

Ashborough East Architectural Review Board
221 Brandywine Drive
Summerville, SC 29485

Phone/Fax:
843-821-1275

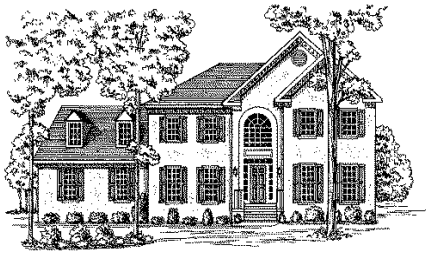
ASHBOROUGH EAST ARB REVIEW REQUIREMENTS

The ARB appreciates the co-operation and efforts of all homeowners in making Ashborough East an attractive and beautiful community. To comply with requirements of the Ashborough East Bylaws and Covenants, all homeowners must request review and receive approval by the Architectural Review Board (ARB) before making changes to the appearance of their homes or lots. The review process is described in AEHA Covenants and Restrictions Article VII (pages 11-17). The ARB review process is applied uniformly without exception, and with fairness to all.

ALL exterior work requires ARB review. The primary ARB goal is to ensure that any new exterior modification will match the style and finish of the existing house, and be compatible with the established appearance of the neighborhood and community.

Some examples of work that require ARB review include the following:

1. **Remodeling**, changes, or additions to the house, including
 - a. Window, door, or dormer changes
 - b. Room or porch additions
 - c. Roof replacements
 - d. House paint color changes (body, trim, shutter, and door colors)
 - e. House siding changes
 - f. Roof gutter and downspout installation
 - g. Porch roofs, canopies, columns, and railings
2. **Tree** removals – for all trees 2" diameter at chest height or larger
3. **Tree** trimming requiring removal of 25% or more of tree crown
4. **Tree** trimming requiring removal of limbs 6" diameter or larger at cut point
5. **Sheds**, outbuildings, or storage units (must follow design, color, and material of main house as outlined in separate guidelines posted on website)
6. **Detached garages** (must follow design, color, and material of main house as outlined in separate guidelines posted on website)
7. **Fences** and gates (material, height, and location)
8. **Play structures** including pre-fab units and tree houses (height, width, length, appearance, and location – see Covenants)
9. **Exterior lighting** (see Covenants)
10. **Swimming or garden pools** (location and site coverage)
11. **Solar** panels (location and appearance)
12. **Porch** additions, remodeling, enclosures, **patio**, **pergola**, or **deck** construction, or **concrete slab** pours (location and appearance)
13. **Driveway** or **sidewalk** expansions or changes (width, site coverage, and location)
14. **Free-standing** elements, such as **Standalone flagpoles** or **Driveway entrance piers**



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For general information, **the following are not permitted:**

1. Chain link or chicken wire fences
2. Plastic or commercially pre-built wooden or metal storage sheds;
3. Metal roofs
4. Screened pool enclosures
5. Front yard patios
6. Front yard location of children's swings, slides, or other play equipment
7. Front yard ornament exceeding standards outlined in "Front Yard Ornament and Sculpture – Guidelines" (see website).

Homeowners must contact the ARB and submit an application form to the ARB Chairperson to start the ARB review process (forms are available on the website). An ARB member will then arrange a site review to discuss the project and render a decision. Upon project completion, an ARB member will review the work to ensure Covenants compliance.

A listing of ARB documents, application forms, and helpful homeowner information is available on the community website, www.ashborougheast.org.

Architectural Guidelines for Residential Modifications

Ashborough East Homeowners Association, Inc.

GENERAL:

No building, shed, wall, fence, swimming pool or other structure or improvement of any nature, shall be commenced, erected, placed, or altered in any way which materially changes the exterior appearance of the property, or any tree removal commenced, until plans and specifications shall have been submitted to and approved in writing by the Architectural Review Board. Request for approval should be sent to:

Architectural Review Board

Ashborough East Homeowners Association, Inc.

221 Brandywine Drive

Summerville, SC 29485

PHONE: 821-1275

Request should be submitted using FORM A (Structures) and/or FORM A-1 (Trees). Incomplete requests will be returned without action. The Architectural Review process is governed by:

- **Restrictions Article VII** - Ashborough East Community Restrictions & Bylaws (approved 4/10/80)
- **Amendment II – Item 3** (approved 8/23/85)
- **Amendment III – Item 2** (approved 10/7/92)

All homeowners have agreed by law to abide by these restrictions as a condition of sale and residence in Ashborough East. Your real estate agent and lawyer are required by law to give them to you at closing.

