

Cliff Ridge Design Code



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I. Vision

This Place We Live



Cliff Ridge is defined by its unique and spectacular setting within the 40,000-acre Mountain Bridge Wilderness Area. The community's central location allows owners and residents immediate access to enjoy the area's rich and diverse ecology. Passing through the Mountain Bridge Wilderness is the Blue Ridge Escarpment where elevations drop over 2,000 feet within a very short distance. This rugged region with its deep gorges and plunging waterfalls provides some of the most spectacular scenery in the Southern Appalachians. The variable topography and steep gradients of the escarpment provide habitats that differ in moisture availability, soils, and climates over very short distances, resulting in a rich mosaic of plant species and communities. This unique environment spills over into Cliff Ridge and defines the aesthetics of the community. The Design Code will hopefully guide the homeowner toward an appreciation of that aesthetic and a desire to design improvements that will be in harmony with and a continuation of the natural landscape of the Mountain Bridge Wilderness Area. It should feel as if Cliff Ridge, a comfortable, understated community, was "dropped" into this far corner of South Carolina where a 150 years ago visitors retreated to quaint summer colonies for the cooler climate and boundless panoramic views.

II. The Cliff Ridge Design Code

The Cliff Ridge Design Code (Design Code) communicates those elements that are essential for new construction within Cliff Ridge. This includes construction of all new homes as well as improvements to existing homes and lots that occur over time. The Design Code also describes the operation of the Architectural Review Committee (ARC), and provides instruction for some of the most common improvements and modifications. It is important that before undertaking any construction, including site improvements or removal of any native vegetation the lot owner submit an application consistent with the requirements of the Design Code to the ARC for review.

The functions of the ARC are set forth in the Declaration of Restrictive Covenants for Cliff Ridge Colony. Article 9 establishes the ARC and provides that,

“No dwelling, outbuilding, garage or physical structure of any type shall be commenced, erected, placed, moved onto or permitted to remain on any Lot (or Common Area) nor shall any existing structure be altered in any way which materially changes the exterior appearance of the structure or Lot, until (1) a building permit has first been obtained from the governmental body with jurisdiction and (2) the preliminary and final plans and specifications therefor have been submitted to and approved in writing by, the ARC. Likewise, no Lot clearing in connection with initial construction shall be commenced until a landscaping plan has been submitted and approved by the ARC, and no material change to the landscape or hardscape of any Lot shall be commenced without prior ARC approval.

Additionally, in Article 10 the covenants require that,

“No living tree exceeding six (6) inches in diameter (measured 2 feet from ground level) nor any dogwood or other ornamental tree older than two years, nor any mature Rhododendron, Mountain Laurel or other indigenous flowering shrub, shall be cut without prior written consent of the ARC unless it is within the area of the Lot approved for location of the building pad or foundation.”

This code is not intended to constitute a complete list of all criteria that must be satisfied. It shall remain the obligation of the property owner to make an independent evaluation of the adequacy of any design or material and to determine their suitability for the intended usages.

The ARC has the right, but not the obligation, to grant waivers for minor deviations and infractions of the Design Code. The granting of any waiver for any portion of the Properties may be given or withheld in the ARC’s sole discretion and a prior grant of a similar waiver shall not impose upon the ARC the duty to grant new or additional requests for such waivers.

This Design Code is subject to change, and applicants should always consult the most current edition.

Notwithstanding requirements contained in the Design Code, requirements imposed by the local jurisdiction codes shall take precedence in case of conflict.

III. Planning Your Lot

A. Inventory Site Conditions

Cliff Ridge is in a unique environmental setting. The more one understands and appreciates the characteristics of the area and specifically the lot the more the home will blend in with its natural setting. Each lot in Cliff Ridge is different and those differences influence the home. Physical features that should be considered in designing any home or improvement include, slope, drainage, vegetation (both trees and understory), orientation and views, and plat constraints.

1. **Tree Survey and Topography** - A tree survey is required prior to any home construction. It should be done prior to designing the home and laying out the site.
2. **Topography** - Along with a tree survey topographic information is required to establish the finish floor level and grade the site. Most lots within Cliff Ridge have a slope that in some cases can be substantial and should be taken into account early in the design process. Some lots accommodate basement levels, others do not.
3. **Indigenous Vegetation** – Removal of indigenous flowering shrubs that are not within the area of the Lot approved for location of the building pad or foundation must be approved by the ARC.
4. **Views** – The ARC will consider selective trimming to open filtered views. However, clear cutting is not permitted. Each request is taken on a case by case basis.
5. **Orientation** – All homes are required to face toward the front line of the Lot except that dwellings to be constructed on corner Lots shall face in the direction designated by the ARC. Notwithstanding the foregoing, the ARC, in its sole discretion, may approve an alternate orientation other than toward the front of the Lot in instances of undue hardship or optimization of a view or vista.
6. **Setbacks** – All Lots shall respect the setback lines, easements and other requirements shown on the Plats. In addition, no dwelling shall be erected nearer to any side lot line than a distance equal to 10% of the width of the Lot measured at the building setback line, and in no event shall any dwelling be less than 10 feet from the side lot line.

