



**The Cliffs Community Association at Glassy**

***Design Guidelines and Application Package  
For New and Remodel Homes***

Revised: December 2018  
Superseding all previous versions

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# The Cliffs Community Association at Glassy

Architectural Review Committee

8 Plumley Summit  
Road Landrum,  
SC 29356

Dear Property Owner:

These Guidelines outline the design principles, and requirements for building a new home, modifying an existing house or landscaping property within the Cliffs at Glassy Community. We encourage you to review these Guidelines to aid in your understanding of the design and review processes. It can help in the planning discussions with your builder. While this document should prove to be a helpful tool in planning your project at The Cliffs at Glassy, it can neither provide every answer nor guarantee ideal solutions for every situation. As questions arise concerning your building plans, the Architectural Review Committee (ARC) will be happy to assist you. We encourage you, as the property owner, to participate in all presentations to the ARC as they are made by your architect, designer or builder.

We hope you, your designer and builder will find the Guidelines helpful and we encourage your questions and comments.

Sincerely,

The Cliffs at Glassy Architectural Review Committee

NOTICE: These Guidelines were adopted in December 2018 and supersede all other versions. Please contact the Mountain Administrator to be sure that you are using the latest Guidelines.

# **Section I**

# **Overview**

# THE CLIFFS AT GLASSY

## ARCHITECTURAL REVIEW PROCESS SUMMARY

These Design and Construction Guidelines and Application Package for The Cliffs at Glassy (Guidelines) were approved as of December 2018. Please contact the Mountain Administrator's Office (MA) at (864) 895-2829 or email [glassypoa@nhe-inc.com](mailto:glassypoa@nhe-inc.com) or [glassyliving.com](http://glassyliving.com), to assure you have the current Guidelines.

The items below are listed only as a guideline summary of the ARC review process. Each review step is recommended by the ARC. The complete review requirements are provided in [Section IV](#) and [Section V](#) of these Guidelines.

In all reviews with the ARC, property owner attendance and participation is recommended.

**1. Sketch Review – Should be conducted at the very early design stage. The initial architectural sketch or rendering is sufficient. Review Fee due at this stage.**

Benefits:

- Avoids the property owner incurring unnecessary costs in developing detailed design documents where the proposed design would not be considered compatible in the Glassy Community
- Provides an opportunity to obtain ARC member input to improve the design in the context of the site and existing topography
- Serves as early confirmation between the architect, builder and property owner that they have a shared vision of the property owner's desired home design

**2. Preliminary Review – Should be conducted when preliminary drawings are complete**

Benefits:

- In order to fully benefit from this review process, it is highly recommended that the preliminary review be completed PRIOR TO THE INITIATION OF CONSTRUCTION DRAWINGS
- Potentially save the property owner the expense of unusable and costly construction drawings

**3. Final Review/Steps for Final Approval. Bonds and RUF due at this time.**

**4. Landscape Review - refer to [Section VI](#) in these Guidelines. Bond due at this time.**

**Note: AN INCOMPLETE SUBMITTAL WILL NOT BE ACCEPTED FOR FURTHER ACTION.**

Reference [Section V](#) Review and Approval Process for more detail.

# DEVELOPMENT, DESIGN, AND BUILDING PHILOSOPHY

All houses built at The Cliffs at Glassy must be designed by and built in accordance with the plans and specifications of a licensed architect or other qualified building designers, who must integrate the unique topography of an Owners lot into their plans. For homes built on sites with challenging topography, it is recommended an Owner consider having his or her drainage/erosion plan and landscape plan developed in consultation with a qualified and experienced or licensed Landscape Architect and or a licensed Civil Engineer. The unique mountain topography is challenging for site planning, architectural appearance, conformity, and quality of detail.

The homes in the Cliffs at Glassy community are to be designed and constructed to satisfy the owner's desires and at the same time be compatible in architectural style in the mountain environment. The ARC will pay close attention to compatibility issues when a property owner submits plans for approval.

The ARC may disapprove any proposed construction design on purely aesthetic grounds, where, in its sole judgment, such action is required to protect natural beauty and attractiveness of the site and/or the improvements are deemed to be incompatible with the general architecture of the community.

Modular construction, systems built homes or components are permitted provided they comply with the Guidelines requirements. These types of construction must meet aesthetic and architectural standards of the community as determined at the sole discretion of the ARC.

Building contractor must be licensed in the State of South Carolina for residential construction. The ARC does not suggest or recommend the acceptability of any one contractor (builder) over another. The ARC does not recommend or take responsibility for any terms and conditions of arrangements between the property owner and contractor selected for construction of the home, notwithstanding the required approvals from the ARC. The ARC does, however, recommend:

- (a) The property owner enters into a contract with the builder, defining the terms and conditions for construction of the home on the owner's property, as well as seek advice of counsel in the preparation of the contract.
- (b) The property owner seeks the advice of an insurance agent to protect all interests adequately and to cover the home during construction and subsequent to completion of construction, so that the property owner will be adequately covered for all types of contingencies and liabilities.

The Cliffs at Glassy is a master planned development intended to blend into its natural mountainous setting rather than contrast or compete with it. The architectural review process has been established to help ensure that each home makes a contribution to this design objective. Although all sites and homes will vary somewhat, a common set of design elements and theme compatibility should be carried throughout.

The intent of these Design Guidelines is to retain the existing, natural terrain and blend new construction into the natural shape of the hills, slopes, banks and ridges in as natural a way as possible by encouraging "site-sensitive" design principles, minimal grading, use of natural drainage patterns, and discouraging cut banks, mass grading, excessive terracing, and altering of existing topography. Minimizing the disturbed area of each site is a goal of good design at The Cliffs at Glassy.

The Cliffs at Glassy is dedicated to preserving a unique and ecologically sensitive community. Our architectural design and construction philosophy is that the form and color of homes should be unobtrusive and complement their natural setting. Home design should adapt to the topography and context of its specific site condition.

# REGULATIONS

Construction of the residence must be completed in a timely manner (24 months from Construction Permit) without interruptions. Landscaping must be completed within six (6) months of the completion of construction and/or issuance of the Certificate of Occupancy.

**The hours allowed for construction are from 7:00 a.m. to 7:00 p.m., Monday through Friday and 7:00 a.m. to 5:00 p.m. on Saturday. Check [Section IV](#) for summer hours. No residential construction work will be performed on Sundays or holidays. See [Section IV](#) for observed holidays.**

The conduct of all workmen is the responsibility of the General Contractor. All incoming vehicles must be registered with security for identification and to obtain a gate pass. Construction workers are allowed access to and from the construction site only and are strictly forbidden from riding about the community. Vehicles may be periodically searched to protect all contractors from theft of material and equipment. Loud cars and speeding (speed limit is 25 mph in The Cliffs at Glassy) are not permitted in the community. All construction vehicles must be parked either on the construction site or on one side of the road only. Music from radios disturbing property owners or guests is not permitted at any time. Trailers or trucks cannot be left for more than a day alongside any road without specific ARC and Security approval.

The Owner or Architect must submit all proposals for exterior changes to the ARC prior to implementation. The Covenants grant the Association power to employ workers to correct any exterior changes made without approval or to employ persons to clean up an unacceptable lot. These charges will be deducted from the Builder Bond or, if exhausted, the Contractor is required to reestablish the bond prior to work continuing on the site.

The above regulations are designed to enhance The Cliffs at Glassy overall appearance to residents and visitors. Repeated violation of these regulations will result in the suspension of the building approval for that residence until corrective action has been taken by the contractor.

A Contractor who repeatedly violates either the “letter” or “spirit” of these Design Guidelines may be required to post a larger construction bond or, in the extreme, be prohibited from working at The Cliffs at Glassy. The Property Owners Association’s Board at its sole discretion may bar or restrict any contractor, builder or subcontractor from (a) entering The Cliffs at Glassy and/or (b) constructing or building any building or improvement in The Cliffs at Glassy.

# **Section II**

# **Design Considerations &**

# **Restrictions**

# BUILDING SETBACKS

The buildable area of every lot must be delineated to determine the portion of the lot upon which the house will be constructed. This area is specified by the easements and setbacks as recorded on the subdivision plat or in the legal description of the lot. In the absence of setbacks specified on subdivision plat and/or covenants, the typical setbacks required by the ARC are:

Single Family Lots – All Sections

- Front or Side Yard – adjoining street – 25 feet
- Side or Rear Yard – adjoining a golf course – 30 feet Rear Yard – 30 feet
- Side Yard – 25 feet

# COLORS

According to Covenants 11.1 “No permission or approval shall be required to repaint the exterior of a structure in accordance with the originally approved color scheme or to rebuild in accordance with originally approved plans and specifications.

All exterior materials and colors should be chosen so as to not stand out, but complement the mountain aesthetic blending into the beauty of Glassy.

Any change in color or new construction color requires a “chip” be submitted to the ARC for approval in advance of painting or staining. Color is measured by the amount of visible and usable light that is reflected – called LRV. Light Reflective Value maximum for Glassy is 43, but that is just one component in color selection. A paint LRV above 43 will have too much light and will stand out rather than blend into the mountain aesthetic.

Consider colors that will blend fixed elements together. An architect or designer will be able to assist in exterior color selection.

No white window cladding or trim of any kind is permitted. For new construction, a 3’ x 3’ color board (See [Section IX](#)) showing materials to be used must be posted on site directly next to the builder sign so as to be visible from the road prior to roofing or application of exterior materials/colors. The ARC may disapprove any color on purely aesthetic grounds, where in its sole judgment such action is required to protect the natural beauty and attractiveness of the site and the color is deemed to be incompatible with the aesthetic standard of the community.

# ENTRANCE COLUMNS, GATES, AND FENCES

Entrance columns, fences and gates are structures requiring approval by the ARC as to design, material and location. Entrance gates are discouraged. Entrance columns must be at least 5 feet away from the road or outside the road easement, whichever is greater. The width between the columns must be at least 12 feet apart to not restrict fire truck access to the house and require pre-approval by the ARC as to need, design, size and location.

Fences are discouraged except where required by building codes such as enclosing a swimming pool. When fences are necessary or desired, they must harmonize in character and color with the house and landscape design. Fences abutting a golf course are not permitted. No fences are permitted in the front yard.

Any proposed fences, gates or columns must be included in the final landscape plan submission. Natural fences and berms are allowed and encouraged, but must be included on the landscape plan.

## **EXTERIOR LIGHTING**

All exterior lighting must be down lighting with low light output to minimize glare and light pollution. The only exceptions are house number lighting to aid first responders and where brighter lighting is needed for safety reasons.

All exterior lighting, including landscape lighting, location, type and direction must be represented on the Final Review Plan and remain consistent in the landscape plan. Spot and flood lights must be hooded to minimize direct visual impact and exterior ground lighting should be directed away from neighboring property. The lighting/washing of exterior house walls is discouraged. Lamp posts and any lighting designed to be highly reflective will be rejected. Exterior light fixtures should be conservative in number and the color of the light housings should be consistent with the color scheme of the house. Globes on house fixtures are to be frosted/non-clear, when possible. White color housings will not be approved.

Location, placement and direction of lighting should enhance the landscape and residence and must not infringe upon adjacent property owners. Colored lights are prohibited except during certain holiday seasons such as Christmas; but must be removed when the holiday passes.

## **GARAGES**

Every home must have a minimum of a two-car garage of at least 400 square feet. The garage must be attached unless otherwise approved by the ARC, and in that case must be of similar construction and appearance as the home. No carports are allowed. Each family dwelling unit must have sufficient enclosed garage space for any and all family cars. Garage doors must be located so as to not face the street, unless an ARC variance is granted.

## **HVAC UNITS**

All HVAC units must be shielded from road, golf course, and any neighboring property with evergreen plants, walls or screens. Location of said units is required on the site plan.

Window air conditioning units are not permitted. All compressor units shall be ground mounted. Compressor units shall be screened by approved fencing or planting.

## **MATERIALS AND SURFACES**

The use of high-quality exterior siding materials should incorporate a balance of the following materials: engineered wood-like aggregate products, natural woods, stucco and stone. Use of imitation or less than highest quality materials is grounds for rejection.

The use of plywood siding is not permitted except for use on underside of soffit. Aluminum and Vinyl siding, vinyl soffits and vinyl windows are not permitted.

- Brick, red in color and unpainted, is not permitted on buildings, columns and/or driveways.
- No concrete blocks may be exposed.
- Poured concrete retaining walls should utilize the same or similar masonry finish as the home.
- No unpainted sheet metal may be exposed.

- All driveways and parking areas must be paved with asphalt or concrete unless another paving material is approved in writing by the ARC. Staining of concrete may be required at the discretion of the ARC.
- The use of wood lattice is discouraged but any use must receive ARC approval.

## **OUTDOOR FIREPLACES / FIREPITS, PLAY EQUIPMENT AND STRUCTURES**

**Open burning is prohibited within the Glassy Community.** OUTDOOR WOOD BURNING FIRE PITS/FIRE PLACES ARE NOT ALLOWED. Outdoor gas fire pits are allowed with ARC approval and must have a spark arresting screen protector. All propane tanks must be buried.