INSTRUCTIONS:

1. GENERAL

Submit completed FORM A for structures and FORM A-1 for trees. Use a photocopy of your property plot plan to indicate the exact location of the improvement (including dimensions and distances from side and rear property lot lines) or tree(s). Post-construction audit is required for final approval (see attached).

2. FENCES

Use FORM A. Include your property plot plan, showing exact location of fence, and indicate location and width of gates. Fences cannot extend past the back corner of the house going towards the front lot line. Additionally, Westvaco and Dorchester County strongly urge homeowners not to fence within dedicated drainage easements. However, if you do intend to fence within the easement, an Encroachment Permit must be obtained from Dorchester County (visit Planning & Zoning Dept at the County Services Bldg. (520 N. Main St – Summerville, SC; ph: 832-0020), and submitted with the Fence Request to the Architectural Review Board. See attachments B, D, and F for additional information.

3. PORCH AND DECK ADDITIONS

Use FORM A. Include your property plot plan, showing exact location of the improvement. Working drawings must be included that show construction details of roof, sides, floor, and electrical wiring. Exterior materials, paint color, and roof shingles must match existing structure. An example of working drawings for a porch addition is shown in Attachment C.

4. SWIMMING POOLS

Use FORM A. Include your property plot plan, showing exact location of the pool. Include the pool dimensions, width of deck and distances from all property lines. An example of plot plan with pool is shown in Attachment D. Refer to Covenants for required setback distances. Since fencing is required, show fencing which presently exists or proposed fence location and details per Attachment B.

5. OUTBUILDINGS & EXTERIOR STRUCTURES

Use FORM A. Include your property plot plan, showing exact location of the proposed structure and indicate distances from side and rear property lines. Request must include complete working drawings, showing construction details of the entire building and front, rear, and side elevations. Exterior siding material must match predominant siding material of existing house (example: if house is sided in brick and wood and there is more brick than wood siding, the outbuilding must be sided in brick). Paint color and roof shingles must also match existing house. An example of working drawings for an exterior structure is shown in Attachment E.

6. TREES

Use FORM A-1. Include your property plot plan, showing exact location of proposed tree removals. Please note that tree removal can be approved only if the tree is dead, is causing damage (or could cause immediate damage) to an adjacent house, driveway, or fence, or would be in the way of ARB-approved pool, fence, or outbuilding construction.

Architectural Guidelines for Residential Modifications

Ashborough East Homeowners Association, Inc.

FORM A – Structures Application

TO: Architectural Review Board
Ashborough East Homeowners Association, Inc.
221 Brandywine Drive
Summerville, SC 29485

FROM:

Name

Address

Telephone Number

Email address

Date

Please review the following information for approval:

Type of improvement, addition, etc.:

Work to be accomplished by (name, address, phone no. of contractor, etc.):

Estimated cost of project: \$ _____

Comment and description of materials to be used:

Completion date of project: _____

Signature of homeowner

(continued next page)

Architectural Guidelines for Residential Modifications

Ashborough East Homeowners Association, Inc.

FORM A – Structures Application

(continued)

This document must be signed as a pre-condition to ARB approval

POST-CONSTRUCTION AUDIT AGREEMENT

I understand that this project will require a post-construction audit by the Architectural Review Board to ensure that as-built conditions comply with Ashborough East Community Covenants and Bylaws.

In the event that the Architectural Review Board determines that the as-built conditions do not comply with Ashborough East Community Covenants and Bylaws, I understand that I am financially responsible, regardless of expense, for all necessary changes to bring the as-built conditions into compliance with Ashborough East Community Covenants and Bylaws.

I have full understanding of the Ashborough East Community Covenants and Bylaws relating to this project, and I understand that it is my responsibility to fully comply with them.

I further understand that our Covenants do not allow posting of Contractor Signs or other general signs on my property either during or after contractor work. Only “For Rent” or “For Sale” signs are allowed as noted in Section VII of our Covenants. I will ensure that no contractor signs will be posted on my property.

(homeowner signature)

(date)