B. Site Layout

The placement of the building and other related structures determines the area required for construction and subsequently the portion of the Lot that can remain in its natural state. With the stated objective of preserving the natural character of Cliff Ridge throughout its development careful consideration of the design and construction process will increase the likelihood of achieving the best result. This residual area is defined as the Preservation Zone.

- 1. Building Elements** – All constructed elements, including but not limited to the building pad, driveway, parking areas, walkways, porches, septic tank and drainfield, on the site must be located on the site plan. Additions or changes to the home or site after the initial construction must also go through ARC review.
- 2. Construction Zone** – Surrounding the construction is a general zone that is required for the work of the contractor to take place. Typically, this is an area 5-10 feet in width around the perimeter of the building. Other areas may not need as much. Various activities related to construction should be considered in advance, such as access for construction materials, and layout areas. At the onsite Orientation Meeting the extent of this area will be marked in the field and a construction barrier will be required based upon the requirements of the ARC.
- 3. Preservation Zone** – The area outside the Construction Zone is designated the Preservation Zone. No disturbance in this area may occur without approval by the ARC.

IV. Design Standards

A. Architecture

1. Dwelling Requirements

- a.) Maximum height: May not exceed two and one half (2 ½) stories in height above the foundation wall without approval from the ARC.
- b.) Minimum size: One story 1,500 square feet; two story minimum footprint 1,000 square feet, 1,500 overall minimum square footage

2. Garages:

- a.) May be attached or detached
- b.) No detached garage or accessory structure may exceed 1,800 square feet
- c.) No detached garage or accessory structure may exceed 20 feet in height.
- d.) Detached garages must be set back 50 feet from the front property line and no nearer than 5 feet to any side or rear lot line.
- e.) All garages that are fully enclosed and include an operative garage door may face the street but all carports must face away from the principal street of the house so that the main view of the house from the street will not be directly into such a carport.
- f.) Garage doors are to be kept closed unless the garage area is maintained in a clean and neat condition.

3. Setbacks

All dwellings shall be constructed to face toward the front line of the Lot except that dwellings to be constructed on corner Lots shall face in the direction designated by the ARC. No dwelling shall be erected nearer to any side lot line than a distance equal to 10% of the width of the lot measured at the building setback line, and in no event shall any dwelling be less than 10 feet from the side lot line. Notwithstanding the foregoing, the ARC is authorized and shall have authority, in its sole discretion, to approve the location and positioning of a dwelling to face other than toward the front of the applicable Lot in the name of optimizing a view or vista and in instances of undue hardship created by orienting the dwelling toward the front of the Lot.

4. Exterior Fixtures

The following shall be permitted only in rear yards, or otherwise screened from view in a manner deemed suitable by the ARC:

- a.) HVAC equipment
- b.) Utility meters
- c.) 18" satellite dishes,
- d.) Permanent grills
- e.) Permanent play equipment
- f.) Above ground propane tanks
- g.) Hot tubs (those at ground level must be covered).

The following shall not be permitted under any circumstances:

- a.) Window air-conditioning units
- b.) Above ground pools (except those of the inflatable variety not permanent in nature)
- c.) Television and radio antennas on the exterior of houses
- d.) Clothes lines

5. Outside Storage

During approved construction, no construction material or device shall be stored on any Lot except for the purposes of such construction, and in any event not longer than the length of time reasonably necessary for such construction. All construction debris, excess materials, stumps and other matter discarded during construction shall be removed from the Lot as often as necessary to keep the Lot and all Structures neat, clean and attractive in appearance.

The storage of boats or campers in yards or driveways is prohibited

6. Lighting

No exterior lighting shall be installed, maintained or permitted to remain on any Lot, the light source of which is deemed, at the sole discretion of the ARC, to be an impairment or hazard to vehicular traffic in the Subdivision or a nuisance to neighboring Lots/Owners.

7. Mobile Homes

No mobile or modular home, manufactured home or prefabricated home constructed off-site or structure having the characteristics or appearance of a mobile or modular home shall be located upon any Lot.

