

SQUARE FOOTAGE BASED UPON THE TOTAL OF HEATED/AIR-CONDITIONED SPACE AND UNDER ROOF SPACE. ROAD IMPACT FEE DUE UPON ARB APPROVAL OF BUILDING PLAN.

ROAD IMPACT FEE COVERS A TWO (2) YEAR PERIOD BEGINNING UPON COMMENCEMENT OF CONSTRUCTION. ANY CONSTRUCTION PROJECT NOT COMPLETED (ISSUANCE OF OCCUPANCY PERMIT) WITHIN THE TWO (2) YEAR CONSTRUCTION PERIOD SHALL INCUR AND PAY AN ADDITIONAL ROAD IMPACT FEE EQUAL TO 50% OF THE CURRENT ROAD IMPACT FEE FOR SAID PROPERTY FOR EACH ADDITIONAL YEAR OF CONSTRUCTION.

**Modifications Fees for Existing Homes:  
(Effective January 1, 2004)**

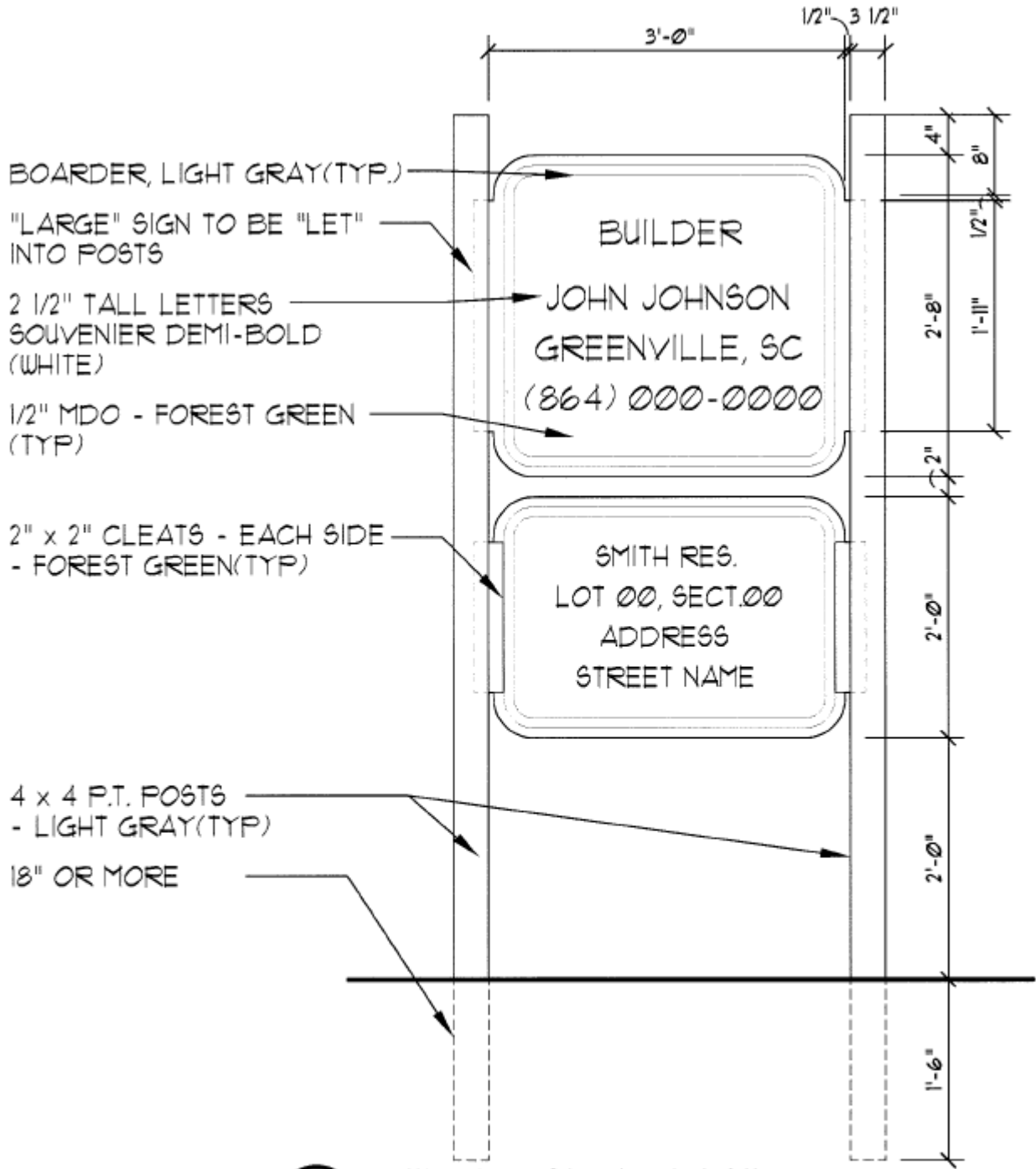
- \$0 to \$50---non-structural including major landscaping changes
- \$100—minimal structural change with a construction cost of <\$10K
- \$200---minimal structural change with a construction cost >\$10K
- \$550—Increase in square footage of >20%