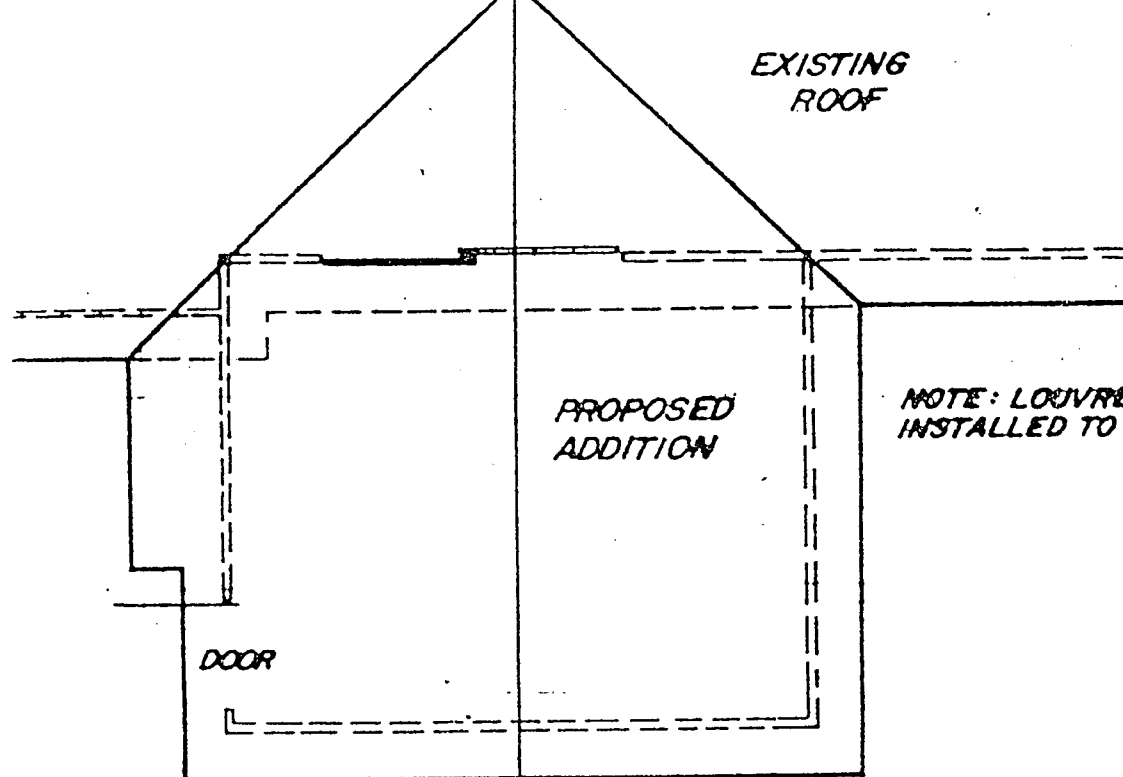
Architectural Guidelines for Residential Modifications

Ashborough East Homeowners Association, Inc.

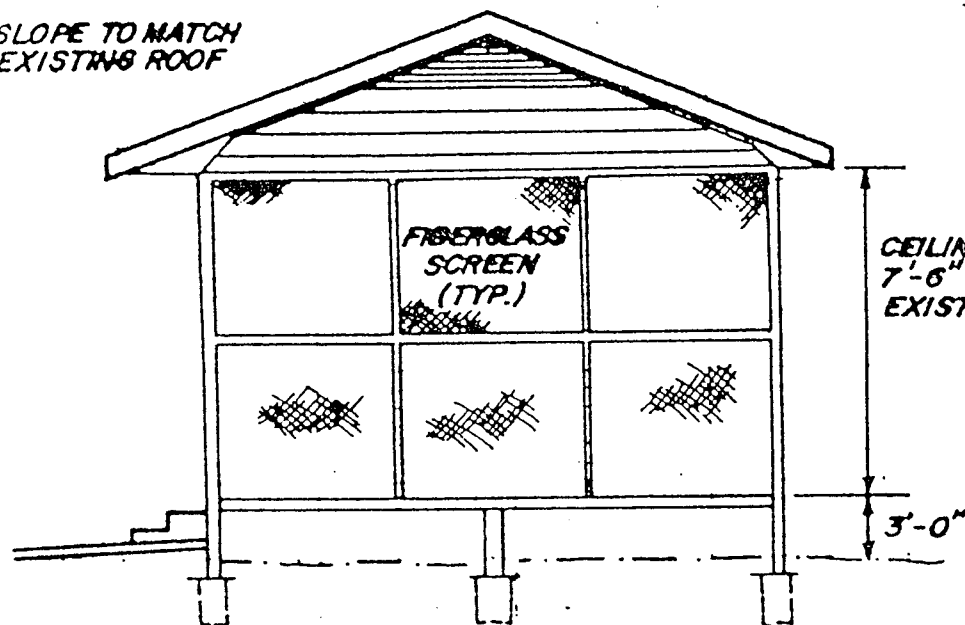
ATTACHMENT B – Fence Approvals

The following items can apply as stipulations to fence approvals, and any or all could be applicable. Also applicable are Restrictions Article VII, Amendment II – Item 3, and Amendment III – Item 2. These must be adhered to when constructing your fence.

