

Kiawah Island®

DESIGNING
WITH NATURE 2025

ARCHITECTURAL
REVIEW BOARD

STANDARDS
AND GUIDELINES

May 8, 2025

Dear Property Owner:

From the beginning, the goal of the community development on Kiawah has been to achieve an uncommon and visually pleasing blend of natural beauty and man-made improvements. Resort activity, recreational areas, and residential development have all been planned together with some residential areas enjoying a separate and more private experience.

Kiawah's developers, both past and present, have also implemented a well-researched plan to guide home and homesite development (as well as commercial improvements), which they administer through the Architectural Review Board (ARB).

Environmentally sensitive design can best be achieved through a careful, well-thought-out response to the configuration of your homesite, the Lowcountry climate, existing vegetation, and topography of the building site. Research over the years has told us time and time again that Kiawah's most outstanding feature is its natural beauty. The ARB is committed to protecting and enhancing this precious asset. Thus, one of our primary objectives is to assist you in your planning efforts, and we stand ready to do so.

These standards and guidelines are intended to serve as your benchmark in the complex, yet rewarding, process of planning or improving a new home. While this document has proven to be a helpful tool in planning homes on Kiawah, it can neither provide all the answers nor guarantee ideal solutions for every situation.

Nevertheless, as questions arise concerning your building plans, we and the staff at the ARB will be very pleased to assist you. We encourage you to participate, when possible, in presentations to the ARB as they are made by your architect, landscape architect, or builder.

We hope also that you, your architect, your landscape architect, and your builder will find these standards and guidelines helpful, and we encourage your questions and comments. If we may be of assistance, please do not hesitate to call on us.

Respectfully,

The Kiawah Island Architectural Review Board

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1. INTENT OF THE GUIDELINES

1.1. DESIGN OBJECTIVES OF THE ARCHITECTURAL REVIEW BOARD

Containing about 10,000 acres, Kiawah Island enjoys a moderate climate, breathtaking natural beauty, controlled accessibility, and the professional and financial resources necessary to create a residential and resort community without compromise or parallel.

Over the years of Kiawah Island's development, the Kiawah Island Architectural Review Board (ARB) has been dedicated to preserving a unique and ecologically sensitive community. The architectural design and construction philosophy of the ARB maintains that homes should generally be unobtrusive in form, material, and color in order to complement their natural setting. No particular period, style, foreign or geographic influence, or traditional approach is specifically endorsed or discouraged. The chief goal is that the residential community be basically homogeneous with certain areas having more architectural diversity than others.

This philosophy suggests that each home be treated not as an individual creation or architectural entity arbitrarily placed on its site, but rather as a carefully planned addition to the natural setting which embraces the site and becomes one with it. Design solutions should extend beyond the building walls to include the entire site, varying in design to complement and enhance their natural surroundings. Designs and colors appropriate for the mottled shade of forest areas might be inappropriate for open or unwooded sites. Colors and textures of exterior building materials should be compatible with the light reflecting properties of the natural elements such as tree bark, surrounding trees and shrubs, pine needles, natural grasses, and other vegetation.

1.2. FUNCTION OF THE ARCHITECTURAL REVIEW BOARD

The Kiawah Island General Covenants delegate the control of Island development to Kiawah Resort Associates (i.e., the "Company") as successor to Kiawah's initial developer. The COVENANTS, RESTRICTIONS, AND AFFIRMATIVE OBLIGATIONS APPLICABLE TO ALL PROPERTIES IN KIAWAH ISLAND, Article II, Section 1 reads as follows:

"No building, fence, or other structure shall be erected, placed, or altered nor shall a building permit for such improvement be applied for on any property in Kiawah Island until the proposed building plans, specifications, exterior color or finish, plot plan (showing the proposed location of such building or structures, drives, and parking areas), landscape plan, and construction schedule shall have been approved in writing by the Company, its successors, or assigns. Refusal of approval of plans, location, or specification may be based by the Company upon any ground, including purely aesthetic conditions, which in the sole and uncontrolled discretion of the Company shall seem sufficient. No alteration in exterior appearance of any building or structure shall be made without like approval by the Company...."

The ARB was organized for the purpose of controlling and enhancing Island development with composition of members determined by the Company.

ARB approval and the subsequent issuance of an ARB permit are the first steps in obtaining the necessary approvals for construction of a home or exterior improvements and maintenance. Complete sets of construction documents displaying the ARB stamp of approval must be used in following all normal procedures administered by [Town of Kiawah Island](#) (TOKI) for obtaining zoning and building permits. An encroachment permit from the [Kiawah Island Community Association](#) (KICA) Livability Department will also be required.

The South Carolina Department of Environmental Services' (SCDES) [Bureau of Coastal Management](#) (BCM) has jurisdiction over some elements of the building process on Kiawah. The property owner and their representatives are solely responsible for compliance with BCM rules and regulations that apply to lots that border salt marsh and certain lagoons which are considered critical areas.

The BCM also has jurisdiction for structures near primary, oceanfront sand dunes. As a rule, front beach land at Kiawah has been platted landward of the interim set back line established by the BCM and the primary dune line, which along its crest demarks the interim baseline established by the BCM. All properties must comply with the State's [Stormwater Management and Sediment Reduction Act](#).

The approval of the ARB relates to the harmony and compatibility of external design and site design optimization. The ARB does not assume liability for structural design, material sufficiency, grading and drainage impact, nor damage to a neighbor's property during or after construction. ARB approval does not constitute any opinion or representation by the ARB that design plans comply with any municipal, state, or federal laws.

1.3. PURPOSE OF THE STANDARDS AND GUIDELINES

The ARB is granted the power to establish design guidelines through Article II of the General Covenants, which reads as follows:

“The primary purpose of these covenants and restrictions and the foremost consideration in the origin of same has been the creation of a community which is aesthetically pleasing and functionally convenient. The establishment of objective standards relating to design, size, and location of dwellings and other structures, makes it impossible to take full advantage of the individual characteristics of each parcel of property and of technological advances and environmental values. For this reason, such standards are not established by these covenants. In order to implement the purposes of these covenants, the Company shall establish and amend from time-to-time objective standards and guidelines which shall be in addition to these covenants.”

It is the purpose then of these standards and guidelines to encourage construction of excellent architectural design that is appropriate to the surroundings and to the special conditions of climate and other environmental factors indigenous to Kiawah Island. A strong sense of identity should be developed to create an attractive and harmonious addition to the community. These standards and guidelines are intended also to assist property owners during the design, construction, improvement, and maintenance of their residences; to protect the property values of all property owners throughout the Island; and to provide professional aesthetic evaluation for all construction requiring ARB approval through a systematic review process.

These standards and guidelines are amended from time to time by the ARB as deemed necessary. The ARB will adjust project review to accommodate the dynamic nature of regulations set by other entities with jurisdiction on Kiawah Island, i.e. building code adoptions and revisions, flood plain requirements, etc.

1.4. VARIANCES

Rules and guidelines on building setbacks (whether on the subdivision Plat of Record or not), lot coverage, building height, square footage, and other aspects of building and site design including landscape alterations are determined by the ARB, and slight variances may be approved by the ARB to preserve prominent trees, minimize disruption to unique topography, to accommodate an irregularly shaped lot, or when the ARB determines in its sole discretion that a variance is otherwise appropriate to the site.

All such determinations are unique to the requested condition and as such are not precedent setting. Such determinations are final and binding on all concerned. If a variance is approved by the ARB, a variance from the TOKI may be required as well. When applying for variances, ample time for accommodation of review requirements by the TOKI Board of Zoning Appeals (BZA) should be considered.

Variances should be clearly identified showing the extent of the variance (i.e. distance, area, percentage, etc.) and should include a completed [Variance Request Form](#). Insufficient information or an incomplete form may result in disapproval of a variance request. See [2.5.1. NONCONFORMING CONDITIONS AND VARIANCES](#) for additional information pertaining to existing homes.

Only variances specifically requested and approved in writing shall be considered granted and valid. It is the responsibility of the property owner and their representatives to identify and request variances to these standards and guidelines.

1.5. LOT LINE CHANGES, LOT COMBINATIONS, AND LOT SUBDIVISIONS

Any lot line changes, lot combinations, or lot subdivisions must receive approval from the Company and the ARB prior to submittal to the TOKI and/or Charleston County's [Register of Deeds \(ROD\) Office](#). For changes to properties with KICA easements, review and approval from KICA is also required.

During ARB review, setbacks will be determined and existing building setbacks may potentially be altered. In particular, side yard building setbacks are likely to be increased depending on the specific circumstance. Reduced massing in areas near side yard building setbacks and reduced lot coverage may be required as well.

Of note, lots subject to conditioned area maximums are considered as one property once combined and therefore the maximum is not increased unless specifically addressed by deed or by ARB approval.

For combined properties, or adjoining lots owned by the same property owner, formal landscaping should be limited to the buildable area and may not exceed forty percent (40%) of the property.

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2. DESIGN GUIDELINES

2.1. DESIGN ENVIRONMENT

One of the major goals of every architect, landscape architect, and builder working on Kiawah Island should be to integrate harmoniously every man-made structure with its surrounding natural environment. As each site is unique, it is necessary to prepare a thorough site analysis prior to the design of every project. The ARB will closely scrutinize the overall design concept and how well it relates to its surrounding environment.

In addition to detailed site data, more general information of the surrounding physical environment must be included. Consideration should be given to prominent and potential views, orientation for privacy from the street, neighbors, golf courses, etc. The materials, scale, and form of nearby homes should also be taken into account. These factors are important in blending the proposed design with the existing neighborhood fabric.

The design of each home must also address the prominent climatic characteristics of the Island. The warm temperatures suggest every home have adequate cooling capabilities. Designs should take advantage of the cooling breezes by providing for cross ventilation. With the majority of the days being sunny, there is potential for using passive and active solar systems.

After preparing the site analysis, the uniqueness of each site becomes apparent. Because of each site's unique characteristics, a residential design that is appropriate on one site may not be equally appropriate for another site. Therefore, the repetitive use of residential designs or use of stock plans for single-family homesites is generally inappropriate.

By following these design guidelines, LEED for Homes Sustainable Site points are easily attainable and property owners and their design teams are encouraged to pursue accreditation while undergoing the design of the home.

2.2. LANDSCAPE

Kiawah Island's natural setting offers a unique environment that must be acknowledged and preserved as a framework for development. The Island's special natural environment is ecologically fragile and is difficult to replace once it has been disturbed. The guidelines are intended to indicate the seriousness with which the ARB approaches alterations to the Island's vegetation.

2.2.1. GENERAL REQUIREMENTS AND DESIGN OBJECTIVES

These landscape guidelines are intended to protect the property values of all property owners throughout the Island, as Kiawah's most outstanding feature is its natural beauty. The guidelines should be used to define the appropriate site planning and landscaping for each lot. The basic objectives of a landscape architect preparing site and landscape plans for a home on Kiawah should be:

1. To minimize the impact of the home on the surrounding natural environment, and to see that the site's existing landscape is preserved in its natural state insofar as possible.
2. To enhance the built environment and integrate buildings and other structures into the surrounding natural environment.
3. To consider both long and short views to and from a project.

The entire site must be planned. If areas are to remain natural, they should be indicated as such on all submittals. The genus and species of trees and major understory vegetation must be identified and

indicated on surveys and landscape plans. All proposed landscaping for new homes and major landscape improvements to existing homes must be prepared by a landscape architect licensed to practice in the State of South Carolina.