**SCHEDULE OF FINES**

The following is a schedule of fines, which may be imposed on a daily basis. Fines are legally assessable and collectable. Liens may be filed and enforced. Fine amounts are subject to change at the sole discretion of the ARB. Fines may be issued at the one-day fee with no warning; reasonable time for correction will then be allowed before daily fines are imposed.

No dumpster _____	\$200.00
Burning _____	\$500.00
Littered Site _____	\$500.00
<b>Inadequate</b> erosion control* _____	\$200.00
No temporary sanitation (job toilet) _____	\$200.00
Parking in right-of-way _____	\$200.00
Building Material in right-of-way Subject to cost of repair _____	\$200.00
Damage to right-of-way _____	\$200.00
Parking on adjacent property without written permission from owner _____	\$200.00
Building materials or equipment on adjacent property _____	\$200.00
Non-conforming job sign _____	\$200.00
Damage to small trees, vegetation, or natural areas _____	\$200.00
Unauthorized removal or destruction of trees five (5) inches and larger in diameter -- per tree _____	\$500.00
Unauthorized plan change (minor) _____	\$1,000.00
Unauthorized plan change (major) -- Revocation of Cliffs Permit and Forfeiture of all funds remaining on deposit.	
Non-compliance with ARB Guidelines _____	\$100.00-\$500.00
Incomplete or Non-complying Landscaping _____	\$200.00
Unauthorized finishes -- Revocation of Cliffs Permit and Forfeiture of all funds remaining on deposit.	
Incomplete or non-complying landscaping – Forfeiture of all fund remaining on deposit.	

