

Application for Major Exterior Modifications to an Existing Home
Keowee Harbours Architectural Control Committee (ACC)

This form is for **major** exterior modifications — projects that would alter the footprint or structure of the home or involve heavy construction traffic on community roads. If you are uncertain as to the scope of your proposed project, please consult with the ACC prior to submitting your application. The ACC has authority to determine under which category your proposed project should be placed.

Owner Name(s): _____ Lot #: _____ Date: _____

Builder/Contractor: _____ Builder's Tel #: _____

Estimated Start Date: _____ Estimated Date of Completion: _____

Description of Proposed Modification: _____

No work, including the cutting of trees if needed, may be started before the ACC approves your application. The ACC will mark with tape those trees that cannot be removed.

I. Submit the following to the ACC with this application:

- A. If you are proposing to alter the footprint of your home, submit a current survey of your property prepared by a licensed SC surveyor. The survey must include an overlay of a plat showing, to scale, the location of the altered footprint of the house. It must include exact foundation corner measurements and setback measurements from the foundation, eaves, decks, patios, etc. to the property lines. SETBACKS: minimum 10-foot side, 40-foot front and 50-foot rear setbacks measured from the eaves, decks, patios, etc. of the modified home to the property line.

If any modifications are made to any of the measurements shown on this plat after footers are poured or at any time during construction, another plat must be submitted before further construction continues. Noncompliance could result in legal action to stop all work. This plat is retained in Keowee Harbours' files.

- B. Submit two sets of builder's plans if applicable. One set will be retained in Keowee Harbours' files; the other will be returned to the owner after approval by the ACC. If available from the builder, also submit a copy of the building specifications.
- C. If applicable to your project, submit a signed and dated *Road Damage Prevention form*.
- D. Provide samples of proposed exterior siding, brick, roofing, etc. If the type or color of any of the exterior materials is changed during construction, new samples must be submitted to the ACC before proceeding.
- E. Include with your application a **non-refundable** impact fee of **\$1,000**, made payable to KHCSA. It covers the cost of normal wear and tear to our roads during the construction process. It is understood that you will also be held responsible for abnormal wear or excessive damage to our roads or property caused by your builder's use of tracked vehicles or heavy truck traffic.

- F. Include with your application a **refundable** violations/damage/cleanup/restoration fee of **\$5,000**, written on your account and made payable to KHCSA. This is a *deposit* to ensure that construction refuse and garbage is placed in builder-supplied containers during construction, and that building materials are stored in an orderly manner so as not to be an eyesore to the community. If the builder does not comply, the ACC will use the deposit to hire a service to clean the building site.

Additionally, if the builder fails to repair construction-related damage to roads or common property, this deposit will be used for those repairs. In the event of noncompliance with the requirements and conditions set forth in this application and the *Keowee Harbours Covenants and Restrictions*, the ACC will retain all or part of the \$5,000 refundable deposit toward remediation of the non-compliance. You will be billed for any costs over and above the amount deposited.

II. Owner Obligations

- A. If construction has not commenced within six (6) months of the ACC's application approval date, a new application must be submitted if you still desire to build. ACC approval for an extension is required if construction has not been completed within one year of the actual building commencement date.
- B. The speed limit for all vehicles is **25 mph**. Inform your builder or contractor that all trucks must use the Service Entrance and that in turn, he must inform his workers, subcontractors, and delivery trucks of these requirements. In addition, request that the trucks not drive close to the edges of our roads. Keowee Harbours is responsible for the maintenance of our roads, not the county, hence our concern with their usage.
NOTE: Large trucks must not attempt to turn left at the top of the Service Road onto Beacon Ridge Circle. To access lots to the left of the Service Road but avoid this maneuver and possible damage, the driver should turn right onto Beacon Ridge Circle, go down and around the circle and then back up.
- C. *Porta-John* must be available at the building site on the first day of work and until all work at the site is completed.
- D. Inform the builder that *Keowee Harbours Covenants & Restrictions* prohibit the erection of signs on any lot, including contractor or subcontractor signs.
- E. As the owner, it is your responsibility to see that your builder controls rain runoff and the tracking of soil or other debris onto the community roads. These conditions must be rectified prior to the builder leaving the site each day. DHEC requires the use of retention fabric, straw or other means to reduce runoff in areas with mud or heavy water flow. If applicable, grading and final landscaping of property shall ensure proper drainage of water to prevent excessive runoff onto adjoining property. The use of rip-rap, drainage pipes, retaining walls, or other good building methods is recommended to ensure good drainage.
- F. Inform your builder/contractor that open fires are **not** permitted — by order of the Oconee County Fire Chief. The burying of building materials, debris or trees is **not** permitted on any lot.
- G. Within one month after completion of your project, you will ensure that your builder or another party has performed the following applicable tasks: a) removed all building debris/materials, dumpster, trash receptacles and *Porta-John*; b) restored/repared the road, culverts, parkway grass, and/or mulched areas on common property that were disturbed by the construction; and c) completed the final grading if applicable. When these tasks have been completed, inform the ACC that your project is ready for the final inspection by the ACC and the Building and Grounds Committee. When the building site passes this final inspection, the ACC will contact the Treasurer who will arrange for a refund of all or part of the \$5,000 fee (see Section I, paragraph F above).

H. As the owner, you warrant to the ACC that you have read the *Keowee Harbours Covenants and Restrictions* and are, to the best of your knowledge, in compliance with this document in relation to the proposed construction.

Your application will be reviewed at the next ACC monthly meeting (normally the 2nd Monday of each month) at which time it will assign two committee members to serve as project liaisons. The approved county building permit must be conspicuously posted during the construction of your home.

Signatures:

Builder: _____ Date _____

Owner: _____ Date _____

Application Approved

Disapproved

ACC Comments:

Keowee Harbours Architectural Control Committee:

Member _____ Date _____

Member _____ Date _____

Member _____ Date _____

Member _____ Date _____

Member _____ Date _____

Member _____ Date _____

Member _____ Date _____

Please email the completed document to ACC Chair (Ron Tolley) at khron35@gmail.com. If you are unable to email the documents to him, please email him to make arrangements to get the documents to him. His phone number is also in the neighborhood directory.