2.2.2. EXISTING VEGETATION

Significant trees and areas of understory vegetation are essential, natural, and aesthetic resources. They play a critical role in purifying air and water, providing wildlife habitat, enhancing natural drainage, and controlling erosion. These trees and shrubs contribute to the quality of life on Kiawah and are an inseparable part of its historical legacy. As such, the ARB is most concerned with trees and shrubs and has established these standards and guidelines to assure their preservation.

The following are general guidelines that must be adhered to regarding existing vegetation:

1. The removal of any tree, except Chinese Tallow/Popcorn trees, or any area of understory vegetation without the notification to and approval by the ARB is prohibited. A certified arborist must be used for, and ARB approval obtained prior to, the removal of limbs that are six (6) inches or greater in diameter.
2. Tree removal required to develop the property (i.e., the building footprint and paved areas) may require planting of additional trees as mitigation at the ARB's discretion. See [2.2.6. TREE PRESERVATION, REMOVAL, AND REPLACEMENT](#) for more information.
3. The removal of trees on lots or parcels that have already been developed is discouraged by the ARB. Any such removal without ARB approval is prohibited.
4. Pruning in sensitive areas: lagoon edges, marsh edges, maritime forest, and beachfront areas, contain some of the most sensitive vegetation on the Island and must be reviewed by the ARB. Natural drainage patterns, erosion control, and wildlife habitat may be easily disturbed by careless over-pruning.

In addition, areas near marsh edges may be subject to further restrictions imposed in connection with the [Stormwater Management and Sediment Reduction Act](#). Therefore, pruning in these areas is prohibited unless with ARB approval following an onsite review with the certified arborist once a home is framed.

In all cases where such pruning is allowed, it shall be kept to a minimum, conform to existing natural patterns of growth, and be completed by a certified arborist. Pruning should occur after the home has been framed and views are established. Lagoon and beachfront pruning is reviewed by KICA and the ARB.

5. View corridors may be established from time to time by deed, plat, or other written agreement. Tree removals and pruning within these corridors is allowed following ARB review and approval.
6. Natural vegetated buffers, especially along lot edges, shall be preserved and enhanced with native species in an informal manner. Trees, shrubs, and other understory vegetation should remain dense from ground level up to ten (10) feet and remain intact within five (5) feet of the property line.
7. In the case of lots abutting golf courses, permission may be needed from the golf course owner if seeking to alter or remove any natural vegetation within thirty (30) feet of any lot line bordering a golf course. The ARB will facilitate obtaining the latter services and approvals.

Violations of the above guidelines may result in substantial fines and mitigation requirements. If vegetative mitigation does not thrive after nine (9) months from installation, replacement is required.

2.2.3. GRADING AND DRAINAGE

Every possible effort shall be made by each property owner's landscape architect to develop site plans consistent with the natural grading pattern. Excessive fill is discouraged so as to integrate homes closely with the existing terrain. It is critical that the drainage system and any applicable easements within the immediate area of the site be integrated into the overall landscape design.

1. For new driveway installation or driveway replacement, plans must be submitted to KICA for review and approval, prior to construction. Intent is to ensure drainage of roads and/or rights-of-way are not negatively impacted by construction, and follow the development plan for stormwater conveyance within a respective right-of-way. While it is understood that driveway replacement is typically done in-kind with the original construction, KICA requires plans for installation as a matter of record for work being performed within the road right-of-way.
2. It is the responsibility of the property owner and their consultants to ensure that proposed grading and drainage does not negatively impact nearby properties.
3. Open-loop geothermal systems will not be approved as they may adversely affect the drainage of neighboring properties and are not environmentally sensitive.
4. The ARB encourages the creative use of low impact development practices for stormwater management. Examples of these include but are not limited to pervious paving systems, preservation of vegetated buffers, rain gardens, and rain harvesting with rain barrels and cisterns. For more information on these applications, see the Kiawah Conservancy's [*Nature-Based Solutions Manual for Kiawah Island*](#).

2.2.4. HARDSCAPE

a. DRIVEWAYS

1. Each lot may have only one driveway access from the street. Straight-shot driveways are discouraged. Driveway elements (garage backout area, guest parking, etc.) must be screened from the street and adjacent properties.
2. Where the driveway meets the street, the width of the driveway should be at least eighteen (18) feet wide. See [*5.3.2. DRIVEWAY-STREET DETAIL*](#) for more information.
3. Driveway width should be a minimum of twelve (12) feet on curves and ten (10) feet for straighter segments. Curved driveways should have no less than a fifteen (15) foot radius.
4. No driveway may be located closer than five (5) feet from side and/or rear property lines.
5. A minimum width of three (3) feet of planting areas is to be maintained between the driveway and the home.
6. Garage backout area should be a minimum of twenty-eight (28) feet from the garage doors, or the outermost foundation wall or column where garage doors are recessed, to the edge of paving. Where garage doors are recessed, structural elements such as walls or columns in front of garage doors should be taken into consideration when accounting for maneuverability of vehicles.
7. Driveway functionality and garage access is the sole responsibility of the property owner's design team. Driveways must also meet fire department access requirements.
8. Where site conditions allow, pervious driveways are preferred. Approved materials include dark gravel; pervious pavers, concrete, or asphalt; brick; and concrete with an aggregate, salt void, or tabby finish; and other materials that are subdued and natural in tone. Light-colored or attention-getting driveway materials are discouraged. Please note that KICA requires

hardscape material, which may be pervious, in the right-of-way between the property line and street. Contact the ARB for a list of approved paving materials.

For information on the benefits of pervious paving systems, see the Kiawah Conservancy's [*Nature-Based Solutions Manual for Kiawah Island*](#).

9. Conduit is required under the driveway in the area of the right-of-way and must be shown on site plans submitted for review. See [*3.2.4. FINAL REVIEW*](#) for more information.
10. Driveways and other hardscape located within a right-of-way or easement may be subject to removal. If removal is required, the property owner will be responsible for replacement.

b. GUEST PARKING

1. The ARB discourages the use of more than two guest parking spaces for a typical single-family lot, although some neighborhood covenants will require additional spaces.
2. Guest parking must be a minimum depth of eighteen (18) feet and minimum width of seventeen (17) feet (for two cars).

c. WALKWAYS

1. The primary walkway to the front entrance should be at least fifty-four (54) inches wide.
2. Secondary walkways should be no more than forty-two (42) inches wide.
3. No walkway may be located closer than five (5) feet from side and/or rear property lines.
4. Walkways to the street or golf course should be of a dark color, should end a minimum of five (5) feet from the property line, and should not be visible from the street or golf course.

d. AMENITY AREAS

1. Leisure amenity areas such as at-grade seating areas must be at least ten (10) feet from property lines or marsh and lagoon edges, whichever is more restrictive, and be screened with evergreen landscaping from neighboring properties. If located outside the buildable area, at-grade seating areas must have a pervious surface.
2. Recreational amenity areas such as putting greens, tennis and basketball courts, or other similar activities should be located within the buildable area.

Surfaces for recreational amenities shall be counted as primary lot coverage even if constructed with pervious surfaces.

3. Noise factors and disturbances to neighbors will be considered in determining the position of amenity areas and structures.
4. Evergreen landscaping shall screen amenity areas from neighboring properties.

e. YARD ART

1. The ARB discourages the use of fountains, arbors, decorative garden walls, or other yard art. If approved, such items must be included in the lot coverage calculations as primary coverage.
2. When allowed, garden elements over three (3) feet tall should be located within the buildable area and screened from view of neighboring properties. Substantial evergreen landscape screening may be required as well.

2.2.5. SOFTSCAPE

Softscape, including but not limited to trees, shrubs, lawns, and groundcover, should complement the residence and provide continuity between it and the surrounding vegetation.

1. Architects and landscape architects should incorporate the existing natural vegetation into their plans and add to it in such a way so as to produce a feeling of modest cultivation that blurs the line between man-made elements and the natural environment. Property lines should disappear with the use of continuous landscaping.
2. The use of native flowering trees and shrubs, both perennial and annuals, of soft coloration is encouraged. The extent and complexity of landscaping will depend upon the unique features offered by the site, the Property owner's desires, the design of the residence, the nature of existing vegetation, and the configuration of the property.
3. Care should be used in the selection of plants and flowers for size, salt-tolerance, drought-tolerance, and wildlife-resistance.

For additional information and resources on native plant species, see TOKI's [Native Plant Database](#) and the Kiawah Conservancy's [Native Plant Guide](#).

4. Landscape plans may not indicate the use of invasive species listed in the US Department of Agriculture's revised 2003 [Nonnative Invasive Plants of Southern Forests: A Field Guide for Identification and Control](#). These species must be removed during site development if existing on the property.
5. Softscape planted within a right-of-way or easement may be subject to removal. If removal is required, the property owner will be responsible for replacement.

a. TREES

1. Each lot after development must contain a minimum number of healthy trees of an approved type. See [2.2.6. TREE PRESERVATION, REMOVAL, AND REPLACEMENT](#) and [5.1. DEFINITIONS](#) for minimum tree count requirements.
2. A minimum of two-thirds (2/3) of the trees proposed as part of the development of a lot must be native species (Oak, Magnolia, Hickory, Palmetto, etc.).
3. All trees required for mitigation must be native species. If palms are used for mitigation, they must be refoliated.
4. Live Oaks which are sixteen (16) inches DBH or greater caliper and are within twelve (12) feet from the foundation, may require pre-treatment by a certified arborist when construction commences and may require additional treatment at the conclusion of construction, especially if a variance is granted due to the location of the tree.

b. SHRUBS

1. Foundation plantings must be at least half the height of the foundation as measured from finished grade to the first habitable floor and encompass the entire home. The ARB may require larger plantings to help soften tall foundations.
2. Fifty percent (50%) of all shrubs installed must be a minimum size of seven (7) gallons. The remaining installed shrubs must be a minimum size of three (3) gallons.
3. Straight-line plantings in the form of hedges along the property lines are discouraged unless

as part of an overall neighborhood landscape plan.

4. Planting beds near side property lines must be planted in an informal manner and blend with adjoining properties in both plant material and design. Native species are encouraged along these edges.
5. The use of native plants throughout is recommended to reduce irrigation needs and support native habitat.

a. LAWNS, GROUNDCOVER, AND MULCH

1. Lawns should be minimal in size and, except where located in the right-of-way, be internal to the site or located a minimum of ten (10) feet from property lines or marsh and lagoon edges, whichever is more restrictive, and heavily screened with evergreen landscaping. Natural grass lawns must be sodded as opposed to seeded or sprigged.

Artificial grass is an allowed material for lawns, contingent upon ARB review and approval of submitted samples, and shall count towards secondary lot coverage unless it is used for a putting green or similar recreational use in which case it shall count towards primary lot coverage. Artificial grass is not allowed in right-of-ways.

2. Groundcover is encouraged in shaded areas where it is difficult to grow grass. Seasonal color and groundcovers shall be planted so that there is not an unplanted area of mulch greater than one hundred (100) square feet.
3. Mulch is required so there is no exposed bare dirt on the site. Acceptable mulch material includes pine straw and hardwood bark of natural coloration. Gravel and artificial or brightly colored mulch is not allowed.
4. Roadside right-of-ways and areas of nearby lots that are damaged or disturbed during construction must be regraded and resodded or mulched and revegetated.

b. IRRIGATION REQUIREMENTS

Due to the rapid drying rate of Kiawah Island’s sandy soil, irrigation systems must be included in the landscape plan to sustain the initial landscape planting.

1. Drip irrigation is required in non-sodded areas as it will also reduce maintenance and improve the appearance of the yard.
2. ARB highly encourages moisture-sensing devices for water conservation.
3. The ARB may require the use of rain sensor gauges on irrigation systems.