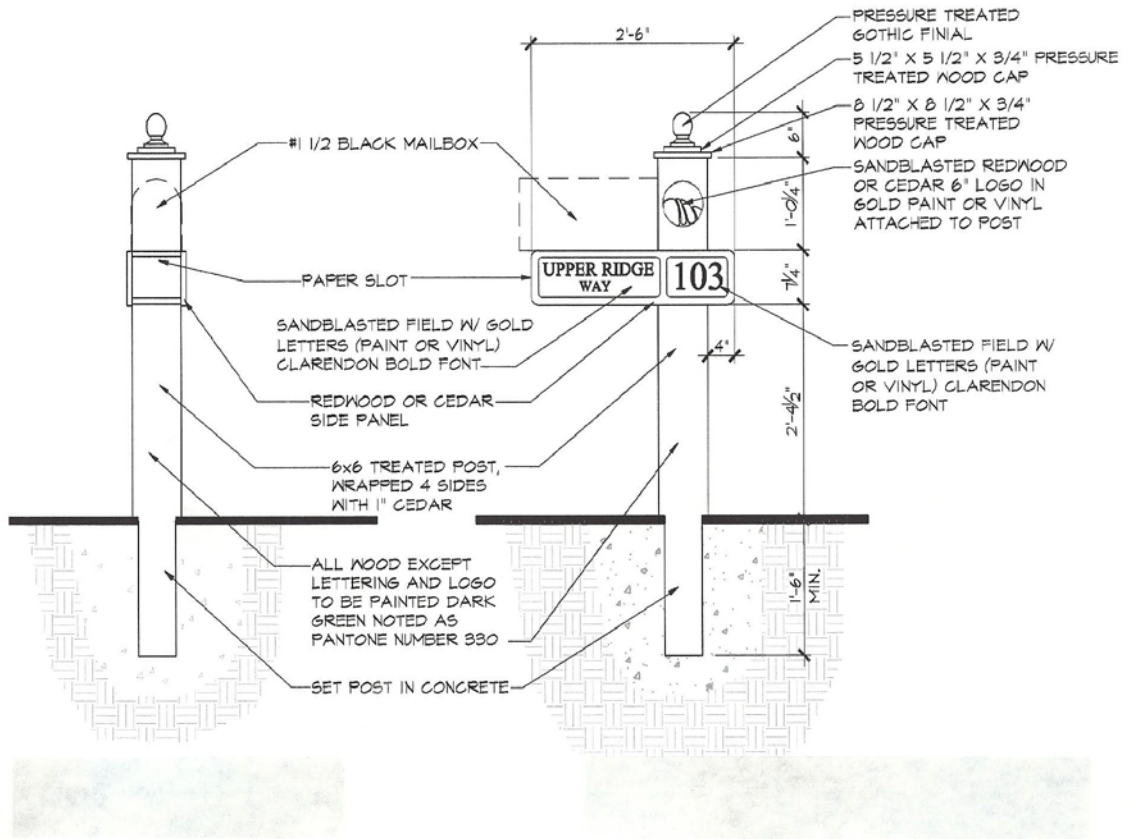
\*The ARB reserves the right to direct the installation of Erosion Control measures, including silt fence, at Owner’s expense, if such measures are not properly installed and maintained. For silt fence installation, the cost shall be at least \$200.00 plus \$2.00 per lineal foot of fence installed. Failure to control mud on roadways is grounds for fines as may be determined by the ARB.



