



**Willow Creek Golf Community**  
**203 Sandy Run Drive · Greer, SC 29651**

---

## **ARCHITECTURAL GUIDELINES**

### **Willow Creek Golf Community**

1. No new home construction, or exterior alteration and/or improvement to existing property – including additions, buildings, structures, patios, decks, walls, or exterior alterations to the existing home (including landscaping and exterior color/finish), whether permanent or temporary, shall be erected, placed and/or altered on any lot(s), until approved, in writing, by the Architectural Review Board (ARB). Conformity and harmony of external design and consistency with plans of existing residences or other buildings, along with the proposed location of the structure, with respect to topography and finished ground elevation, will be a vital consideration in the approval process.
  - For new home construction, the “Willow Creek New Home Construction Application” forms must be completed in their entirety, including all elements of “Checklist Item # 6- Instructions for surveyor (Plot Plan Requirements) and submitted for approval, PRIOR TO THE COMMENCEMENT OF WORK. The plot plan must reflect the location of the house on the lot, set-backs, septic system location, driveway(s) and walkways.

Construction on New Home Application packages must be commenced within six (6) months of ARB approval or the entire New Home Application package must be re-submitted for ARB approval .

- For partially constructed homes purchased by a new owner, the "Willow Creek Construction Continuation Application" must be completed and submitted for approval within thirty (30) days of closing on the property. The applicant(s) must review and conform to the previously approved plans for the site, or request approval from the ARB for any modifications to the previously approved plans (including design, structure, materials and landscaping)

Construction on partially completed homes must commence within fifteen (15) days of ARB approval and be completed within ninety (90) days, unless an extension request is approved by the ARB. An "initial" construction period of more than ninety (90) days may be considered by the ARB based on the percentage of completion of the existing structure. If sod and/or landscaping have been installed on the property, they must be maintained in accordance with the Willow Creek Golf Community General Covenants and Condition in the same manner required for a completed home.

## WCGC Architectural Guidelines (Cont.)

- For improvement/alterations to existing properties, the “Willow Creek Home Improvement/Exterior Alteration Application” shall be completed, (including required signatures) and submitted for approval PRIOR TO THE COMMENCEMENT OF WORK.

Construction on Exterior Alteration Applications must be commenced within sixty (60) days of ARB approval and completed within ninety (90) days, unless an extension request is approved by the ARB.

2. In order to prevent duplication of houses, buildings or improvements to be constructed, the ARB is vested with full authority to approve or disapprove plans for construction, of any house, building or improvement, which in its judgment, its major features are so similar to an existing house, building or improvement, that it may be construed as a practical duplication thereof.

The ARB shall further have the right to refuse to approve any such plans, specifications and/or plot plans, taking into consideration the suitability of the proposed building or other improvement, the location of the structure on the lot with respect to the lot's topography, the materials of which it is to be built, whether or not it is in harmony with its surroundings, what effect it will have on other residences already constructed and what effect it will have on the adjacent neighboring properties.

3. All exterior materials will be clay brick, natural and artificial stone and stucco. Any exterior material other than the above listed materials may only be used as an accent or in limited applications specifically approved by the ARB.
4. All dwellings shall have an area of not less than 2200 feet of heated space for a single story home and 2600 square feet of heated space for a two-story home, exclusive of basements, porches and garages.
5. Once construction has commenced, each owner shall be responsible for assuring that such work proceeds at an orderly and timely pace, with no stoppage of work for more than fourteen (14) consecutive days to be condoned, acts of God excepted, and be completed, including sod and some shrubs, and ready for occupancy within one-year (for New Construction), or ninety (90) days (for Partially Completed Construction) from the date construction commenced. “Ready for Occupancy” status is achieved once the ARB receives a copy of a County Final Inspection Certificate of Occupancy on the home and final inspection is made by the ARB to ensure compliance with all Architectural Guidelines and Willow Creek Golf Community Covenants. While the owner has ninety (90) days to complete the submitted and approved landscape plan, builder's deposit refunds are contingent upon the completion of all construction elements, including the landscape plan. If construction is not completed with the one-year period or ninety (90) days (for Partially Completed Construction) , owner may appeal to the ARB for a 3-month extension to complete construction, without penalty. If construction is not completed within the extension period, the POA Board must approve any further extensions without penalties applied.