All play equipment, gazebos, pergolas, etc. and similar type structures including greenhouses, sculptures, birdbaths, birdhouses, fountains, water features or other decorative embellishments shall be placed so that they are unobtrusive and within setback lines. To be sure these items are placed to minimize visibility from the road, your neighbor and the golf course; they must be included in the Sketch Preliminary Review and the Final Review.

## **RIGHT-OF-WAY RESTRICTIONS**

The right-of-way consists of the road adjacent to your property, and the strip of land on each side of the road that lies between the edge of the road and the property line.

Owners may not build or place any structure in the right-of-way, remove any trees or other vegetation from the right-of-way, or undertake any projects in the right-of-way that would affect drainage, safety, or aesthetics without obtaining prior written approval from the ARC. Proceeding with a project in the right-of-way without written approval will incur the peril of having to restore the right-of-way to original condition at Owner's expense. If an owner proceeds with a project in the right-of-way after obtaining approval, (such as planting grass on the shoulder of the road, or installing a curb across a driveway entrance), Owner will be solely responsible for all maintenance and damage associated with that project.

## **ROOFS**

Roofing materials shall be wood shakes, wood shingles, engineered cementations aggregate products, fiberglass shingles, or slate. Solar shingles may be considered and approved by the ARC. Use of copper or other metal as the primary roofing material is discouraged and may be used only with the explicit approval of the ARC. Copper or metal roofing products may be used decoratively or as accents and/or for flashing, gutters and downspouts.

Fiberglass shingles must be of an architectural grade and have at least a 25-year warranty. Roof vents and accessories should be located away from the front elevation and painted to match the roof color.

Roof pitches are required to be a minimum of 5/12 and a maximum of 12/12 for functional and aesthetic reasons, although for designs such as a cape, pitch may go higher with ARC approval. The aesthetic appearance of a residence roof-scape depends greatly upon the articulation of the siding, roofing, details, and walls. Details at the soffit, fascia, base, corners, windows and decks should have common elements that help unify the appearance.

Awnings may be used provided they are retractable and not installed on the façade facing the community roads.

# SEPTIC SYSTEMS

All sewage disposal systems shall be designed, located, constructed and maintained in accordance with the requirements, standards and recommendations of the DHEC or its successor governmental authority. Approval of such system shall be obtained from the health authority having jurisdiction. Every family dwelling shall have permanent plumbing and running water and a permanent sewage disposal system.

## SIGNS

Signs are prohibited except as permitted by the Covenants. For Sale Signs are permitted, according to an Amendment to the Covenants dated October 22, 2004, for GlassyI and GlassyII property owners of record prior to October 21, 2004. Contact the Mountain Administrator regarding sign size and design.

Vacant Lot Signs are permitted according to a POA policy approved in October, 2017. Contact the Mountain Administrator regarding the sign size and design.

Construction signs are a standardized design approved by the ARC.

### HOUSE SIGN NUMBER

A Greenville County Ordinance requires that every dwelling have a House Number Sign that is visible from the street. The sign may contain the house number only or both the house number and street name.

The Glassy Mountain Fire Department requires the following house signage:

- HOUSE NUMBER ONLY:
  - Size: Twelve (12) inches high and Fourteen (14) inches wide
- HOUSE NUMBER and STREET NAME SIGNS:
  - Size: Fourteen (14) inches high and Twenty-Two (22) inches wide

The following sign companies have the size and color requirements to be in compliance with Glassy Fire Department signage standards:

- Elite Sign (864-801-0022)
- City Sign (864-882-7061)
- Gimme-A-Sign (864-232-2525)
  - Sandblasted cedar or redwood with the lettering in gray (color no. PMS 429 or Sherwin Williams 7650 Ellie Gray) and background in green (color no. PMS 330 or Sherwin Williams 6468 Hunt Club Green)
  - The use of an alternative material and color such as a Bronze plaque may be permitted with written ARC approval

# CONSTRUCTION SITE SIGN REQUIREMENTS

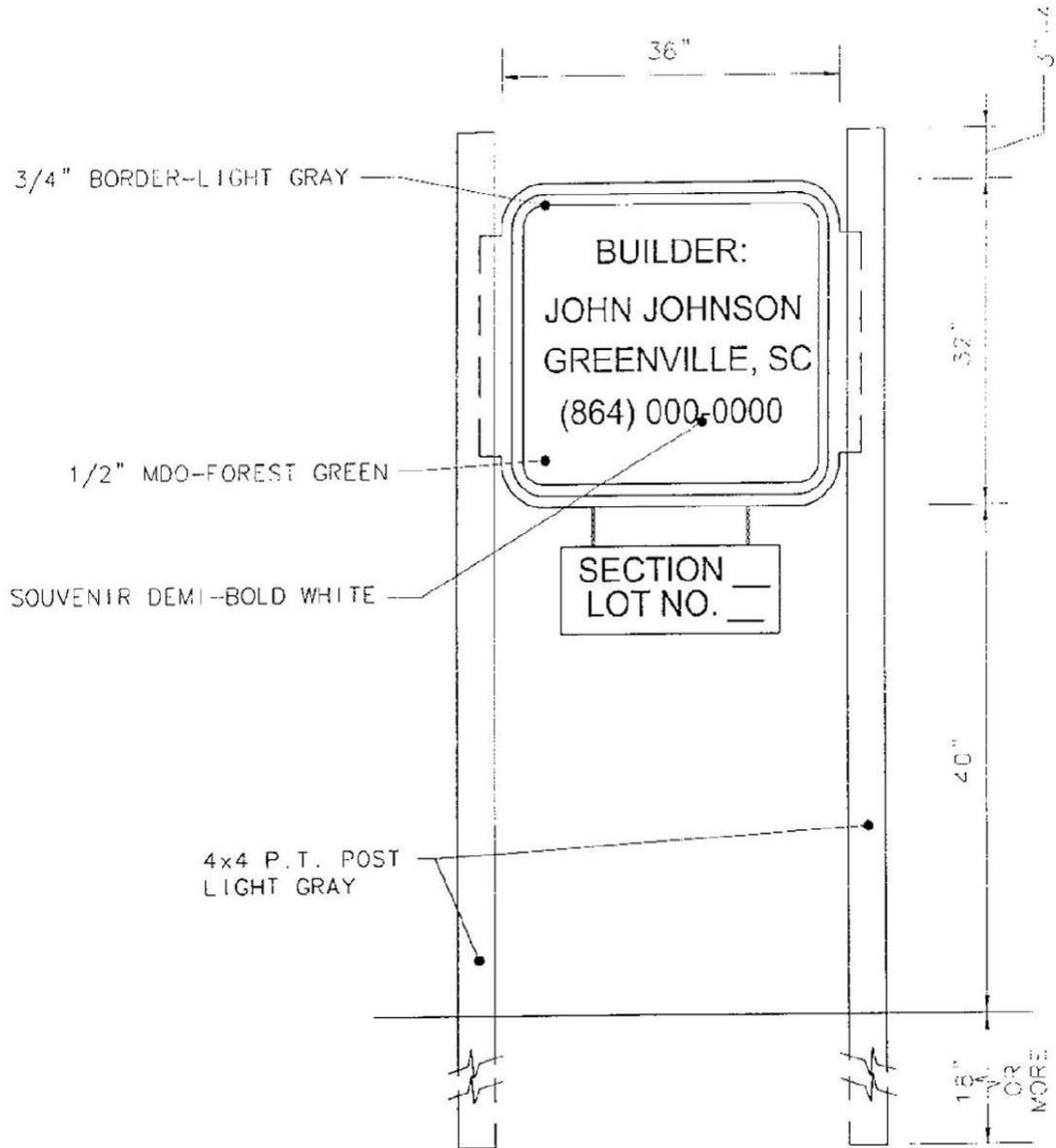
- Each job must contain an approved sign identifying the site location and contractor.
- The job site sign shall be erected BEFORE construction starts.
- Sign shall be erected no closer than ten feet (10') to the edge of the street.
- Permits shall be posted on the rear face of the sign.
- No additional subcontractor signs shall be displayed on the construction site except within the house under construction and provided they are not visible from the road.

Sign description:

	<u><b>STANDARD</b></u>	<u><b>ALTERNATE</b></u>
Posts	4"x4"x8" Gray	Same
Board	32"x36"x 1/2" MDO Forest Green 3/4" Gray Border	Same Contractor's Standard Color Same
Text Style	Souvenir Demi-Bold White	Contractor's Logo and Text Style Contractor's Standard Color
Text Copy	Contractor's Name City Telephone Number	Same Same Same

# BUILDER SIGN DETAIL

\*\* ILLUSTRATION SHOWN WITH STANDARD REQUIREMENTS



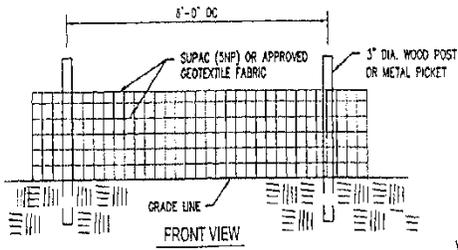
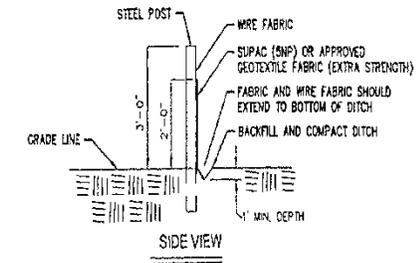
# DRAINAGE / EROSION CONTROL

The contractor is required to establish erosion control around the building envelope before construction or site grading begins. The typical control is silt fencing and the erosion control measures need to be defined on the site plan. Failure to be prescriptive on this control will delay final approval.

Storm water runoff tends to be a problem for most all lots on the mountain. Poorly designed drainage systems have created a variety of problems for homeowners including water flowing into the home, wet walls in areas below grade, washout of plant material, and undermining of drives, walks and culverts. It is the homeowner's responsibility to ensure that a diligent and qualified assessment be given when drawing up your building and landscape plan for the control of surface water. Storm water drainage systems in the immediate area of the site must be integrated into the overall landscape design. For challenging building sites, the homeowner or the homeowner's licensed architect or qualified building designer may find it helpful to develop his or her initial drainage/erosion and or landscape plan in consultation with a qualified and experienced or licensed Landscape Architect and or a licensed Civil Engineer. The following are some concepts that must be incorporated in the drainage control plan during construction and final site planning:

- Silt fencing is required around the construction envelope. Double row of reinforced silt fencing using steel posts and #10 hog wire is required.
- Water must be directed away from foundations but must NOT be directed onto neighboring properties.
- Direct runoff to assist irrigation where possible.
- Direct water away from septic tanks and fields.
- Roof runoff must be managed in such a way that it will not add to erosion on the site. Utilize gutters, down spouts and drain tiles.
- Exiting water may require river-rock management, check dams, turnouts or other accepted means to reduce the speed of the water and erosion.
- To aid in water conservation and drainage control the ARC encourages the installation of rain gardens as part of the drainage and landscape plan.
- Every effort must be made to avoid directing water runoff onto roads. Your landscape architect should be directly involved if this issue is anticipated in your building/landscape design.
- All lots shall have drainage ditch established by the builder along the front of the property line to allow water on the road to drain off of the right-of-way.
- Upon completion of construction, amend compacted soil with organic material and calcium sulfate to improve water penetration into the soil and decrease the runoff burden. Some of the soil on the mountain contains large amounts of clay and is compacted by construction equipment to porosity almost equivalent to concrete. See Drainage detail in the Landscape Specification Checklist for further detail.

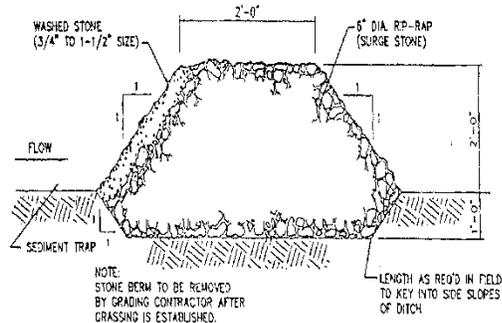
Illustrations of some typical erosion control measures are below:



**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.



**TYPICAL SECTION THRU STONE CHECK DAM**

(N.T.S.)

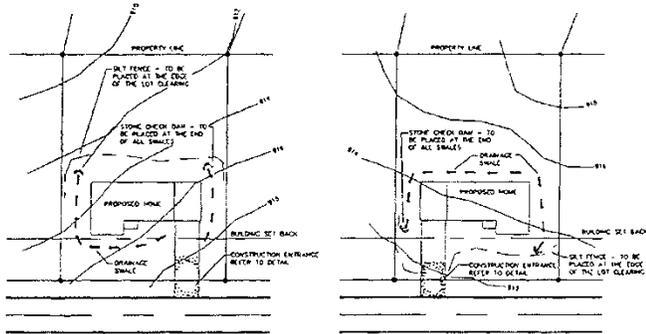
NOTE: STONE BERM TO BE REMOVED BY GRADING CONTRACTOR AFTER GRASSING IS ESTABLISHED.

LENGTH AS REQ'D IN FIELD TO KEY INTO SOE SLOPES OF DITCH

Page 1 of 2

EXHIBIT "A"

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 DRAINING 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 50 LB/LIN IN, AND A SLURRY FLOW RATE OF AT LEAST 0.3 GAL/50 FT/MIN.
2. THE POST SHALL BE 4 INCH DIA. PINE, 2 INCH DIA. OAK, OR 1.33 LB/LJ STEEL WITH A MIN LENGTH OF 4 FEET.

