



LITTLE KEOWEE BAY

Architectural Review Committee Checklist and Requirements

(All pages need to be completed and returned to ARC)

2025 Checklist

Dear Property Owners,

We are excited that you are ready to begin the planning stage for the construction of your home. The Declaration of Covenants, Restrictions, Property Owners Association and Limitations For Little Keowee Bay Subdivision (the “Covenants”) is a recorded legal document, which applies to your property. The Covenants require that your project must be reviewed and approved by the Architectural Review Committee (ARC) prior to starting any construction. To help simplify the process, the ARC has put together this checklist of information needed to commence the review and approval process. We strongly advise that you gather all documents required prior to making your initial submittal to the ARC. This not only helps with getting all the necessary documents to each committee member in a timely and organized manner, but also saves time in the review process.

The first page, and Sections A and B, contain information necessary for plan approval. Section C, on Pages 3 – 5, covers important Covenant requirements that you and your builder must understand and comply with. While we have identified the most significant compliance items within the Covenants and have incorporated them into this document, we strongly recommend that you and your builder thoroughly review the Covenants in their entirety prior to construction, as this Checklist is not intended to cover every potential issue, and you remain responsible for building in compliance with the Covenants.

If you have any questions, you may contact the Architectural Review Committee. Contact information for the ARC Chair is located on the Little Keowee Bay website - <http://littlekeoweebay.com/>.



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Section A – Owner and builder information.

Lot Number	
Oconee County assigned street address	
Property Owner Names	
Best Owner contact email address	
Best Owner contact cell phone number	
Proposed Builder or general contractor name and South Carolina License number (include copy of license).	
Contractor Address	
Best contact email address for contractor	
Best contact cell phone number for contractor	
Anticipated start date of construction. NOTE: If construction does not commence within 180 days of final ARC approval, resubmission of plans may be required.	

Section B – Plan Information that must be submitted to ARC for approval.

OWNER INITIALS	INFORMATION REQUIRED
	Two (2) copies of blue line schematic drawings (or electronic drawings).
	Blueprints to include all four side elevations and foundation plan.
	Two (2) copies of detailed Site Plan (or one electronic copy) showing house footprint in relation to property lines, with contours (maximum two-foot intervals) shown.
	\$1000 impact fee – approval to begin construction will not be given until impact fee has been received.
	Certificate of Insurance from builder naming LKB POA as certificate holder: Little Keowee Bay POA, 321 Bayside Drive West Union, SC 29696
	Copy of approved building permit from Oconee County. (Prior to commencing work).
	Copy of approved septic system permit from SCDHEC.
	List of all subcontractors to be used, along with their contact information.



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	Exterior color plan defining earth-tone colors and materials to be used according to Sections 4.1 (b) and (d) of the Covenants.
	Provide a detailed, to-scale, water drainage plan showing culverts, downspouts, drain tiles, catch basins, surface run-off control, including all dimensions.
	Provide a detailed tree-cutting site plan, showing structure outline, all trees planned for removal, and trees which will remain outside structure footprint after construction. (See Covenants Section 3.9, 3.31 and 3.32.

Section C – Additional requirements and information. Initial each item to confirm your understanding.

Dwelling Size –

_____ Dockable lakefront lots – no less than 1800 square feet of heated floor space for a single-story dwelling. The square footage shall not include porches, garages, and basements regardless of whether basements are heated and finished. The minimum footprint shall be no less than 1400 square feet for a multi-level structure and shall have a total square footage of 1800 square feet or larger. The square footage shall not include porches, garages, and basements regardless of whether basements are heated and finished.

_____ Non-dockable lakefront and interior lots – no less than 1400 square feet of heated floor space for a single-story dwelling. The square footage shall not include porches, garages, and basements, regardless of whether basements are heated and finished. The minimum footprint shall be no less than 1,200 square feet for a multi-level structure and shall have a total square footage of 1,400 square feet or larger. The square footage shall not include porches, garages, and basements, regardless of whether basements are heated and finished.

Construction – All homes and buildings must adhere to the following:

_____ Per Article 3, Section 3.3 of the Covenants: **All homes and buildings must be completed within 12 months from the date construction begins. Failure to complete within the allotted time may result in fines or penalties being assessed by the POA.**

_____ Site-built construction with one or more of the following finishes: brick, block, rock, wood, cement board siding, or stucco. No vinyl or aluminum siding is permitted. System built, manufactured or mobile homes (also called kit, modular, prefab homes) are not permitted. Standard/simple log or cabin-like homes are not permitted.

