

Home Construction Guidelines

(as revised February 11, 2016)

#1 General Guidelines & Pre-Site Preparation

1. **Mailboxes** must be consistent with those approved by the Architectural Review Committee (ARC). There is a community-wide standard for roadside mailboxes. The approved mailbox post is a custom design; plans are available on our Website or by writing directly to Crystal Bay. Mailboxes must be installed according to the U.S. Postal Regulations.
2. **Dock Plans and Seawalls** require per-approval by Greenwood County Engineering Dept (864) 943-2648. A copy of the Dock Plan and Approval Letter need to be submitted to the Architectural Review Committee, P.O. Box 428, Cross Hill, SC 29332 for our records prior to the start of any dock or retaining wall construction.
3. An **Initial Meeting with the ARC** is required prior to ANY site work and/or submission of plans to assure a complete understanding of all requirements and your desires and needs.

#2 Site Preparation.

1. **Removal of Trees** is permitted for the home footprint site, the driveway and the septic leach field. Removal of any trees greater than 6" in diameter at the base (unless within 20' of home) must be approved by the ARC. Generally there will be no denial to remove Pine Trees that threaten the home. **Clear-cutting is strictly prohibited.** A Land Clearing/Tree Bond is required. Penalty for violation is loss of bond and a fine of \$1,000, plus \$250 per unauthorized tree removed.
2. The property owner is required to place and maintain a **Stone Construction Driveway** and road shoulder protection to avoid damage to the road system and shoulders (silt fencing other suitable protective barriers). There is to be no parking of autos, trucks, or equipment on the road shoulders. A stone driveway is to be provided and maintained for site preparation and clearing, as well as construction. There is to be no unloading of equipment or materials from the road or road shoulder. Materials must be delivered to a central staging area on the lot. Lot owners are responsible for repair or damage done to roads and/or road shoulders. The cost of such repair can easily exceed your road bond.
3. Where a **Culvert** is required for surface water drainage, the driveway is to be placed over galvanized steel, double wall plastic or concrete pipe at the roadside to all normal roadway and should drainage.
4. If site preparation and/or tree clearing is to take place more than 3 months prior to beginning of construction, the property is to be cleared of all debris, graded, and seeded so as to prevent **Erosion.**
5. **Silt Fencing** is required to prevent runoff from depositing silt in the lake, or on neighboring properties.

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#3 Building

1. Plan Approval will require the submission of a "Complete Plan Package" to the Architectural Review Board for evaluation (see Plan Package Checklist in the Plan Submission Form). All approvals will be in written form, with two (2) signatures by Members of the ARC. The review process may take up to thirty (30) days, and you will receive written notice of approval, requests for additional information, suggestions for changes, or rejection.
2. The **Minimum Heated Area** is required to be 1,800 sq. ft. for waterfront lots with 1,400 sq. ft. minimum above ground located on the first floor. The minimum heated area is required to be 1,550 sq. ft. for water access/off-water access/off-water lots with 1,200 sq. ft. minimum above ground located on the first floor. The requirement is exclusive of garages, decks, porches, etc.
6. All home plans are to include a 2 car garages, minimum 2 car (480 sq. ft.). (REVISED 01/20/12)
3. All homes must meet the **Setback Requirements** as set forth in the recorded plat, deed restrictions, home owners association documentation and governmental regulations and guidelines. (50' from the street and 50' from "440' Full Lake Line", 10' from side property lines.)
4. The **Exterior of All Houses** must be completed within one (1) year of the date of commencement of construction.
5. The **Roof Pitch** over the main structure should be no less than 8/12 with no less than a 12" overhang. Architectural shingles are required, unless substitute materials are otherwise approved.
6. All **Driveways Must Be Finished** in concrete, asphalt, pavers, or other suitable and approved material. The driveway is to be constructed and maintained in accordance with ARC specifications and all requirements of the South Carolina Department of Transportation. This requirement relates to appearance and prevention of excessive clay and mud on the roadways and structural damage to the roadways. Shared driveways are discouraged, special exceptions will be reviewed based on the best interest of the community.
7. A description (and/or samples when requested) of all **Exterior Materials** (paint color, siding materials, roofing type/color, etc.) must be submitted to the ARC for approval. Any changes prior to or during construction must also be approved. Exterior materials that are prohibited include: asbestos shingles, aluminum siding, imitation brick or stone-roll siding, exposed concrete and concrete block.
8. **TV and Satellite Dishes** must be screened or mounted in such a manner as to not be an obvious detractor from all sides of your home.
9. **Garbage and Trash Containers** must be kept screened or maintained in such a manner as to not be an obvious detractor from all sides of your home.
10. **No Dog Lots** are allowed. (REVISED 02/11/16)
 - a. NOTE: A Dog Lot is defined as any fenced in area, regardless of shape or size, that is constructed or used for the purpose of containing or housing dogs or any animals. Invisible fencing is allowed.
 - b. Fencing: Visible fencing may be approved by the ARC if it is found to enhance the aesthetic integrity of the community. A description of the fencing height, size, and placement on your lot, including samples of material or pictorial brochures, must be provided to the ARC for their review and approval prior to any fence construction. Chain-link fence has been determined to be aesthetically unacceptable and is, therefore, prohibited.
11. **Submitting Plans for Approval.** A fee of \$350. (**check made payable to the Crystal Bay II Home Owners Association**) is to accompany one (1) full set of house plans submitted for