1. Approval is for materials and general location of the fence.
2. It is the responsibility of the homeowner to verify all property corners. All fence location measurements should be made using the metal boundary corner pins of the lot as a reference. Using the house as a reference may lead to an error in fence locations.
3. If the fence has a construction side (upright posts and/or horizontal nailer boards, etc.), the construction side of the fence must face the owner's property.
4. If the fence is to be constructed inside the property line, the owner is responsible for maintaining the area outside the fence to his property line.
5. Fences cannot extend past the back corner (rear building line) of the house going toward the front lot line.
6. If the fence you propose to locate across the rear and side of your lot are within an easement area previously dedicated to Dorchester County for drainage purposes, and/or SC Electric & Gas, Bell South, or other county-approved entity (internet or cable TV provider, etc.) for construction of utility lines, this approval is sub-ordinate to the rights of those entities. Thus, even though the fence may be constructed on your lot but within the easements, the fence is subject to damage, removal, or destruction by Dorchester County or the utility companies, and neither Dorchester County or the utility companies will be responsible for reinstalling removed fencing or replacing damaged or destroyed fencing. The total cost of repairing or replacing the fence located within an existing easement, if so damaged or destroyed, will be the sole responsibility of the lot owner who places the fence within the easements.
7. A typical Dorchester County "Application for Encroachment Permit" is shown in Attachment F.