# SITE GRADING

Site grading shall be kept to a minimum and drainage systems shall be designed for minimum impact or alteration of natural drainage systems. Flooding from large storms is sometimes a temporary problem in some areas; particular attention should be paid to grading to avoid standing water.

Retaining walls may be used to reduce the area needing grading. The walls must reflect the architecture of the home and should be carefully integrated into the site and the home. Natural plant elements will be required to diminish the impact of large retaining walls.

Sedimentation and erosion control measures must be employed during the construction process as required by the state of South Carolina and DHEC. Please see the previous Topic 'DRAINAGE / EROSION CONTROL'. Surface drainage must be collected on-site and shall not impact adjacent properties.

Site clearing or grading without approval of the ARC will result in suspension of work, denial of access to the builder and/or subcontractor.

## SIZE – MINIMUM SQUARE FOOTAGE

The Covenants and Amendments identifying sections and lot numbers stipulate the minimum square footage requirements of all residences. The minimum size of an individual residence will be enforced by the ARC. Building heights shall be determined by the ARC based upon lot location, tree cover, neighboring homes and other factors affecting the site. Homes shall not exceed 2 (two) stories above a basement, and in any case shall not exceed 2 ½ stories above natural grade. Although maximum building sizes may not be specifically established in your Deed or recorded Covenants, the ARC may (at its discretion) disapprove a submittal that is inappropriate for the site due to size. The ARC will disapprove any submittal which crowds the site and/or is out of context with other structures in the area.

No home shall be erected, altered, placed or permitted to remain on any lot other than one (1) single-family detached dwelling not exceeding two (2) stories in height above the basement, with a minimum requirement of at least a two (2) car garage which must be attached unless previously reviewed and approved by the ARC.

- (a) **Glassy Mountain I:** All one-level dwellings or residences are to have no fewer than 2,000 square feet of heated floor space. All two-story homes shall have a minimum of 1,200 square feet of heated floor space on the main level and 800 square feet of heated floor space on the second level.
- (b) **Glassy Mountain II:** All one-level dwellings or residences are to have no fewer than 1,400 square feet of heated floor space. All two-story homes shall have a minimum of 900 square feet of heated floor space on the main level and 500 square feet of heated floor space on the second level. Breezeways, porches, garages and unfinished or finished basements will be excluded when calculating heated floor space.
- (c) **The Cliffs at Glassy:** All one-level dwellings or residences are to have no fewer than 2,000 square feet of heated floor space or 1,800 square feet if said dwelling includes an attached two-car garage. All two-story homes shall have a minimum of 1,200 square feet of heated floor space on the main level or 1,000 square feet if said dwelling includes an attached two-car garage, and 800 square feet of heated floor space on the second level.
- (d) **Cliffs Pointe:** All homes in this section shall have no fewer than 2,600 square feet of heated floor space.
- (e) **Sunset Pointe:** All homes in this section shall have a minimum of no fewer than 3,000 square feet of heated floor space.

- (f) **Graystone:** Lot numbers 1-8 shall conform to the “Adirondack Mountain” architectural design and specifications administered by the ARC.

## **STANDBY GENERATORS**

Permanently installed standby generators are permitted and must be shielded from the road, golf course, and any neighboring property with evergreen plants, fences, and/or walls. Location of any generator must be included on site plan.

## **STORAGE TANKS**

Fuel storage receptacles may not be exposed to view and must be installed in accordance with all applicable guidelines and regulations. Propane tanks must be buried.

## **TEMPORARY STRUCTURES**

No structure of a temporary nature with the exception of ‘viewing stands’, an approved job sign, and job toilet shall be placed upon any lot at Glassy at any time for any reason. Temporary shelters, including mobile homes, trailers, recreational vehicle, and tents, may not, at any time, be used as temporary or permanent residences and are not permitted on any lot on Glassy. Trailers for contractors, builders or others normally placed at construction sites are not allowed to remain overnight without written approval by the ARC. Basements or partially completed houses are considered temporary within this Article and cannot be inhabited.

Viewing stands are not part of the construction design process. Guidelines on viewing stands are included in the Section VIII – [Vacant Lot Cleaning Guidelines](#).

## **TRASH AND TRASH RECEPTACLES**

The construction site is required to have a commercial dumpster, which must be covered at night and on weekends. This dumpster is for construction materials ONLY. Care should be taken with loading trucks hauling trash so as not to have it spill over while in transit. Contractors will be held responsible for trash and debris falling from construction vehicles. Location of the commercial dumpster must be included on site plan.

## **PROTECTION OF TREES AND FLOWERING SHRUBS**

No tree measuring five inches (5”) or more in diameter at a point 4 ½ ft. above ground level, any flowering trees or shrubs measuring one and one-half inches (1.5”) in diameter may be removed without the written approval of the ARC, unless located within fifteen (15) feet of the planned house, attached garage, or within the right-of-way of Community roads. Exceptions would include damaged trees, or trees which must be removed because of an emergency; these require ARC approval which will not be withheld. One other exception is the [View Window Guideline](#)..

Trees in the construction zone not approved for removal must be protected by a barrier fence (orange snow fence) around the drip area of the tree(s). This fencing must be installed before Site grading occurs. No grading, fill dirt, stored materials or heavy equipment is permitted in the protected drip area. All utility trenches in the root (drip) zone of a tree must be hand dug. The protective barrier must be installed before Final Review as the ARC will visit the site before granting approval of the Final Plan.

A survey showing all trees and shrubs for an area thirty (30) feet around the footprint of the building must be included with the site plan. The survey must show trees of twelve (12) inches or larger in diameter for the entire site. For trees removed or destroyed without ARC approval, the ARC may, at Owner's expense, enter the property and install trees totaling three new to every one destroyed or removed. For example, the loss of a twelve-inch diameter tree shall be mitigated, at a minimum, by the planting of three four-inch diameter trees in addition to fines.

"Mature trees" outside fifteen feet (15') of the building envelope may not be cut down, damaged or otherwise removed without the specific written approval of the ARC. "Mature trees" for the purposes of these guidelines is as follows:

**Tree Type**      **Trunk Diameter** (measured 4 ½ ft. above ground level)

Evergreen      5 inches or greater

Deciduous      5 inches or greater

Dogwood and other Flowering trees 1.5 inches or greater

No flowering shrub, such as mountain laurel and rhododendron, outside the building envelope may be cut down, damaged or otherwise removed without the specific written approval of the ARC. When flowering shrubs, such as mountain laurel, native azalea and rhododendron, are within the approved construction area, consideration should be given to transplanting them elsewhere on the lot or by providing them to other property owners for relocation to their property.

Tree topping is discouraged. Generally, it is preferable to fell a tree rather than top the crown. Either action requires written ARC approval.

Trees may be limbed up to 50 percent of their height without prior approval.

Trees removed without prior approval or damaged during construction will result in fines as outlined in [Section V](#).

## UNDERBRUSH

Each lot owner shall be required to remove or chip within the week, all underbrush cleared on their lot. Invasive plant underbrush must NOT be chipped back onto the lot. This applies to any property owner whether in the building process or under brushing for appearance purposes.

NOTE: Do not chip invasive tree and brush removal.

## UTILITIES, ANTENNAE, SATELLITE DISHES

All utilities, wires, and cables, of any kind must be placed underground and approved by the ARC and all controlling state and federal agencies. Exposed pipe across rock faces is not acceptable. Antennae and satellite dishes must be placed as unobtrusively as possible and if they cannot be located on the house structure, written approval must be granted by the ARC for the location of same (refer to [Landscape Guidelines](#)). The wiring for antennae and satellite dishes must be hidden and out of sight. Satellite dishes shall not exceed 36 inches in diameter.

## WELLS

No private wells may be drilled or maintained on any residential lot.

# MISCELLANEOUS

According to Covenant Exhibit "C" Initial Use Restrictions:

"Restricted Activities. The following activities are prohibited within the Properties unless expressly authorized by, and then subject to such conditions as may be imposed by, the Board:

(i) Parking of commercial vehicles, recreation vehicles, trailers, mobile homes, boats or other watercraft, or other oversized vehicles, stored vehicles or inoperable vehicles in places other than enclosed garages or such other portions of the Lot screened so that they are not visible from neighboring Lots, streets, or property located adjacent to the Lot;"

# VIEW WINDOWS

## I. Introduction: The Need to Open Up Our Unique Mountain Vistas

What sets us apart from all the other Cliffs Communities is our beautiful mountain environment and views. In particular, our mountain, golf-course and city light vistas provide a major source of “value” for each property in the community. The Property Owners Association (“POA”) recognizes that over the last 25 years many of our prized vistas have become obstructed by maturing trees and other vegetation. In an effort to reopen our unique vistas, the POA approved a new “viewing window” guideline that will be managed by the Architectural Review Committee (ARC). The intent of this guideline is to encourage property owners to make the requisite formal application to the ARC for permission to remove trees and other vegetation on their property to create viewing corridors visible from interior rooms, exterior decks or on vacant property from viewing platforms or from the most logical site location for a home. The ultimate goal of this new View Window Guideline is to enhance our individual and collective property values and to ensure the continuing marketability of our community as a premier gated community.

## II. The View Window Guideline

Caveat: Unilateral actions for the creation of View Windows by property owners are not permitted.

As noted above, the goal of this new View Window Guideline is to enhance individual and collective property values and to ensure the continuing marketability of our community as a premier gated-community. To best achieve this goal, and to prevent clear cutting of property within the community, all requests for approval to remove trees to create a View Window must be submitted to the ARC in writing. Failure to follow the steps below may expose property owners to penalties.

## III. View Window Definitions

- (a) **A View Window:** is a scenic vista affording views of Glassy and other mountains, our golf course and views of city lights.
- (b) **A View Window for Existing Homes:** is determined from the most logical viewing area(s) of the home such as interior rooms or exterior decks.
- (c) **View Windows for Vacant Lots:** can be created from a viewing platform or the most logical site location for the home. Once the construction site location is set, the ARC will work with the property owner on the best View Window(s).

## IV. The Process That Must Be Followed Before a Property Owner Can Create One or More View Windows

- (a) **Written Request:** A Property Owner who seeks to create one or more View Windows must first make a written request to the ARC. It is sufficient to send an email with pictures and your request to the Mountain Administrator or you can deliver the printed request to the Mountain Administrator’s Office at the Lower MAC.
- (b) **Include Pictures and Plan:** The request must include a picture(s) and a description indicating the direction you are facing (North, South, East, And West) the type and diameter of tree(s) you want to remove - Measure 4 ½ ft. from the base of the tree, if possible. Also, mark any flowering trees, evergreens, or shrubs that are larger than 1.5” diameter that you wish to remove.
- (c) **Other Items to Include:**
- (d) If applicable, provide a written explanation or photos of how your View Window request would affect the view of any neighboring properties.

- (e) Provide written information/photos of any impact the removal of trees for the View Window request may have on property erosion and what measures will be taken to prevent erosion control if needed.
- (f) **Other Option:** Within an approved View Window, the ARC would like to remind property owners that the “limbing” up of trees, up to 50% is a possible alternative to cutting down a tree. Topping of trees is generally discouraged.
- (g) **Marking of Trees and Vegetation:** An on-site visit will be made by the ARC so trees requested for removal should be marked with paint or ribbon prior to sending in the written request.
- (h) **Debris Removal:** All tree/debris cut for the View Window must be chipped, hauled off the property or placed in an area non-visible to neighboring property owners, the road or golf course.

#### **V. The ARC Review Process**

- (a) ARC Review: The ARC typically meets twice a month. Complete requests will be reviewed at the next meeting as long as they are received two days prior to the meeting dates.
- (b) On-Site Visit: The ARC will contact you within 14 days of the View Window request to arrange for an on-site visit before taking action on the request.
- (c) Appeals: If a homeowner wishes to appeal the ARC decision, you may request to meet with the ARC Board at our next meeting. Contact the Mountain Administrator’s Office to get on the meeting agenda.
- (d) Permit: The approved work permit is valid for a period of 6 months. If work has not been completed within that timeframe, a new request is required.

#### **VI. Maintenance of View Window(s) On Your Property:**

Once a View Window has been approved by the ARC, it can be maintained. The ARC encourages the cutting/removal of trees currently in a View Window that are under the allowed limits of 5” in diameter measured 4 ½’ above ground level and 1-1/2” in diameter for flowering trees and shrubs.

#### **VII. Vacant Lot Cleaning Guidelines Still in Effect. (see [Section VIII](#) for more detail)**

The Vacant Lot Cleaning Guidelines remain in effect and the Vacant Lot Cleaning Permit is required along with the written submission referenced above for any work to be performed on a vacant lot.

# **Section III**

## **Function and Basis of Authority**

# FUNCTION OF THE ARCHITECTURAL REVIEW COMMITTEE

The Cliffs at Glassy ARC exists to:

- Review, approve and oversee:
  - All buildings proposed for construction,
  - Footprint modifications to existing homes
  - New landscape design as well as significant changes (greater than 50%)
- Encourage high quality architectural and site design
- Ensure compatible and appropriate homes to the surroundings and special conditions of the area.

