

**THE COVES ON RIVER OAKS
ARCHITECTURAL REVIEW COMMITTEE
APPLICATION FOR APPROVAL**

LOT NO: _____ **SECTION:** _____
OWNER: _____
ADDRESS: _____ **STATE:** _____ **ZIP:** _____
PHONE: (Day) _____

BUILDER: _____
ADDRESS: _____ **STATE:** _____ **ZIP:** _____
PHONE: _____

HOME SQ.FT.: FIRST FLOOR: _____ SECOND FLOOR: _____ TOTAL: _____
CONSTRUCTION MATERIALS: Façade: _____ Trim: _____
COLOR: Façade: _____ Trim: _____
ROOF: Material: _____ Color: _____
FENCE: Material: _____ Color: _____
DRIVEWAY MATERIAL: _____

RECEIPT DATE: _____

- 1. **APPROVED AS SUBMITTED:** _____
- 2. **APPROVED AS NOTED:** _____ **OWNER ACKNOWLEDGE:** _____

CONDITIONS FOR APPROVAL:

- 1. _____ 3. _____
- 2. _____ 4. _____

3. **RESUBMIT:** _____
REASON: _____

DATE: _____ **SIGNATURE:** _____

CONSTRUCTION INSPECTION: CORRECTIONS NEEDED: _____

FINAL APPROVAL OF COMPLETED CONSTRUCTION:
DATE: _____ **SIGNATURE:** _____

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3.

ARCHITECTURAL STYLES

It is not the intent of these guidelines to dictate specific architectural styles that must be used within the community, but rather to give property owners, their architects or designers a set of guidelines that will make the entire community a more attractive place to live.

The goal of these guidelines is to encourage a community of individual outstanding architectural statement that when viewed together produce an equally outstanding community environment. The architectural design should be customized for each lot to maximize the natural features that exist. Traditional styles such as Georgian, Southern Colonial, English Country or French Country are preferred. Contemporary styling is also acceptable but should adhere to the same criteria as contained in these guidelines.

GOOD DESIGN

It is desirable for the homes of our community to exhibit the individuality of their owners as well as adhere to the guidelines of their selected architectural style. However, it is also important that they observe basic design principles inherent in good architecture. Following are some of the questions that the property owner and design team should consider when developing the design for the home site:

- Is the residence located on the site in a sensitive manner with minimum disruption to the natural topography, vegetation, and unique site features?
- Is there a consistency in the site, planning, architecture, and landscaping?
- Is there a sensitive interpretation of the architectural style within the constraints of budget and site?
- Are specific features of the architectural style well developed and carefully detailed? Have the features been researched to resemble a certain degree of authenticity?
- Is there an intelligent selection of details related to a well-designed floor plan?
- Is there a consistent scale used throughout the design of the residence? Each element should be designed in proportion to the other design elements.
- Will the various building materials allow for a pleasing and harmonious exterior appearance to the residence? Are the building materials used logically?
- Are the colors appropriate and used with restraint?

ARCHITECTURAL REVIEW PROCESS

An Architectural Review Committee (ARC) will review the following:

- Consideration of primary site design issues.
- Sensitivity to building elevation.
- Harmony of each residence with the overall community.

The Architectural Design Guidelines have been established to provide property owners, architects and contractors with a set of parameters for the preparation of their drawings and specifications.

By encouraging quality and attention to detail throughout the community, the aesthetic harmony, natural tranquility and overall property values at the Coves on River Oaks will be enhanced and preserved through the ARC and Design Guidelines.

The ARC must approved plans for any building, residence, or other structure, including, but not limited to: fences, walls, or other improvements prior to construction or installation.

ARCHITECTURAL REVIEW COMMITTEE

The Coves on River Oaks is designed to be a unique community of distinctive homes. In order to ensure the quality of the community, a plan review process has been established to review individual building plans. The authority to approve or disapprove building plans is provided by the recorded Covenants, Conditions and Restrictions for The Coves on River Oaks. The Community Covenants, Conditions and Restrictions do not list specific design items necessary for plan approval but have created the ARC whose responsibility is to review, approve or disapprove all individual building plans within the community. The ARC's goal is to maintain within the overall community pleasing aesthetic relationships of building to site and building to building, and *not to restrict individual creativity of preferences*.

The ARC is composed of not more than three members appointed by the Developer. Additionally, a professional architect who is a non-owner may serve on the ARC and aid in the review of building plans.