SLOPE TO MATCH
EXISTING ROOF



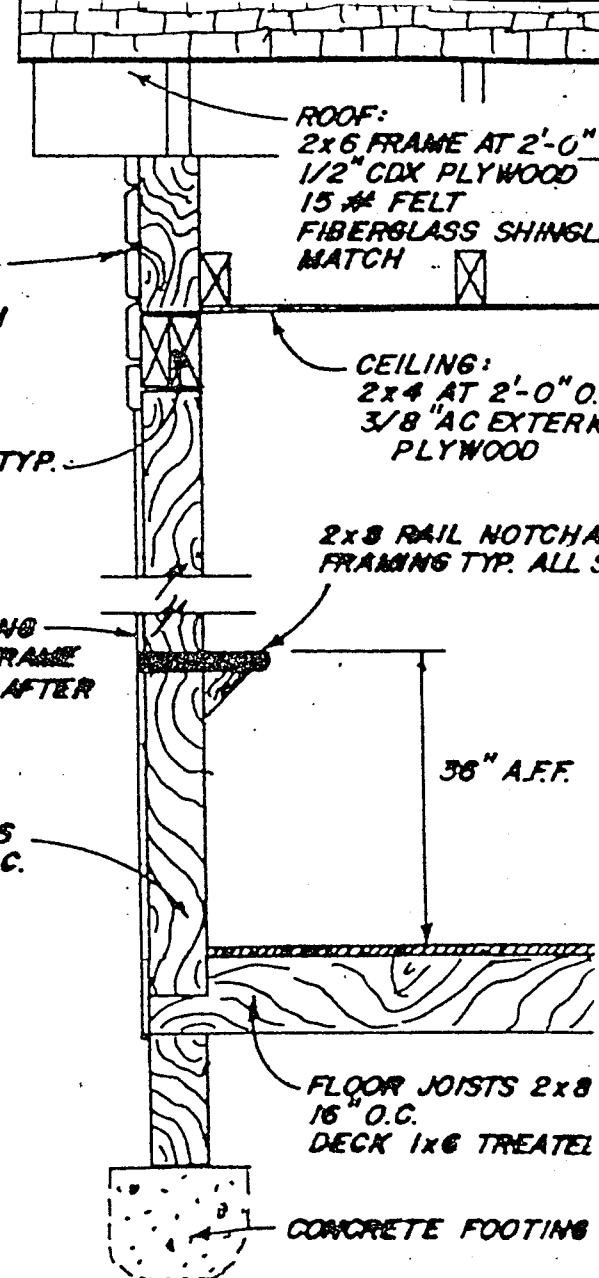
GABLE:
3x4 AT 16" O.C.
1x6 CYPRESS,
SHIPLAP SIDING
PAINT TO MATCH
HOUSE TRIM

NOTE: LOUVRE AND EYE VENT
INSTALLED TO VENTILATE ROOF

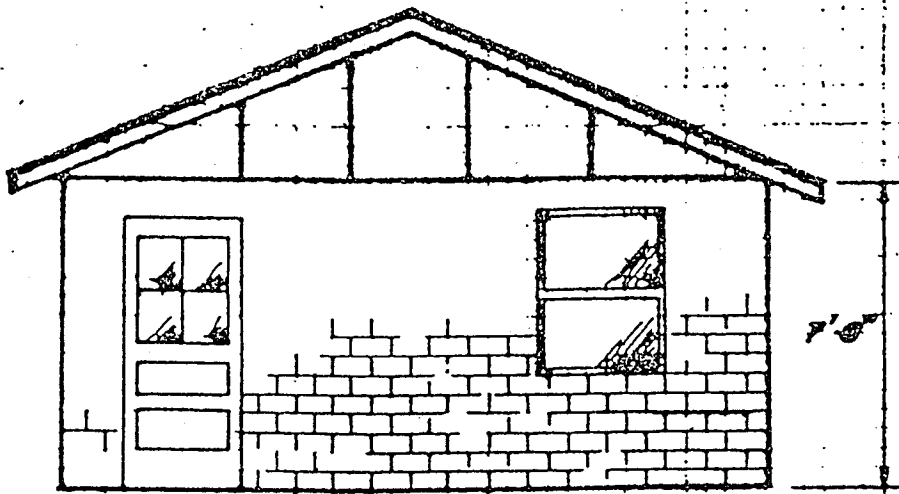
2x6 HDR TYP.

1x FURRING
