

Belhaven Village
Greenville, South Carolina

Architectural Review Guidelines

I. Introduction

The purpose of Architectural Review is to ensure that property standards and values are maintained in the Belhaven Village neighborhood. These Guidelines offer insight into acceptable design standards and the procedures for obtaining approval of plans for changes to the exterior of homes and property. The **Architectural Review Committee** is authorized through the Board of Directors as specified in Article 6 of the CC&R document for Belhaven Village. The **Architectural Review Committee** can assist homeowners in developing their plans, and homeowners are encouraged to contact the committee early in the planning process.

II. Overview and Procedures

Please refer to the CC&R document Article 6, Section 6.1 for an overview of the responsibilities and authority of the **Architectural Review Committee (ARC)**.

Basic procedure for obtaining approval from the ARC:

1. Download and complete the ARC submittal form (***Belhaven-ARC-Request-Form.docx***) at the NHE website (<https://nhe-inc.com/properties/hoa/belhaven/>). The ARC will meet on the second Tuesday of each month (if the agenda warrants a meeting) and the form must be received by the NHE office by close of business on the Friday prior to the meeting. Forms and documents can be submitted in person or via email, USPS, or fax. Generally the ARC will act on each submittal within 30 days but has the option to table the request if more information is needed in order to make a decision. Incomplete submittals will be denied.

2. No project can be started without approval from the Belhaven ARC.
3. All documents should be submitted with the form and should include site plans, architectural renderings, landscape plan (drawn on a survey), color samples, material samples, and pictures of the current property indicating where changes are to be made. Required documents are indicated on the request form.
4. Approval from the ARC, does not constitute nor does it substitute for approval from any government entity.
5. A negative decision from the ARC can be appealed to the Board.

Major Alterations or Additions: Applies to a structural or site modification taking place after the original construction, which is significant enough to warrant the issuance of a building permit by a governmental authority. Major alterations and additions must comply with design guidelines and be submitted for review in accordance with these guidelines.

Minor Alterations or Additions: Applies to structural or site modifications of a relatively insignificant size or scope that do not require building permits. Minor alterations and additions must comply with Design Guidelines, and the character of the original house. Replacement of existing materials without significant changes may not need to be submitted for approval. However, it is best to describe your minor project to the ARC before proceeding to ensure that a submittal is not required.

III. Architectural Design

A. Paint

Any change in color to the exterior of the home must be approved by the ARC. Color choices should fall within the original set of James Hardie colors on the company's website. Samples must be included with the form.

B. Roof

Replacement or repair of existing roof with same material and color does not need approval from the ARC. Changes to color or material must be approved. Include samples and pictures with the form. Roofing shingles should be Tamko or equivalent in quality and design. Patching of existing roofs must use shingles that color match the original material.

C. Windows/Doors

Any change to existing doors and windows must be approved by the ARC including paint colors. Submit pictures, manufacturer's brochures, and color samples with the form.

D. Changes to architectural ornaments

Changes to exterior ornaments must be approved by ARC. Submit pictures, elevations, and other documents with the form.

E. Satellite Dish/Antenas

See CC&R-Section 7.9. All satellite dishes/antennas can be installed on the rear corner of the roof unless a letter from the service provider states another location is required to obtain service. Please submit documentation from the service provider and a photo showing where the dish/antenna is to be installed.

F. Structural Additions and Major Renovations

Structural additions must be appropriately scaled and of the same style materials as the existing house. Setbacks are 10' from side and rear property lines. Structure must be connected to the main house either directly or through a covered walkway. Garages must face to the side and be continuous with the existing garages. Full architectural plans including site plan and elevations must be submitted with the form.

G. Lighting

See CC&R-Section 7.33. Acceptable exterior lighting shall be wall sconces, pendant fixtures and recessed lighting. All fixtures shall be taken from the appropriate time period of the Architectural Style. Flush mounted fixtures are not allowed. Illumination of exterior facades and landscape lighting should be restricted so that these lights do not intrude on adjacent properties. All lighting changes must be approved by the ARC.

H. Awnings and Shutters

Shutter heights shall be equal to the window sash height, or door frame height for doors. Each flanking shutter shall be one-half the full width of the window or door, so that the shutters can completely cover the window or door when in a closed position. All shutters shall be installed operable or appear to be

operable. Louvered shutters must be installed so as to shed water away from the house when shutters are in “closed” position.

Awnings, canopies, other window treatments must be submitted for review.

I. Solar Panels

See CC&R-Section 8.1. Although Federal law restricts the ability of an HOA to regulate the installation of solar panels, homeowners intending to install solar panels must submit an architectural review form for the project.

J. Security cameras

Security cameras may be installed on the exterior of houses but must be approved by the ARC. Cameras should blend into the architectural charter of the house as much as possible and must be of a color that harmonizes with the colors of the house (white cameras on white trim, for instance). A plan locating the camera installation points must be included with the form.

IV. Ancillary Structures

All Ancillary Structures discussed in this section, once approved and built, must be maintained in good repair, including replacement of damaged or worn materials, paint, stain, or other finishes.

A. Fences

See CC&R-Section 7.13. Please include survey showing property lines, a photograph of the fence requested, a drawing showing the location of the fence installation in relation to the home. The drawing and details should include the height of the fence, length and gate placement and the type and style of the fence to be installed. Fences must be 5’ high and made of aluminum or wrought iron. Color must be black.