Prior to the commencement of any construction activity of any type on any home site an Application for approval of such work must be submitted by the property owner or his respective agent to the ARC. Included with the application shall be such documents and other information as requested by the ARC and outlined in the Architectural Guidelines. Approval by the ARC must be received prior to the start of any clearing, grading or construction and upon an approval the property owner can begin construction. Placement of house, location of driveway, and location (and permitting) of septic field will have to be determined before any clearing and/or grading is commenced. Silt fencing and other erosion control measures shall be put in place before any clearing or grading is commenced.

APPLICATION AND REVIEW PROCESS

Pre-Application Procedures

The property owner and his building team should become familiar with the ARC and Design Guidelines.

York County and its planning department have jurisdiction over the community at The Coves on River Oaks. They should be contacted at the beginning of the planning and design process to ensure compliance with their regulations. It should not be assumed however, that compliance with York County standards is acceptable to the ARC. Certain York County requirements, may be enhanced to create a better overall community appearance.

Design Review Procedure

The design review procedure is a simple procedure of complying with the requirements outlined in the Design Guidelines and following the step-by-step design review format. In order to expedite the ARC design review, the review format has been structured to achieve a smooth and timely review from preliminary plan submittal to final site inspection and approval. If building in the community for the first time, prior to any submittal it is suggested that the property owner and their building team meet with the ARC to discuss any preliminary design concepts, questions, and concerns. This meeting, although not required, is merely to acquaint all concerned with the design review process and to avoid any unnecessary expense and delay during the review process. Upon acknowledgment of receipt of the plans and payment of the processing fee, the ARC shall have thirty (30) days to accept or reject the same in whole or in part. If the ARC does not respond to any plan submission within thirty (30) days, such plans shall be deemed approved. A copy of the final submittal is to remain with the ARC. The following flow chart represents the necessary procedures in the process of building a residence in The Coves on River Oaks.

- 1) SUBMISSION OF PLANS TO ARC & COUNTY
- 2) ARC REQUESTED CHANGES/ADDITIONS, IF NECESSARY
- 3) RESIDENCE AND SITE PLAN APPROVAL
- 4) BEGIN CONSTRUCTION
- 5) FINAL INSPECTION AND APROVAL OF RESIDENCE

The ARC has established a schedule for plan submittal, plan review, and meeting with the owner/agent to discuss any questions or concerns. The established schedule permits a timely review of submittal designs and allows lot owners and agents to accurately plan their schedules.

Each submittal must be accompanied by a completed "Application for Approval" form, available from the ARC, a one-time processing fee, which shall be established by the ARC, and the following;

- A. Site Plan: 1" = 20' (minimum) A site plan indicating improvements to the existing site shall be provided. The site plan must show the exact location and dimensions for the building from all property and setback lines to the proposed building corners, alignment of the walks, driveway and location of utility lines and equipment. Any outbuilding must be dimensioned on the plan. The plan should illustrate all proposed structures, building lines, utility easements and setback lines. Landscaping and the building of driveways or fencing within utility easements is permissible but is the responsibility of the property owner if in the future there is a need to remove same for access to such utilities. Retaining wall locations, size, designs, height, and finish must be indicated.
- B. Building Elevations: 1/4" = 1'0"
 - a. Elevations drawings of all sides indicating complete size of buildings and roof pitch.
 - b. All elevations are to articulate material, color and finish. At ARC's request a sample of the material, color or finish shall be provided.

The applicant (builder, architect, contractor or authorized representative) must submit 2 sets of plans, drawings and documents for the ARC review. As stated earlier, the owner will be charged a one-time process fee for the design submittal at the election of the ARC. The ARC shall have the right to increase this fee from time to time as stated in Covenants, Conditions, and Restrictions. The fee has been established to partially cover the expense of reviewing plans and related data and to compensate any consulting architects, urban designers, inspectors, or attorneys retained by the ARC.

The application for approval, fee and all materials necessary for the ARC to approve a residence should be sent to:

May Green Properties
ATTN: The Coves on River Oaks ARC
6121 Charlotte Hwy.
York, SC 29745
803-631-4110

Submission Requirements

The ARC has developed a standard method of arranging drawings submitted for review. Plans should be submitted on 24" X 36" maximum sheet size, with the application form bound to the upper left-hand side of Sheet One, and consist of the previous information.

Design Review

The final design review should be simple and straightforward. The design submittal should incorporate all of the requirements of the Design Review Procedure and other portions of the Design Guidelines as well as comments from previous meetings and design reviews. Upon final agreement of the items required to be modified as indicated on the final submittal all parties shall affix signatures on the comment's sheet attesting to the agreement. One set of documents will then be returned to the property owner "Approved as Submitted," "Approved as Noted," or "Resubmit." Only items requiring extensive modification will necessitate re-submittal.