Approval of a landscape plan is conditional, pending a field review of the in-place installation. At that time, additional landscaping may be required to reduce the visual height of a tall structure, to provide erosion control, to add additional screening, to correct damage from construction activity, or for other reasons as deemed appropriate by the ARB.

2.2.6. TREE PRESERVATION, REMOVAL, AND REPLACEMENT

All applications for new homes are subject to the following tree related guidelines. Compliance with the minimum tree count requirements does not grant the property owner the right to clear existing trees without ARB approval. See minimum tree count requirements definition in [5.1. DEFINITIONS](#).

1. Tree removal must be reviewed by the ARB. It is encouraged that all Oak, large Pine, Magnolia, and Palmetto trees be saved, including, when possible, those inside the buildable area.
2. All specimen Oak trees on any lot of three (3) inches DBH or greater caliper and all other trees of

six (6) inches DBH or greater caliper shall be entered on a topographic and tree survey and submitted to the ARB with site plans.

3. Chinese Tallow/Popcorn trees may not be included in the count of existing trees on the undeveloped lot as they are an invasive species and shall be removed during development of the lot.
4. Should any such Oak or other specimen tree fall within the building footprint approved by the ARB, then the ARB, in its discretion, may require mitigating replacement by way of Oaks or other trees. The preferred species of replacement trees shall be native species such as Oak, Magnolia, Hickory, or Palmetto. Depending upon the number of trees removed and the landscaping planned by the property owner, the requirement of replacement trees may be waived or, in the ARB's discretion, other plant material and/or shrubs may be substituted where visually appropriate.
5. All Oak trees of twenty-four (24) inches DBH or greater caliper must be preserved unless the ARB determines there is no reasonable design solution that would save the tree(s). For every Oak tree with a caliper of twenty-four (24) inches DBH or greater that is removed, the property owner may be required to plant trees for which the total caliper is equal to or greater than the total caliper of the trees removed. Mitigation trees shall measure a minimum of six (6) inches DBH.
6. Oak trees greater than six (6) inches DBH that are removed outside the building footprint may require mitigation in the ARB's discretion should the ARB allow such removal.
7. In exercising its discretion with respect to these standards and guidelines, the ARB shall take into consideration, among other factors, the number and species of trees removed; any hardship to the property owner; the remaining trees, shrubs, and other plant species existing on the lot; any additional plantings proposed as part of the landscape plan; the size, shape, and topography of the lot; the size, species, and value of proposed replacement trees; the characteristics of the neighborhood, including its general topography, existing tree canopy, and plant species; and other relevant factors.
8. The ARB may consider brief delays in installation due to severe weather conditions that may adversely impact the health of installed material.

2.3. SINGLE-FAMILY HOMES

Residential properties on Kiawah Island conveyed to individual buyers are subject to extensive deed restrictions and architectural covenants designed to establish strict control of land use and ensure that all residences are attractive in appearance and appropriate to their neighborhood. These restrictions and the site analysis data form a basis for the beginning of site development concepts.

Successful residential design solutions are those in which it is difficult to distinguish between elements that are a part of the building and those which are a part of the landscape design. Site utilization, interior spaces, exterior spaces, and landscaping concepts should be integrated with the environmental features in the creation of a successful design.

1. Thoughtfulness must be exercised when developing a concept for site utilization. The best access to the site, as shown in the site analysis, should be the beginning of vehicular circulation areas including driveways, guest parking, garages, and garage backout areas.
2. In order for a lot's driveway to accommodate fire department access requirements, careful evaluation of existing vegetation should occur prior to determining the proper site access.
3. In some instances, driveways entering a collector street may be required to share ingress/egress for a limited distance with the adjacent property owner(s).

4. Areas of the home should be organized to take advantage of site conditions with particular attention given to entry, living, sleeping, and service needs. Resident and visitor circulation patterns should be resolved as well.
5. Emphasis on lush, green vegetation will be accomplished by property owners developing landscape strategies geared to preserve, feature, and enhance the natural vegetation found throughout these homesites.
6. While homes may incorporate each property owner’s preferences, thoughtful care as to size, form, color, height, and materials is paramount.

2.3.1. BUILDING SETBACKS

Building setbacks are dimensioned from the property line or the BCM critical line, whichever is most restrictive. In the absence of setbacks specified on the subdivision plat, recorded deeds and/or covenants, the typical setbacks required by the ARB are:

TYPICAL SETBACKS FOR LOTS ON KIAWAH ISLAND	
Front	25 feet (street)
Side	30 feet (golf, lagoon, marsh) / 25 feet (street) / 15 feet (open area, lot)
Rear	30 feet (golf, lagoon, marsh) / 20 feet (open area, lot)

The ARB may consider altering setbacks for larger and/or irregular sites. **It is imperative that the property owner and/or architect obtain from the ARB a reading on specific setbacks before proceeding beyond the conceptual stage.** For setback information on specific properties, please refer to the [ARB Setback Table](#) online or contact the ARB office if a setback graphic is referenced.

a. BUILDABLE AREA

Building setbacks, and sometimes easements, delineate the buildable area, that portion of a lot upon which a house may be constructed. This area is sometimes specified on the subdivision plat, and on specific exhibits attached to recorded deeds or homeowners association covenants.

The following items are to be located fully within the buildable area:

1. The building footprint including but not limited to porches, elevated decks, cantilevered floors, covered areas such as roof overhangs greater than twenty-four (24) inches in depth, and stairs.
2. Detached and semi-detached ancillary structures.
3. Utility stands and platforms, either freestanding or cantilevered, for HVAC equipment and generators.
4. Pools and pool equipment.
5. Recreational amenities such as putting greens, tennis and basketball courts, and other similar recreational amenities.
6. Yard art elements over three (3) feet tall.

b. LIMITED BUILDABLE AREA

Depending on unique site conditions, lots may be designated with a limited buildable area that

allows for secondary structural elements to be constructed beyond the standard buildable area provided vegetated buffers along sensitive property lines are preserved.

As applicable, refer to the deed, neighborhood covenants, and/or supplemental guidelines for relevant limited buildable area restrictions.

Development in the non-buildable areas will generally include only access ways such as driveways, walkways, boardwalks, or in a few instances, boat dock entries.

2.3.2. ARCHITECTURAL DESIGN

The architectural design concept for Kiawah Island is that buildings and structures should be generally unobtrusive in form, material, and color in order to complement their natural setting. No particular period styles, design motifs, foreign or geographic influences, or historical approaches are specifically endorsed or encouraged, unless specifically noted in the neighborhood supplemental guidelines. Only after extensive site information has been collected and site development concepts have been formulated giving due consideration to neighboring properties, can the building development be considered.

If applicable to the property, it is important that the property owner, architect, and landscape architect secure the current neighborhood supplemental guidelines from the ARB website or office. Many neighborhoods have supplemental guidelines in addition to *Designing with Nature*, including but not limited to:

[Marsh Cottages](#) (Club Cottage, Marsh Cottage, and Osprey Cottage Lanes)

[Glossy Ibis](#)

[Indigo Park](#)

[Ocean Park](#)

[Rhett's Bluff](#) and [Rhett's Bluff - Phase 2C](#)

[Summer Island and Cormorant Island](#)

[Terrapin Island](#)

[The Preserve](#)

[The Settlement](#)

2.3.3. BUILDING SIZE

The recorded covenants, Contract of Sale, recorded plat(s), and/or deed to a lot stipulate the minimum and/or maximum conditioned area that may be enclosed in a residence built on a lot. These minimums and maximums are intended to ensure discreet structures that consider unique site conditions. The minimum size of the first floor (also set forth in such documents) may be regulated by the ARB.

Building size shall be determined by the ARB based upon lot location, trees, neighboring homes, and other factors affecting the site. The ARB may, at its discretion, disapprove a submittal that is inappropriate for the site regardless of maximum allowed conditioned area.

In determining building size, the following criteria should be used:

1. The layout of conditioned and unconditioned (screened and covered) area shall be measured from outside face of exterior walls for each level, including stairs and mezzanines.
2. For area calculations of unconditioned spaces, measure from the centerline of walls that separate conditioned and unconditioned spaces.
3. Vaulted spaces open to below shall be calculated at fifty percent (50%) of potential floor area.

4. Stair areas shall be calculated at one hundred percent (100%) for each floor.
5. Where a third-floor level is allowed, the conditioned area shall be no greater than half of the area of the largest floor below.
6. Attic areas that may accommodate a minimum ceiling height of six feet-eight inches (6'-8") or include an egress-sized window and are accessible other than by a ladder shall be included in conditioned area calculations.

Larger size homes may require upgrades to existing water and sewer systems. Contact Kiawah Island Utility (KIU) to confirm line sizes.

2.3.4. LOT COVERAGE

Lot coverage is calculated by dividing the area of proposed development by the total high ground area (see [5.1 DEFINITIONS](#)) of a property. Development coverage is classified as being either primary or secondary lot coverage. Allowable lot coverage percentages for primary and secondary elements are outlined in the following table:

ALLOWABLE LOT COVERAGE BY HIGH GROUND AREA (SF) OF LOT			
<i>HIGH GROUND AREA</i>	<i>PRIMARY</i>	<i>SECONDARY</i>	<i>TOTAL</i>
Less than 8,000 SF	50.00 %	5.00 %	55.00 %
8,000 to <12,000 SF	40.00 %	6.00 %	46.00 %
12,000 SF or greater	33.00 %	6.67 %	39.67 %

a. PRIMARY LOT COVERAGE

Elements included in primary lot coverage are characterized as being required and/or impervious in nature. The following elements shall be included in the primary lot coverage calculations:

1. The building footprint including but not limited to porches, elevated decks, cantilevered floors, covered areas such as roof overhangs greater than twenty-four (24) inches in depth, and stairs.
2. Required driveway elements (i.e., driveway, garage backout area, and guest parking spaces) made of impervious or pervious materials. See [2.2.4.a. DRIVEWAYS](#) for minimum requirements.
3. The primary walkway leading to the front entry made of impervious or pervious material.
4. Masonry retaining walls of any height and wood retaining walls more than thirty-six (36) inches in height.
5. Contained areas raised thirty-six (36) inches or more from existing grade. See [5.1 DEFINITIONS](#).
6. Amenity areas and elements including arbors, pools, putting greens, firepits, fountains, tennis or basketball courts, and any at-grade impervious areas or walkways should all be included in primary lot coverage.
7. Utility stands and platforms, either freestanding or cantilevered, for HVAC equipment, generators, pool equipment, etc. Where equipment is mounted to the side of a building and open to below, the equipment footprint shall be included.
8. Where a closed-loop geothermal system is proposed, an allowance for an appropriately sized utility stand or cantilevered platform shall be included as primary lot coverage and a location

reserved within the buildable area should the geothermal system not be installed.

b. SECONDARY LOT COVERAGE

Elements included in secondary lot coverage are characterized as being not required and pervious in nature. The following elements shall be included in secondary lot coverage calculations:

1. Pervious secondary walkways, boardwalks, pervious at-grade patios all within thirty (30) inches of existing grade.
2. Contained areas less than thirty-six (36) inches from existing grade.
3. Uncontained areas thirty-six (36) inches or more from existing grade. See [5.1 DEFINITIONS](#).
4. Driveway elements set in a pervious manner that are not required.

These, along with the primary lot coverage elements, may not exceed the total allowable lot coverage of a lot based on its total highland area.