Membership in the ARC is determined by the Property Owners Association's Board of Directors, in accordance with the Declaration of Covenants and Restrictions of The Cliffs at Glassy (Covenants).

All plans for new homes, modifications to existing homes and landscaping must be presented to the ARC for review and approval prior to the start of construction, modifications and/or landscaping work. Each project presented to the ARC will be carefully reviewed to determine its appropriateness to its site and location within the community. The ARC assumes no liability for the accuracy or adequacy of the plans.

The South Carolina Department of Health and Environmental Control (DHEC) and Greenville County have jurisdiction over some elements of the building process at The Cliffs at Glassy. The owner and/or the architect/building contractor are solely responsible for compliance with DHEC and Greenville County rules and regulations.

## Basis of Authority

The Cliffs at Glassy ARC is granted the authority of establishing Guidelines through the Covenants Sec: 11.1. The Covenants are a recorded and binding instrument on all property owners at Glassy, as stated on the deed to your property. You were provided a copy during the purchase of your property.

Any work done in violation of the Design Guidelines is nonconforming. With a written request from the ARC, the Owner, at his sole cost and expense, shall bring all such work into conformance. If the Owner chooses not to correct such issues in a timely manner, the POA Board has the authority to enter the property for corrective action at the Owner's expense.

The ARC, when directed by the POA Board of Directors, shall pursue all remedies to enforce the provisions of these Guidelines. The ARC has full authority to enforce and collect all fines on the Schedule of Fines in these Design Guidelines. In situations where negotiations between the ARC and property owner fail to resolve non conformances, the ARC will forward its written recommendations, which may include initiation of legal proceedings to the POA Board for its review and approval.

# **Section IV**

# **Construction Regulations**

# CONSTRUCTION REGULATIONS

## BEFORE CONSTRUCTION

After completing the Final Review process and receiving ARC approval of construction documents and the site stake-out, several measures must be completed before lot clearing, material deliveries, or construction may begin.

- Soil erosion control and silt control measures (noted on the site plan) must be installed in accordance with the approved site plan.
- Every job site must contain an approved sign identifying the General Contractor. All signs shall be constructed and erected as specified by the Guidelines. No other signs shall be placed on the job site. The job site sign shall be erected no closer than ten (10) feet to the edge of the street.
- An ARC Construction Authorization Permit must be obtained for all renovations and new construction. The Contractor must submit a Construction Permit Application for new construction and improvements. All other requirements must be met. The receipt of this Permit does not preclude the necessity of also obtaining a Greenville County Building Permit. Both are required before start of construction along with any additional permits that may be required from other agencies.
- Post Building Permits on the rear of the Contractors sign at the jobsite.
- Place portable toilet on job site.

## DURING CONSTRUCTION

All construction at The Cliffs at Glassy will be under frequent observation by the Architectural Review Committee. Periodic field inspections will be conducted by security personnel and the ARC on every residence under construction.

Each construction site is required to have a job toilet for the use of workers. It must be placed at least twenty-five feet (25') from the street, when possible, in an inconspicuous location with the door facing away from the street and neighboring homes.

Each construction site is required to have a commercial dumpster. It must be covered at night and on weekends. This dumpster is for construction materials ONLY. Care should be taken with loading trucks hauling trash so as not to have it spill over while in transit. Contractors will be held responsible for trash and debris falling from construction vehicles.

Due to the number of bears in and around the community, all food, food wrappers, containers, drinks, etc. must be taken off site at the end of every day. Any 3rd and repeat offenses are subject to fines and will result in the construction site being shut down for a minimum of 48 hours.

**FIRES ARE NOT PERMITTED ON ANY PROPERTY WITHIN THE COMMUNITY UNDER ANY CIRCUMSTANCES AND WILL RESULT IN FINES.**

It is imperative that all sites be maintained in a clean and tidy manner. All construction materials must be kept within the property lines maintaining a clear street right-of-way. Access to the site should be limited to the proposed driveway location. Access over/through adjoining properties is not allowed without written approval of the respective property owner. Damage to adjoining properties and lots is the responsibility of the contractor or builder and must be repaired immediately. The storage of materials should be in an inconspicuous area of the site and should be neat and orderly. The use of adjoining properties for access or storage of any material without the written permission of the adjacent owner is prohibited. Temporary structures are not permitted.

Maintain soil erosion and silt control measures. Prevent mud from entering roadways. Remove mud from roadways as soon as this problem arises.

Contractor is responsible for the conduct of all workers performing services on the Construction Site, whether Contractor's workers and employees or those of any of its sub-contractors or suppliers.

Other than approved Contractor signage, as provided in the Design Guidelines, all signs on the Construction Site or displayed in the house in such a manner as to be visible from the street are prohibited.

The road and drainage ditch within the right-of-way in front of the Construction Site must be kept clean of dirt, mud, trash, etc. at all times during construction. Parking on the job site is required. No construction worker vehicles, supplier vehicles, or building materials are permitted in the right-of-way without special permission of the ARC. Both roadway traffic lanes must, however, remain open at all times. If the ARC approves the parking of vehicles on the shoulder of the roadway, Contractor shall place "MEN WORKING" signs, to be provided by contractor, within the right-of-way, but not on the road, so that drivers traveling in either direction road are adequately warned.

Construction vehicles shall not block roadways. Neighboring driveways may not be used for parking or turn around. Parking on the construction site is recommended. Parking on both sides of the road shoulders is prohibited.

Lots will have drainage ditch established by Contractor along the front of the property line to allow water on the road to drain off of the right-of-way. No lot will be allowed to slope toward a roadway without a drainage ditch installed. The speed limit in the Cliffs at Glassy is 25 miles per hour and shall be strictly enforced. Issuance of contractor passes for the Contractor and its sub-contractor's workers is a privilege and not a right and may be withdrawn at any time in the event of a violation of the Cliffs at Glassy's driving rules, in which event, the worker violating the driving rules will be required to be picked up and dropped off at a location outside of the Cliffs at Glassy.

## AFTER CONSTRUCTION

The construction of the residence shall be completed and the landscaping shall be installed conforming to the plans previously approved by the ARC. Any unauthorized changes must be corrected before issuance of the Final Compliance Letter.

All building debris must be removed from the site and the surrounding area. The construction site sign and the temporary power pole must be removed. At this time, the Contractor should notify the ARC that he is ready for Final Inspection. Upon ARC approval, and a completed Final Compliance Letter, a Builder Bond refund will be issued less any fines imposed that were deducted from the Builder Bond and/or Landscape Bond.

As a checklist, the following items shall be completed prior to issuance of Final Compliance Letter:

1. Complete construction
2. Remove construction debris
3. Remove temporary facilities, utilities and signs
4. Road Shoulder Reseeding/Sodding Guidelines
5. Notify ARC in writing for Final Inspection

Road Shoulder Reseeding/Sodding Guidelines - All road shoulders that have been altered during construction shall be repaired. Repairs include, but are not limited to, reseeding and/or sodding the area taking proper steps to ensure erosion does not occur. 75% fescue with 25% rye is recommended to promote healthy restoration. If erosion occurs or weather does not permit proper restoration of the area, the Builder Bond refund may be delayed or funds deducted for repair by the ARC when weather permits.

## **HOLIDAYS**

The Cliffs at Glassy Design and Construction Guidelines stipulate that no construction work will be performed on recognized holidays. To ensure that we are consistent in administering these guidelines, the following holidays must be observed without any construction work being permitted on the mountain:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day

For purposes of these guidelines, President's Day, Good Friday, Easter Monday, and the Friday after Thanksgiving are not considered holidays and normal work schedules may be followed on those days.

## **CONSTRUCTION WORK DAYS**

The construction hours are 7:00 a.m. to 7:00 p.m., Monday through Friday and 7:00 a.m. to 5:00 p.m. on Saturday.

With prior approval from the ARC construction weekday hours may be extended to 8:30 PM during daylight savings time.

No residential construction work will be performed on Sundays or holidays without prior Security approval.

**Section V**  
**Review and Approval Process**  
**(NEW CONSTRUCTION)**

# THE CLIFFS AT GLASSY ARCHITECTURAL REVIEW PROCESS

- 1. Sketch Review – Should be conducted at the very early design stage. The initial architectural sketch or rendering is sufficient. Review fee due at this time.**

Purpose: Early confirmation that the architect and property owner share the vision of the home fits the site and topography and is compatible to the Cliffs at Glassy Community.

- 2. Preliminary Review –conducted when preliminary drawings are complete.**

Purpose: Review before Construction Drawings are ordered to save time and expense.

- 3. Final Review/Steps for Final Approval Bonds and fees paid.**

- 4. Landscape Review. Bond paid prior to plan review.**

Note: AN INCOMPLETE SUBMITTAL WILL NOT BE ACCEPTED FOR FURTHER ACTION.

Please note some items that are commonly overlooked during the submittal process:

- Decision of the ARC will not be given at the time of the meeting (written confirmation will be provided to the property owner).
- Submittals required no less than 10 business days prior to meeting date.
- Written confirmation of the review results will be sent to the property owner within 30 days from the review.
- Builder/Contractor must be licensed in the State of South Carolina.

All submittals must be made to the Cliffs at Glassy ARC at 8 Plumley Summit Road, Landrum, SC 29356.

## REVIEW PROCESS

The ARC will review every project at the Schematic/Sketch through the Final review stages including the lot as staked out, the submission of acceptable final working drawings, specifications, landscaping plan, and color samples. Final plans will not be reviewed by the ARC until a complete submittal package has been received at the ARC office located at the Mountain Administrative Center, 8 Plumley Summit Road, Landrum, SC 29356. The phone number is (864) 895-2829. The ARC has thirty (30) days to respond in writing to each submittal.

Construction must begin within 6 months of final approval; after such time re-submittal is required along with the associated fees.

The ARC may disapprove any proposed construction on purely aesthetic grounds, where, in its sole judgment, such action is required to protect the natural beauty and attractiveness of the site and/or the improvements are deemed to be incompatible with the general architecture of the community.

The ARC generally meets twice a month or more often if the caseload dictates. Contact the Mountain Administrator for exact dates and times. Submittals must be received at the ARC office no later than ten (10) calendar days prior to the meeting. Incomplete submittals will not be accepted and no further action will be taken until a complete submittal package is presented.

## SKETCH REVIEW

In the early stages of design, the owner and architect/designer should prepare and submit one set of preliminary schematic/sketch drawings reflecting the site layout.

1. **Sketch Review Form**
2. **Site layout on topo to include home, driveway, primary site features (retaining walls, cut banks, etc.), and major tree removal considerations**
3. **Exterior front and rear sketched elevations**
4. **Method of Construction - Homes utilizing the process of modular or systems built construction must be disclosed to the ARC during the Sketch Review.**

## PRELIMINARY REVIEW

One complete set of the following:

**Site Plan:** A site plan shall be presented at a maximum 1"= 30' scale, depicting the site data gathered. The proposed structure setting should be reflected on a copy of the tree and topographical survey, prepared by a Licensed Land Surveyor, showing the types and location of trees greater than five inches (5") in diameter at 4 ½ feet from the ground. Property lines, easements, setbacks, contour lines, and other homes and driveways on adjoining lots, and site access should also be noted. Any rock outcrop or any other special or irreplaceable features are to be identified for protection. The site plan must include proposed finish floor elevations relative to the existing grade elevation. The site plan should also include the proposed location of the septic system as determined by SC DHEC.

**Floor Plans:** Schematic and preliminary in nature; floor plans, representing the layout of spaces for all levels of the proposed building. The plan must include the calculation of the square footage of heated space.

**Elevations:** Schematic and preliminary in nature; drawings representing the view of all exterior sides of the proposed structure. Wood, rock/stone, stucco and/or masonry elements of all exterior walls shall be accurately and specifically depicted or designated.

**Preliminary/Final Review Form:** The ARC will either grant Preliminary Approval or provide reasons for objection. If the preliminary drawings are substantially changed, either by request of the ARC or desire of the owner, they must be resubmitted and receive Preliminary Approval before proceeding for Final Approval. A Preliminary Approval is valid for twelve (12) months. A check for the amount as outlined in the Schedule of Fees section must be presented at the time of package submittal to ARC office.

# FINAL REVIEW

The final construction documents are prepared incorporating any and all departures and iterations from the Sketch/Preliminary Review plans.

## **Stake Out:**

- The home shall be staked out on the lot with stakes at least two (2) feet tall marking the corners. A string shall connect all stakes outlining the shape of the house.
- The lot line nearest the house must be defined with string.
- All trees proposed to be removed shall be tied about their circumference with surveyor's ribbon. Septic drain fields must be identified with stakes and string
- Driveway centerlines must be identified with stakes and string.
- No trees over five inches (5") at 4 ½ ft. from the ground may be removed without prior ARC approval except those approved as marked on the site plan.
- Barrier fencing (orange snow fence) MUST be installed around the drip area of trees to prevent injury to trees not approved for removal. In order to avoid any potential damage from construction equipment the barrier fencing must be installed before site grading occurs.

Final Site Plan: Update the Preliminary Site Plan to incorporate all changes or modifications,.