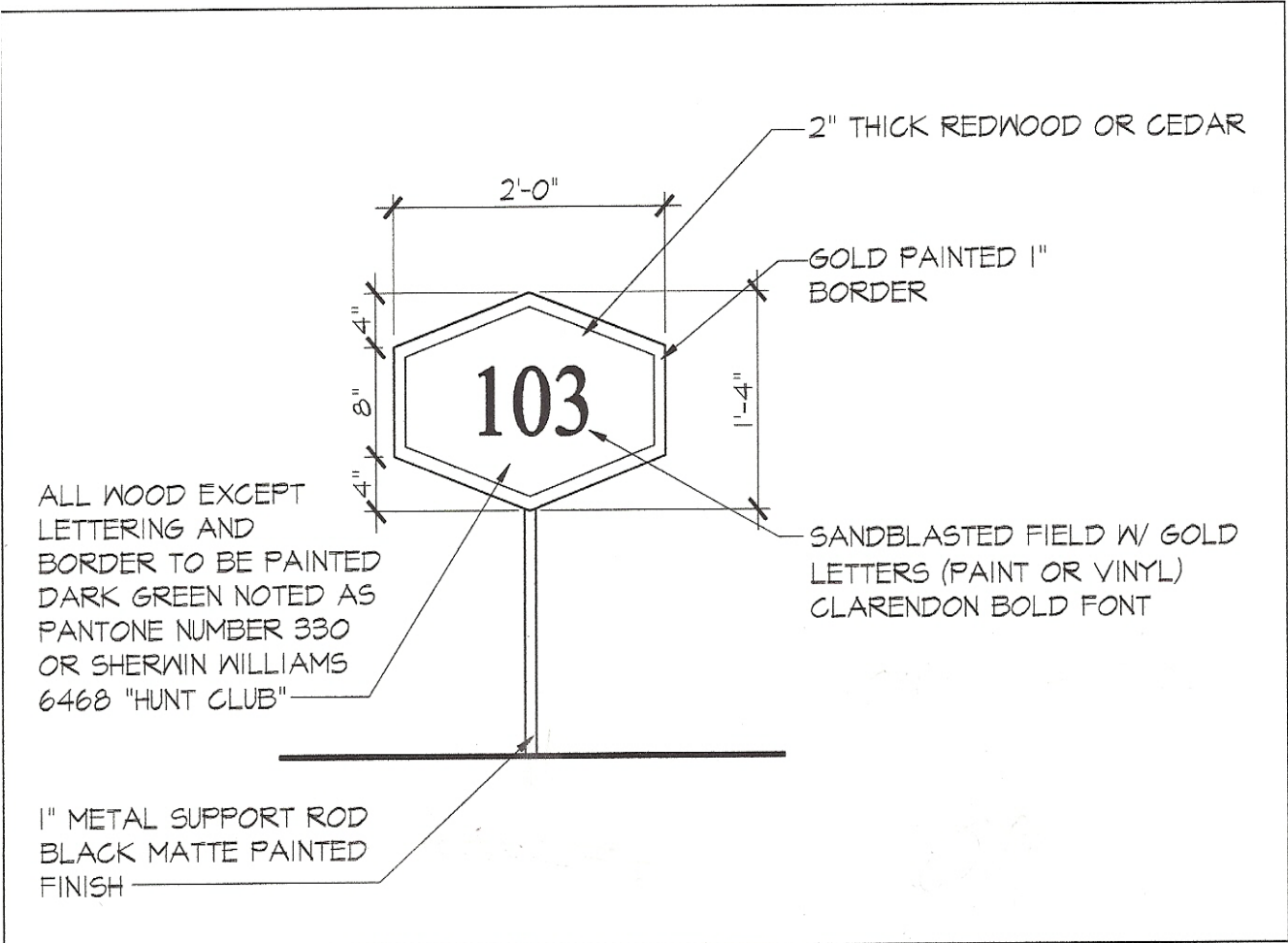
○ BUILDER SIGN DETAIL

SCALE: 3/4" = 1'-0"

# MAILBOX POST DETAIL



# HOUSE NUMBER IDENTIFICATION SIGN



CERTIFICATE OF COMPLIANCE WITH  
PROVISIONS OF THE COUNTY  
STORMWATER MANAGEMENT & SEDIMENT CONTROL PLAN

An approved stormwater management and sediment control plan has been developed for this subdivision.

I, \_\_\_\_\_, hereby certify that I am familiar with the provisions of the approved stormwater management and sediment control plan for the \_\_\_\_\_ Subdivision, and that I will comply with all of the provisions outlined therein when engaging in any land-disturbing activities or building construction on Lot Number(s) \_\_\_\_\_, or will develop and obtain an approved plan for the lot(s).