If work has not started or a continuance received by the lot owner or owner's agent within one hundred eighty (180) days subsequent to approval; a re-application and re-approval, subject to any new regulations, may then be necessary to begin construction. Once final approval has been granted the lot owner may stake the lot and begin construction.

Site Inspection

The General Rules for all The Coves on River Oaks contractors and service personnel (attached on page 10) outline what is expected on the job site of personnel and site cleanliness. Periodic inspections of the job sites and community will keep the ARC informed of any violations within the community. A written five-day notice will then be issued to the lot owner or agent to correct the violation. If the violation has not been corrected within the five-day period the condition will be amended by ARC and billed to the lot owner. Maintaining a clean and orderly job site within the community is the responsibility of the owner. The design review process aids in creating a quality community and maintaining property values. Deviation from the approved plans and Design Guidelines defeats the purpose of the review process. Primarily concerned with the home's elevations and the site plan's structures and their location, the ARC will watch the home closely during construction to insure the approved plans are being accurately constructed. Substantial deviation may require the ARC to correct the situation as per the approval plan and charge the lot owner for the expense.

Final Inspection

Within 10 days of completion of the construction (excluding landscaping) ARC is to confirm compliance of all approved plans to inform the owner within 5 days from inspection of any deficiencies.

Disclaimer

No approval of plans, location or specifications and no publication of architectural standards or recommendations shall be construed as representing or implying that any such plans, specifications or standards will, if followed, result in a properly constructed residence. Such approvals and standards shall in no event be construed as representing, warranting or guaranteeing that any residence or improvement thereto will be built in a good workmanlike

manner or that the plans and specifications with respect thereto shall result in a residence of any particular quality, or that the plans and specifications comply with building codes or zoning ordinance. Neither the developer nor the ARC shall be responsible or liable for any defects in any plans or specifications submitted, revised or approved under the restrictive covenants or under the architectural review board procedures, nor shall the developer or the ARC have any responsibility for defects in construction pursuant to any such plans and specifications. Each property owner shall have sole responsibility for compliance with the plans as approved by the ARC and agrees to hold the developer and the ARC harmless from any failure thereof caused by the property owners, architect or builder.

DESIGN FEATURES

A. Recommended Materials List:

1. Exterior walls may incorporate any three of the following:
 - Brick
 - Stucco
 - Stone
 - Hardi Plank
2. Roofing: (Pitch 8:12)
 - Architectural or
 - Slate
 - Tile
 - Standing Seamed Copper
3. Materials:
 - a. Brick selections using subtle color blends are recommended. Avoid strongly contrasting colors of brick which produce the “salt and pepper” or “checkerboard look.
 - b. Color mortar should be considered as an added, flexible design element, in addition to the relationship between brick, roof siding and trim coloring. Avoid mixing of drastically contrasting styles.
 - c. Mortar joints can be treated in a variety of ways to add interest, cast shadows, and reinforce architectural style.

B. Facades/Detailing

1. House of the same style with the same front façade shall not be located in close proximity to another. ARC to use its best judgment in this matter.
2. Use colors and materials which are complimentary and compatible with each other. Care should be taken to maintain consistent style and quality of detailing throughout the residence. Exterior colors should be compatible with the colors of other houses in the immediate area. Adjacent houses shall not have identical color and schemes. Avoid houses of identical colors directly across the street from one another.
3. Utilize texture producing form liners of stucco for exposed basement or foundation walls.
4. Use of brick façade, shutters, turned wood columns and balustrades, louvers, and wood millwork, all of compatible architectural style is desirable. Sun control devices such as awnings, trellis and sun-screen film on windows should be compatible with the architectural style, color and character of the house. Awnings should be straight-forward in design without decorative embellishments such as scallops, fringes, and contrasting colored stitches.

C. Rooflines

1. Varied rooflines are encouraged to provide visual interest and relief both in individual houses and housing clusters.
2. Roof pitch and materials should be consistent with neighborhood precedent.

D. Attic Ventilators

1. Attic ventilators, vents or other apparatus requiring penetration of the roof should be as small in size as functionally possible. They should be located generally on the least visible side of the roof.

