



The Lakes Architectural Control Committee

400 Waccamaw River Road, Suite E

Myrtle Beach, SC 29588

thelakesacc@gmail.com Phone: 843-251-7625

MISCELLANEOUS PROJECTS APPROVAL REQUEST FORM

Project Type: Fence []; Deck/Patio []; Porch []; Driveway/Walkway [];

Above Ground Hot Tub []; Exterior Painting []; Solar Panels;

Other (Specify) [] _____

Note: Approval Requests for Room Additions or Garages should be submitted on Form ACC-2-MJP. Approved Requests for Swimming Pools and In-Ground Hot Tub/Spa should be submitted on Form ACC-2-SP. Requests to construct Bulkheads and Docks should be submitted on Form ACC-2-BHD.

Date of Submission: _____

Property Location: Lot # _____ Block: _____ Street Address: _____

Homeowner(s): _____

Address: _____ State: _____ Zip Code: _____

Telephone Numbers: Primary () _____ Cell () _____

Email Address: _____

Proposed Contractor: _____

Primary Contractor Representative: _____

Address: _____ State: _____ Zip Code: _____

Telephone Numbers: Primary () _____ Cell () _____

Total Estimated/Contracted Amount for Project: \$ _____

Estimated/Requested Project Start Date: _____

Estimated Project Completion Date: _____ (Construction must commence no later than 120 days after approval date and be completed within 12 months of construction start.)

Please ensure you are using the most current form by visiting our website: <https://thelakes.us/>

Notice: Construction activities are allowed from 7:00 AM to 7:00 PM, Monday through Saturday. Construction activities outside these hours and on Sundays and Legal Holidays are prohibited. It shall be the lot owner/builder's responsibility to notify sub-contractors of this restriction.

Checks shall be made to "The Lakes ACC"

Requirements:

- I. All projects must have approval of the ACC before ANY work is undertaken.
- II. In-Ground Hot Tubs/Spas, greater than 24" deep, must meet all requirements for a swimming Pool project, except that a lockable cover may be utilized In lieu of fencing/enclosure requirements so outlined for Swimming Pools. Requests for approval of in-ground Hot Tubs/Spas should be submitted on Form ACC-2-SP.
- III. Above-ground/Portable Hot Tubs/Spas **may** utilize a lockable cover In lieu of fencing/enclosure requirements outlined for in-ground Hot Tubs/Spas. If an enclosure or fencing or decking is proposed, the ACC will not consider an application for the construction of above-ground Hot Tubs/Spas unless the application is accompanied by information for proposed enclosures/fences and surrounding apron/decking.
- IV. Docks: The Section on Docks has been moved to Form ACC-2-BHD.
- V. Fencing: Decorative semi-private fencing, not over 5' high, in keeping with the surrounding neighborhood, may be installed of semi-private fencing must be installed of wood, brick, stone, vinyl, decorative metal, or other suitable material as approved by the ACC. Chain-link, wire, privacy, and stockade type fencing is **not** permitted. Fencing is not permitted along the front yard lines, sidelines, or within five (5) feet of the rear property line, nor within the 10-foot lake easement measured from the normal water line or outer edge of bulkhead if installed. Rear fencing must be installed within the boundaries of the width of the house. Fencing of an approved design may be used to screen rear portions, courtyards, not tubs, etc. Variance to the fenced height limitations may be granted in order to meet special circumstances, or health and safety requirements. Requirements for swimming pool fencing is include on form ACC-2-SP
- VI. Decks/Patios of wood, wood composite, concrete, stone, or other suitable approved material may be constructed with the established setbacks. Decks, the lowest portion of which rise more than six inches above the finished grade, must be enclosed by latticework or other approved material.
- VII. Driveways/Permanent Walkways; may be of concrete, brick, stone, asphalt, or cast pavers of approved material. If other than poured concrete, paving materials must be securely fastened in place. Driveways/Permanent Walkways of loose stone, or other non-secured materials are prohibited. Maximum width for Driveways is 24 feet with a single-entry point to the street. Corner lots are permitted "circle" driveways with an entry point on each street; however, the width of each entry point is restricted to 16 feet. Requests for driveway additions in excess of 24 feet require a variance approved by the POA Board and are subject to the following conditions:
 - Maximum width of 24 feet at the curb is to be maintained.
 - Additions encroaching up to 5 feet of the 10-foot setback will only be approved with written approval of the Drainage committee. In addition, should a drainage problem arise due to the driveway addition, the property owner will be required to take corrective action.
- VIII. Driveway Drainage Provisions: In order to maintain drainage along the front of properties and to ensure that new or modifications/replacement of driveways do not affect adjacent landowners, the following changes have been instituted. Review and approval of the Drainage Committee of driveway projects are now required along with ACC approval.

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Before a formal submission to the ACC, the property owner will develop his or her plans for the driveway, either by contacting a contractor or by developing his own plans. At that time, if the homeowner so desires, he shall contact the ACC Chairman to **arrange** to have a drainage committee representative consult with the homeowner and provide any assistance needed.

The Drainage Committee representative will review and provide initial approval for location and type of driveway drainage proposed. Once that approval is obtained, the property owner shall obtain site elevations of the swale or ditch where the driveway is being constructed/modified. These elevations will provide the appropriate elevations for the drainage structure to insure consistent drainage. At minimum, elevations of existing secondary swale (front yard driveway swales or pipes) at both sides of the driveway, both property boundaries and the nearest "fixed elevation" point (such as fixed driveway or pipes) in the secondary swales upstream and downstream of the property will be obtained. Additional elevations may be needed dependent on-site conditions. These elevations will be provided as a signed drawing and will be included in the package to the ACC. These elevations will be used to appropriately position the pipe or swale to insure proper drainage.