Signed: \_\_\_\_\_

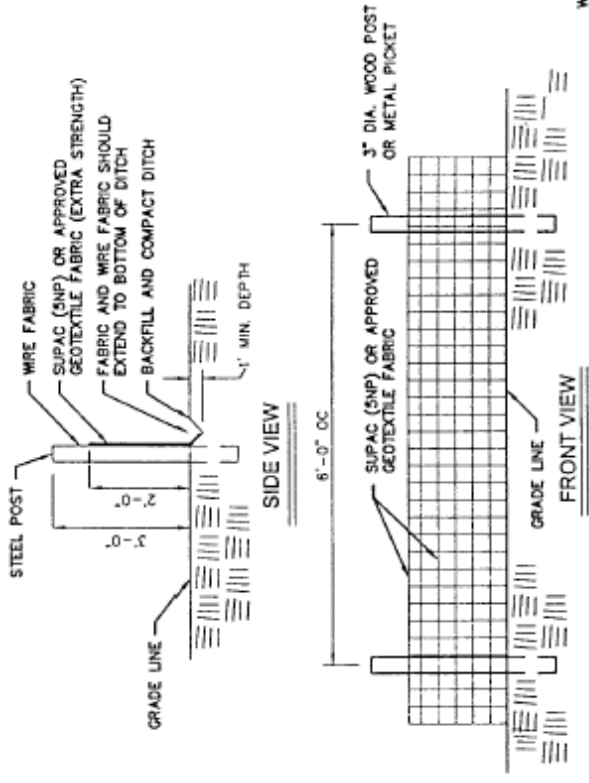
Title: \_\_\_\_\_

Date: \_\_\_\_\_

(Refer to Greenville County Ord. #2398 Art II, Sec. A, See Below)

County Ordinance #2398  
Article II  
Section A.

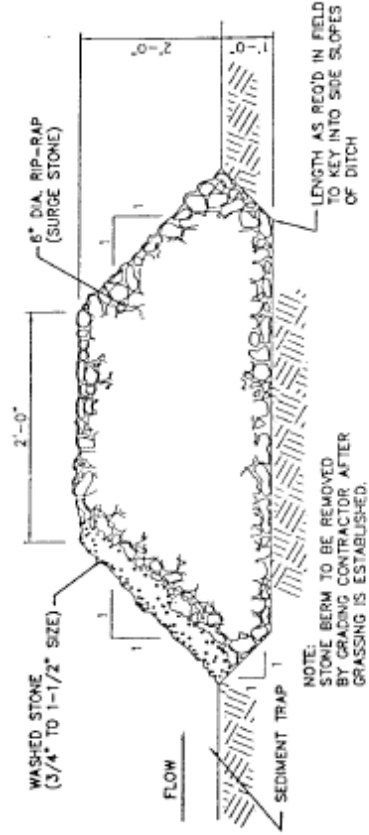
1.b If individual lots or sections in a residential subdivision are being developed by different property owners, all land-disturbing activities related to the residential subdivision shall be covered by the approved *drainage plan for the residential subdivision*. Individual lot owners or developers shall sign a certificate of compliance that all activities on that lot will be carried out in accordance with the approved drainage plan for the residential subdivision.



**DETAIL OF SILT FENCE**

(N.T.S.)

- NOTES:  
 1. INSTALL SILT FENCE BEFORE CONSTRUCTION IS BEGUN.  
 2. CONSTRUCT SILT FENCE AS ABOVE OR USE PREFABRICATED SILT FENCE (METROMONT 24-100X) OR APPROVED EQUAL.

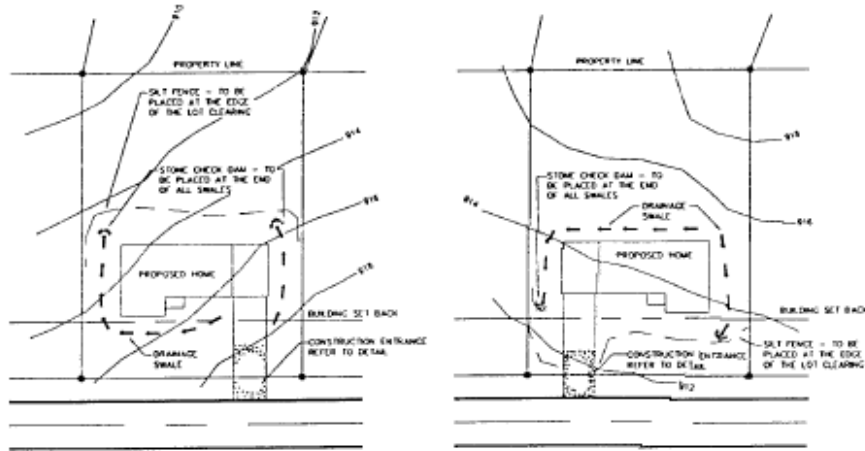


NOTE:  
 STONE BERM TO BE REMOVED BY GRADING CONTRACTOR AFTER GRASSING IS ESTABLISHED.