Color Samples: Exterior colors and materials including siding, trim, brick, stone, roofing, and stucco shall be submitted to the ARC for approval. The samples must be mounted on an ARC Color Board (see [Application Package](#) page). All color submittals will require onsite final approval by the ARC once the required 3'X3' color board has been installed. All exterior colors require a maximum of 43 LRV (light reflective value). (See Section on [colors](#)).

Foundation and Framing Plan: Drawn at ¼" scale, showing locations and sizes of foundation and framing elements and how they relate to nearby trees, rock outcrop or other topographical features.

Floor Plans: Drawn at ¼" scale, containing all information necessary for construction including electrical for interior and exterior.

Elevations: Drawn at ¼" scale, shall accurately represent the view of all sides of the house. Floor elevations must be delineated and existing and proposed grade levels must be shown. All exterior component material specified

Landscape & Lighting Plan: Is not required until one (1) year after commencement of construction or three (3) months prior to completion whichever is sooner. However, any preliminary designs are desirable and helpful during the preliminary review.

Final Approval : (contained in Section IX Application Package): If the ARC fails to grant Final Approval of the project, it will suggest corrective action for re-submittal. If the ARC grants Final Approval, a Cliffs at Glassy Construction Authorization [Permit](#) will be issued after a site walk has been performed. If corrections are required, one (1) set of corrected working drawings must be presented to obtain the approval form.

# STEPS FOR FINAL APPROVAL

1. Both the builder and the property owner should attend the final meeting.
2. Contract with SC state licensed builder
3. Secure county building permit
4. Contact licensed land surveyor to prepare site plan (see Survey/Site Plan Requirements listed below).
5. Submit the Application Package, building plans, and fees to the MA at 8 Plumley Summit Road, Landrum, SC 29356, (864) 895-2829. This submittal must include the following:

**Survey/Site Plan Requirements:** Submit 1 copy of the following:

- Scale of 1" = 30' 0".
- Property lines with dimensions and bearings.
- Setback limits shown
- Topographical survey showing existing contours (2' 0" contour interval minimum).
- Proposed contours (2' 0" contour interval minimum), or sufficient spot grades to indicate the finished grades of the site (grading plan).
- Tree survey showing all trees larger than five inches (5") in diameter and any flowering trees or shrubs measuring one and one-half inches (1.5") in diameter at 4 ½ ft above ground level. Include a numbered list, corresponding with the survey, of all trees to be removed. If ribbon or other marking device is used to mark trees prior to clearing, they must be removed after lot clearing is completed.
- Dwelling to be indicated as exterior wall with entry area and stairs delineated and deck lines shown.
- Building accurately located from property lines and setbacks.
- Location, dimension and material for walkways, driveways, retaining walls, and patios (and other significant site improvements).
- 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 (i.e.; hay bales, 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.
- Limits of construction activity (no grading, traffic, construction, or storage of materials will be permitted beyond these limits).
- Location of HVAC unit(s), utility meter and generator.
- Septic tank and drain field location per the governing state agency.
- Construction Dumpster and toilet location.

Architectural Plan Submittals: 1 copy of the following:

- ❑ Floor plans at minimum scale of 1/4"=1'0".
  - a) Room use labeled.
  - b) All walls shown.
  - c) Plans fully dimensioned.
- ❑ Finished Exterior Elevations at a minimum scale 1/4" = 1'0" for all exterior elevations.
  - 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.
  - d) All windows shown.
- ❑ Roof plans at a minimum scale of 1/4" = 1'0".
- ❑ Sections and details at 1/4" = 1'0". Support posts (minimum of 8"X8").
  - a) Wall section from footing to roof.
  - b) Exterior handrail detail.
  - c) Column detail.
  - d) Fences, gates, columns 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.
  - c) Exterior house lighting, location and type

5) Submit fully executed Application Package including the completed ARC Color Board for exterior siding, trim, window and door, shutter colors, and foundation material and color. (submit manufacturer's sample chips or brochures of actual appearance, colors and roofing materials for the proposed exterior of the home.)

6) Submit checks for all fees as stated in the Schedule of Fees.

7) Reserve scheduled time for final meeting (details available from the MA). Submittals must be made no less than ten (10) calendar days prior to meeting date.

8) Erect approved builder sign no less than five (5) or more than fifteen (15) days prior to the final approval meeting.

9) Stake the lot indicating the house location (string out), septic field, driveway, trees to be removed, and setback lines (by surveyor) no less than five (5) days prior to meeting.

**Notes: An incomplete submittal will not be accepted for review.**

**Any changes or deviation from the final approved building or landscape plans MUST be submitted as a change order to the ARC for prior approval.**

# **APPEAL PROCESS**

If, after sixty (60) days and a minimum of two (2) re-submittals to the ARC there is no resolution of the issues which caused the disapproval, the property owner may appeal the ARC's decision to the POA's Board of Directors.

Appeal procedures are:

- An appeal must be made in writing to the ARC and POA stating all issues.
- There will be a preliminary meeting between the ARC and POA to consider the nature of the appeal.
- Within thirty (30) days of receipt of the written appeal, there will be an appeal meeting. The property owner must appear in person to plead their case.
- The decision of the POA Board of Directors in the appeal process is final.

## **GROUND FOR REJECTION**

Compliance with these Guidelines does not guarantee acceptable designs and final product of home construction. The ARC has the sole authority to determine if the plans, design and construction are in accordance with the Guidelines. The ARC must submit to the property owner, in writing, reasons for disapproval within 30 days.

No appeal is allowed if the proposed residence is in direct violation of these Guidelines or the Covenants, Conditions and Restrictions.

# SCHEDULE OF FEES

## New Construction

### THE CLIFFS AT GLASSY ARCHITECTURAL REVIEW COMMITTEE

Sketch Review Fee for new construction .....\$1,000.00

Resubmittal Fee for additional reviews required .....\$50.00

Check payable to: CAG Review Fee (submitted by Builder)

Builder Bond .....\$5,000.00

Check payable to: CAG Builder Bond (submitted by builder only)  
 Builder is solely responsible for this Bond and must not bill the Property Owner

Landscape Bond .....\$2,000.00

Check payable to: CAG Landscape Bond (submitted by property owner only)

Cliffs at Glassy Road Usage Fee .....See Below

Check payable to: CAG Road Usage Fee (submitted by property owner only)

### HEATED AND COOLED SQUARE FOOTAGE OF HOME

	<b>&lt;3000</b>	<b>3-4999</b>	<b>5-7999</b>	<b>8-9999</b>	<b>&gt;10,000</b>
<b>Section I</b>	<b>\$1,800</b>	<b>\$2,400</b>	<b>\$3,000</b>	<b>\$3,600</b>	<b>\$4,200</b>
<b>Section II</b>	<b>\$2,400</b>	<b>\$3,000</b>	<b>\$3,600</b>	<b>\$4,200</b>	<b>\$4,800</b>
<b>Section III</b>	<b>\$3,000</b>	<b>\$3,600</b>	<b>\$4,200</b>	<b>\$4,800</b>	<b>\$5,400</b>

**Call Mtn. Administrator at (864) 895-2829 for your exact lot location.**

Any fines imposed will be deducted from the Builder and/or Landscape Bond. The balance remaining at completion of project will be refunded upon written request by entity submitting the initial funds.

# SCHEDULE OF FINES

The following schedule of fines may be issued with no warning. After a reasonable time for correction fines may be imposed on a daily basis as determined by the ARC. Fines are legally assessable and collectible. Liens may be filed and enforced with approval of the Property Owners Association Board of Directors. Fine amounts are subject to change at the sole discretion of the ARC.

No Dumpster .....	\$400
No Dumpster Cover (cover must be secured after work hours) .....	\$200
Non-Construction Material in Dumpster* .....	\$500
Food, food wrappers, drink cans, etc. left onsite* .....	\$500
Littered Site .....	\$500
Non-Conforming Job Site Sign (requires lot/section) .....	\$200
No Color Board Displayed .....	\$500
Working after hours without prior Administration approval.....	\$100
Burning (Greenville County Ordinance No. 3201) .....	\$500
No Temporary Sanitation (Job Toilet) .....	\$300
No Erosion Control** (silt fencing) .....	\$1000
Runoff to Road/Neighboring Property .....	\$500
Mud/Dirt on Road .....	\$200
Damage to Road Surface .....	Cost of Repair
No Mud Mat .....	\$200
Parking in Right-of-Way .....	\$200
Building Material in Right-of-Way .....	\$200
Damage to Right-of-Way .....	\$200 + Cost of Repair
Parking on or use of Adjacent Property .....	\$200 + Cost of Repair
Building Materials or Equipment on Adjacent Property .....	\$200
Damage to or Removal of Small Trees, Vegetation or Natural Areas Beyond building envelope (per occurrence).....	\$500
Unauthorized Removal or Destruction of Trees greater than five inches (5”) in diameter (per tree) .....	\$1000
Unauthorized Removal or Destruction of Flowering Trees and Shrubs greater than One and One-Half (1.5”) Inches in diameter (per tree) .....	\$500
Non-Compliance with ARC Guidelines:	
Unauthorized Plan Change (Minor) *** .....	\$500
Unauthorized Plan Change (Major) *** .....	\$2000

Failure to complete construction within 24-month window from time of building permit issue - Revocation of Construction Authorization Permit and forfeiture of all funds remaining in deposit

\* Due to the number of bears in and around the community, all food, food wrappers, containers, drinks, etc. must be taken off site at the end of every day. Any 3<sup>rd</sup> and repeat offenses will result in the construction site being shut down for 48 hours.

\*\* The ARC 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 (see Silt Fence topic in Section II). For silt fence installation at the ARC direction, the Owner's cost shall be the total expenditure incurred plus \$2.00 per lineal foot of fence installed and administrative fees.

\*\*\* In addition to fines, failure to comply with ARC Guidelines will result in stopping construction immediately and meeting with the property owner. Site may also be subject to Revocation of Construction Authorization Permit and forfeiture of all funds remaining on deposit.

# **Section VI - Landscaping, Irrigation & Water Features**

# LANDSCAPE

Any proposed additions or remodeling of landscaping structures - such as retaining walls, fences, water features, lighting (including solar), driveways, walkways, statues - must be approved by the ARC.

Any tree removal requests should follow the View [Window](#) process.

Modifications to landscape disturbing 50% of the existing landscaping or remodeling the landscape structure require ARC approval and a refundable Landscape bond.

## NOTE:

**Blue Ridge Rural Water Company requires a dual water meter if a new irrigation system is installed or the existing irrigation system is upgraded.** To protect your home from excessive water line pressure that can cause interior water damage or excessive water spillage on your property, BRRW has created an instructional specification sheet titled “Domestic Plumbing Specifications for all lot sites at the Cliffs @ Glassy & Cliffs Valley North”. This BRRW specification sheet has been included on the Members page at GlassyLiving.com under the tab Community Documents and then ARC.

## LANDSCAPE GUIDELINES

The Cliffs at Glassy ARC suggests that a qualified and experienced or licensed Landscape Architect prepare the site plan, landscape design including drainage controls and construction documents for the home (See Section II, ‘Drainage/Erosion Control’). As used in these guidelines, “landscape improvements” include, but are not limited to, trees, shrubs, ground covers, annual and perennial flowers, turf grasses, mulches, irrigation, outside lighting systems, and similar existing scaled representation introduced improvements.

Landscape plans shall be drawn to 1” =10’ (min.) to 1” =20’ (max) scales with North indicator, the home owner’s names and address. If the Landscape Plans are drafted by someone or an entity other than the Owner’s architect or qualified building designer, the landscape architects name and address should also be provided.

The Landscape Plan must show the location of all new plant materials and existing plant materials that are to remain as part of the overall new Landscape Plan. The Landscape Plan shall include a plant list of all proposed new plant materials to include: the common and botanical names for each tree, shrub, groundcover and perennial; the proposed size of each tree and shrub including height and width which must be a minimum of 2 ½ - 5 feet in height when planted. Foundation plants are expected to soften the visual impact of foundation walls. In general, the Landscape Plan should reflect the native plant materials indigenous to this mountain environment. Plans shall also show the location of outside lighting, water features, HVAC units, generators, satellite dish, walks, fences, pools, decks, patios, etc. Adequate plant screening must be provided for HVAC units, generators, satellite dishes, service yards, and electric meters. The contractor must be responsible for location of existing utilities before excavating. All tanks must be buried. Rocks, berms and plant materials may be used to create outdoor spaces.

Printed and electronic landscape plans must be submitted to the ARC for review 12 (twelve) months after commencing construction and the landscaping must be completed (six) months after construction is complete. Refund of the landscape bond can be requested in writing upon completion of the landscape.

Storm water drainage systems must be integrated into the overall landscape design. Virtually every lot on the mountain presents some form of storm water drainage problem. Poor drainage systems have created a variety of problems for homeowners including water flowing into the home, wet walls in areas below grade, washout of plant material, and undermining of drives, walks and culverts. It is the homeowner's responsibility to ensure that landscape and building plans make provision for the control of storm water. The following practices will help in preventing water run-off problems:

- Direct water away from foundations but NOT onto neighboring properties.
- Avoid directing water runoff onto roads or neighboring properties.
- Direct runoff to assist irrigation where possible.
- Utilize gutters, down spouts and drain tiles.
- Direct water away from septic tanks and fields.
- Upon completion of construction, amend compacted soil with organic material and calcium sulfate to improve water penetration into the soil and decrease the runoff burden.

