

CRYSTAL BAY II, P. O. BOX 428, CROSS HILL, SC 29332

“PLAN SUBMISSION FORM”

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Rev 11/07

Lot # _____ Date plans submitted: _____

OWNER _____

CURRENT ADDRESS _____

CITY/STATE/ZIP _____

HOME PHONE _____ WORK PHONE _____

CELL PHONE/PAGER _____ FAX _____

HEATED SQ. FOOT REQUIRED **1,800 sq. ft. waterfront/1,550 sq. ft. off water**

HEATED SQ. FOOT SUBMITTED _____

BUILDER: _____

ADDRESS: _____

CITY/STATE/ZIP _____

PHONE: _____ CELL/PAGER _____ FAX: _____

PLAN NAME AND NUMBER _____

No clearing, grading or construction should commence BEFORE written approval is obtained. Once house plans are approved, the foundation must be staked out and an inspection ordered and approval of location given prior to construction beginning. Please contact the CBII Home Owners Association for this inspection. This inspection does not preclude a land survey, local and state required permits and approvals.

ALL ITEMS ON THIS FORM MUST BE COMPLETED. The Architectural Review fee, Road Bond, Land Clearing/Tree Bond and all other related fees must be paid and Home Owner Association dues must be current before approval of any plans is given.

You must submit **SNAPSHOTS of the entire road, road shoulders and ditches** in front of the lot and across the street from the lot to show the condition of the road, road shoulders and ditches prior to clearing or commencement of any construction.

You must submit several SNAPSHOTS taken from the road side, and several SNAPSHOTS taken from the approximate center of the lot, facing the rear of the lot or toward the lakeside of the lot, showing the entire width of the lot of the vegetation and trees.

If you own a waterfront lot, please take several SNAPSHOTS from the lake side toward the lot showing the entire width of the lot along the shore line and of vegetation and trees.

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HEATED SQ. FT. (To be completed) 1st Floor _____
2nd Floor _____
Basement _____
Other _____
Total _____

EXTERIOR FINISH: (circle all that apply) Brick Stone Stucco Siding Other _____

EXTERIOR MATERIALS (Specify Manufacturer, Product name and color)

Brick _____ Color _____

SIDING _____ Color _____

ROOF _____ Color _____
(architectural shingles required)

TRIM _____ Color _____

DOORS/SHUTTERS _____ Color _____

DRIVEWAY AND WALKWAYS _____

OTHER: _____

GARAGE DESCRIPTION _____

FIREPLACE: YES NO Quantity _____ CHIMNEY: Type of material _____

OPEN DECK: YES NO Quantity _____ Total Sq. Ft. _____

COVERED PORCH: YES NO Quantity _____ Total Sq. Ft. _____

House plans must include elevations, floor plans and roof pitch.

Site plan (drawn to scale) must be submitted showing location of house, driveway, walkways, well (if applicable), septic field, repair area (if applicable), including distances from property lines.

A Landscaping Plan must be submitted prior to commencement of any clearing, grading or construction of any nature.

SETBACK REQUIREMENTS ARE MET AND APPROVED BY THE COUNTY:

Owner/Builder Date

SEPTIC LAYOUT HAS BEEN APPROVED BY THE COUNTY:

Owner/Builder Date

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A fee of \$350 must accompany one set of house plans submitted for review. This set of plans will be retained for future use. Plans need to be sent to Crystal Bay II Home Owners Association at P. O. Box 428, Cross Hill, SC 29332. NOTE: Plan Package must include a completed Plan Submission Form, one full set of the proposed house plans, (including elevations, floor plans and roof pitch), site plan, **to scale**, showing house placement including distances from property lines, driveways, walkways, septic and well placement, and a landscaping plan showing plants, shrubs, decks, fencing, etc. Materials and colors used for the exterior of the above must be approved.

CHECK # _____ DATE: _____ PAID BY: _____

It is a requirement that you, and your builder, provide protection for the Crystal Bay II roads and road shoulders. Installation of shoulder barrier at the roadway in front of the lot to protect the road shoulders during construction must be installed. You must also provide and maintain a construction driveway that is substantial and will protect the roads and shoulders from damage and excessive mud and clay.