**TYPICAL SECTION THRU STONE CHECK DAM**

(N.T.S.)

NOTE: THIS DETAIL IS TO BE GIVEN TO EACH LOT OWNER PRIOR TO CONSTRUCTION. EACH LOT OWNER IS REQUIRED TO RETAIN 80% SEDIMENT ON-SITE PER STATE LAW.



## TYP. INDIVIDUAL LOT EROSION CONTROL

N.T.S.

### LOT DEVELOPMENT NOTES:

1. THE INDIVIDUAL LOT OWNER OR BUILDER SHALL BE RESPONSIBLE FOR ACCOMPLISHING THE FOLLOWING EROSION CONTROL MEASURES AND FOR MAINTAINING ALL DEVICES DURING ALL PHASES OF THE HOME/LOT CONSTRUCTION. THE INDIVIDUAL LOT OWNER OR BUILDER RESPONSIBLE FOR THE LAND DISTURBING ACTIVITY SHALL BE SUBJECT TO ON-SITE INSPECTION BY THE S.C. DEPARTMENT OF HEALTH AND ENVIRONMENTAL CONTROL OR THE LOCAL APPROVED AGENCY AND MUST FOLLOW ANY DIRECTIONS OF SAID AGENCY IN RESPECT TO EROSION CONTROL.
2. THE PARTY RESPONSIBLE FOR ANY INDIVIDUAL LOT LAND DISTURBING ACTIVITY SHALL INSURE THAT SILT FENCING, AS PER ATTACHED DETAIL, IS INSTALLED ON THE LOWER SIDE OF THE DISTURBED AREA. THE SILT FENCING SHALL BE INSPECTED AT LEAST ONCE A WEEK AND AFTER ALL APPRECIABLE RAINFALL EVENTS.
3. IF DURING INDIVIDUAL LOT DEVELOPMENT THERE IS A NEED TO PERFORM GRADING THAT CONCENTRATES RAINFALL RUN-OFF, THEN THE PARTY RESPONSIBLE SHALL INSURE THAT A STONE CHECK DAM, AS PER ATTACHED DETAIL, IS INSTALLED AT THE DISCHARGE POINT.
4. THE INDIVIDUAL RESPONSIBLE FOR THE INDIVIDUAL LOT LAND DISTURBING ACTIVITY SHALL BE FINANCIALLY RESPONSIBLE FOR ALL FINES THAT OCCUR DUE TO DEVIATIONS TO THIS PLAN OR DUE TO FAILURE TO RESPOND PROPERLY TO ON-SITE INSPECTION COMMENTS.

### SEDIMENT FENCE NOTES:

1. THE SEDIMENT FENCE SHALL HAVE NO MORE THAN 1/4 ACRE PER 100 FT. OF FENCE.
2. THE END OF THE SEDIMENT FENCE SHALL BE TURNED TO PREVENT FLOW AROUND THE SEDIMENT FENCE.
3. THE MAXIMUM IMPOUNDED WATER SHALL NOT EXCEED 1.5 FT. AT ANY POINT ALONG THE FENCE.
4. THE MAXIMUM SLOPE LENGTH BEHIND THE FENCE SHALL NOT EXCEED THE SPECIFICATIONS LISTED BELOW:

SLOPE	SLOPE LENGTH
< 2%	100 FT.
2 TO 5%	75 FT.
5 TO 10%	50 FT.
10 TO 20%	25 FT.
> 20%	15 FT.

5. ON SLOPES GREATER THAN 10% AND IN HIGH FLOW AREAS THE SEDIMENT FENCE SHALL BE REINFORCED WITH WIRE FENCE WITH A MINIMUM 14 GAUGE AND A MAXIMUM SPACING OF 6 INCHES ON THE BACK SIDE OF THE FABRIC. ON STEEP SLOPE MORE THAN ONE ROW OF SILT FENCE WILL BE REQUIRED IF NEEDED.