[Appendix \(1\)](#) contains a list of plants which are compatible with the natural vegetation on the mountain. These plants should comprise a major portion of any landscape design.

[Appendix \(2\)](#) provides a list of plant species that should **not** be used in landscape designs. In addition, the use of self-seeding plants near the interface between landscaped and natural areas should be avoided.

Mulch in the context of these guidelines is defined as the alternative to grass or lawn areas. Mulching, preferably with hardwood mulch, is required for all planted areas to provide a smooth transition to the existing natural vegetation. Rock, gravel or crushed stone are not acceptable mulching materials in this context; however, they are acceptable for paths and landscape accent areas.

Any proposed changes to the site that involve fences, water features, lighting, recreational structures, driveways, walks, statuary, and landscape structures must be approved by the ARC.

## **EXTERIOR LANDSCAPE LIGHTING**

All exterior landscape lighting, including solar lights, must be approved by the ARC. Low voltage, down lighting is required to reduce glare and light pollution. The location, placement and direction of all lighting, including solar lighting, should enhance the landscape and residence must not infringe upon adjacent property owners. The lighting/washing of exterior house walls is not allowed. Lighting designed to be highly reflective will be rejected. Exterior light fixtures should be conservative in number. Spot and flood lights must be hooded to minimize direct visual impact. Colored lights are prohibited except during holiday seasons such as Christmas; but must be removed within a week after the holiday passes.

## **IRRIGATION REQUIREMENTS**

It is important that all landscape plans be designed to minimize the need for irrigation during periods of drought.

The total area covered by an irrigation system cannot exceed 10,000 square feet and no more than 2,500 square feet irrigated with traditional aerial spray sprinkler heads. The total irrigated lawn area cannot exceed 2,500 square feet and must be planted with the most drought tolerant grass varieties available at the time of installation. The balance of the landscaped area should be irrigated with drip irrigation systems or other state of the art watering systems designed to maximize water conservation. Tax credit is available in South Carolina for “drip trickle irrigation systems credit”.

**NOTE:**

**Blue Ridge Rural Water Company requires a dual water meter if a new irrigation system is installed or the existing irrigation system is upgraded.** To protect your home from excessive water line pressure that can cause interior water damage or excessive water spillage on your property, BRRW has created an instructional specification sheet titled “Domestic Plumbing Specifications for all lot sites at the Cliffs @ Glassy & Cliffs Valley North”. This BRRW specification sheet has been included on the Members page at GlassyLiving.com under the tab Community Documents and then ARC.

## **SWIMMING POOLS, SPAS, FOUNTAINS & WATER FEATURES**

- Man-made water features should not exceed a capacity of two thousand (2,000) gallons with a maximum depth of twenty-four inches (24”). Blue Ridge Rural Water has required that any water feature approved by the ARC greater than two thousand (2,000) gallons must be filled by a tanker truck.
- The size shape and siting of pools must be designed to achieve a feeling of compatibility with the surrounding natural and man-made environment. The location should consider setbacks, views to and from the pool area and fencing. No above ground pools or inflatable bubble covers are allowed.

## **SPECIAL RESTRICTIONS**

The proposed building of a deck or bridge into or across any natural or man-made water body or wetland area must receive prior approval from the ARC.

Tennis courts are not allowed.

# LANDSCAPE SPECIFICATION CHECKLIST

This is an ARC checklist for you to use in conjunction with the latest Design Guidelines and Application Package while developing your landscape plan. There may be other hardscape, sculpture, or structures on your landscape plan not listed below. The location, specs, and materials must be represented on your landscape plan and approved by the ARC. Landscape plans must be submitted to the ARC for review no later than 12 months after the start of construction, OR 3 months prior to home completion, whichever occurs first. **The ARC encourages preservation of our natural resources and recommends consideration of water conservation and land preservation technologies in the design and implementation of all landscaping plans.**

- Irrigation Details** For water conservation, the ARC encourages an all drip irrigation system and the use of cisterns and rain barrels. Design Guidelines limit amount of total irrigation to 10,000 square feet and within that a maximum of 2,500 square feet of spray irrigation, or irrigated lawn area. Location of system heads must be represented on landscape plan. Tax credit is available in South Carolina for “drip trickle irrigation systems credit”.
- Drainage** Please keep in mind storm water runoff tends to be a problem for most all lots on the mountain, so diligent and qualified assessment should be given when drawing up your site plan and landscape plan. **It is the responsibility of the property owner to control and direct water runoff away from neighboring properties and roads.** To aid in water conservation and drainage control the ARC encourages the installation of rain gardens as part of the drainage and landscape plan.
- Water Features, Swimming Pools & Fountains** ARC must approve any of these items. Man-made water features cannot exceed 2,000 gallons with a minimum depth of 24 inches. Any water feature greater than 2,000 gallons or a swimming pool must be ARC approved prior to installation and must be filled by a tanker truck. The depth, height, and materials for any of these should also be listed on the landscape plan.
- Plant Materials** Landscape plan must convey a scaled representation of all planting materials with sizes, botanical and common name and proposed location included. Use of indigenous and draught resistant plants is encouraged (please see [Appendix 1](#) for a list of these plants). The ARC recommends that a landscape architect prepare the landscape plan.
- Trees and Flowering Shrubs** Mature trees, evergreens and flowering shrubs outside 15 feet of the building envelope may not be cut down, damaged or otherwise removed without the specific written approval of the ARC.
- Satellite Dish Location** ARC encourages placing inconspicuously on house roof, which may require contacting the satellite company early in construction phase to be able to accommodate any preparation needs prior to roofing. If located on the ground it must be shielded with evergreens from all neighboring properties, golf course and road.
- HVAC Location** All HVAC units must be shielded from road, golf course, and any neighboring property with evergreen plants and/or walls.
- Landscape Lighting Details** ARC requires that all exterior lighting, including solar light be approved. Lighting must be low lumen-rated to reduce the amount of glare and light pollution, be conservative in number and be appropriate in size and scale. All floodlights must be hooded and any exterior ground lighting should be directed away from neighboring property. Lighting location, type and direction must be represented on the landscape plan.
- Lamp Post & Driveway Columns** The placement of these must be at least 5 feet away from the road, at least 12 feet apart (fire truck access), and should be represented on the landscape plan. They should be illuminated with down-lighting.

- **Boulders** The use of boulders incorporated into the landscape plan is fine but must be placed at least 5 feet away from road. Location of boulders and retaining walls should be represented on the landscape plan.
- **Sculptures, Birdbaths, Birdhouses, Fountains, Rain Barrels & Embellishments** If visible from street and/or golf course, must be ARC approved and location represented on the landscape plan.
- **Swing Sets & Outdoor Play Structures** ARC discourages and must approve prior to installation. Location must be represented on landscape plan.

# **Section VII - Existing Home Improvement or Addition**

# Existing Home Improvement or Addition REVIEW AND CONSTRUCTION GUIDELINES

As stated in the Covenants, no site preparation, excavation, changes in grade, landscaping or initial construction, erection, alteration or installation of any improvements shall be undertaken upon any residential lot, residential site, or any other lot or parcel of property in the Community without final approval from the ARC. A written request for approval must be submitted to the ARC including architectural plans and elevations to adequately define and explain the proposed addition or modification. Landscape changes or improvements of more than 50% need approval.

The Mountain Administrator will issue an [Authorization for Construction Certificate](#) before any construction can begin.

**Update to home or Modifications:** Section 11.1 of the Covenants states: “modifications or alterations to the interior of screened porches, patios, and similar portions of a Lot visible from outside the Lot shall be subject to approval. No permission or approval shall be required to repaint the exterior of a structure in accordance with the originally approved color scheme or to rebuild in accordance with originally approved plans and specifications.”

Painting the same color does not need prior approval, but any deviation from the original color does require the ARC prior approval. (See Section II Design Considerations/[Colors](#) for more detail on color selection.)

Contact the Mountain Administrators office for availability of original color boards and house plans.

**Additions/Remodel:** Any project (other than original color refresh or rebuild of the original approved plans) to expand or remodel the existing home and/or landscape structures are subject to the Design Guidelines for new construction as outlined earlier in this document. In addition, the following principles and guidelines apply.

## Principles

- The addition should not damage or obscure the architectural details and materials of the primary structure.
- The addition should not distract from the original structure.
- Materials, window moldings, doors, roof details should not distract from the original structure’s appearance and be in compliance with current Design Guidelines regarding color and material.
- All facades are important; the highest level of scrutiny related to compatibility will be given to additions that are visible from the road, neighbors and the golf course.
- All additions should not alter the existing drainage plan for the property.

## Guidelines

- Any change or addition to the roof line or footprint will require an architectural plan to be submitted.
  - Change in footprint requires a new site plan and should not impact the existing drainage plan.
  - Height – the addition should not exceed the height of the existing structure

- Minimize the visual impact. New balconies or decks should not create views into neighbor windows or patios.
- Similar roof form – utilize a similar roof pitch, form, overhang and orientation.
- Transitions between old and new – utilize same materials and colors to blend the addition to the original structure. The objective is to make the addition undetectable from view. Colors – the colors should blend undetectably between the addition and the original structure
- Dormers – ensure dormers are compatible in size, scale proportion and detail with the style of the house
- Builder/Landscape Bond (See the Schedule of [Fees](#)). The balance remaining at completion of project and after ARC member site walk will be refunded upon request.

# SCHEDULE OF FEES

## Modifications Alterations and Additions

THE CLIFFS AT GLASSY  
ARCHITECTURAL REVIEW COMMITTEE

### Review fee for Modification (Non-Refundable)

- with no plan review (such as color change) .....\$50.00
- with plan review (such as enclosing porch or adding fireplace) .....\$150.00

Check payable to: CAG Review Fee (submitted by property owner only)

### Review fee for Additions of Heated space of any size (Non-Refundable).....\$500.00

Check payable to: CAG Review Fee (submitted by property owner only)

### Resubmittal Fee for additional reviews (Non-Refundable).....\$50.00

Check payable to: CAG Review Fee (submitted by property owner only)

### Builder Bond (Modification/Addition increases living space less than 600 sq. ft.) .....\$1,000.00

Check payable to: CAG Builder Bond (submitted by builder only)

### Builder Bond (Modification/Addition increases living space greater than 600 sq. ft.) .....\$2,000.00

Check payable to: CAG Builder Bond (submitted by builder only)

### Landscape and Landscape Structure Bond.....\$1,000.00

(if > 50% of landscape or landscape structures are being changed/added/deleted)

Check payable to: CAG Landscape Bond (submitted by property owner only)

### Cliffs at Glassy Non-Refundable Road Usage Fee for Heated Space Additions to Existing Home

- Additions of heated space less than 600sq ft. ....\$750.00
- Additions of heated space greater than 600sq ft. ....\$1,500.00

Check payable to: CAG Road Usage Fee (submitted by property owner only)

### Cliffs at Glassy Non-Refundable Road Usage Fee for Modifications to Existing Home and/or landscape requiring dumpster with no change in heated space

- 10' to 20' dumpster ..... \$100.00
- 30' dumpster .....\$200.00

### Cliffs at Glassy Non-Refundable Road Usage Fee for Modifications to Landscape Structures

- <10 tons ..... Up to .....\$500.00
- 10 tons to 20 tons .....\$750.00
- >20 tons .....\$1,250.00

Check payable to: CAG Road Usage Fee (submitted by property owner only)

Any fines imposed will be deducted from the Builder or Landscape Bond.

# **Section VIII - Vacant Lot Cleaning Guidelines and Permit**

# VACANT LOT CLEANING GUIDELINES

One of the ARC's goals is to preserve the native forest canopy and under story that defines Glassy Mountain natural environment. The less native vegetation that is destroyed in siting and building any new home, the greater opportunity the new home owner will have to benefit from savings in the cost of new landscaping and future maintenance costs. . This goal applies to lot cleaning practices prior to any approved construction activity. These Guidelines are meant to be consistent with, and supplemental to, those sections that pertain to Trees, flowering shrubs, underbrush and view windows.

The Cliffs at Glassy ARC Design and Construction Guidelines uses the universal standard for measuring the diameter of any tree (including nursery grown plant materials) and prohibits the cutting of any native deciduous and evergreen tree over five inches (5") in diameter measured 4 ½ ft. above ground level, or any native flowering shrubs such as mountain laurel, rhododendron, azalea, oak leaf hydrangea, maple leaf viburnum etc. measuring one and one half inches (1 ½") or greater in diameter 4 ½ ft. from ground level.