8. Satellite Dishes and Antennas

The Federal Telecommunications Act of 1996 allows homeowners and tenants the right to use certain antennas, a term that includes both traditional straight or pole installations and what are commonly called satellite dishes or dish receivers. Under the law, use restrictions, such as those imposed by the Design Code, may not unreasonably restrict the use of antennas. However, use restrictions may limit the location of antennas if acceptable quality signals are possible in the location. This Design Code is intended to comply with, and shall be subject to, the Federal Telecommunications Act of 1996 as amended from time to time (the “Act”).

The term “permitted antennas” as used in this Code shall be defined as those antennas specifically protected by the Act. In general, permitted antennas are designed to receive television, video or computer signals or computer data but not to broadcast a signal. The law does not protect satellite dishes greater than one meter in diameter, and the use of such dishes in Cliff Ridge is prohibited.

9. Signs

No sign(s) of any nature may be placed or maintained on any lot by any owner, relator, contractor, or other person without first obtaining written approval of the Architectural Review Committee. If permission to erect sign(s) is given, the Architectural Review Committee shall have the right to restrict the size, color, and contents of such sign(s). This restriction is not intended to prohibit property owners from identifying their property with sign(s) in keeping with the general architecture in Cliff Ridge Colony.

10. Color Palette

Color palettes will be evaluated on an orientation that reinforces the natural, park like setting of Cliff Ridge. Vibrant primary colors should be avoided in favor of earthtones that draw from a color palette of browns, tans, warm grays, and greens.

B. Site and Landscape Standards

1. Indigenous Vegetation

No living tree exceeding six (6) inches in diameter (measured 2 feet from ground level) nor any dogwood or other ornamental tree older than two years, nor any mature Rhododendron, Mountain Laurel or other indigenous flowering shrub, shall be cut without prior written consent of the ARC unless it is within the area of the Lot approved for location of the building pad or foundation.

Approval for the removal, relocation or replacement of indigenous plants described above shall require submission of a landscape plan that identifies the indigenous plants.

2. Plant Protection During Construction

Plant protection is specifically addressed in the **SITE PREPARATION PLANT PROTECTION AND PRESERVATION AGREEMENT**

3. Driveways and Parking

Permanent driveways, turnarounds and parking areas must be surfaced. A hard surface, such as brick, concrete, or asphalt must be used and adequate drainage provisions to accommodate heavy rains must be incorporated. Parking for licensees and invitees must be accommodated within the property lines, and all parked vehicles must have current license plates affixed.

4. Fencing

No wall, fence or hedge in the front yard of any Lot shall be erected: (1) across or along the front lot line of any Lot, (2) across or along the side lot line of any Lot from the building setback line forward or (3) across or along the side setback line backward towards a dwelling and having a height of more than three (3) feet. All walls, fences or hedges erected in the backyard of any Lot shall be of a reasonable height which shall not unduly interfere with the view of contiguous or nearby Owners. All walls, fences or hedges proposed to be erected or placed on any Lot, whether in the front or back, or as part of the original residence designed or a later additional or additions, must first receive prior written approval of the ARC. If the ARC determines such fence, wall or hedge may interfere with views or the natural setting, such fence, wall or hedge may be prohibited, in the ARC's sole discretion.

5. Division and Combination of Lots

No Lot in the Subdivision shall be further subdivided so as to create an additional building lot. This provision is not intended to prevent cutting off a small portion or portions of any Lot for the purpose of conveying the same to an adjoining Owner or straightening or adjusting a boundary line. However, the remaining portion of the Lot must not violate the minimum size requirements of any governmental regulation or the development requirements hereof. Nothing herein contained shall be construed to prohibit the combination of Lots or the use of more than one Lot for construction of a single dwelling, provided prior written approval of the said construction has been obtained from the *ARC* and provisions of this Amended and Restated Declaration are otherwise met. *As* regards the combination of Lots, the resultant aggregate property shall be treated as one Lot for purpose of calculating set-backs, offsets or other construction limitations dependent on Lot dimensions. In all other respects, including, but not limited to, voting rights and assessment obligations, the combined Lots shall continue to be treated as multiple Lots, in their original number and character.