After forms are constructed and before any concrete is poured, a Drainage Committee representative will inspect the construction and provide final approval. A 48-hour notice to the Drainage Committee representative is required.

If an under-driveway pipe is to be utilized to maintain drainage flow, the pipe must be pre-cast reinforced concrete or double wall heavy duty plastic enforced (HDPB) corrugated pipe with smooth Interior, with a minimum inside diameter (ID) of 10 inches and a maximum outside diameter (OD) of 12 Inches. In rare cases with sufficient justification, special approval may be given for an 8-inch (ID) pipe, but nothing smaller. If a driveway open box culvert is to be utilized to maintain the drainage flow, the box must be topped with a securely fastened grate at least 12 Inches wide. Configuration where the driveway surface is incorporated in a drainage swale or ditch is expressly prohibited. The size of the pipe cannot exceed 10 inch (ID) without drainage committee approval.

If a secondary swale yard drainage pipe is used in conjunction with a driveway drain-pipe an 8 inch (ID) is highly desirable. We recommend smooth-walled pipe. When swales are piped, we recommend cleanouts every 25 foot for ease of cleanout.

In older sections of The Lakes where storm drains do not exist., traditional surface swales and driveway troughs with grates will continue to be the most common option when there is not enough grade or elevation to bury a proper size pipe.

- IX. Building Permits: The Lakes, ACC does not establish, interpret, or enforce Horry County building codes. County building inspectors will determine and enforce code requirements. It is the homeowners' responsibility to secure all necessary permits.
- X. Solar Panels: Prior to installation, a roof inspection must be performed to insure the shingles have at least a 10-year useable life remaining. A satellite imagery shall be conducted on the roof showing optimum replacement of the panels. If at all possible, panels should be installed on the rear of the home.

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- XI.** Erosion Control: Projects which involve land disturbance that may cause erosion, contribute to sediment and alters the quality or quantity of storm water runoff. Each Property Owner/Contractor shall, both during and subsequent to construction provide an erosion control system to prevent soil erosion on sediment run-off from his long onto any adjacent lot, waterway, or roadway. Owner shall take whatever actions are necessary to prevent erosion, including, but not limited to silt fencing during construction if necessary. Such erosion control system shall remain in place until vegetation/ground cover has been reestablished to preclude sediment runoff. Depiction and description of proposed erosion controls method must be included with site/building plans.
- XII.** Drainage: If excavation, fill, construction or changes in land contour or flow of runoff, addition of drains, swales, or other means must be utilized to ensure that such runoff is not allowed to pool or drain onto adjoining properties.
- XIII.** Utilities: Surface or overhead utility lines and above ground fuel storage tanks are prohibited. All utility lines and fuel storage greater than 20 LB. must be buried.'
- XIV.** Site Clean-up: During construction, the contractor/homeowner is responsible for ensuring that debris from the construction site is not allowed to be blown or otherwise carried onto adjacent lots, roadways, or waterways. Prior to final completion, all excess materials, and construction debris, including cleared brush, stumps and trees, must be removed from the lot.

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Required Approval Request items:

- 1) This “**MISCELLANEOUS PROJECTS APPROVAL REQUEST FORM**” (ACC-2-MIS)
- 2) A check, drawn on an account of the proposed contractor (if any), or if no contractor is involved the homeowner, payable to “Lakes ACC.” in the amount of 10% of the total project cost, with a minimum of \$100.00 and not to exceed \$1,000.00, as a compliance deposit. The deposit, less any accumulated fines or deductions, will be returned within 45 days of the **approved** completion of the project. Violations of the terms and conditions outlined above, or failure to complete the project within the specified twelve (12) month period will result in a full or partial forfeiture of the compliance deposit.
- 3) Building Site Plan (Two Sets): The plan shall consist of a site plan indicating:
 - a) The size and extent of the lot
 - b) Location of existing structures
 - c) The location of adjacent easements, rear and side setback lines.
 - d) The proposed location and extent of the project.
 - e) The distance from all lot lines, buildings and structures, including all aprons/decks and fencing.
 - f) The type and height of fence(s) to be constructed and the location of all gates. Brochures, photographs, or illustrations may be used to show proposed fence types and appearance.
 - g) Drawings, illustrations, descriptions, and other information required to allow the ACC to effectively evaluation the proposed project.
 - h) Depiction and description of proposed drainage and erosion controls method(s)

Builder/Contractor Signature & Date: _____

Homeowners Signature & Date: _____

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Architectural Control Committee Action

Date Reviewed:

Approval Request #:

Approved as submitted: [☐]

Approved subject to conditions: [☐] See comments below

Disapproved: [☐] See comments below

Approval Withheld Pending Additional Information: [☐] See comments below

Comments _____

ACC Signatures and Date:

_____	Date _____	Date _____
_____	Date _____	Date _____
_____	Date _____	Date _____

Drainage Committee Signature and Date:

_____ Date _____ Date _____

Assigned ACC Contact: _____ (☐) _____, (☐) _____

Compliance Deposit Received by ACC from _____ on _____ in
the amount of \$ _____, drawn on _____ (Bank); Check # _____.

Initials _____

Full [☐], Partial [☐] Compliance Deposit Refunded to _____ in the amount of
\$ _____ on _____ after project completion and final inspection.

ACC Representative: _____ Date: _____

Drainage Committee Representative: _____ Date: _____

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