In the case of flag lots, the entry access or “pole” area of the flag lot and primary elements within it may be excluded from calculations for the lot coverage percentage. See [5.3.1. LOT COVERAGE GRAPHIC](#) for more information.

2.3.5. BUILDING HEIGHT

The building height of single-family homes shall generally be from one to three stories in height with taller designs to receive approval from the ARB prior to preliminary review. Particular attention should be given to the first floor elevation required by Federal flood regulations adopted by TOKI.

The TOKI zoning ordinance establishes the base building height elevation (BBHE). The ARB uses BBHE for determining maximum building height, generally forty (40) feet for residences.

Recorded covenants and supplemental guidelines for some neighborhoods may provide for a different means of determining maximum building height. As applicable, refer to the lot’s neighborhood covenants and supplemental guidelines for relevant height standards. The architect shall verify and coordinate all maximum building height restrictions with the ARB, TOKI, and FEMA.

See [5.1. DEFINITIONS](#) for *base building height elevation, building height, minimum first floor elevation, natural ground, and ground floor level.*

2.3.6. BUILDING FORM

The building form of every residence should be a carefully planned addition to the natural setting and embrace its site.

1. Building forms should provide interest and be compatible with neighbors. Large homes can be made to appear smaller and small homes to appear larger by the manipulation of shapes and massing, and by the effective use of decks, carports, garages, and screened porches.
2. Extreme care shall be taken to shape building around specimen trees and groves of smaller trees. Asymmetrical homes and/or deck exteriors will be required to save trees greater than twelve (12) inches DBH.
3. Roof forms should complement the design of the home, the natural surroundings, and neighboring designs.

Roof pitches should be a minimum of 5/12 for functional and aesthetic reasons on dominant roof

forms. Lower pitches may be acceptable when deemed stylistically appropriate by the ARB.

2.3.7. ARTICULATION

The aesthetic appearance of a structure depends greatly upon the complementary articulation of many architectural elements such as roofing, siding, fenestration, and details.

1. Fenestration should be selected and located to provide for views, light, privacy, and natural ventilation.

Doors and windows must be compatible with the architecture of the home and detailed with mullions that adequately simulate the appearance of separate panes of glass where divisions are proposed. Between-glass window grills are not allowed.

Decorative glass for windows and doors is generally discouraged. If proposed, details and elevations must be submitted for review.

Windows at garages should be kept to a minimum in both size and number to reduce the visibility of stored vehicles from neighboring properties and streets.

2. Walls, fences, and architectural screens should be used to provide privacy, enclose service yards and HVAC equipment, and to reduce the scale of large massing. Trash containers should comply with TOKI and KICA regulations.
3. Detailing of fascia and soffits; wall bases, corners, and friezes; doors, windows and openings; and decks and porches should have common elements that help unify the appearance.
4. Chimney hoods or pots are required to screen flue caps and/or spark arresters. Gas fireplaces and/or similar appliances that require venting to the exterior shall have through-roof vents concealed within a chase that simulates a traditional chimney. Through-wall vents are strongly discouraged in locations where vents cannot be screened with architectural or landscape elements.
5. Louvers or lattice at foundations and gables should be detailed using substantial materials that indicate form and depth. Decks and stairs must have either louvers or lattice underneath unless deemed architecturally appropriate.
6. Skylights and light tubes are rarely approved. When allowed, skylights and light tubes must be tinted to avoid nighttime glow, and may only be located where not directly viewed from neighboring properties or primary view corridors.
7. Shutters should be consistent from elevation to elevation as applicable and must appear to be operational dimensionally and with appropriate hardware.
8. Columns should be proportionally consistent with the style of the home. Columns greater than one story in height are generally considered inconsistent with the architectural context of the Island.
9. Solar panels may be incorporated into the roofscape or installed on an ancillary structure provided views are screened from neighboring properties. When approved, solar panels are to be installed using a low-profile rack-mounting system and shall appear integral to the overall roof design, taking into consideration form, materiality, and color. The use of roof wells, parapets, and other building elements to screen solar panels is strongly encouraged. Roof materials with integrated photovoltaics will be considered on a case-by-case basis.
10. Exposed piping is discouraged but where necessary, must be painted to match the adjacent color and screened with evergreen landscaping or an architectural screen.
11. Utility stands and platforms, either freestanding or cantilevered, should be designed so that their

appearance is integrated with the architecture of a home in their height, detailing, materials, and color.

12. Electric meters must match the adjacent color to which they are mounted and screened with evergreen landscaping.
13. Finials and other decorative roof elements must be approved in advance of installation.

2.3.8. MATERIALS AND COLORS

All exterior materials and colors should complement the surrounding environment.

1. The use of natural wood, stucco, brick, and metals is encouraged while the use of imitation or less than highest quality materials is discouraged. There is a distinct preference by the ARB for transparent and semi-transparent stains so as to blend with the natural surroundings.
2. Lighter color palettes may require additional layers of evergreen landscaping to nestle the home into the natural environment. If additional layers of evergreen landscaping are not possible, darker color palettes will be required.
3. For neighborhoods with supplemental guidelines, please refer to the requirements in those guidelines.
4. Materials and colors will be evaluated by the ARB during the review process through the submittal of renderings, sample boards, and an onsite material and color mock-up in advance of painting, staining, and installation of finish materials.

To encourage blending with natural vegetation, the ARB Value Finder (see [5.1 DEFINITIONS](#)) should be used to gauge acceptable ranges of color value on proposed finish materials. Colors may have a different value depending on the material to which they are applied. An ARB Value Finder may be obtained from the ARB office for use in evaluating materials and colors for the sample board at final review, the onsite material and color mock-up during construction, and repainting of existing homes during improvements.

The following information should be used as a guide for selecting exterior finishes:

a. ROOFING

1. Roof materials shall be wood shakes or shingles, fiberglass shingles, slate, tile or standing seam metal. In case of fiberglass shingles, these shall be of a high quality architectural grade shake style.
2. Other roofing materials shall be held to a similar standard of quality.
3. Vents penetrating roofs and other similar utilitarian accessories should be painted to blend with the roof color and located away from the front elevation and other prominent or highly visible sides of the home.

b. SIDING

1. Siding materials should have a matte finish. The use of garish and overly bright colors is uniformly prohibited.
2. Applications that utilize a combination of siding materials (e.g. lap siding and shingle, etc.), should have the materials applied in such a manner that relates to and articulates overall massing hierarchy and composition of the building.
3. For the body of the home, the lightest acceptable value for stucco and wood siding is a value of three (3).

4. Thin cementitious clapboard or shingle siding must be at least a value of five (5).
5. Thicker and/or heavily textured manufactured siding may have a value of four (4).
6. The use of plywood siding is never allowed except where historically approved in specific cottage neighborhoods.

c. TRIM

1. Trim color should be applied to door and window trim, fascia, soffits, columns, balustrades, and pedestrian doors only.
2. Trim around garage doors may be the primary trim color only if the design of the garage doors is fully integrated with the architecture. Sufficiency of integration must be determined in writing at time of evaluation during the review process.
3. Unless otherwise approved in writing, corner trim elements and bay window projections are to be painted or stained the same as the body color of the home.
4. Bandboards around the body of the home may be either the siding color or foundation color as most appropriate. Contrasting trim color is usually applied to bandboards only at porch and deck locations or in very limited situations deemed appropriate by the ARB.
5. The lightest acceptable value for trim must be at least a zero (0).
6. The siding and trim colors must have a value difference of three (3) or less where trim color is lighter than the siding color. Where trim is darker than the siding, contrast may exceed three (3) values with approval from the ARB.

d. FENESTRATION

1. Door and window colors should be uniform around the building and may be no lighter than a value of zero (0).
2. Front doors may be of a unique design, color, and material so as to signify importance, but should also be in keeping with the building's overall aesthetic and color palette. Other doors of a unique design will be considered by the ARB on a case-by-case basis.
3. In unique cases where composition, massing, and/or materiality indicate, doors or windows in such instances may differ in color but should complement and harmonize with the overall color palette.
4. All foundation fenestration and trim, including garage doors, pedestrian doors, and louvers should match the foundation or adjacent siding color or be of a non-contrasting color. Garage doors may be fabricated of a high-quality wood and stained a darker color than the foundation color or adjacent siding.

e. DECKS AND TERRACES

1. Decks may be finished with natural hardwoods, treated pine, thermally modified wood products, and some composite decking products. Decking materials should be natural in appearance and harmonize with a home's color palette. Decking materials that appear unnatural will not be approved.

Please contact the ARB office for a current list of approved and unapproved decking materials, or to request ARB review for appropriateness of other decking materials.

2. Terraces may be finished with masonry materials such as brick or stone pavers or similar materials that are subdued and natural in appearance. Light-colored or attention-getting finish

materials are discouraged.

f. FOUNDATIONS

1. Homes with masonry foundations should have a mid to dark coloration to settle the home into the landscape.
2. Tabby-finished stucco foundations should have a mid-value coloration for the finish coat and a low contrasting shell mix.
3. For brick foundations, vibrant and brightly colored bricks are not allowed. Mortar color may blend with the brick or be lighter in contrast. Dark mortar is rarely approved unless it matches the brick and is never approved with lighter colored bricks.
4. Stone foundations may be allowed by the ARB provided that they are harmonious with the surrounding landscape.
5. Foundations that utilize a combination of finish materials (e.g. stucco and brick, etc.), should have the materials applied in such a manner that relates to and articulates overall massing hierarchy and composition of the building.

g. ACCESSORY ELEMENTS

1. Shutters may be of a complementary color, either darker or lighter than the primary siding color but must have a value difference of three (3) or less.
2. Exterior exposed pool finishes shall not be garish or overly bright.
3. Gutter and downspout colors must match the surface to which they are attached except when copper or other similar high-quality material, or a finish that simulates such a material (e.g. a bronze finish).
4. Chimney elements such as hoods, pots, and trim shall not be garish or overly bright and should harmonize with the material and color of the chimney itself.
5. Flashing should match the color of adjacent materials unless copper or other similar high-quality material.
6. Railings should be consistent with the overall architectural style of a home. Metal railings are preferred to blend with a home's siding or be dark in coloration. Glass railings are discouraged and will not be approved unless appropriate to the architectural style of the home and provided that their reflectivity is minimized.

2.3.9. SUPPORT FACILITIES

1. Circulation patterns should be taken into consideration when designing to avoid conflicts between visitors, service yards, and the like. The General Covenants require that every home have an enclosed service yard suitable for trash containers, bicycles, etc.
2. HVAC equipment, water heaters, generators, above-ground propane tanks and similar equipment must also be screened from view with an architectural screen, shown on elevations, and shall not encroach upon setbacks inclusive of screening.
3. Noise generating exterior equipment including but not limited to chillers, generators, pool equipment, and HVAC equipment must be baffled using both barrier and absorption components.
4. Antennae for televisions and radios, weather stations, and satellite dishes are discouraged on roofs and prominent locations and should be installed in attics, service yards, or well screened areas of the landscape and must be approved by the ARB prior to installation.

5. Yard art as defined in [5.1. DEFINITIONS](#) of the Appendix shall be located within the privately used area of a property and screened from neighboring views.
6. The ARB discourages the use of insect abatement systems that are not environmentally sensitive.
7. Clotheslines are not permissible.

See [2.7. APPURTENANCES](#) for additional information.

2.4. PATIO HOMES

Residential lots shown on recorded plats on which a patio wall is designated or subject to the patio home covenants are referred to as *patio lots*. Dwelling units constructed on patio lots must utilize a patio wall as designated or prescribed on the plat and/or in the recorded covenants. The patio home emphasizes an indoor-outdoor use relationship and full utilization of the site for living purposes.