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review, in addition to the items listed in the Plan Package Checklist. **(If, after obtaining approval, you change the configuration of the original submitted plans, you must submit the new or revised plans for ARC review. No additional review fee is required.)**

Mail Plan Package to: Crystal Bay II HOA, P. O. Box 428, Cross Hill, SC 29332-0438

NOTE: The ARC has particular concerns that the community have a consistent streetscape and quality of design (façade, material, etc.). In order to maintain a “planned look” for the community and preserve the aesthetic integrity of the community, the Association may at times place a temporary moratorium on any particular style of design until the community is brought back into balance. This would rarely be the case, but the committee reserves the right to reject any house plans not acceptable to this code. For those homes on the lakeside, whose owners wish for the home front to be facing the lake, architectural enhancements must be made to the rear of the home to present an aesthetically acceptable streetscape, or curb appeal from the road and neighboring properties.

12. The following **Information** is to be provided along with the plans when submitted:
 - a. Name, Address, Phone Number and E-mail address of Owner.
 - b. Date (month/year) construction is planned to start.
 - c. Name, Address, Phone Number and E-mail address of Builder or General Contractor.
13. A **\$1,500 Road Bond** (revised for plans after 5/17/07) is required when the house plans are submitted; \$500 of which is subject to refund if no damage to the roads and road shoulders has occurred during the pre-construction and construction process and the condition of the road & shoulders are the same as they were prior to the commencement of clearing and building. (Note: This can be in your contract with your builder. You may require the builder to place the Bonds and that he be responsible for the actions of all his contractors and subcontractors.)
14. A **\$1,000 Land Clearing/Tree Bond** is required when plans are submitted. This Bond is refundable if the Covenants regarding tree removal are adhered to.
15. All **Gas and Oil Tanks** placed on the property must be buried according to county regulations, or screened in such a manner as to not be an obvious detraction from all sides of your home.
16. No **Free Standing Towers or Antennas** are permitted. If such a device is required you may submit plans of materials, placement, purpose, etc. to the ARC and they will review for approval as an ‘exception’.
17. Any **‘For Sale’ or ‘For Rent’ Signs** must be displayed at least 30’ back off the road side and may not exceed 24” x 24” in size, nor be more than 4’ in height. Similar signs may be placed at your waterfront, when advertising waterfront property. No directional-arrow signs are permitted within the community
18. Solid brick, stone-covered block, stucco covered, or other similar finish **Foundations** are required.
19. A **Construction Dumpster**, located on the lot, maintained as necessary in order to contain all construction and builders refuse is required during construction. It is an obligation of the property owner and builder to not have building and construction debris, or litter, be an obvious detraction for others in the community.
20. Once house plans are approved, the **House Location Must Be Staked Out On The Property** and an ARC review of the location requested, prior to other required county approvals for setbacks, etc. To ensure compliance with setback requirements, we suggest you

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have a surveyor stake out your foundation location and prepare the “to-scale plot plan” for your submission.

#4 Post-Construction Activities

1. **Construction Debris**, port-a-lets, refuse containers, etc. must be removed from the site within 30 days after construction is completed, or when occupancy takes place, whichever occurs first.
2. **Landscaping** must be completed (around the immediate perimeter of the house) within 30 thirty days after completion, or when occupancy takes place, whichever occurs first.
3. Upon final completion of home construction, landscaping, proper installation of driveway culvert, completion of driveway, installation of approved mail box and other final requirements, the homeowners should request a **Post Construction Inspection** from the Architectural Review Committee. If there is no damage to the roads or road shoulders (using the snap shots you originally submitted with your Plan Approval Checklist as a guide), the refundable portion of the road bond can then be refunded. A check will be made out by the Treasurer when the ARC forwards the request.

#5 Modifications After Construction

1. **Modifications or Improvements** made after completion of construction must be approved by the ARC. This includes the installation of swimming pools, out-buildings, major changes to landscaping such as the addition of patios, sidewalks, and house additions, etc. A plan detailing any planned modification shall be submitted to the ARC and approval shall be obtained prior to beginning construction. A fee will not be required for this review. Other permits from the county may also be required. You will be required to obtain these permits prior to the beginning of any modifications.

Modifications that require several days of construction may require a construction road bond (if heavy equipment is to be employed), porta john, silt fencing and dumpster for the duration of the project. The road bond in the amount of \$500.00 for this additional construction would be refundable if there is no damage to the road or road shoulders. The ARC will determine if any or all of the above would be required.