E. Chimneys and Metal Flues

1. Flue enclosures shall be compatible in material, design, location, and color with the house.

F. Coloring Guidelines

1. All structures should be colored the same color as the home siding color.

2. All vertical siding to be painted same color as home siding.
3. Gable material that is not trim should be painted the same color as the siding.
4. Never leave window mullions, sidelights, or front doors unfinished.
5. Garage Doors:
 - a. Garage doors shall be painted the same color as the home siding, except when the home has a complete brick front. In this case, the garage door and the garage door trim are to be painted the same color as the house trim.
 - b. The trim and/or brick mold, and jambs around the garage doors shall be painted the outside trim color.
 - c. When the front of the home is completely bricked, the garage door and the garage door trim will be painted the outside trim color.

DESIGN CRITERIA

Drainage

Drainage considerations for individual home sites play an important part in the ecological balance of the community. Water runoff for each individual building site must be handled by adequately sloping all areas so that runoff can be directed to the natural drainage areas of storm drainage facilities. Water runoff and control is the responsibility of each owner. By creatively incorporating the drainage plan into the site plan and proposed landscaping, what once might have been a site problem or constraint could possibly become an amenity.

Remodeling and Additions

Remodeling and additions to existing improvements are required to follow the same guidelines as new construction.

Alterations to Approved Plans

In the event exterior changes or material modifications are made to an approved design plan during the construction process which alters the character of the house, it is the responsibility of the lot owner or his designated agent to immediately notify the ARC for administrative approval.

GENERAL RULES FOR ALL CONTRACTORS AND SERVICE PERSONNEL

ARC intends to enforce the regulations listed below. Notification of violation will be sent to the responsible party and property owner defining those items not in compliance with the rules and regulations. Upon receipt of the notification, the involved parties have five (5) working days to correct the situation or ARC will take the necessary actions to correct the violation. Those actions could include charging the property owner for the corrections done by ARC, withholding architectural review until the violations are amended, or, in certain cases, denying entry to contractors or personnel thereby preventing work within the community.

The following rules apply to all contractors and service personnel while on The Coves on River Oaks premises. Any questions or concerns may be directed to the ARC.

1. Contractors are required to keep the job sites as neat and clean as possible. Construction dumpsters are required on each job site. Trash and discarded materials, such as lunch bags, cans and odd materials, must be removed daily. All debris stockpiled for removal should be located in the rear of the residence. Stockpiling of trash or any material on adjacent lots or streets is not permitted. If trash and debris on the job site becomes a noticeable problem, notification to the responsible party will be given by the ARC to clean up the site within five (5) working days. If after the 5-day period the site has not been cleaned up, ARC will remove the debris and charge the property owner.
2. Proper erosion control is the responsibility of the contractor. Adequate silt fencing and gravel at the entry drive must be properly installed and maintained. The streets should be kept free of mud, silt and debris from erosion and construction traffic.
3. Contractors will use only the utilities provided on the immediate site on which they are working.
4. Portable toilets are required on each job site and are the responsibility of the contractors. They should be located off the right of way, and sanitized weekly.
5. Vehicles are to be parked on one side of the street only or on the immediate site on which the contractor is working. No vehicles (cars, truck, van, etc.) may be left in the subdivision overnight. Construction equipment may be left on the site while needed but must be kept off the street.
6. Washing of any truck or vehicle on the street is not permitted. Any washing of concrete delivery trucks must be on the construction site.
7. Operators of vehicles are required to see that they do not spill any damaging materials while in the community. Objects should not be thrown out of cars and trucks. If spillage does occur, it is the responsibility of the operator for cleanup. Clean-ups done by ARC personnel will be charged to the responsible party. Please report any spills as soon as possible.

8. The established speed limit within the community is 25 miles per hour for all vehicles.
9. Any damage to street and shoulders, drainage ditches, street lights, street markers, mailboxes, walls, fences, etc., will be repaired by Owner/Contractor after notice from ARC. If damage is not repaired in a timely manner, ARC may make repairs and bill such costs to the property owner.
10. If any telephone, cable TV, electrical, water, or other utility lines are cut, it is the responsible party's obligation to report such an accident to the ARC and the appropriate utility company.
11. Loud radios or noise will not be allowed within the community. This is distracting to property owners. Normal radio levels are acceptable. Do not mount speakers on vehicles or outside of homes under construction.
12. Only bona fide workers are allowed on the property. Spouses may drive workers to the site and pick them up, but must not remain on the property unless they are employees of the contractor. No children will be permitted on the property unless they are bona fide workers or registered visitors.
13. No contractor or service personnel will be permitted to bring pets on the property.
14. Building permits are the only sign or document to be posted at a home-site during construction. Business or other forms of advertisement, if permitted, shall be on signs approved by the ARC.
15. No alcoholic beverages or controlled substances shall be consumed or in the possession of any construction or service personnel.