The following standards and guidelines are specific to patio homes. See [2.3. SINGLE-FAMILY HOMES](#) and corresponding sub-sections for general design requirements.

2.4.1. BUILDING SETBACKS AND EASEMENTS

Building setback restrictions and easement areas are briefly outlined below for Patio Homes I and II categories:

<u>Patio Homes I</u>	<u>Patio Homes II</u>
Zero Lot Line.....3' Setback to Patio Wall	Zero Lot Line.....3' Setback to Patio Wall
Adjoining Zero Lot Line.....7' Easement	Adjoining Zero Lot Line.....12' Easement
Front.....20' Easement	Front.....25' Easement
Wooded Area.....10' Easement	Wooded Area.....15' Easement
Wooded Area.....10' Easement (rear)	Wooded Area.....15' Easement (rear)
Golf Course.....30' Easement (rear)	Golf Course.....30' Easement (rear)
Lagoon.....30' Easement (rear)	Lagoon.....30' Easement (rear)
Marsh.....30' Easement (rear)	Marsh.....30' Easement (rear)

All enclosed conditioned area of the Patio Home must be located within the buildable area as defined by the building setbacks.

2.4.2. ARCHITECTURAL DESIGN

Patio homes are to be designed using the existing natural features of the lot. They are not intended to be typical single-family homes on a small lot without windows in one wall. Architects are encouraged to optimize the private garden-court character of the patio home where the patio wall enclosure is employed to provide privacy and obtain a maximum utilization of living space. Interior spaces should be arranged in such a manner as to allow them to flow into private outdoor spaces.

a. PATIO WALL

The main architectural element of every patio home is the patio wall. The design criteria for the patio wall requires more imaginative thinking than simply a straight wall or fence. Its purpose is to enclose outdoor space for use as an extension of the living area.

1. The patio wall shall be constructed simultaneously with a patio home and shall be located so that the exterior of the same is three (3) feet inside of and parallel to the designated lot lines

on the recorded subdivision plat. The wall may be located elsewhere on the lot with ARB approval.

2. Patio walls on the front may turn inward to form a service or entry court, or connect to the patio wall of the adjoining property to provide continuity in the streetscape. Walls on the rear may not necessarily turn if they would block views.
3. When lots do not adjoin a golf course, lagoon, or marsh, a rear-enclosing wall may extend to and along the rear property line irrespective of the building setback requirement to allow the property owner maximum use of their property.
4. The patio wall must be solid, with no openings allowing for potential views into neighboring lots, and should be constructed of materials that blend with the home. Variety is encouraged in use of materials, design, detailing, and textures.
5. The patio wall height must be six (6) to eight (8) feet above the natural ground and/or adjacent floor level. Taller extensions of the patio wall will be required in areas to prevent views from second story windows into adjoining lots.
6. The patio wall length must extend to within ten (10) feet of the front and rear property lines (unless other setbacks are appropriate as determined by the ARB) and may extend the entire length of the lot.
7. Two property owners of adjoining lots may, with approval, construct a common party wall provided it meets the requirements of all applicable building codes as to height and fire rating.

b. SIDE YARD

The side yard is the *most* private area of a patio lot and should be incorporated into the design of the residence. In keeping with the concept of a patio home, the side yard should be treated as outdoor living extensions of the house itself, and not simply as storage or unusable space.

Landscape is an integral part of the development of patio lots that complements the architectural design. Adequate landscape must be used to furnish the outdoor living spaces and to anchor the home and patio wall within the natural surroundings.

1. Walls, fences, and screens should be used to design exterior spaces as a continuation of the patio wall concept and may align with the side setback of the lot.
2. Plants should be used to furnish these spaces and enhance the home's appearance. Foundation planting is required along the entire perimeter of the patio home, including within the patio wall easement.
3. The adjoining property owner may plant within the patio wall easement as well.

See [2.2 LANDSCAPE](#) for more information.

Due to the close-knit fabric of patio neighborhoods, appurtenances must be designed with not only the property owners' needs in mind, but the adjoining properties as well. See [2.7. APPURTENANCES](#) for additional information.

2.4.3. BUILDING SIZE

The size of the enclosed dwelling area of all patio homes is usually defined in the recorded deed. Except in rare circumstances, the first floor of a patio home may not occupy in excess of forty percent (40%) of the entire area of the patio lot.

2.4.4. LOT COVERAGE

The primary lot coverage percentage is limited to fifty percent (50%) of the high ground area of the patio lot. Secondary lot coverage of five percent (5%) is allowed for a total lot coverage of fifty-five percent (55%) of the high ground of the patio lot. See [2.3.4. LOT COVERAGE](#) for more information.

2.4.5. BUILDING HEIGHT

To maintain the scale of patio home neighborhoods, building height is restricted to two (2) floors of enclosed living space and a maximum building height of forty (40) feet from BBHE.

2.4.6. BUILDING FORM

The form of a patio home must relate to the existing natural features, to the desire of attaining indoor-outdoor living spaces, and to neighboring patio homes. The mass of a patio home should be broken down into smaller elements allowing for the interplay of patios, decks, screened porches, and courtyards. The roofscape must relate to the tree canopy and neighboring homes and may be extended to cover a garage or carport.

2.4.7. ARTICULATION

The design articulation of a patio home determines the usability and enjoyment of the residence as well as the exterior appearance.

1. Living space should be arranged to preserve existing natural features and to allow indoor space to open out into courtyards, patios, and decks.
2. The fenestration should be designed to optimize the use of the surrounding private exterior space as well as providing for views, natural light, and ventilation.
3. In developing the patio home concept, the articulation of walls, fences, and screens should be used to continue the concept of the house throughout the lot.
4. Complementing details should be used throughout to ensure architectural compatibility.

2.4.8. MATERIALS AND COLORS

As with all homes on Kiawah Island, the exterior materials and colors should be selected to blend with the natural surroundings.

1. A variety of materials should be used on patio homes and walls to prevent a monotonous appearance. Exterior materials of wood and stucco are appropriate. Brick may be used but is usually approved only as a minor material, (i.e. foundations or a chimney). Roof materials and pitches are the same as those required for single-family homes.
2. Colors should reflect the location, taking into consideration whether the site is open or heavily wooded. Garish and overly bright colors are uniformly prohibited.

2.4.9. SUPPORT FACILITIES

Because of the compact size of patio lots, the careful location of the support facilities for patio homes is critical. See [2.3.9. SUPPORT FACILITIES](#) for more information.

1. An adequately enclosed service yard is required by the General Covenants and should be accessible from the kitchen and parking area.
2. HVAC equipment and electric meters must be screened from view and may not be placed on the back of the patio wall. Through-wall vents may not be located on the patio wall.

3. A separate trash enclosure must be included if not provided in the service yard.
4. Two parking spaces shall be provided on the property, which are allowed to encroach upon the twenty (20) foot setback. The parking area should be disguised, if possible, with a carport, walls, or bermed landscaping. Garaging for parking is not required.

2.5. EXISTING HOMES

The primary purpose of the covenants and guidelines is to foster the creation of a community which is aesthetically pleasing and functionally convenient for all residents and visitors. These restrictions governing existing homes require every property on the Island to be maintained in a manner conforming to these standards and guidelines.

2.5.1. NONCONFORMING CONDITIONS AND VARIANCES

Development on Kiawah Island, similar to other communities, has resulted in many of the Island's earliest properties now having nonconforming conditions such as building setback encroachments and lot coverage that exceeds current allowable maximums.

Variations for improvements to existing homes may be approved by the ARB to save prominent trees, minimize disruption to unique topography, to accommodate an irregularly shaped lot, or when the ARB determines in its sole discretion that a variance is otherwise appropriate to the property's development history and current site conditions. Variations should be clearly identified showing the extent of the variance (i.e. distance, area, percentage, etc.) and should include a completed [Variance Request Form](#). Insufficient information or an incomplete form may result in disapproval of a variance request.

a. COMPLIANCE ENHANCEMENT

When considering improvements to an existing structure that has nonconforming conditions, the ARB strongly encourages greater compliance with these standards and guidelines. Improvements should not increase the degree or severity of nonconforming conditions. At its discretion, the ARB may require the elimination or reduction of nonconforming elements. Proposed improvements that would otherwise increase nonconformance may be offset by reducing or eliminating other existing elements in order not to exceed those nonconforming conditions.

b. MASSING CHANGES TO EXISTING SETBACK ENCROACHMENTS

The following method should be used as a guide for determining the approximate massing of varying types of structures when designing an improvement to an existing home or building with a building setback encroachment.

The factor for a proposed increase in massing where a building setback encroachment, having been previously approved by the ARB, currently exists is 1:2.5. Unapproved encroachments are not eligible for an increase in massing.

Example: To approximate the allowable footprint for the massing of a new roofed, one-story addition in the same location as an existing open raised deck encroaching into a building setback, divide the existing structure's area over the building setback by 2.5. The resulting area is the allowable footprint of the proposed increase in massing to replace the footprint of the open deck.

$$\begin{aligned} 1000 \text{ SF} &= \text{Area of existing open deck encroachment} \\ 1000 \text{ SF} \div 2.5 &= 400 \text{ SF} \\ 400 \text{ SF} &= \text{Area of allowable roofed, one-story addition} \end{aligned}$$

The intent is to provide a means with which to evaluate the impact of a proposed increase in massing with the removal of an existing encroachment.

All such determinations are unique to the requested condition and as such are not precedent setting. Such determinations are final and binding on all concerned. If a variance is approved by the ARB, a variance from TOKI may be required as well. When applying for variances, ample time for accommodation of review requirements from TOKI BZA should be considered.

Only variances specifically requested and approved in writing shall be considered granted and valid. It is the responsibility of the property owner and their representatives to identify and request variances to these standards and guidelines.

2.5.2. MAINTENANCE AND IMPROVEMENTS

No alteration, including constructive maintenance, painting, staining, or reroofing, affecting the exterior appearance of any building, structure, or landscape shall be made without prior approval of the ARB. A request for approval must be submitted to the ARB including a completed improvement review form, the review fee and deposit, and all drawings necessary to define the proposed improvement.

Additional information such as a landscape plan, material and color samples, site stake out, etc. may be requested when appropriate. Please note that the ARB will assess existing conditions that do not conform to current standards and guidelines and may require correction as part of a property's improvement. See [2.5.1. NONCONFORMING CONDITIONS AND VARIANCES](#) for more information. When approved, an ARB permit must be issued prior to commencement of any site clearing, material delivery, painting, or construction.

The ARB classifies work performed on existing building into three categories. The following should be used as a guide when considering work to be done on an existing building or property.

a. MAINTENANCE

Maintenance to existing buildings includes but is not limited to the following: 1) foundation repairs, 2) painting and staining touch-up, 3) stucco and brick repairs, 4) deck repairs and resealing, 5) roof repairs, 6), rescreening of porches, 7) door and window replacement, 8) rot repairs, 9) and driveway repairs. Power washing is not considered maintenance and does not require an ARB permit.

b. MINOR IMPROVEMENTS

Minor improvements include but are not limited to the following: 1) screening of existing porches, 2) door and window changes, 3) whole home siding or roof replacement, 4) adding or enlarging utility stands, 5) minor landscape improvements (such as installing a rain garden, revising a fence location, altering walkways, adding landscape lighting, and altering driveway material) and 6) dock/boardwalk/erosion control improvements.

c. MAJOR IMPROVEMENTS

Major improvements include but are not limited to the following: 1) alteration to existing footprint or conditioned area, 2) changes to roofscape massing, 3) pool and/or deck additions, 4) elevating buildings, 5) major landscape improvements (such as adding an at-grade patio, and substantial renovation of existing plantings or grading), and 6) adding or rebuilding docks or erosion control methods.