**Exceptions:** Exceptions to the above rules are made in the case of (3) three highly invasive trees (Paulownia tormentors), Mimosa/silk tree (Albizia julibrissin) and Tree-of- Heaven (Ailanthus altissima). These trees can be cut without any notice or approvals regardless of size and diameter. (See [Appendix II](#))

## **Filing Procedure for obtaining a Vacant Lot Cleaning Permit prior to any removal:**

- Provide to the Mtn. Administrators office a filled out Vacant Lot Cleaning Permit Form including a copy of the site map of lot to be cleaned
- Attach a copy of the approved Form to a wooden post on the property in view from the roadway

## **Vacant Lot Cleaning Guidelines:**

- The debris must be removed and the lot cleaned up within a week of cutting.
- The cutting of native hardwoods and shrubs and mountain laurel, deciduous azalea, small and large leafed rhododendron, and small flowering trees in the under story is not allowed.
- Any side boundary to side boundary cleaning of lots is expressly prohibited.
- 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.
- The use of large mechanical equipment (such as tractors with bush hogs) is discouraged. 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.
- The partial cleaning of lot vegetation should be confined to the removal/cutting of scrub pines (under 5" diameter), invasive trees and other nuisance plant species such as invasive shrubs, vines, annuals and ornamental grasses.
- Cleaning or re-cutting of previously cleared invasive trees may require chemical treatment before cutting established or re-grown junk trees. If invasive trees are cut they can 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.
- Several months after a lot is cleaned the need for future re-cleaning can be minimized by spraying emerging invasive trees and nuisance plant species with a weed and brush killer such as Crossbow or Roundup. Spray only the undesirable emerging species.
- Trees may be limbed up to 50 percent of their height.

- Tree topping is discouraged and is only permitted with written ARC approval.

**Enforcement:**

Non-permitted cleaning of lots or ignoring the guidelines defined in the permit can result in a \$1,000 fine, imposed by the POA Board on the property owner. For trees and/or shrubs removed or destroyed without approval, the POA Board may, at Owner's expense, enter the property and install trees totaling three new to every one destroyed or removed. For example, the loss of a twelve- inch diameter tree shall be mitigated, at a minimum, by the planting of three four-inch diameter trees.

# Cliffs at Glassy Vacant Lot Cleaning Permit

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

Lot: \_\_\_\_\_

Address of Property: \_\_\_\_\_

Realtor (if applicable): \_\_\_\_\_

Landscape Vendor: \_\_\_\_\_ Phone: \_\_\_\_\_

Dates Requested to Clean Lot: From: \_\_\_\_\_ To: \_\_\_\_\_

Approval is being granted to clean the above vacant lot to the person(s) signing this request with the understanding that they have read, understand, and agree to follow the Cliffs at Glassy Guidelines for Vacant Lot Cleaning that are attached to this form.

NOTE: A signed copy of this Permit must be posted on a wooden post clearly visible from the road or in the window of the vehicle parked at the site during the cleaning process.

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Signature of Certified Landscape Vendor

Date

---

Signature of Property Owner

Date

---

Signature of Mountain Administrator

Date

Form and Site Map may be FAXED to (864) 895-2897 or  
DELIVERED to CCAAGI, 8 Plumley Summit Rd, Landrum, SC 29356.

Call (864) 895-2829 with any questions.

# **Section IX – New Construction Application Package**

# Cliffs at Glassy

## APPLICATION CHECKLIST

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

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

Builder: \_\_\_\_\_

- New Construction Permit Application**
- Site Plan: Scale 1" = 20'**
- Erosion Control Plan**
- Landscape Specification Checklist**
- Tree Survey (noting trees more than 5" diameter or flowering trees and shrubs more than 1.5" diameter that will be preserved and a numbered list of proposed tree removals )**
- 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)**
- ARC Color Board**
- Septic System Permit Copy (issued by the County)**
- Initialed and completed Application Package**
- Signed Certificate Construction Compliance Agreement (enclosed)**
- ARC Signed Construction Certificate issued by Mtn. Admin**
- Fees (Builder Bond; Road Usage Fee; Review Fee; Landscape Bond)**

\_\_\_\_\_ Builder Initials

\_\_\_\_\_ Owner Initials

# ARCHITECTURAL REVIEW COMMITTEE

## SKETCH AND FINAL REVIEW FORM

Date: \_\_\_\_\_ Lot/Section: \_\_\_\_\_

Property Owner(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Licensed Architect \_\_\_\_\_ Address: \_\_\_\_\_

Contractor \_\_\_\_\_

Address: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Envisioned Exterior Elements:

Foundation \_\_\_\_\_ Color/Mfg./Name/Number \_\_\_\_\_

Exterior Walls \_\_\_\_\_ Color/Mfg./Name/Number \_\_\_\_\_

Exterior Trim \_\_\_\_\_ Color/Mfg./Name/Number \_\_\_\_\_

Roofing Selection \_\_\_\_\_ Color/Mfg./Name/Number \_\_\_\_\_

Garage Doors: \_\_\_\_\_ Color/Mfg./Name/Number \_\_\_\_\_

Paved Area \_\_\_\_\_ Driveway material \_\_\_\_\_

### Square Footage:

Living Area \_\_\_\_\_ Garage \_\_\_\_\_

Decks \_\_\_\_\_ Total \_\_\_\_\_

**Return To: CAG ARC**

**23 Raptor Way; Landrum, SC 29356**

**EMAIL: glassypoa@nhe-inc.com**

\_\_\_\_\_ Builder Initials

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\_\_\_\_\_ Owner Initials

# Cliffs at Glassy

## NEW CONSTRUCTION PERMIT APPLICATION

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

Mailing Address (no PO Box): \_\_\_\_\_

Email Address: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

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

### 6. Site Plan/Set back

	Line Setbacks	Building Setbacks
Back Side	_____	_____
Right Side	_____	_____
Left Side	_____	_____
Street Side	_____	_____

Attach a copy of your site plan prepared by a licensed surveyor with the items noted and drawn as specified in the Survey/Site Plan Requirements in Section V of these Design and Construction Guidelines.

### 7. Septic Tank

Attach a copy of your Greenville County Septic Permit. Be sure to show location of septic tank and drainlines on site plan.

Septic tank Contractor \_\_\_\_\_

\_\_\_\_\_

**8. Lot Clearing**

- A. Specify number, size and species of any trees to be removed that measure 5 inches in diameter and flowering trees or shrubs that measure 1.5 inches in diameter at a level of 12 inches 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. Trees near the construction envelope to be saved, must be fenced against construction damage.

Species	Size	Quantity
---------	------	----------

---

**9. Clearing Contractor** \_\_\_\_\_

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

**10. House: Submit a complete set of Plans**

- A. 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.

- B. Exterior Siding (LRV Cannot be greater than 43)



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**E. Mortar**  
Material

Manufacturer

Color

---

**F. Foundation**

Material

Manufacturer

Color

---

Material

Manufacturer

Color

---

**G. Roof Composition**

Material

Manufacturer

Color

---

Material

Manufacturer

Color

---

**H. Driveway Material**

Material

Manufacturer

Color

---

Material

Manufacturer

Color

---

**6. General Contractor**

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

Address: \_\_\_\_\_

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

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

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

Projected Construction Start Date: \_\_\_\_\_

Projected Completion Date: \_\_\_\_\_

\_\_\_\_\_  
Builder Initials

\_\_\_\_\_  
Owner Initials

**7. Fees (See [Section V](#))**

Builder Bond: \_\_\_\_\_

Landscape Bond: \_\_\_\_\_

Cliffs at Glassy Road Usage Fee: \_\_\_\_\_

ARC Review Fee: \_\_\_\_\_

**ALL EXTERIOR CHANGES, INCLUDING MATERIALS AND COLORS, MUST BE PRE-APPROVED BY THE ARC.**

# Cliffs at Glassy

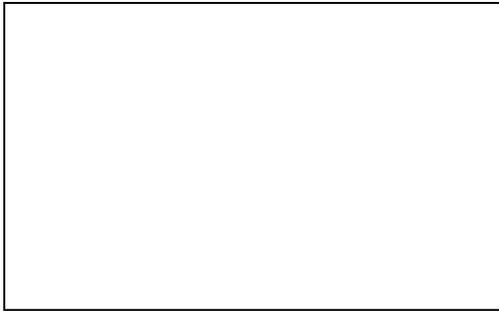
## ARC COLOR BOARD

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

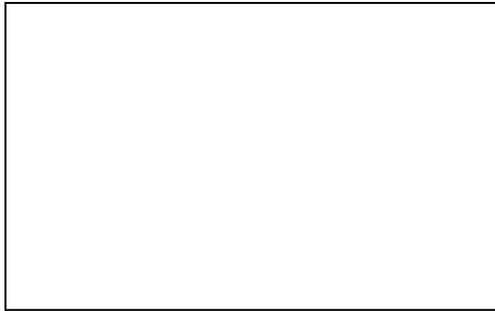
Lot Number: \_\_\_\_\_ Section: \_\_\_\_\_

Builder: \_\_\_\_\_

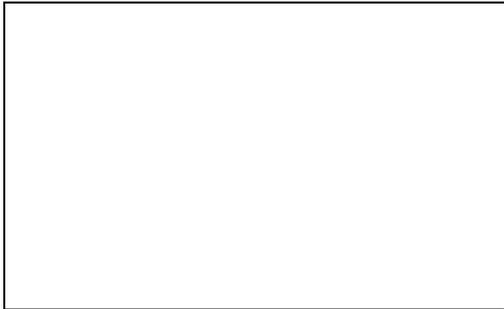
3' X 3' color board showing materials to be used must be placed on site directly next to the builder sign so as to be visible from the road prior to roofing or application of exterior materials/colors. Preliminary approval of color from these submitted samples. Final approval of color will be given once the 3' x 3' color board is posted.



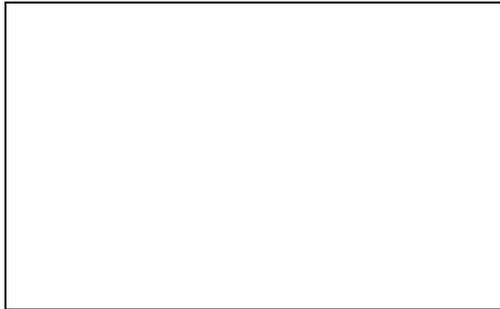
Paint Field Color



Paint Trim Color



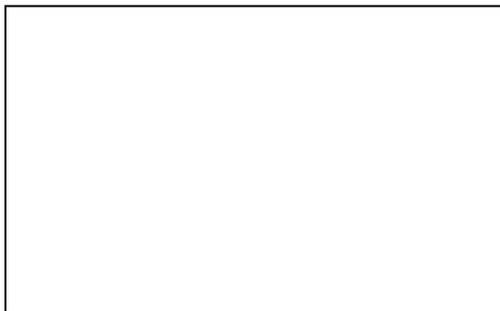
Paint Accent Color



Roofing Material Sample



Description of Stone



Material Manufacturer, Mix and Color

\_\_\_\_\_ Builder Initials

\_\_\_\_\_ Owner Initials

# Cliffs at Glassy

## CERTIFICATE OF CONSTRUCTION COMPLIANCE Agreement

(Owner and Contractor New Construction Agreement)

### Owner

Name: \_\_\_\_\_ ("Owner")

Cliffs at Glassy Property Address: \_\_\_\_\_ ("Construction Site")

Mailing Address: \_\_\_\_\_

Contact phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Contractor

Name: \_\_\_\_\_ ("Contractor")

Address: \_\_\_\_\_

Office Phone No: \_\_\_\_\_ Mobile Phone No. \_\_\_\_\_

Office Fax No: \_\_\_\_\_ Email Address: \_\_\_\_\_

Construction License No.: \_\_\_\_\_ State: \_\_\_\_\_

Greenville County Construction Permit No.: \_\_\_\_\_

Name of Construction Site Supervisor: \_\_\_\_\_

Mobile Phone No: \_\_\_\_\_ Email Address: \_\_\_\_\_

1. Owner and Contractor have read and agree to the terms and provisions of the recorded covenants, conditions and restrictions for The Cliffs at Glassy (the "Covenants") and the community's design and construction guidelines (the "Guidelines") applicable to construction therein. Owner and Contractor acknowledge that a failure to comply with the recorded Covenants and applicable Guidelines may result in the levy of fines, which may become a lien upon the Construction Site.
2. The project will be completed as described in the drawings and specifications approved by the architectural review authority for the Cliffs at Glassy (the "ARC") under the direction of the property owners' association for The Cliffs at Glassy Community (the "POA").
3. The Construction Site will be maintained in a clean manner; an approved job sign will be installed; and a commercial dumpster and job toilet shall be placed on site in conformance with the Guidelines.
4. Contractor is responsible for the conduct of all workers performing services on the Construction Site, whether Contractor's workers and employees or those of any of its sub-contractors or suppliers.
5. All of Contractor's, its sub-contractors' and suppliers' workers and vehicles are subject to search to help prevent theft of materials and equipment.
6. Any fines imposed will be deducted from the Builder Bond. Any fines in excess of the Builder Bond shall be due and payable immediately upon demand therefore, and a lien may be filed.
7. The costs and expenses of any restorative, corrective, enforcement or maintenance efforts expended by the POA on behalf of Contractor or Owner shall be payable from the Builder Bond. Any such costs in excess of the Builder Bond shall be due and payable immediately upon demand therefore, and a lien may be filed.
8. Other than approved Contractor signage, as provided in the Guidelines, all signs on the Construction 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 in writing to the ARC by a registered land surveyor, at Owner's or Contractor's expense.
10. Any changes from the originally submitted plans and specifications that would affect the exterior of the home or the Construction Site, including any change to previously approved outside colors and/or outside lighting, must be approved in writing by the ARC prior to action being taken. Failure to do so is subject to fine and all other remedies available under the Covenants.
11. Drainage ways (including roads and ditches and culvert pipe beneath the access into the Construction Site) shall be subject to prior written approval by the ARC.
12. No burning is permitted on the Construction Site.
13. Stumps, wood, or other materials shall not be dumped on adjacent lots. The Construction Site must be cleaned of all trash and construction debris weekly.
14. The road and drainage ditch within the right-of-way in front of the Construction Site must be kept clean of dirt, mud, trash, etc. at all times during construction. Parking on the job site is required. No construction worker vehicles, supplier vehicles, or building materials are permitted in the right-of-way without special permission of the ARC. Both roadway traffic lanes must, however, remain open at all times. If the ARC approves the parking of vehicles on the shoulder of the roadway, Contractor shall place "MEN WORKING" signs, to be provided by contractor, within the right-of-way, but not on the road, so that drivers traveling in either direction road are adequately warned.
15. All lots shall have drainage ditch established by Contractor along the front of the property line to allow water on the road to drain off of the right-of-way. No lot will be allowed to slope toward a roadway without a drainage ditch installed.
16. Any dogs or pets brought to the Construction Site shall be leashed and contained within the property's boundaries.