V. Steps of the Design Review Process for a New Home

1. Orientation Meeting
2. Submittal of Form A, Final Design Review package.
3. ARC technical review for completeness of Final Design submittal.
4. ARC review of complete Final Design submittal resulting in denial, approval, or review with conditions. Prior to issuance of Final Approval, the design drawings must be consistent with any conditions resulting from the Final Design.
5. Execution of the Cliff Ridge Plant Protection and Preservation Agreement and the Cliff Ridge Property Owner & Builder's Agreement.
6. Submit approved Construction Documents to Local Jurisdiction for Building Permit
7. Building Permit issued
8. Onsite Preconstruction Meeting.
9. Construction begins.
10. ARC inspections during construction.
11. Construction complete.
12. ARC reviews property for final compliance approval.
13. Apply for final building inspection from local jurisdiction.
14. Issuance of Certificate of Occupancy by local jurisdiction.
14. Return of Owner's deposit.

VI. Design Review Process

A. Purpose of the Architectural Review Committee

In order to assure every owner within Cliff Ridge that the proper standards of construction and development will be encouraged and maintained to everyone's benefit, the ARC has been established to review and approve all plans and specifications for proposed residential improvements, as well as additions, changes and modifications.

The goal of the ARC is to process each submittal fairly, consistently, in a timely manner, and most important, in accordance with the requirements of the Design Code and the Declaration of Restrictive Covenants for Cliff Ridge Colony.

An additional goal of the ARC is to review and act on all formal submissions within fifteen (15) business days of receipt; however, the amount of time it takes the ARC to complete the review will vary with the complexity of the design and submission completions. Submissions that are not complete cannot be considered for ARC review and will be tabled until the missing information is made available. If the ARC fails to specifically approve or disapprove the plans and specifications submitted in final and complete form, within thirty (30) days after written request for approval, such plans and specifications shall be deemed approved.

It is the intent of the ARC to most strongly discourage any variances from technical compliance with the Design Code. Request for variances on items found not in technical compliance will be time consuming and will not be granted unless there is some overriding hardship associated with the site that makes such variances unavoidable. If the design as submitted requires a variance of any kind, this must be clearly stated along with the rationale for such a variance in a covering letter.

The Design Review and Plan Submittal Process begins with an initial orientation meeting at which the Design Code and its requirements are reviewed. A second meeting is scheduled to review the proposed site plan. A Final Design Submittal is the only other step in the process.

In preparation for the orientation meeting, the property owner should present, to the ARC, the proposed architectural style of the house and the proposed color scheme for exterior materials. A picture of a house with a similar architectural style and colors ("Craftsman" style and colors for example) is sufficient. At the orientation meeting the owner may request and the ARC may, in its sole discretion, defer the owner's submittal of a landscape plan and exterior colors until the house nears completion.

In preparation for the Site Plan meeting, the property owner shall present, in schematic form, all the submittal items noted in the Final Submittal checklist under the Site Plan section.

The property owner, contractor and sub-contractors are responsible for conformance to the Cliff Ridge Design Code, South Carolina residential building codes and Greenville County building codes and ordinances including those addressing property setback lines.

A Final Submittal checklist is attached as an appendix to this Design Code. For the Final Submittal, the check list must be included with all appropriate boxes checked. If the check list is not included with the Final Submittal or, if all appropriate boxes are not checked, the Final Submittal will not be reviewed by the ARC and the submittal will be returned to the property owner. The ARC will not review the submittal to determine if the information required in an unchecked box has actually been submitted. **There are no partial reviews. There is only one complete final review and the final review will not occur until all the submittal requirements have been met.**

All plan submittals must include one printed set of drawings and a pdf file for the ARC review. After each review, one (1) set of plans with comments will be returned.

B. Design Submittal

The Final Design Submittal is meant to provide the ARC with drawings that illustrate and communicate a fully developed design concept that is well integrated with the site and surroundings. The drawings shall be hard line. The Cliff Ridge architectural submittal requirements must be completed and submitted.

1. Tree Survey

Showing trees as required, building footprint, driveway, walkways and other impervious features, septic tank drainfield area, construction zone, and preservation areas.

2. Final Site Plan (minimum 1"=20' minimum) showing:

- a.) Applicable building setback lines
- b.) Building Placement
- c.) Existing and proposed grading plan showing 1' contours
- d.) All easements
- e.) Final drainage plan
- f.) Finished floor elevations
- g.) All utility service locations including underground gas tanks if applicable.

- h.) Walls, walks, drives, decks, with material designated, as well as dimensions
- i.) Location of septic tank and drain field
- j.) Existing trees six inches (6") in caliper and larger to remain. Existing trees six -inches (6") in caliper and larger to be removed.
- k.) Dimensions to corner of structures(s) perpendicular to the property lines
- l.) Layout area defined and proposed limit of construction, location of silt fence barriers.