TO FACE FRAME
MEMBERS AFTER
SCREEN

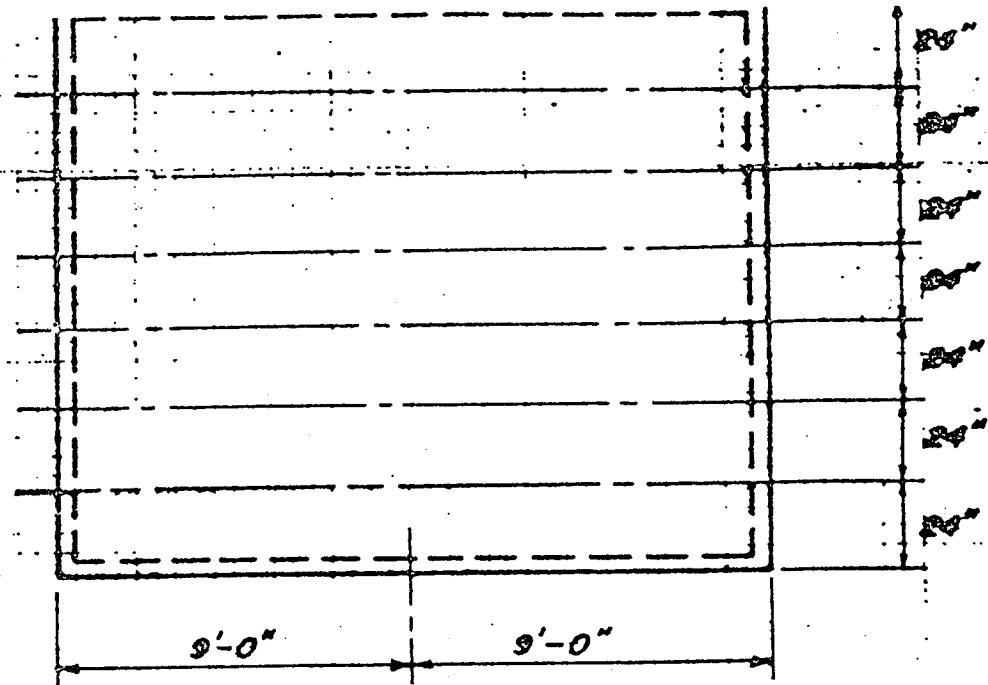
FRAME:
4x4 AT CORNERS
2x4 AT 4'-0" O.C.
ALL TREATED
LUMBER



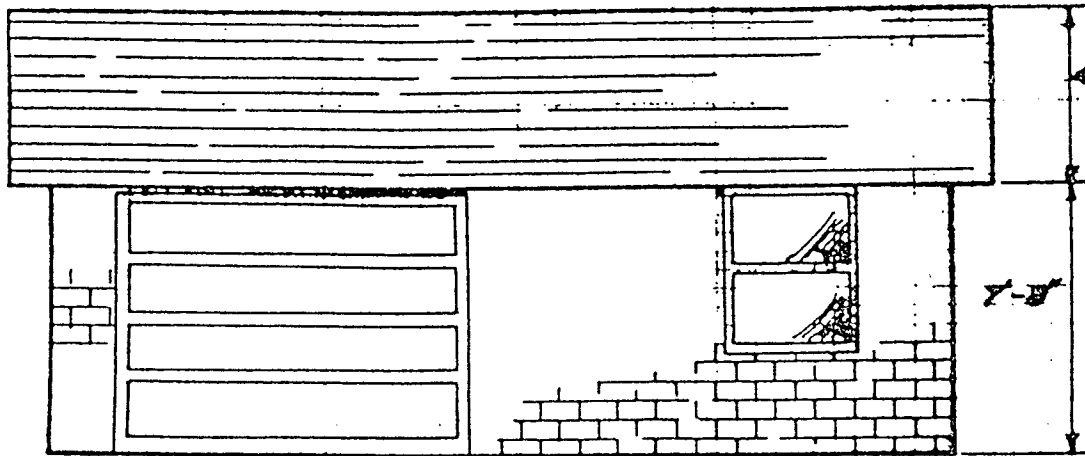
ATTACHMENT - C EXAMPLE OF CONSTRUCTION
DETAILS REQUIRED FOR PORCH OR DECK
ADDITIONS