### MATERIALS:

1. THE SEDIMENT FENCE SHALL BE FILTER FABRIC OR A PERVIOUS SHEET OF POLYPROPYLENE, NYLON, POLYESTER, OR POLYETHYLENE YARN WHICH HAS 85% FILTERING EFFICIENCY, A TENSILE STRENGTH OF 30 LB/LIN IN. AND A SLURRY FLOW RATE OF AT LESS 0.3 GAL/50 FT/MIN.
2. THE POST SHALL BE 4 INCH DIA. PINE, 2 INCH DIA. OAK, OR 1.33 LB/LF STEEL WITH A MIN. LENGTH OF 4 FEET.

ARB  
Pre-SITE INSPECTION Check List  
For Builders/Contractors

As indicated in the “Design and Construction Guideline”, the following requirements need to be in place prior to requesting a “**SITE WALK**”. Failure to have all items listed below in place will postpone the **SITE WALK** and will require it to be re-scheduled at a later date.

1. Approved site plan drawings showing:
  - a. Topographical survey showing original and new contours and spot elevations at corners.
  - b. Trees greater than five inches ( 5”) in diameter located near house area.
  - c. Proposed location of house with garage, driveway, septic tank and drain fields.
  - d. Property lines, easements, setbacks.
  - e. Location for dumpster.
  - f. Location of silt fences.
  - g. Location, size and type of retaining wall(s).
2. Verify that a set of “half size” drawings have been provided to Association Manager. These are to be used by the ARB Quadrant Leaders for their periodic inspections.
3. House and garage location should be staked out using two feet (2’) high stakes at all corners. String or tape should connect all stakes to reflect complete perimeter of building.
4. Driveway centerline should be staked beginning at street every fifteen feet (15’).
5. Approximate location of septic tank and drain field area should be indicated pending final approval of DHEC.
6. Location of lot lines close to house footprint should be staked.
7. All trees outside the house boundaries that are to be removed should be tied with surveyor’s ribbon.
8. All trees that are in close proximity to the building site and are to be saved must have fencing material surrounding those areas. Note\*

Note\*: Information regarding the trees or groupings of trees that are TO BE SAVED and are initially fenced for protection will be conveyed to the ARB Quadrant Leader covering that area for their monitoring throughout the building process.

# Cliffs Valley Community Association Architectural Review Board

## Guidelines for Partial Cleaning of Vacant Lots

NOTE: These guidelines are solely for The Cliffs Valley. All other Cliffs Communities have unique guidelines for lot cleaning.

### Tree and Vegetation Removal Guidelines:

The Cliffs Valley ARB Design and Construction Guidelines prohibit the cutting of any native deciduous and evergreen tree over five inches (5") in diameter measured twenty four inches (24") above ground level. The cutting of any dogwood or other flowering small trees or shrubs is strictly prohibited (i.e. native flowering shrubs such as mountain laurel, rhododendron, azalea, oak leaf hydrangea, maple leaf viburnum etc.).

### Vacant Lot Cleaning Guidelines:

- Before any vacant lot vegetation cleaning, a **Vacant Lot Cleaning Permit** must be completed with an approved copy being placed on file with the ARB Administrator. **The Vacant Lot Cleaning Permit must be posted on a wooden post clearly visible from the road.**
- The cutting of native mountain laurel, azalea, small and large leafed rhododendron, and small flowering trees in the under story is not allowed.
- No clearing allowed within setbacks for The Cliffs Valley.
- Paths may be cut to view points or viewing stands which approximate the location of a future house. These paths should not exceed six feet (6') in width and under no circumstances can the Tree and Vegetation Removal Guidelines referenced above be ignored. Viewing stands must be submitted in advance for ARB approval.
- Use of large mechanical equipment can only be used where expressly approved by the ARB on lots with little slope and no erosion concerns. Prior ARB approval is required. Heavy equipment disturbs the soil and encourages generation of junk pioneer trees from airborne seeds. The use of hand held tools or weed trimmers is encouraged.
- Cleaning or re-cutting of previously cleared "junk" trees may require chemical treatment before cutting established or re-grown junk trees. If the junk trees are cut they will propagate through the remaining roots at a ratio of five (5) to one (1). These trees should be basal treated several weeks before cutting to kill the tree and the roots with a suitable basal treatment such as Pathfinder II.
- Tree topping is strongly discouraged. **ARB approval is required prior to any tree topping.**
- Trees may be limbed up to 50 percent of their height.