3. Final Floor Plans (minimum ¼" = 1'0") showing:

- a.) Rooms designated by name and dimensions
- b.) Door and window locations
- c.) Square footage of covered areas
- d.) Square footage of garage
- e.) Square footage of living areas

4. Exterior Elevations (minimum ¼" = 1'0") showing:

- a.) All exterior elevations
- b.) Exterior materials and finishes (including light fixtures, etc.)
- c.) Chimney and chimney cap height (dimensions need to be indicated and all materials specified)
- d.) Special architectural elements (i.e., skylights, solar panels, ornaments, etc.)
- e.) Gutters and downspouts

5. Roof Plan showing overhang line.

6. Landscape Plan (minimum 1"=20') showing:

- a.) Final landscape plan indicating preservation zone, plants by location, hardscape elements
- b.) Hardscape plan
- c.) Plantings identified by name (botanical and common), size and quantity

7. Title Block Information

- a.) Title block containing, lot number, street address, name of applicant/owner, name of design professional and contact information.
- b.) All sheets shall have a scale, north arrow where appropriate and date of submission and revision.

The Final Submittal Documents, as approved, represent the lot Owner's commitment to construction intent. If the Owner, or his design team, wishes to change approved plans, proposed revisions must be submitted to the ARC for further review and approval. No revisions can be implemented prior to this approval.

FINAL APPROVAL BY THE ARCHITECTURAL REVIEW COMMITTEE MUST BE OBTAINED BEFORE PLANS ARE SUBMITTED TO THE LOCAL JURISDICTION FOR ISSUANCE OF BUILDING PERMITS.

C. Drawing Submittals Review/Impact Fees

For new home construction the non-refundable review/impact fee is Three Thousand Five Hundred Dollars (\$3,500.00). There is no additional fee for additions or modifications to homes after the initial home is constructed. There is a refundable \$10,000.00 deposit that is required as part of the Builder's Agreement process. See the Builder's Agreement located in the Appendix for details.

D. Onsite Preconstruction Meeting

Once approval of plans is obtained from the ARC and before any site or construction activity is started, the Property Owner, along with the Builder (a state licensed contractor), must schedule a meeting with a representative of the ARC and the CR Site Manager, to locate all right of ways, water lines and property boundaries, and to approve all tree cutting or cutting of native plants or underbrush prior to any grading or site preparation. The location of all underground utilities will be identified by Property Owner or contractor with CRC Site Manager prior to the meeting. This meeting can be scheduled by calling 864 836-6845. The Property Owner will point out the building and any other improvements such as garages, out-buildings, driveways, to the CRC Site Manager, to be in compliance with the property boundaries and set-back lines.

E. Construction Subject to Review

Modifications: Review is not required to repaint with originally approved paint and colors, or to replace the roof or other components with duplicates of those originally approved. Any other modification of the main building, outbuilding, landscaping and all other parts of the Lot visible from outside the Lot must be approved in advance of performance of any work, including but not limited to the following:

1. Materials and color selection for the main building and any outbuilding (including roof, doors, windows and trim)
2. Landscaping, grading and any removal or substantial pruning of trees or plants
3. Privacy walls or other fences and gates, driveways, walks, patios and other ground surface materials

The listing of a category does not imply that such construction or use is permitted.

Protection: The cutting, removal or intentional damage of existing trees (including excessive pruning or failure to use due care with equipment or when removing other trees permitted to be removed) is strictly regulated under the Code.

Approved Plans: Once construction begins, all construction must comply with the approved plans and specifications. Any changes to the plans must be reviewed and approved.

F. Standard for Review

Inspection: The ARC representative may inspect the property during construction but has no obligation to make any such inspection.

Governmental Compliance: Owners are responsible for making sure that construction conforms to governmental regulations and all local building codes. If the ARC notes noncompliance, the Owner will be required to make the necessary changes at the Owner's sole expense. However, the ARC is not responsible for compliance with governmental requirements.

G Liability

The ARC and its inspectors are concerned with aesthetic considerations, and are not responsible for compliance with governmental requirements or design or construction defects or use of materials affecting the safety or structural integrity of the building. Approval by The ARC of an application shall not

constitute a basis for any liability of the members of the ARC, Board of Directors of the Association or the Association for failure of the plans to conform to any applicable building codes or inadequacy or deficiency in the plans resulting in defects in the improvements, or for the performance or quality of work of any contractor or architect approved by it, or for non-compatible or unstable soil conditions or soil erosion or another condition of the property.

Appendices

Final Submittal Checklist

Cliff Ridge Site Preparation Plant Protection and Preservation Agreement

Cliff Ridge Property Owner & New Home Builder's Contract

Cliff Ridge Property Owner & Builder's Contract for Already Developed Lots

Native Plant List