WCGC Architectural Guidelines (Cont.)

6. Any damages(s) to any street, (including cleanliness and debris), curb or gutter, which occurs as a result of construction activity relating to any lot, shall be promptly repaired by the owner of such lot. If such owner fails or refuses to complete such repairs, the ARB shall have the right to delegate such completion of work to the Willow Creek Property Owners Association (WCPOA). All expenses and costs incurred in completing such work shall be immediately due and owing by the subdivision lot owner. In the event that such amount is not liquidated by the appropriate owner, within a reasonable time following notice thereof, WCPOA shall assess the appropriate lot in such amount and in the same manner as assessments are or may be approved by the Board.
7. No signs, other than county approved inspection and permit signs, shall be permitted on any residential lots, except that not more than two signs (front and rear), offering the property for sale or a sign identifying the builder, may be placed on any such lot. Such sign shall not be more than twenty-four (24) inches wide and twenty (20) inches high and constructed of such materials as may be approved by the ARB. All other signs require the approval of the ARB.
8. All exterior components of heating and air-conditioning systems shall be screened by masonry or wooden walls or fences and/or appropriate evergreen landscaping, approved by the ARB. Pool and spa equipment shall be screened by masonry and or evergreen landscaping approved by the ARB. These provisions must be made within ninety (90) days of occupancy or upon completion of approved Exterior Alteration Request.
9. All driveways shall have a plant mix concrete base. Pavers, concrete stamping, etc. are acceptable.
10. All construction sites shall be maintained in an orderly manner with all construction waste deposited in an on-site waste container. Also, each construction site shall install a driveway gravel mat and provide and maintain an on-site Porta-John, prior to the commencement of construction. All property owners are reminded that all other containers used to store garbage (garbage cans and other similar items), shall be located or screened so as to be concealed from the view of neighboring Lots, streets and property, located adjacent to the Lot. All excess construction materials, rubbish, trash and garbage shall be regularly removed from the Lot and shall not be allowed to accumulate thereon. The burning of trash, including scrap lumber and other construction debris, is strictly prohibited.
11. In order to preserve the natural beauty and openness of our golf community, perimeter fences, walls and/or large perimeter plantings, are prohibited. However, in the interest of safety, a black wrought iron or metal fence, not exceeding four (4) feet in height must enclose a swimming pool. Man-made berms may be allowed with specific approval by the ARB (see Item # 12). The ARB may approve large perimeter plantings that are located on the boundary of the Willow Creek subdivision.

WCGC Architectural Guidelines (Cont.)

12. Each owner/builder shall be responsible for assuring compliance with the storm water management and sediment control plan. Appropriate silt-fencing shall be installed prior to the commencement of construction.
13. No garage doors shall face directly onto any street.
14. All front and side yards (to back corner of dwelling), must be sodded with in-ground irrigation, prior to occupancy. Any deviation requires the written approval of the ARB. Landscaping must be completed within ninety (90) days of occupancy (Section 8.22 of the General Covenants), in accordance with submitted and approved landscape plan.
15. Detached buildings are prohibited
16. No work shall commence prior to completion, submission and approval of a complete "Willow Creek New Home Construction Application", a "Construction Continuation Application" or the "Willow Creek Home Improvement/Exterior Alteration Application" by the Architectural Review Board (ARB) of the Willow Creek Property Owners Association (WCPOA).
17. No footings shall be poured until builder has received ARB approval of finished floor elevation. Each must erect a stake showing proposed finished floor elevation to street and grade, consistent with the forms submitted.
18. Construction Deposit Refunds will be returned based on final inspection and approval by the ARB members at a regularly scheduled meeting, and receipt of the Final Inspection Certificate of Occupancy from Spartanburg County. If a Deposit is held longer than one year past original completion date, the POA will transfer the Deposit from the escrow account into the WC General Fund.

Issued 7/99; Rev 1, 8/99; Rev. 2, 4/00; Rev 3, 3/02; Rev. 4, 5/03; Rev 6, 9/05; Rev.7, 9/06; Rev. 8, 12/07; Rev. 9, 3/08; Rev. 10, 1/10

COMPLETED SIGNATURE PAGE REQUIRED