A check from the Builder or Owner, made payable to the Crystal Bay II Home Owners Association in the amount of \$1,500. is required for the Road Bond. Five hundred dollars (\$500.) of this amount is refundable upon completion of the home construction, if road pavement and road shoulders near and in front of the subject lot are maintained throughout the construction process, and are in the same good condition as when construction began (and in addition to other conditions as outlined below).

CHECK# _____ DATE: _____ PAID BY: _____

It is a requirement that you, and your builder, have read and understand the policies regarding clearing and tree removal. No trees greater than six inches (6”) at the base may be removed without prior approval by the Architectural Review Committee other than those trees within the building site and an area not to exceed twenty feet (20’) from the exterior of the building. Those trees located in the driveway area and septic leach field may also be removed.

A check from the Builder or Owner, made payable to the Crystal Bay II Home Owners Association, in the amount of \$1,000. is required for the Land Clearing/Tree Bond. This amount is refundable if the Covenants regarding tree removal are adhered to (penalty is loss of Bond, plus a \$1,000. fine, plus \$250. per tree for each unauthorized tree removed).

CHECK# _____ DATE: _____ PAID BY: _____

NOTE

NO CLEARING, EARTH MOVING OR CONSTRUCTION OF ANY NATURE SHOULD BE DONE THAT COULD DAMAGE THE APPROVED SEPTIC AND REPAIR AREA. CHECK WITH THE COUNTY HEALTH DEPARTMENT PRIOR TO ANY CONSTRUCTION.

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The property owner is responsible for placing and maintaining a stone driveway to facilitate the delivery and distribution of building materials at a centralized staging area on the subject lot. Galvanized steel, double wall plastic or concrete pipe is required for a driveway culvert when needed to facilitate natural drainage. No materials of any nature are to be unloaded or stored in the road or shoulder. This driveway is to be used before and during construction to minimize damage to the roads and shoulders of the roads caused by the repeated parking of vehicles, heavy equipment and trucks. During construction and after completion of construction, a Crystal Bay II Home Owners Association representative will inspect the roads and road shoulders near and in front of the subject property. The owner will be responsible for any necessary repairs.

Upon final completion of home construction, landscaping; proper installation of galvanized steel, double-wall plastic or concrete pipe driveway culvert; paving of driveway as approved; and the installation of the approved mailbox; the homeowner should request an inspection from the Crystal Bay II Architectural Review Committee. **All construction must be completed before requests for your refundable portion of the Road Bond is made.**

Signature of Person submitting plans

Person submitting plans (please print)

PLANS RECEIVED BY: _____ DATE: _____

Please contact CRYSTAL BAY II HOA at the above address if there are any questions regarding the information contained in this Plan Submission Form.

Important: Please complete the “Checklist” which follows on Page 5.

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PLAN PACKAGE CHECKLIST

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The following checklist is a breakdown of all items which must be submitted in order to constitute “A Complete Plan Submission Package” for the Architectural Review Process to begin:

1. _____ One (1) Complete set of house plans.
2. _____ Completed & signed Plan Submission Form.
3. _____ Road Bond \$1,500.
4. _____ Architectural Review Fee \$350.
5. _____ Land Clearing/Tree Bond \$1,000.
6. _____ Pictures of road, shoulders, and lot (front & rear).
7. _____ Copy of Laurens Septic Permit.
8. _____ Detailed and dimensioned site plan to scale. (You may wish to have your surveyor prepare this for you.)
9. _____ Landscape Design Plan.
10. Color Samples (Manufacturer's color brochure will be acceptable in place of actual material, unless otherwise requested for purpose of clarification.)
 - _____ Siding Material
 - _____ Architectural Roofing Shingles

Important: Continue on to Page 6 of 6 which follows.

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Owner's Statement: I have read and understand the following documents: “First Things First”, Home Construction Guidelines and the Plan Submission Form.

Signature of Owner

Date

General Contractor's Statement: I have read and understand the following documents: “First Things First”, Home Construction Guidelines and the Plan Submission Form.

Signature of Contractor

Date