**NOTE: Previously cleared lots should be considered in the same way as one that has never been cleared.**

### Enforcement:

Non-permitted cleaning of lots or ignoring the guidelines defined in the permit will result in a written warning, discussions with the parties involved, and re-certification of the vendor for a first offense. A second offense will result in a fine of \$1,000. Third and repeat offenses will result in prohibiting the vendor and vendor's employee access to the community for the start of new projects for six (6) months. If fines are not received in the office within thirty (30) days from notice, vendor will not be allowed access into the community and a lien will be placed on the property until paid in full. For trees and/or shrubs removed or destroyed without approval, the ARB may, at Owner's expense, enter the property and install trees totaling three new to everyone destroyed or removed

# Cliffs Valley Architectural Review Board (ARB) Additional Design Requirements

Your new home design should follow the existing prevalent mountain and lake theme here at The Cliffs Valley. The unique topography and natural setting of the valley demands special attention to home design and site compatibility. Each home makes a contribution to this design objective and should blend into its natural setting rather than contrast or compete with it.

Your final home design and size should be compatible with the building site on your lot, and take into consideration the local vegetation and topography. Your home should fit well within the lot set backs and disturb as little as possible, the natural beauty of the lot.

Pre-designed plans may require architectural adjustments to conform to community guidelines and site limitations.

The following are some examples of design elements that should be incorporated in your new home:

- A) Roofs: Should have some of these features: dormers, gables, hips, and shed roofs. There should not be a large expanse of roof without some of these features. Main roof pitch should be a minimum of 5/12 and maximum of 14/12. Vent pipes are required to be painted the color of the roofing material and should be inconspicuously placed.
- B) Siding: Exterior materials should incorporate a balance of some of these materials: stone, cedar shakes, genuine textured stucco, horizontal and vertical board and batten siding.
- C) Elevations: Should have a distinct three dimensional appearance. The height of the exposed foundation walls actually constructed on site must be as represented on the final approved drawings.
- D) Color: Should be a LRV (Light Reflective Value) of LESS THAN FORTY THREE (43).
- E) Deck and Porch Supports: Are a minimum of 8" x 8".
- F) Site plan topography survey needs to include lot dimensions, building set back lines, house, driveway, septic tank locations, retaining walls with heights indicated, tree locations identified with type and size and indication of trees to be removed, and silt fence located and identified as to type. Limits of construction should be delineated. New and existing contours and spot elevations at house corners are required.
- G) Trees: A minimum of trees should be taken down only as required to accommodate the building of the house protective fencing should be installed around important trees that are either within or close to the actual building site.
- H) Silt Fencing: Should be installed with metal or wooden stakes and be supported with metal screening. The silt fence must be dug in. The fencing must contain all disturbed material from moving within the property.
- I) All brick, stone or genuine textured stucco must terminate at inside corners.
- J) Builder assumes responsibility that all drawing information and specifications meet the ARB guidelines.
- K) Final Approval: Final approval to start work at the house site requires the following:
  - Receipt of drawings by the ARB showing all agreed to changes.
  - Completion of a site walk to review items on the topography survey and the on site inspection form signed by the builder and an ARB representative.
  - Finally, a signed authorization for construction certificate will be issued to the builder.

Approved August 2010