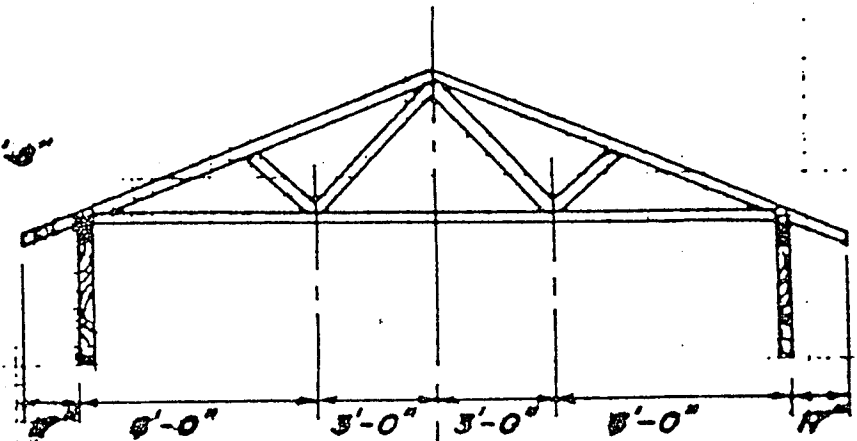
SIDE ELEVATION



TRUSS LAYOUT

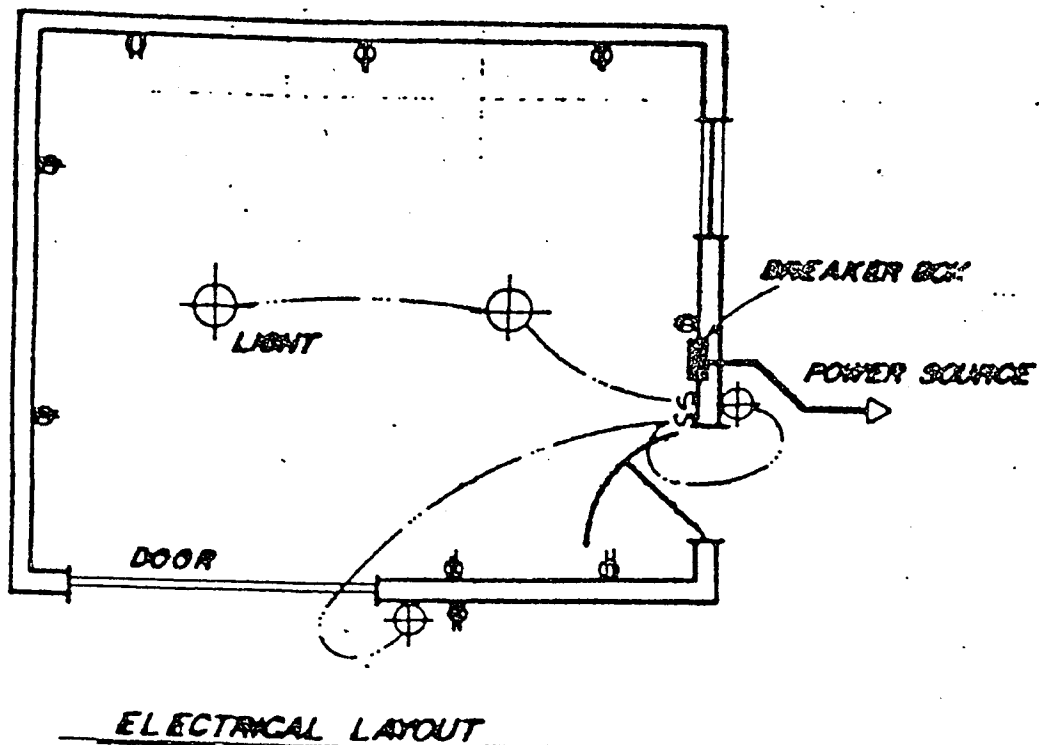


FRONT ELEVATION



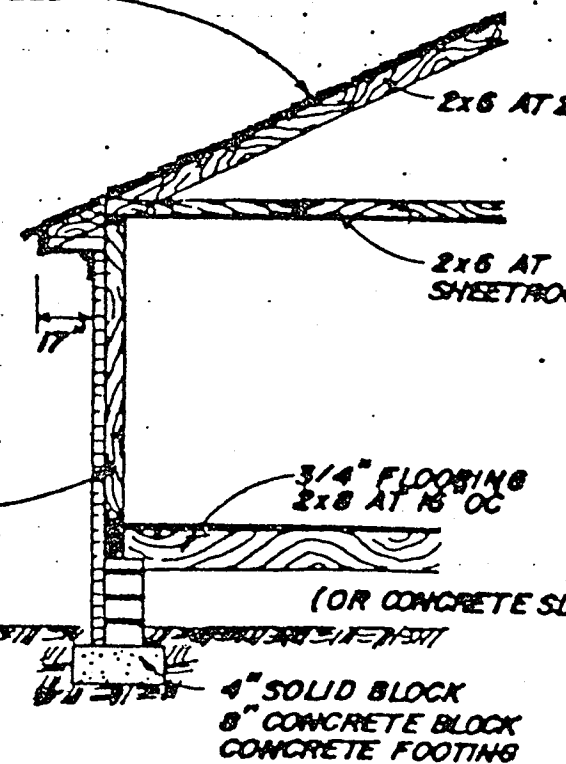
ROOF SECTION

ATTACHMENT - E EXAMPLE OF DETAILS
REQUIRED FOR OUTBUILDING APPROVAL



FIBERGLASS SHINGLES
15 # FELT
3/4" SHEATHING

BRICK VENEER
1" AIR SPACE
3/4" SHEATHING
2x3 AT 16" O.C.
SHEET ROCK



TYPICAL WALL SECTION

ATTACHMENT - E EXAMPLE OF DETAILS
REQUIRED FOR OUTBUILDING APPROVAL

APPLICATION FOR ENCROACHMENT PERMIT

**Dorchester County Public Works****Transportation Department**

2120 East Main Street, Dorchester, SC 29437

(843) 832-0070 office – (843) 832-0064 fax

(842) 563-0070 office – (843) 563-0064 fax

Applicant Name: _____ Road Name: _____

Address: _____ Subdivision: _____

City, State & Zip: _____ Nearest Int. Rd. _____

Contact Number: _____ Email Address: _____

1. The undersigned applicant hereby applies to Dorchester County Public Works and the Transportation Department for a permit to encroach on the County right-of-way or easement as shown and described herein:
2. Encroachment Type: ☐ Driveway ☐ Fence ☐ Other: _____
3. Description and details of proposed encroachment and installation (attach drawings showing the encroachment on the right-of-way or easement).
4. The undersigned applicant hereby requests Dorchester County Public Works and the Transportation Department to permit encroachment on the County's right-of-way or easement as described herein. It is expressly understood that the encroachment shall be installed in accordance with the description and details attached hereto and made a part hereof, including the General Provisions and Special Provisions. The applicant agrees to assume any and all liability that may be caused by the construction, maintenance, use, moving or removing, of the physical appurtenances contemplated herein and agrees to indemnify Dorchester County from any liability incurred or injury or damage sustained by reason of the past, present, or future existence of said appurtenances.

Applicant Printed Name & Date: _____

Applicant(s) Signature & Title: _____

Area Below For County Use Only:

In compliance with your request and subject to all the provisions, terms, conditions, and restrictions stated in the application and special provisions below or attached hereto, the County approves the request. This permit is valid for a period of twelve (12) months from the date of approval.