_____ Color - Exterior color is in harmony with natural surroundings with strong emphasis on earth tones. No bright colors. Color selection must be approved by the ARC, information to be provided per Section B.



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_____Roof and Pitch - All roofs on dwellings shall have at least a 6:12 pitch. Roofs must be finished with either high quality 25-year Architectural shingles, slate, cedar, or architectural metal roofs. Inexpensive metal or tin roofs are not permitted.

_____Driveways – All driveways and parking areas shall have a hard surface and constructed of either concrete, asphalt, or pavers.

_____Buildings Location – All buildings must meet local building codes and setback requirements.

_____Garages - No front-loading garages shall be permitted unless pre-approved by the ARC. Variances shall be granted only when the lay of land dictates such a variance is required. Garage doors must be constructed of high-quality material. Carriage doors are highly recommended and may be required. Carports are not allowed.

_____Foundations - Dwelling foundations must be finished with brick, stone, or stucco, or be built of split-face block that has the appearance of natural stone. Other than split-face, no exposed block shall be permitted. All retaining walls shall be constructed of concrete or concrete block. Railroad ties are not permitted in the construction of retaining walls.

_____Swimming Pools – Will be permitted where enough land exists for such. You must have prior approval of the ARC and the appropriate permit from Oconee County prior to construction. No above ground pools are permitted.

_____Landscaping – Basic landscaping must be completed within three months of completion of construction.

_____Builders – all contractors, builders and subcontractors must be approved by the Association or ARC prior to start of construction. All contractors and subcontractors must be provided with a copy of the Little Keowee Bay Rules of Construction, and must agree to comply with the Rules. Failure to comply may result in disqualification for working in LKB.

_____Fences must be of wood construction and/or black aluminum or wrought iron and approved by ARC. Fences to control animals may not be used in front yards.

Land Disturbing Activities -

_____Construction erosion control and permanent water drainage plan. Only activities necessary for construction of road, trails, utility lines, house sites, driveways, septic tanks and drain fields shall be permitted. Owners and Builders must insure that all disturbances are done in an environmentally sound manner, with minimal impact on the sensitive water environment, taking all steps necessary to prevent silt, mud, chemicals and other pollutants from entering streetside drainage areas, lakes, streams, branches, etc. Control methods include, but are not limited to the construction and maintenance of sedimentation fences/screens, culverts, and catch basins. Detailed plans must be submitted to ARC for approval.



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Tree Cutting –

- Duke Property lies between the 800-foot elevation contour and the 804-foot elevation contour. **NO CUTTING OF TREES, CLEARING OR MOWING** may take place in this area without written approval from Duke – approval must be presented to ARC.
- Buffer area starts at the 800-foot elevation contour and extends for 50 feet. Within this 50-foot buffer area, **NO TREES OVER 6" IN DIAMETER MAY BE CUT OR REMOVED** (as measured 4' from the base of the tree), and no structures may be built. Under brushing and mowing is permitted. See attached Oconee County Fact Sheet.
- Lot owners shall make every effort to maintain as much of the natural tree canopy as possible. Initial plans for tree removal and subsequent cutting for views **MUST BE APPROVED** by the ARC, and Owners may only remove 10% of the trees on their Lot without the prior written consent of the Association. No tree with a diameter of 8" or larger may be removed without the consent of the Association. All trees that have been approved for cutting must be entirely removed from the property immediately.

Miscellaneous Items -

_____ Asphalt Damage – the Owner is responsible for the cost of repairs to the roads for any damage caused by the construction or other activities associated with construction. Damage includes, but is not limited to, parking vehicles or equipment on the edge of the asphalt, damage caused by irresponsible use of and/or loading on road, or use during adverse conditions.

_____ Job Site Conditions – Owners must require their builder to maintain a tidy construction site and pick up any trash or rubbish. Scrap building material must be placed in a dumpster and food waste placed in an animal-proof container, NOT dumpsters.

_____ Rules of Construction – the Owner is responsible for requiring their contractor to comply with the Little Keowee Bay Rules of Construction, a copy of which is provided herewith.

Reminder:

- Window air conditioning units are not allowed.
- Lattice is not allowed on houses.
- No exposed concrete or block walls are permitted, except as noted above with regards to retaining walls.
- Fuel tanks (propane, oil, etc.) must be installed underground.
- Large antennas and satellite dishes more than 18" in diameter are not permitted.
- Detached buildings – refer to section 3.4 of Covenants.