B. Storage Sheds, Outbuildings, Pergolas, Gazebos, Trellises, and Garbage Can Enclosures

See CC&R-Sections 7.12 and 7.27. Trash and equipment enclosures will bear an architectural style and character as that of the houses in the neighborhood. Complete plans and elevations must be submitted with the form. Acceptable enclosures for Garbage Cans are detailed in Appendix A. The form must be submitted to show location. Garbage can enclosures should be placed adjacent to the rear wall of the house or along the driveway side. All other

structures should adhere to the original architectural character of the house. Homeowners are to maintain these structures in good repair.

C. Driveways and other concrete additions

Driveways should be concrete and the color should match existing sidewalks in the neighborhood. Concrete patios in the rear of the house can be colored and stamped. All plans including material and color samples must be submitted with the form.

D. Decks/patios

Plans for decks and patios must be submitted with material and color samples. Stone, brick, and paver patios should harmonize with the existing colors of the home. Design should adhere to setback lines of 10' from side and rear property lines.

E. Pools and Hot Tubs

See CC&R-Section 7.28 Landscape plans must be submitted for approval.

F. Fire pits

Plans for fire pits must be submitted with material and color samples. Stone, brick, and pavers used to build a fire pit should harmonize with the existing colors of the home. Design should adhere to setback lines of 10' from side and rear property lines.

G. Playsets, Basketball Backboards, and other recreational equipment

See CC&R-Section 7.30.

All outdoor recreational equipment must be maintained, and any damaged equipment must be repaired within a reasonable timeframe. If equipment is no longer used by the homeowner, it must be removed.

Playsets

1. **Placement:** must be placed in the backyard and concealed from street view as much as possible.

2. Materials and Color

Maximum height is 12'; other dimensions must stay within the setbacks (10') and must be smaller than the width of the house. Materials are limited to wood products and synthetic wood products. No metal playsets will be approved. Color should be a natural stained wood or color compatible with the colors of the house. Playsets with brightly colored awnings/roofs will not be approved.

3. Anchoring

Playsets should be anchored to the ground for safety and should not be moved around the site. The area under the playset must be covered with sand, mulch, rubber chips, or other suitable material and the area must have a definite border. The latter not only makes it safer for children, but it facilitates yard maintenance for the HOA designated mowers. Ground cover must be included in the plans accompanying the submittal.

Basketball backboards:

1. Placement.

- a. Goals should be mounted on a single pole. They may be freestanding or portable. They may not be attached to the house or other exterior building without written ARC approval.
- b. Basketball goals may be placed on the driveway to the rear half of the property. No goals are permitted on the street.
- c. Goals must be located so that stray basketballs do not become a nuisance in adjacent yards or cause a safety hazard to vehicle traffic.

2. Materials and Color.

- a. The backboard should be a standard color. Fluorescent colors are not permitted.
- b. The post and supports shall be painted black, gray, an earth tone, or be galvanized or aluminum in color. Portable bases may be black, gray, green or other earth tone in color.

3. Anchoring.

- a. Portable bases must present a neat, kept appearance.
- b. Bases properly filled with sand or water per the manufacturer's instructions meet the criteria. Note: A small amount of chlorine bleach will keep the water in the base from becoming moldy.
- c. Bases weighted down with trash or refuse (stones, bricks, cinder blocks, dirt bags, etc.) DO NOT meet the above criteria.

Trampolines

1. Placement

As indicated in the criteria for Playset, the trampoline should be placed to the rear of the house, observing all setbacks. Trampolines can be anchored but must be moved off of the grass area in order to accommodate lawn maintenance.

2. Safety Nets

All trampolines must have safety netting and the netting must be kept in good repair.

V. Landscaping

Additions or revisions to landscaped areas should be consistent with the neighborhood planting pallet as described below.

A. Tree Removal

See CC&R-Section 7.21.

B. Additions to Original Shrub and Flower Beds

Planting that does not expand the original footprint of any shrub bed does not need ARC approval provided that the additional landscape is consistent with the original species planted.

C. Expansion of Original Shrub and Flower Beds

Plans for substantive changes to existing landscape beds should be submitted on an existing survey of the property for approval by the ARC. Submitted plans should include information on species and placement of all proposed plant material. Shrubs used to create a natural hedge should be maintained at a maximum 10' height. Trellises, pergolas, and other structures incorporated into the landscape plan must be submitted based on the guidelines in Section IV-B above.

D. Tree Planting

Tree planting other than the replacement of the original species and location of a tree should be submitted on an existing survey of the property for approval by the ARC. Submitted plans should include information on species and placement of all proposed plant material.

E. Types of Plants

F. Non-Permitted Plants

See South Carolina list of Invasive Species

<https://www.se-eppc.org/southcarolina/scinvasives.pdf>

Appendix A

Approved Garbage Can Enclosure Designs

Approved May 2019

The ARC recommends enclosures similar to those listed in this appendix. Please submit the ARC form and the accompanying documents showing the design selected and a plan showing the location of the enclosure.

1. Commercially available container:

[Model #240792 from Home Depot](#)

Keter

Grande-Store 6.25 ft. W x 3.58 ft. D x 4.34 ft. H Resin
Horizontal Shed



2. Commercially available container:

Model #BMS4700 at Home Depot

Suncast

Stow-Away 3 ft. 8 in. x 5 ft. 11 in. Resin Horizontal Storage Shed



3. Commercially available container



AVAILABLE AT COSTCO

4. Owner built enclosure (example/prototype):

- All sheathing is zipwall, which is impregnated Osb that does not require house wrap
- All wood used is treated
- All flashing is done at top for waterproofing MFM peel and seal
- Trim is true fiber cement by James Hardie
- All siding is color plus that is the exact same as what was on your original home
- If this design is substantially altered, please submit plans and elevations with the form