When proposed improvements greatly change the overall footprint, height, scale, massing, or aesthetics of an existing building, a major improvement will be subject to the full review process similar to that of a new home.

If added scope of work significantly changes the permit type, additional review may be required. It is the responsibility of the property owner and their contractor to notify the ARB should maintenance and improvements expand beyond the permitted scope or work. Please contact ARB staff for further information and assistance with classification of improvements.

In the event of a major island-wide natural disaster, see the [Kiawah Island ARB Disaster Guidelines](#) for procedures related to expedited review and approval of repairs, changes, and demolition of damaged buildings and structures.

2.5.3. LANDSCAPE MAINTENANCE, IMPROVEMENTS, AND TREE REMOVAL

Every property owner is responsible for preventing the development of any unclean, unsightly, or unkempt conditions of buildings or yards that would diminish the beauty of the neighborhood as a whole or a specific area.

Property owners are strongly encouraged to have their landscape professionals complete any major vegetative maintenance before or after bobcat denning season (April 1 – June 30). For more information about Kiawah Island’s bobcats, please see TOKI's [bobcat webpage](#).

a. MAINTENANCE

1. Formally landscaped beds and lawns must be maintained and screened from other properties. Return of such areas to a native state is encouraged and will be reviewed as a landscape improvement.

b. IMPROVEMENTS

1. Improvements to an existing landscape requires a landscape plan prepared and stamped by a SC licensed landscape architect. The addition of plants to an existing landscape may be performed by either a landscape architect or landscape designer.
2. Any proposed changes in landscaping such as fences, fountains, lighting, play structures, driveways, walkways, landscape structures, and yard art must be approved by the ARB.
3. For larger properties, or adjoining lots owned by the same property owner, formal landscaping should be limited to the buildable area and may not exceed forty percent (40%) of the property’s high ground.

c. TREE REMOVALS

1. Tree removals, except Chinese Tallow/Popcorn Trees, for existing homes will not be approved unless the tree is damaged, diseased, or a threat to the home. A completed [Vegetation Removal Request Form](#) and review fee must be submitted to the ARB office. ARB staff will review the tree removal request and determine appropriate mitigation if required.
2. Any tree that is approved for removal will generally require mitigation with native hardwoods. Mitigation must be installed within ninety (90) days of approval. A deposit for tree removal will be required when mitigation is deemed necessary.
3. A property owner may be required to replace significant trees that die due to natural causes to

ensure that the minimum tree count requirements for the lot is maintained.

4. In the event of a major island-wide natural disaster, see the [Kiawah Island ARB Disaster Guidelines](#) for procedures related to expedited tree removals.

See [2.2. LANDSCAPE](#) and [2.2.6. TREE PRESERVATION, REMOVAL, AND REPLACEMENT](#) guidelines for additional information and guidelines prior to planning landscape maintenance, improvements, and tree removals.

2.5.4. DEMOLITION OF EXISTING HOMES AND BUILDINGS

Demolition of existing homes and buildings may be approved with the following guidelines being adhered to:

1. The demolition contractor will be required to hold a current business license with TOKI and should be insured and bonded. Membership in the [National Demolition Association](#) is encouraged.
2. Demolition work shall comply with requirements in [4.3.7. DEMOLITION](#).
3. Cleared areas must be neatly mulched and maintained. (see [2.2.5.c. LAWNS, GROUND COVER, AND MULCH](#))
4. If naturalization is intended instead of redevelopment, a revegetation plan must be submitted.
5. Demolition proposed as part of a new home or building under active ARB review may be applied for after preliminary approval. Revegetation of the site access and any needed vegetated buffer enhancement of the site must be completed within three (3) months if:
 - a. the review process is abandoned or delayed for more than six (6) months following the last ARB approval, or
 - b. construction is abandoned or delayed more than 6 months from the issuance of an ARB permit.

Full naturalization of a site may be required by the ARB if construction does not commence within 6 months of an ARB permit.

6. For redevelopment of lots after demolition, the minimum number of trees shall comply with the original number of trees on the lot at the time of its initial development; provided, however, the ARB may require additional trees depending on the existing tree canopy and topography of the lot at the time of redevelopment and/or reduce or eliminate the requirement for additional trees.

See [3.3.4. DEMOLITION REVIEW](#) for submittal requirements.

2.6. COMMERCIAL AND MULTI-FAMILY BUILDINGS

Recognizing that planning, design, and construction requirements for multi-family and commercial projects differ considerably from the low-intensity development across most of the Island, the design philosophy formulated within these standards and guidelines shall be applied with similar intent to these project types. Contact TOKI for specific building height, setbacks, and size requirements.

2.7. APPURTENANCES

All exterior alterations and improvements to a structure or site require prior approval from the ARB. The following are specific guidelines for the design or alteration of appurtenances.

2.7.1. MAILBOXES

Each home is required to have a standard mailbox with the appropriate lot number or assigned street number routed in the cross piece. The property owner's name may be applied to the side of the mailbox per an approved design detail. The design, color, construction, and installation of every mailbox is required to conform to Kiawah Island Graphic Controls for mailboxes. See [5.3.6. STANDARD MAILBOX](#) for more information.

2.7.2. SIGNAGE

The use of any sign, including those for the purpose of identification, renting, or selling of a property, is prohibited. Single-family homes may be identified only by the graphics included on the mailbox as specified by the graphic controls included in the Appendix. Property owners' names, house names, and street numbers shall not be placed on the front of homes or on signs placed on lots. Limited temporary signage for golf tournaments or other Island events must be approved in advance and removed within twenty-four (24) hours of the event's conclusion.

2.7.3. RECREATIONAL EQUIPMENT AND VEHICLES

The storage of personal watercraft, boats, and campers in yards or driveways is prohibited and instead shall be stored out of sight in garages or below houses.

2.7.4. LIGHTING

All exterior lighting shall be installed so as not to disturb neighbors or impair vision of traffic on nearby streets. Lighting on front beach homes must be carefully selected so as not to interfere with the Loggerhead Turtles during nesting and hatching season (May 1 – October 31). Lights may not shine directly toward the beach as these disorient the newly hatched turtles. Additional standards and guidelines are as follows:

1. Landscape plans must indicate all proposed exterior landscape lighting. The use of exposed, non-hooded spotlights will not be approved. Low voltage, high quality metal fixtures are encouraged.
2. Exterior lighting should be limited to areas where there will be pedestrian movement and should be extinguished when not in use. Motion-sensor lighting is not allowed.
3. Lighting must be located fully within the property lines and is not allowed within street rights-of-ways.
4. The source of exterior electric lights must be shielded. Only gas lanterns are allowed to have their illuminating source visible.
5. Floodlights are discouraged. A maximum number of two switched floodlights, or similar types of lighting attached to soffits and fascias, when allowed, must be hooded, low voltage, located at a first level eave or similar location, and approved in advance.
6. Exterior lighting towards or near the marsh is strongly discouraged. Only dim low-mounted walkway lighting shall be allowed in these sensitive areas.
7. Landscape lighting, especially up-lighting of trees, should be limited in scope as it is intended to accent a truly unique or special natural feature. This type of lighting may be allowed at the discretion of the ARB. Shielded path lighting is preferred along with indirect lighting to accent important trees and create a soft glow at night.

Because each design and site are unique, lighting plans will be evaluated based on the unique characteristics of the site. The ARB has discretion to disallow plans that introduce excessive lighting into the landscape.

2.7.5. BOARDWALKS

The dune field along the beach serves as a trail system for island wildlife and evolves constantly. Therefore, all boardwalks must be designed so as not to impede the circulation of wildlife or the natural progression of the dunes.

d. ARTICULATION

Construction of new or alteration of existing boardwalks must be approved by the ARB and comply with the following:

1. Landward of the BCM setback line, the boardwalk should be maintained at a level near the existing grade, allowing a one-foot clearance between the bottom of the structure and the top of the dune on all private property and within the KICA conservation zone. Seaward of the BCM setback line, the boardwalk should be maintained twenty-four (24) inches from existing grade.
2. Railings are discouraged except when crossing wetlands or as required by building codes. Boardwalks should follow a natural path through vegetation and across the dune field, avoiding dune crests where possible.
3. Boardwalks may be a maximum of five (5) feet wide and must be shore perpendicular at their beach terminus. Stairs, ramps, or a combination will be considered as needed to reach the beach within ten (10) feet from the toe of the primary dune.
4. Depending on the unique characteristics of each site, a small deck measuring 12'-0" by 12'-0" maximum may be allowed landward of the property line, and a low bench without a seat back may be located on the deck. The deck must be located within natural dune valleys and will require landscape screening using indigenous plants. Some sites may be configured such that no seating area is allowed. Any storage must be integral to the design of the bench and deck.

e. LIGHTING

Boardwalk lighting may consist only of low profile shielded luminaries and shall be positioned so that the beach is not illuminated. To accomplish this, the following is required:

1. Neither the light fixture, nor the light it emits, may be viewed from the beach.
2. Lights shall be turned off after 9:00 pm during the period of May 1 to October 31 of each year, so as not to interfere with turtle nesting or hatching.
3. Televisions and other similar illuminating items (additionally, speakers of any kind) shall not be installed on boardwalks.

f. SIGNAGE

Signage on boardwalks is discouraged. When allowed, the following shall apply:

1. A maximum of one sign may be installed if not seen from the active beach.
2. Post sign boards should be a minimum 8" x 2" with 1" letters and may be a maximum 12" x 3" with 1 ½" letters.
3. Approved verbiage is "private" or "no trespassing" and must be routed in block letters.
4. If plank signage integral to the boardwalk is used, it must be located on the flat portion of the boardwalk, not on ramps or stairs.

All boardwalks and decks must be staked out, maintaining a three (3) foot setback from all property lines, before review by the ARB. Clearing for stake out, construction, or views may not occur without prior onsite approval by the ARB.

2.7.6. FENCES AND GATES

All fence and gate designs must receive ARB approval and an ARB permit is required prior to installation.

1. Solid Fences or walls, where permitted, should be located within the building setbacks and integrated with the architecture.
2. Open fences must be located a minimum of ten (10) feet from property lines and marsh or lagoon edges, whichever is more restrictive, and should be limited to a portion of the side or rear yard, in order to allow the blending of landscaping with neighboring properties. Yards abutting golf courses are additionally restricted to maintain the vegetated buffer

For lots with side and rear setbacks ten (10) feet or less from the property lines, fences may be located along the setbacks inside the buildable area provided there is sufficient width for evergreen landscaping between the setback line and property line. See [2.4. PATIO HOMES](#) for additional fence information specific to patio lots.

3. Maximum fence height, including lights and post caps, shall not exceed five (5) feet.
4. Overly elaborate fence and gate designs, including spiked pickets, are not allowed. Instead, fences should be of simple design, and of a dark color. No chain link or similar fencing is permitted.
5. In all cases, fences should be heavily screened with continuous evergreen landscaping of a size and density to substantially shield and soften the impact of the fence for its entire length at time of installation.
6. Entry gates or piers are discouraged. When allowed, they must be located within the buildable area and may not exceed the height of any associated fence. In the case of flag lots, gates or piers must be aligned with the buildable area of adjoining properties.

2.7.7. SATELLITE DISHES

Satellite dish placement requires ARB notification. A twenty (20) inch diameter or less satellite dish, or 1 meter if required by FCC regulations, may be placed on the roof of a home provided it is not visible from the street and is properly screened from nearby properties.

