# Crestview at Lake Keowee Environmental & Lake Buffer Guidelines - Checklist for Owners and Builders

**Introduction**

The Guidelines have been established to provide Lot Owners and their builders with a set of parameters for the preparation of plans, specifications and drawings for Site Improvement, and the general application of the "Lake Buffer Guidelines." Each Lot Owner and each Lot Owner's building team should become familiar with the Guidelines and the process set forth for the submittal, review and approval of Site Improvement Plans and Specifications. If building in the Community, Lot Owners and their builders are encouraged to consult the ECC with questions regarding the application of the Guidelines to the Lot Owners’ design concepts prior to the initiation of any design work and during construction.

Prior to the commencement of any construction activity of any type (including grading work or clearing) on any lot, written approval from the ECC must be received by the Lot Owner. This process consists of three phases. 1. Site Improvement Plans and Specifications Review, 2. Lot Staking, Site Inspection, 3. A meeting or telephone conference call with the Lot Owner, S.C. licensed builder and members of the ECC to review potential problem areas that relate to Covenants and Guidelines.

To facilitate the completion of all requirements, the following checklist has been developed. Please consult with the ECC should there be any questions.

**Owners Checklist**

1. Review the Covenants Article VII (sections 7.1, 7.2, 7.3, 7.4, 7.5, 7.8, 7.11, 7.15, 7.16, 7.17, 7.19, 7.20, and 7.22) and the Environmental and Lake Buffer Guidelines (Rev, November 2021) to ensure an understanding of requirements and restrictions.
2. Site Improvement Plans & Specifications Review
	1. Completed Schedule A, and/or Schedule C (signed by Lot Owner), submitted to ECC [ ]
	2. Attach two copies of a Site Improvement Plan at 10 scale (1”= 10’) showing precise location of home site (include porches, decks) include set back distances from lot lines, lot improvements, driveway, Lake Buffer Area, retaining walls with distance from LBA, septic tank location, septic drain field location, location of erosion control devices and any other pertinent and/or applicable information as requested by the ECC. A certified SC surveyor will note on the site plan all mature trees within the Lake Buffer Area and identify them as deciduous or evergreen and note their caliper as described in Schedule E. (Refer to Section 7 of the Covenants for additional construction information)
	3. An elevation of the house (two copies) noting roof slope, types of exterior construction materials and approximate location where each type of exterior material starts and ends,
	4. Plan view of interior of house (two copies) to include garage and noting heated finished square footage of each level (room sizes are not required).
	5. One check may be written to the “Crestview Owners Association” for all applicable deposits, fees or escrow amounts.
		1. $5,000.00 for Construction Escrow Deposit. If only Shoreline Improvement is requested, the deposit is $1,000.
		2. $175 for ECC Compliance/Administrative fee for house construction. Septic Fee of $75. (For new house construction only)
3. Erosion Control Plan
	1. An erosion control plan (using erosion control measures such as silt fences, silt fences with wire support, hay bales, diversion swales, stone filter dams, etc., as required) must be utilized. Written approval of the erosion control plan must be obtained from the ECC prior to any earth-disturbing operations on any Lot
4. ECC Approval of Site Improvement Plans
	1. The ECC will review the Site Improvement Plans and Specifications, House Elevation, and House Plan View that have been properly submitted within ten working days. If found not to be in compliance with the Guidelines or if found to be otherwise unacceptable to the ECC, the Lot Owner and his representative shall be notified in writing of the items found not to be in compliance or to be otherwise unacceptable to the ECC.
5. Lot Staking, Site Inspection & Approval to Commence Work
	1. Stake the Lake Buffer Area (defining the Lake Buffer Area requires a S.C. certified surveyor) and place barricade type tape along the length of boundary and install silt fencing as required by the ECC.
	2. Stake the location of Improvement (i.e. - stake the primary home corners, garage, retaining walls, construction entrance, etc.)
	3. Dumpster location, material placement and concrete washout visually located.
	4. Erosion control measures (silt fences, silt fence with wire, hay bales, diversion swales, stone filter dams, etc., as required by ECC) must be installed.
	5. Water Hook – Up will be completed and a long hose installed at the curb side for street cleanup and tire washing.
	6. After the Lot has been staked, the Owner shall request the ECC to make a site inspection prior to written approval to begin construction.
6. Foundation Survey
	1. Within 15 days of pouring the foundations/footers, sub-bases etc. for house, garage including retaining walls, or other site improvements, etc. a foundation survey completed by a registered S.C. surveyor must be submitted to the ECC to verify the house or site improvement location is within the setbacks and not within the Lake Buffer Area. Measured distances must be shown.
7. Septic System
	1. All septic installations shall contain an approved filter and inspection access riser cover that extends to the finished graded lot. It is recommended that two inspection access risers be installed to facilitate any future septic maintenance requirements.
8. Dock & Shoreline Improvement
	1. The location, dimensions and materials of any improvement other than a dock, boat slip, or pier constructed adjacent to or appurtenant to a Waterfront Lot or otherwise within the boundary of the Lake must be approved in advance in writing by the ECC.
	2. Duke Lake Services written approval is required prior to the installation of any individual dock, pier, or boat slip within the Community.
	3. The point of access of a dock, pier or boat slip and any site disturbance or clearing associated with its placement or construction must be submitted to the ECC for approval.
	4. Duke Lake Services and ECC written approval is required prior to the installation of shoreline stabilization within the Community. Owner is required to submit Schedule C for ECC review.
	5. ECC written approval is required prior to the installation of any walkways through the Lake Buffer Areas within the Community
9. Lake Buffer Improvement
	1. ECC Approval is required before any work is conducted inside the Lake Buffer Area, including but not limited to removal of dead or diseased trees, selective clearing of underbrush, and planting of shrubs and groundcover as permitted by Duke Energy “Shoreline Management Guidelines”.
10. Final Inspection & Escrow Refund
	1. A request must be made to the ECC in writing to conduct a final on-site inspection by submitting Schedule D. The Construction Escrow Deposit will be refunded after this inspection has been conducted and the Lot is deemed to be "in compliance" with the approved Site Improvement Plans and Specifications, provided that some or all the Construction Escrow Deposit has not been utilized during the building process.

Contact Details (As at January 1, 2025)

**ECC Committee Members**

* Don Flint: 770-329-3466, ldjflint@att.net
* Doug Napodano: 864-533-8210, Napodano31@gmail.com
* Stephen Cobb: 678-315-0223, scobbandco@gmail.com

**Board Members**

* Hal Stevens, President: 954-290-1835, legal330@aol.com
* Kirk Hale, Board liaison to the ECC: 901-484-9017, khaleccllc@gmail.com
* Trey Absher, Board Secretary: 864-784-4188, absher.trey@gmail.com