17. The speed limit in the Cliffs at Glassy is 25 miles per hour, unless marked otherwise, and shall be strictly enforced. Issuance of contractor passes for the Contractor and its sub-contractor's workers is a privilege and not a right and may be withdrawn at any time in the event of a violation of the Cliffs at Glassy's driving rules, in which event, the worker violating the driving rules will be required to be picked up and dropped off at a location outside of the Cliffs at Glassy.
18. Construction vehicles shall not block roadways. Neighboring driveways may not be used for parking or turn around. Parking on the construction site is recommended. Parking on both sides of the road shoulders is prohibited.
19. Mud on the roadways shall be minimized at all times. Failure to control mud and mud build-up on roads shall be grounds for fines and/or ARC-ordered clean up at Owner's expense.
20. Construction shall conform to the latest officially published, adopted and approved building, electrical, plumbing, mechanical, gas, and fire codes which are part of the International Building Code series or Standard Building Code series applicable to the jurisdiction in which the Construction Site is located, as well as with the NPDES Permit. The Contractor and each of its subcontractors is responsible for ensuring work meets such requirements and for obtaining all permits and approvals required prior to the commencement of work.
21. Owner and Contractor understand and acknowledge that failure on their part or on the part of either of them to comply with any term or provision of the Covenants, the Guidelines, or the covenants and agreements herein, may result in a cease and desist order, imposition of a fine against them, and forfeiture of the privilege of traveling on the roadways within the Cliffs at Glassy. Any such fines are not limited to the Builder Bond amount.
22. Owner and Contractor understand and acknowledge that the ARC has the authority to bar or restrict any builder, contractor, subcontractor or supplier from entering the Cliffs at Glassy and from engaging in the construction of any building or improvement therein.
23. Owner and Contractor acknowledge having received a copy of the Design Guidelines, understand the requirements provided therein, and agree to abide by them and the imposition of fines provided therein.
24. Owner and Contractor understand and acknowledge that each is familiar with the current status of availability of domestic and fire water to the Construction Site and assumes all risk of construction.
25. Construction must be completed within 24 months of commencement unless a variance is granted by the ARC. This date is referenced on the Authorization for Construction Certificate. The failure to complete construction within the specified time may result in forfeiture of the Builder Bond.

## CERTIFICATE EXECUTION

By executing and submitting this Certificate Of Construction Compliance to the ARC, the undersigned Owner and Contractor, for themselves, their co-owners, heirs, successors and assigns, ratify and confirm the matters set forth herein, which shall be for the benefit of The Cliffs at Glassy Property Owners Association, and an inducement for the ARC to issue its construction approval and authorization for Contractor to commence work in accordance with the Design Guidelines and following plan and specification approval.

---

Signature of Owner

Date

---

Signature for Contractor

Date

---

Title of Person Signing for Contractor

\_\_\_\_\_ Builder Initials

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\_\_\_\_\_ Owner Initials

# Cliffs at Glassy

## Authorization for Construction Certificate

New Construction

Addition/Remodel

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

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

Street Address: \_\_\_\_\_

Builder: \_\_\_\_\_

### FEES

### Amount

### Date Paid

ARC Review Fee \_\_\_\_\_

Road Usage Fee \_\_\_\_\_

Builder Bond \_\_\_\_\_

Landscape Bond \_\_\_\_\_

Construction Application Package Submission/start Date: \_\_\_\_\_

New or Remodel Construction Completed by: \_\_\_\_\_

Landscape Plan Required by: \_\_\_\_\_

Landscape Installation Completed by: \_\_\_\_\_

Having reviewed all design documents submitted by the property owner, as required by the CAG Design Guidelines, the Architectural Review Committee approves commencement of construction/landscape activities at the above address. Any changes from the approved documents affecting the exterior including: placement of the building envelope, the specifications, materials, tree clearing, landscaping and routing of ingress/egress to roadways must be **approved** by the ARC prior to implementation.

\_\_\_\_\_  
NHE Admin for Architectural Review Committee  
glassypoa@nhe-inc.com; 864.895.2829

\_\_\_\_\_  
Date

\_\_\_\_\_  
Builder Initials

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\_\_\_\_\_  
Owner Initials

# **APPENDIX 1**

# Suggested Plant Material

The following is a list of plant materials that are generally accepted as compatible with the natural vegetation on the mountain. The list represents a core group of plants which are mostly native to the area and generally perform well in the mountain environment. The purpose is to provide landscape designers and owners not familiar with the area a sense of plant materials well suited to this environment. The list is not exhaustive and many species not on the list are worthy of consideration. However, all plants should be evaluated for their potential to be invasive in this environment and, in particular, those plants listed in Appendix 2 must not be included in a landscape design.

## LARGE AND SMALL DECIDUOUS TREES

- Oaks** Very common on the mountain, varieties to consider are chestnut, southern red, black and white oak.
- Carolina Silver Bell** *Halesia Carolina*. Native small tree growing to 30-40 ft. tall with profuse snow-white clusters of bell-shaped flowers. Likes sun.
- Franklin Tree** *Franklinia alatamaha*. Handsome small tree once native to Georgia. Grows 10-20 ft. high. Dark green leaves turn orange and red in the fall. Showy hanging white flowers July-September. Full Sun.
- Sassafras** *Sassafras albidum*. Small Tree. Fast grower to 20-25 ft. and then slow grower to 50 ft. high. Excellent Fall Color.
- Dogwood** *Cornus florida* native to the mountain and very common. Blooms early in the Spring before leaves show. There is a pink blossom cultivar. *Cornus kousa* is a late Spring blooming with cream color flowers. Tolerate shade.
- Sourwood** *Oxydendrum arboreum*. Very common and native to the mountain. Provides three seasons of interest with lily of the valley long hanging flowers and vivid red Fall color.
- Eastern Redbud** *Cercis Canadensis*. Small tree native to the area. Early Spring blooming with bright pink flowers before leafing out. Grows faster and more than twice the size of dogwoods.
- Black gum** Very common and native to the mountain. Black tupelo is an alternative name for this tree.

## EVERGREEN TREES

- Arborvitae** Not native to North America though used for landscaping on the mountain. Subject to severe damage from deer browsing.
- Cedar** Eastern red cedar is native to the mountain. Subject to deer damage. Though not native to North America, deodar cedar is worthy of consideration.
- Pine** Loblolly and Shortleaf pine are grown commercially in the area and probably provide the seed for the pines on the mountain.

**Holly** American holly is native to the area. Most hollies do well on the mountain.

**SHRUBS**

**Azalea** Native to the mountain with several varieties, both deciduous and evergreen, available for landscaping.

**Mountain Laurel** Native to the mountain.

**Rhododendron** Native to the mountain with several varieties available for landscaping subject to soil variations. Will not do well depending on the soil of that spot.

**Pieris** Not native to the mountain but a useful plant to provide variation when mixed with azaleas, laurel and rhododendron.

# **APPENDIX 2**

# Invasive Plant Materials

The plants in the following list are known to be invasive and should not be included in landscape plantings on the mountain. A few of these plants, crown vetch, kudzu, and love grass in particular, have been introduced to the mountain and are demonstrating their ability to invade new areas. Limiting further spread of these three plants in this rugged terrain will be very difficult if not impossible. The introduction of additional invasive species into the mountain environment has the potential to dramatically change the natural landscape which is one of the attractive features of the community.

The ARC recommends that all plant materials used in landscaping be obtained from a source that can provide accurate identification of the materials. This is important as there are situations where some varieties of a species are invasive while others are not. If you elect to use a “noninvasive” cousin of an invasive plant, the planting should be carefully monitored for evidence of aggressive growth and spreading which may indicate the plant is not suitable for use in a mountain landscape.

*Native Alternatives to Invasive Plants* by the Brooklyn Botanic Garden is an excellent cross-referenced resource to identify invasive and a local alternative.

## AQUATICS

### **Eurasian water milfoil**

*(Myriophyllum spicatum)*

Although there are some milfoils that are not considered invasive, the use of any milfoil in a garden water feature is discouraged. Eurasian water milfoil is a major problem in the lakes of New England and if it were to become established it would ruin the ponds on the golf course. Diamond milfoil or Parrot feather (*M. aquaticum*) is another invasive variety of milfoil.

## HERBS

### **Giant reed**

*(Arundo donax)*

An evergreen, rhizomatous perennial grass which can reach heights of 15 feet.

### **Canada thistle**

*(Cirsium arvense)*

Many members of the genus *Cirsium* are invasive with grassy mountain slopes and are a favored habitat.

### **Cogon grass**

*(Imperata cylindrica)*

Also known as Japanese blood grass

### **Chinese lespedeza**

*(Lespedeza cuneata)*

Be sure the varieties of lespedeza available in garden centers are properly identified

### **Purple loosestrife**

*(Lythrum salicaria)*

This loosestrife is very invasive and a major problem in several states. It invades wetland habitats which makes it a major threat to the ponds and streams on the golf course. It has been declared a noxious weed in several states where its sale has been banned.

### **Lesser celandine**

*(Ranunculus ficaria)*

The genus *Ranunculus* is commonly known as buttercups. Some variants of this species are described in garden books as “extremely invasive”. None of the variants of this species should be included in a landscape.

## VINES

Most vines by nature tend to climb over other plants and structures in their habitat and rapidly develop an overgrown look if not pruned on a regular basis. Based on this characteristic alone, they are not particularly desirable plants for landscaping on the mountain as unmaintained plantings could readily spread into natural areas. The following specific vines should be avoided.

<b>Fiveleaf akebia</b> ( <i>Akebia quinata</i> )	A semi-evergreen climber.
<b>Porcelainberry</b> ( <i>Ampelopsis brevipedunculata</i> )	Overtakes open, sunny, disturbed habitats.
<b>Oriental bittersweet</b> ( <i>Celastrus orbiculatus</i> )	Invades open woods, thickets, and roadsides overtopping native species. Has escaped from cultivation in 21 states from Maine to Georgia. Not quite as vigorous as kudzu, but with time has the same ultimate impact on a natural area.
<b>Climbing euonymus</b> ( <i>Euonymus fortunei</i> )	Also known as wintercreeper. Recommended as a groundcover and described as a vigorous climber.
<b>English Ivy</b> ( <i>Hedera helix</i> )	If not properly pruned and maintained could readily escape into natural areas abutting landscaped property.
<b>Mile-a-minute</b> ( <i>Fallopia aubertii</i> )	Described as a vigorous, woody, twining, climber.
<b>Kudzu</b> ( <i>Pueraria lobata</i> )	This plant needs no further comment.

## SHRUBS

<b>Russian olive</b> ( <i>Elaeagnus angustifolia</i> )	Not recommended due to its tendency to spread.
<b>Bush honeysuckles, exotic</b> ( <i>Lonicera cultivars &amp; species</i> )	Since some species are invasive, the use of honeysuckles for landscaping is not recommended.
<b>Common buckthorn</b> ( <i>Rhamnus cathartica</i> )	Described as having become a weed in some areas.
<b>Japanese spiraea</b> ( <i>Spiraea japonica</i> )	Readily infests stream banks and roadsides spreading into forests, thickets and overgrown fields from New England to Indiana and south to Tennessee and Georgia.

## TREES

Must be treated two to three months before with herbicide such as Pathfinder II prior to removal. An aggressive use of stub killer should be used after removal.

**Tree-of-heaven**

*(Ailanthus altissima)*

In addition to a tendency to be invasive, the male flowers are unpleasantly scented, and the pollen may cause an allergic reaction.

**Princess tree**

*(Paulownia tomentosa)*

Although described as “naturalized” in the eastern US, they currently are present on the mountain.

**White poplar**

*(Populus alba)*

Trees tend to be fast-growing, short-lived, and weak with vigorous root systems that may damage drains, septic fields, and foundations. Produces fluffy white seeds (“cotton”).

**Mimosa/silk tree**

*(Albizia julibrissin)*

Mimosa has delicate looking bi-pinnately compound leaves that resemble ferns and very showy, pink flowers that are fragrant, giving way to small, flat bean-pod like fruits. Mimosa invades any type of disturbed habitat. Once established, mimosa is difficult to remove due to the long-lived seeds and its ability to re-sprout vigorously.