If ground placement is necessary, the location shall be in areas least obtrusive to views from streets or nearby properties. The dish must be painted a color that will blend with the surrounding roof or landscape.

2.7.8. AMENITY AREAS

Amenity areas such as putting greens, tennis and basketball courts, play structures, or other similar amenities must be approved by the ARB, located within the buildable area, count towards primary lot coverage regardless of material, and be screened with evergreen landscaping from neighboring properties and streets.

The ARB requires that structures associated with amenity areas be of a color that blends in appearance with the surrounding environment. At its discretion, the ARB may require additional evergreen landscaping to screen such elements.

2.7.9. STORM PROTECTION

Installation of storm protection systems for doors and windows requires review and approval by the ARB.

1. All elements of the system must match in color the surface to which they are attached and should integrate with the architecture of the home.
2. The ARB encourages the use of removable panels and hinged shutters where applicable.
3. Storm protection systems may only be utilized when the Island is in imminent danger due to a Hurricane Warning by the [*National Weather Service*](#).
4. Systems must be removed or disengaged immediately after the warning is removed and may not be used as a means of securing property during property owner absences.

2.7.10. DOCKS

Installation and improvement of all docks and bulkheads at critical areas require prior BCM, ARB, and TOKI approval. If along golf courses, approval from the ARB and golf course owner is needed.

1. Dock structures should be fabricated with natural and blending materials; however, aluminum gangways are allowable. Wood materials may not be painted or stained.
2. Boat lifts, when allowed, should be minimal in form.
3. Covered pierheads are limited to community docks.

2.7.11. EROSION CONTROL METHODS

Erosion is considered the loss of high ground within a short timeframe. Active erosion is typically established through the noticeable movement of the surveyed BCM critical line as evidenced by changes to the vegetative and topographic character of the shoreline, such as exposed bare dirt, lack of natural vegetation, exposed roots, and/or undercutting, scouring, slumping of high ground, etc.

Erosion control methods that are natural in appearance with native species plantings are preferred. Such methods may not be suitable for addressing water infiltration due to natural low-lying areas, unusually high tides, or storm events.

Applicants are encouraged to submit for ARB pre-conceptual approval of an erosion control method prior to engaging a professional engineer and submitting for BCM approval and permit. The following methods require BCM approval if located in proximity to the BCM critical line and may require TOKI approval.

Stamped drawings and current survey must be included with the submittal, showing the area and extent of the installation as well as details of proposed improvement.

a. LIVING SHORELINE AND MECHANICALLY STABILIZED EARTH WALLS

Living shoreline installations are encouraged where appropriate as these methods allow for the stabilization of land while providing habitat, and are natural in appearance. Mechanically stabilized earth (MSE) wall systems should be natural in appearance, not negatively impact existing vegetation, trees or adjacent grades, and incorporate native species plantings. MSE wall systems are to be considered when there is evidence of more significant erosion.

For more information on living shorelines, see the Kiawah Conservancy's [*Nature-Based Solutions Manual for Kiawah Island*](#).

b. BULKHEADS

Installation of bulkheads will only be considered when there is evidence of active erosion.

1. Where bulkheads are approved, they should be fabricated with natural and blending materials.
2. The use of riprap may be allowed in limited circumstances and, when approved, must be located below the mean high water line.
3. Landscape plantings shall be required to mitigate exposure of bulkheads from marsh views and connecting bulkheads should always be consistent in design and materials. See [1.2. FUNCTION OF THE ARCHITECTURAL REVIEW BOARD](#) for additional information.

2.7.12. POOLS

Pool installation and modification requires ARB approval and must be performed by a licensed pool contractor in keeping with the following:

1. The pool cavity and elevated deck must be entirely within the buildable area and included in lot coverage calculations.
2. When determining pool placement, proximity of tree canopies should be carefully considered as requests for tree removals due to leaf debris will not be approved.
3. At-grade decks and patios associated with in-ground pools must be at least ten (10) feet from the property line or marsh and lagoon edges, whichever is more restrictive, and heavily screened with evergreen landscaping.
4. The color of any pool elements, including vertical surfaces at waterline and infinity edge troughs, that are visible from nearby lots must be approved by the ARB prior to installation.
5. Saltwater conversion is very strongly encouraged as potential discharge from traditionally chlorinated pools into the Island's stormwater system will adversely affect the environment.
6. Hot tubs and spas shall be integrated into decks and patios and screened from neighboring views.

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3. REVIEW PROCESS

3.1. DESCRIPTION OF THE PROCESS

The ARB reviews all new construction, exterior improvements, and maintenance proposed on Kiawah Island for high quality architectural design and characteristics appropriate to the surroundings, the special conditions of climate, and other environmental factors indigenous to the area through an organized review process that is systematic and uniform.

3.1.1. AESTHETIC OBJECTIVES

Architects and landscape architects should strive to develop a strong sense of identity within a framework of visual continuity that creates an attractive and harmonious addition to the community.

Aesthetic issues considered by the ARB range from the scale of the site down to fenestration details. These may include, but are not limited to neighborhood compatibility, site relationships, and design consistency. Neighborhood characteristics will be considered during the review of the proposed building's materials, style, colors, mass, height, and conditioned area. The existing vegetation, tree canopy, root systems, and existing grade will be considered during the review of building mass and site development. Window style, pattern and division, detailing, and overall proportion will be reviewed for consistency with the proposed architectural style.

It is not the intention of this ARB to stifle creativity in producing a strong identity provided the design conforms to the recorded covenants and these standards and guidelines. However, through its review process, the ARB may disapprove any proposed construction on purely aesthetic grounds where, in its sole judgment, such action is required to protect the enduring natural beauty and attractiveness of an area.

3.1.2. ARB MEETINGS

The ARB generally meets the first (1st) and third (3rd) Wednesday of every month, or more often if the caseload dictates. During the meetings, the ARB reviews new home submittals and substantial major improvements to existing homes, considers variance requests and due diligence matters, and hears appeals from property owners and design and construction professionals. Agenda items and appointments may be arranged by contacting the ARB office at (843) 768-3419 or ARB@Kiawah.com.

3.1.3. ARB STAFF

The ARB staff shall assist property owners, architects, landscape architects, builders, and other professionals with review of the design, construction, and improvement of homes on Kiawah Island. ARB staff are available to promptly reply to questions and advise on meeting the objectives of these standards and guidelines.

Every project will be previewed by ARB staff before conceptual, preliminary, and final review by the ARB members. ARB staff will also review stake outs and submittals for acceptable construction documents, specifications, landscaping plans, material and color samples, and make recommendations to the ARB members on appropriateness or inappropriateness of a proposal.

ARB staff will not present a project to the ARB for review unless all submittal requirements are satisfied.

3.1.4. SUBMITTALS

Submittals to the ARB for new homes and buildings, and major improvements to existing homes and buildings, must be made by an architect registered in the State of South Carolina and having a TOKI

business license. Required drawings and submittal forms must receive conceptual and preliminary approval before submitting for final review.

Conceptual review submittals are due no later than noon on the Wednesday prior to the scheduled ARB meeting. The ARB strongly encourages personal presentations of conceptual review submittals by architects, landscape architects, and property owners.

Preliminary and final review submittals are due by noon on the Friday before the scheduled ARB meeting. All requirements shall be completed, or the ARB may refuse to review a submittal.

To be considered at an ARB meeting, submittals shall be accompanied by the appropriate ARB form and completed in full. Variance requests must be submitted on a completed [Variance Request Form](#) and clearly indicated on the drawings.

For all submittals, drawings shall include the following:

1. The correct property address.
2. The review being requested (i.e., conceptual, preliminary, or final review).
3. North arrow on all site plans (architectural, grading and drainage, tree and understory protection, and landscape plan) and floor plans. Plans should be oriented with plan north to the top or left.
4. Graphic scale on site plans, floor plans, and elevations.
5. All text (i.e., labels, notes, call outs, dimensions, topographic contour lines, and spot elevations, etc.) shall be easily legible.

Any review fees due must also be paid in full for a submittal to receive consideration for final approval.

3.1.5. APPROVALS AND PERMITS

All design approvals are valid for six (6) months from their date of issuance. Should a six (6) month approval period expire, resubmittal for reapproval is required before submitting for the next review.

An ARB permit may be issued only after final approval is granted by the ARB. The review process should begin early enough to obtain approval that coordinates with the construction schedule. All normal procedures set up by TOKI must be followed as well. No site clearing, material deliveries, or construction may begin without first obtaining an ARB permit.

If construction of an approved structure has not commenced within six (6) months of final approval, a resubmittal for final review is required.

3.2. NEW HOME REVIEW PROCESS AND SUBMITTAL REQUIREMENTS

3.2.1. SITE ANALYSIS

The site analysis is a critical first step in conveying to the ARB the characteristics of the site and the appropriateness of a proposed design.

The architect and landscape architect are required to attend a site analysis meeting with ARB staff prior to beginning the review process. The purpose of this meeting is to familiarize attendees with the site; to evaluate the health and location of specimen trees, other vegetation, and existing topography; and to increase the property owner's and design team's awareness of ARB issues. This information should be represented graphically and sealed by the landscape architect on the Site Analysis Drawings.

A digital submittal of a topographic and tree survey and all other pertinent site data must be submitted to the ARB staff prior to the site analysis meeting. The meeting shall be rescheduled if the submittal is not received in a timely manner.

a. TOPOGRAPHIC AND TREE SURVEY

The topographic and tree survey for the property must be prepared by a South Carolina registered land surveyor and dated within twelve (12) months of its submittal. The survey must be at 1/8" = 1'-0" or 1" = 10'-0" scale and is required to show the legal description of the property, including the following:

1. Recorded property lines, easements, and building setbacks.
2. The topographic contour lines of the lot, along with spot elevations for existing curbs, the street, and neighboring lot curbing.
3. The location, genus, and species of all Oak trees over three (3) inches DBH and other trees in excess of six (6) inches DBH.
4. Any unique natural features of the site.
5. Driveways, walkways, garages, and roof heights of buildings on adjoining properties.
6. Current BCM critical line.
7. Utility locations.

The accuracy of surveys is extremely important as this will influence the design of the residence. Inaccuracies can often lead to significant delays and/or increased project costs if not addressed promptly. Survey error will not be considered a hardship in support of a variance.

When preparing the survey, surveying crews shall keep disturbance to existing vegetation and other site features to a minimum. Excessive disturbance may result in fines.

b. ANALYSIS OF SITE CONDITIONS

The analysis should be drawn on a copy of the topographic and tree survey and should include, but is not limited to the following:

1. Oak trees twenty-four (24) inches DBH or greater caliper highlighted in red.
2. Hardwood trees twelve (12) inches DBH or greater caliper highlighted in green.
3. Areas and characteristics of natural or dense understory vegetation, including unique or unusual site features.
4. Existing Oak canopy delineated.
5. Locations of damaged or diseased trees.
6. Locations of trees restricted from removal with respective ground area delineated by shading or hatching. See [2.2.6. TREE PRESERVATION, REMOVAL, AND REPLACEMENT](#) guidelines for criteria.
7. Existing grading and drainage patterns.
8. Sun movement analysis and breeze directions.

c. PROPOSED SITE DEVELOPMENT

The proposed site development should be drawn on a copy of the topographic and tree survey and should include, but is not limited to the following:

1. View orientation(s).
2. Major features on site and adjoining properties within twenty-five (25) feet of property line.
3. Building footprint, porches, decks, and pool locations with approximate area requirements.
4. Site access.
5. Areas requiring minimal and maximal privacy.
6. Potential variances should be clearly and specifically addressed in writing and highlighted on drawings.