Special Provisions: _____**Approved by & Date:** _____

Print Name & Title: _____

APPLICATION FOR ENCROACHMENT PERMIT

Encroachment Permit General Provisions

1. **NOTICE PRIOR TO STARTING WORK:** Before starting the work contemplated, the County shall be notified 24-hours in advance so that a representative may be present while the work is underway.
2. **PERMIT SUBJECT TO INSPECTION:** This permit shall be kept at the site of the work at all times while said work is underway and must be shown to any representative of the County or law enforcement office upon request.
3. **PROTECTION OF PUBLIC:** Adequate provisions shall be made for the protection of the public at all times. Where applicable, necessary detours, barricades, warning signs, and flagmen shall be provided by and at the expense of the permittee and shall be in accordance with the South Carolina Manual on Uniform Traffic Control Devices. The work shall be planned and carried out so that there will be the least possible inconvenience to the public. The permittee agrees to observe all rules and regulations of the County while carrying on the work contemplated herein and take all other precautions that circumstances warrant.
4. **STANDARDS OF CONSTRUCTION:** All work shall conform to approved plans and recognized standards of construction and shall be performed in a workmanlike manner. Adequate provisions shall be made for maintaining proper drainage. All work shall be subject to the supervision and satisfaction of the County.
5. **FENCES:** Privacy fences must be a minimum of three inches (3") above finished grade and at least three feet (3') from drainage structures within easements. Fences must comply with Dorchester County Planning and Zoning requirements and regulations.
6. **PAVEMENT CUTS AND ROADWAY SURFACE:** No pavement shall be cut unless specifically authorized herein. When pavement cuts are approved the following standards must be followed unless stated otherwise. After excavation of pavement cut, ditch is to be completed with flow-able fill or compacted to 95% density in layers not exceeding eight inches (8"), the last eight inches (8") of fill material shall be suitable aggregate base per SCDOT standard specifications latest edition, or three inches (3") asphaltic base material. A suitable surface treatment of two inches (2") of Plant Mix Asphalt shall be placed on surface of said excavation within fourteen (14) days after finishing work.
7. **EXCAVATION:** There shall be no excavation of soil nearer than two feet of any public utility line or appurtenant facility except with the consent of the owner thereof, or except upon special permissions of the County after an opportunity to be heard is given the owner of such line or appurtenant facility.
8. **UTILITY WORK:**
 - a) Work shall be performed in accordance with the SCDOT's "A Policy for Accommodating Utilities on Highway Rights-of-Way."
 - b) Pole(s) and/or Post(s) shall be placed at the distance from the centerline of the right-of-way or easement as specifically stipulated herein.
 - c) All tunneling, boring, or jacking shall be done in such a way as not to disturb the roadway surfacing and maintain a minimum depth of two feet (2') under ditch lines.
 - d) No pavement shall be cut unless specifically authorized herein.
 - e) No excavation shall be nearer than three feet to the edge of pavement unless specifically authorized herein.

APPLICATION FOR ENCROACHMENT PERMIT

- f) Underground facilities will be located at minimum depths as defined in the Utility Accommodations Manual for the surfaces – thirty inches (30”) minimum for communication lines and thirty-six inches (36”) for all other facilities.
 - g) Service and other small diameter pipes shall be jacked, driven, or otherwise forced underneath the pavement.
 - h) Warning tape shall be placed directly over all water lines, sewer lines, force mains, power lines, and fiber optic lines at a depth of eighteen inches (18”) below the finish surface grade.
 - i) No road may be closed unless specifically authorized herein.
9. **MAINTENANCE PERIOD:** The applicant of this permit is responsible for maintaining the excavation for a period of one (1) year after the issuance of this permit. The permittee will be released after one (1) year of satisfactory performance work upon approval of the Public Works Director.
10. **BEAUTIFICATION WORK:**
- a) All trees, plants, flowers, etc., shall be placed in accordance with the provisions specifically stipulated herein.
 - b) All trees, plants, flowers, etc., shall be cared for by and at the expense of the permittee and the provisions of this permit shall become null and void if and when the permittee ceases to properly care for said trees, plants, flowers, etc...
11. **FUTURE MOVING OF PHYSICAL APPURTENANCES:** If, in the opinion of the Public Works Director or his/her appointee, it should ever become necessary to move or remove the physical appurtenances, or any part thereof contemplated herein, on account of repair of drainage facilities, change in location of the roadway, widening of the roadway, or for any other sufficient reason, such relocation shall be done on demand of the County at the expense of the permittee.
12. **RESTORATION OF ROADWAY AND/OR FACILITIES UPON MOVING OR REMOVING PHYSICAL APPURTENANCES:** If, and when, the physical appurtenances contemplated herein shall be moved or removed, either on the demand of the County or at the option of the permittee, the roadway and/or facilities shall immediately be restored to their original condition at the expense of the permittee.
13. **COSTS:** All work in connection with the construction, maintenance, moving, or removing of the physical appurtenances contemplated herein shall be done by and at the expense of the permittee.
14. **PERMITTEE:** The work “Permittee” used herein shall mean the name of the person, firm, corporation, or public utility to which this permit is addressed, as well as his/her/its, heirs, successors, and assigns.
15. **COUNTY:** For the purpose of this permit, the work “Department” and/or “County” shall mean Dorchester County Public Works and the Transportation Department.
16. **ACCESS:** Permittee is responsible for maintaining reasonable access to private driveways during construction.
17. **PERMISSION OF ABUTTING PROPERTY OWNERS:** It is distinctly understood that this permit does not in any wise grant or release any rights lawfully possessed by the abutting property owner(s). Any such rights necessary shall be secured from said abutting property owners by the permittee.
18. **APPROVALS:** The permittee shall be responsible for obtaining any other approvals or permits necessary for installation.