All variances must be brought to the attention of the ARB during the review process. Only variances specifically approved in writing shall be considered granted and valid. A [Variance Request Form](#) must be submitted in addition to the standard review forms if seeking a variance for the project.

3.2.2. CONCEPTUAL REVIEW

As early as the property owner, architect, and landscape architect are able to identify design objectives, a digital set of plans should be submitted for conceptual review. Schematic sketches, dimensioned drawings, models, and perspectives are most appropriate for conceptual submittals. These plans should consist of tentative drawings that reflect the general form, spatial relations, materials, articulation, and circulation patterns. Active involvement by the landscape architect is required during the initial layout of site plans. One (1) complete digital set of drawings is required. See [Conceptual Submittal Checklist](#) available on the ARB website. The ARB staff will preview all submittals and will not present a project to the ARB for conceptual review unless the following are complete and legible.

a. CONCEPTUAL REVIEW FORM

The [Conceptual Review Form](#) must be completed in full, and the information on the form must correspond to information on the drawings or the submission will be considered incomplete. A South Carolina licensed and registered architect and landscape architect must be listed on the form in the appropriate fields.

b. LETTER OF INTENT

The letter of intent shall include but not be limited to the following:

1. A description of the site with particular attention to unique characteristics, challenges, and opportunities.
2. A summary of how the proposed design addresses the above.
3. The description and reasoning for any variances that are being requested.

c. SITE PLAN

The site plan shall include the following:

1. The site plan shall be drawn by the landscape architect at a scale of 1" = 20' - 0".
2. The site plan shall show the ground floor level plan of the house with dimensions demonstrating conformity with all required easements and building setbacks.

3. Surveyed trees, both those to be preserved and those to be removed, must be indicated.
4. Driveway, guest parking, garage backout area, walkways, and other at-grade hardscape with dimensions.
5. HVAC equipment or closed-loop geothermal fields, electric meter, and service yard if applicable.
6. Show major features on adjoining properties within twenty-five (25) feet of property line.

The following lot coverage calculations shall be included:

1. The area of building footprint (all conditioned and unconditioned areas).
2. The area of all first floor decks, porches, and stairs.
3. The area of all driveways, walkways, pools, and HVAC equipment. When a closed-loop geothermal system is proposed, an allowance for a minimally sized utility stand or cantilevered platform within the buildable area should be included.
4. The total of these areas in square feet (area of development).
5. The total high ground area of the lot in square feet.
6. The area of primary, secondary, and total lot coverage expressed as a percentage of the total high ground area of the lot.
7. Any variances to the standards and guidelines must be clearly noted and highlighted.

d. PLANS

Floor plans and roof plan drawn at 1/8" scale depicting the layout of conditioned and unconditioned (screened and covered) areas with calculations as described in [2.3.3. BUILDING SIZE](#). Plans for all proposed floor areas, including garages, basements, or attics, must be included.

e. ELEVATIONS

The exterior elevations shall include the following:

1. Elevations drawn at 1/8" scale showing all exterior sides of the proposed structure.
2. Base flood elevation (BFE), base building height elevation (BBHE), minimum first floor elevation and proposed first floor elevation, maximum building height and proposed building height, interior floor levels, and existing and proposed finish grade.
3. For designs that include detached or semi-detached massing, submittals should include elevations between structures.
4. All materials such as wood, stucco and/or masonry elements of all exterior walls shall be accurately and fully depicted.
5. The elevations may be rendered with shadows depicting roof and/or deck overhangs, and changes in wall plane or massing, but should not mask design elements beyond.
6. One sheet shall include all exterior sides of the proposed building at 1/8" scale.

f. PERSPECTIVES AND MODELS

Perspective sketches and models are encouraged at conceptual review, although not required.

After reviewing the project, the ARB will either grant conceptual approval or provide reasons for the rejection of the submittal and offer suggestions for improvement. If the conceptual drawings include substantial changes, either by request of the ARB or the property owner, they must be resubmitted and receive conceptual approval before proceeding for preliminary review. Conceptual approval is valid for six (6) months from date of issuance. All necessary forms are provided on the ARB website at KiawahARB.com.

3.2.3. PRELIMINARY REVIEW

The preliminary review submittal is prepared after conceptual approval, incorporating changes, if any, from review of the conceptual submittal. One (1) complete digital set of drawings is required. See [Preliminary Submittal Checklist](#) available on the ARB website. The ARB staff will preview all submissions and will not present a project to the ARB for preliminary review unless the following are complete and legible.

a. PRELIMINARY REVIEW FORM

The [Preliminary Review Form](#) must be completed in full, and the information on the form must correspond to information on the drawings or the submission will be considered incomplete. A South Carolina licensed and registered architect and landscape architect must be listed on the form in the appropriate fields.

b. RESPONSE TO COMMENTS

A written response to comments, if any, from the previous review should be submitted.

c. REVIEW FEE

This fee is for the review process. Please contact the ARB office for the most current review fee schedule.

d. PRELIMINARY STAKE OUT

The home shall be staked out on the lot with stakes at least two (2) feet tall marking the corners. A string shall connect all stakes outlining the shape of the home, including but not limited to porches and decks, stairs, raised planters, pools, all driveway elements, walkways, and at-grade seating areas. The deadline for completing the preliminary stake out is noon on the Friday prior to the ARB meeting, or the submittal will not be reviewed.

e. SITE PLAN

The site plan shall include the following:

1. This plan must be 1/8" in scale, must include overall dimensions (depth and width) of the home, and must demonstrate conformity with all required easements and building setbacks.
2. Site plan must show the ground floor level plan.
3. Driveways, guest parking, garage backout area, and walkways must be located, appropriately dimensioned, and proposed materials specified.
4. Proposed driveway dimensions should include length, width, and radii.
5. HVAC equipment or closed-loop geothermal fields, electric meter, and service yard if applicable. In closed loop HVAC systems, bore hole locations must be located on the site plan.

6. Any variances to the standards and guidelines must be clearly noted and highlighted.

f. LOT COVERAGE GRAPHIC

Provide a lot coverage graphic showing areas and measurements of all elements included in the calculations of the total lot coverage as well as any secondary pervious elements. See [5.3.1. LOT COVERAGE GRAPHIC](#) for an example.

g. TREE AND UNDERSTORY PROTECTION PLAN

The tree and understory protection plan shall include the following:

1. Drawn at a scale of 1" = 10' or 1/8" = 1' - 0" and include the building setbacks.
2. Tree protection fencing should be located within ten (10) feet of the foundation wall unless there is a unique site condition that warrants greater distance.
3. Site clearing limits as delineated by the tree protection fencing, trees proposed for removal, areas of dense understory vegetation, areas where existing vegetation is to be preserved, and areas where the existing grade will be disturbed must be noted.
4. Construction material storage, dumpster, and portable toilet locations must also be shown and should be located within the property lines.

h. GRADING AND DRAINAGE PLAN

The grading and drainage plan shall include the following:

1. Drawn at a scale of 1" = 10' or 1/8" = 1' - 0" and include the building setbacks.
2. This drawing must show the roof plan.
3. Demonstrate that existing trees and vegetation to be preserved are not damaged by fill dirt.
4. Proposed grading must show existing roadside swale and flow patterns, if applicable, and demonstrate that drainage flow does not adversely impact nearby properties, roadside swales, and that stormwater flow within the KICA easement will not be impeded.
5. Spot elevations at building corners, the base of all stairs, garage doors, and all corners of the driveway.
6. Spot elevations for top and bottom of planters or retaining walls, if applicable.
7. Spot elevations for the driveway at regular intervals where it meets the property line and the street and at center of driveway. See [5.3.2. DRIVEWAY-STREET DETAIL](#) for additional grading requirements.
8. The landscape architect must include a note on the grading and drainage plan for the builder which states: "*Final grading must be completed in such a way that it does not adversely affect drainage or vegetation on nearby properties or roadside swales.*"

Additional information may be requested in case of irregular conditions including, but not limited to, nearby properties not in conformance with these standards and guidelines, existing drainage in disrepair, and atypical drainage patterns.

i. PLANS

Floor plans and roof plan drawn at 1/4" scale depicting the layout of conditioned and unconditioned (screened and covered) areas with calculations as described in [2.3.3. BUILDING SIZE](#). Plans for all proposed floor areas, including garages, basements, or attics, must be included.

j. ELEVATIONS

The elevations shall include the following:

1. Elevations at 1/4" scale showing of all exterior sides of the proposed structure.
2. Base flood elevation (BFE), base building height elevation (BBHE), minimum first floor elevation and proposed first floor elevation, maximum building height and proposed building height, interior floor levels, and existing and proposed finish grade.
3. For designs that include detached or semi-detached massing, submittals should include elevations between structures.
4. Substantial portions of exterior walls that appear obliquely on elevations should also be shown orthogonally with either partial or full supplemental elevations.
5. All materials such as wood, stucco, and masonry elements of all exterior walls shall be accurately and fully depicted.
6. Gutters and downspouts must be shown if proposed.
7. One sheet shall include all exterior sides of the proposed building at 1/8" scale.

k. BUILDING SITE SECTION

The building site section shall include the following:

1. Drawn to scale as necessary.
2. Base flood elevation (BFE), base building height elevation (BBHE), minimum first floor elevation and proposed first floor elevation, maximum building height and proposed building height, interior floor levels, and existing and proposed finish grade.
3. Floor and ceiling heights of each habitable floor.

After reviewing the project, the ARB will either grant preliminary approval or provide reasons for the rejection of the submittal; the ARB may offer suggestions for improvement. If the preliminary drawings include substantial changes either by request of the ARB or the property owner, they must be resubmitted and be in receipt of preliminary approval before proceeding to final review. Preliminary approval is valid for six (6) months from date of issuance. All necessary forms are provided on the ARB website at KiawahARB.com.

Once preliminary approval has been issued by the ARB, applicants are encouraged to apply for TOKI zoning review. TOKI zoning submittals may require approval from the Town's BZA. Consult with TOKI staff for submittal requirements.

3.2.4. FINAL REVIEW

The final review submittal is prepared after preliminary approval, incorporating changes, if any, from review of the preliminary submittal. One (1) complete digital set of drawings is required. See [Final Submittal Checklist](#) available on the ARB website. The ARB staff will preview all submissions and will not present a project to the ARB for final review unless the following are complete and legible.

a. FINAL REVIEW FORM

The [Final Review Form](#) must be completed in full, and the information on the form must correspond to information on the drawings or the submission will be considered incomplete. A South Carolina licensed and registered architect and landscape architect must be listed on the form in the appropriate fields.

b. RESPONSE TO COMMENTS

A written response to comments, if any, from the previous review should be submitted.

c. FINAL STAKE OUT

If requested, the preliminary stake out must be updated reflecting changes, if any, in the location of the building footprint, driveway, walkways, or any additional trees to be removed.

d. SITE PLAN

Similar to preliminary review requirements including any changes, proposed utility services, and the location of a four (4) inch PVC conduit (Schedule 40) below the driveway in the street right-of-way for future cable installation. The conduit should be three (3) feet from the edge of the street with an invert eighteen (18) inches below grade. The conduit should extend twenty-four (24) inches beyond either side of the driveway and be capped on both ends.

e. LOT COVERAGE GRAPHIC

Similar to preliminary review requirements including any changes.

f. TREE AND UNDERSTORY PROTECTION PLAN

Similar to preliminary review requirements including any changes.

g. GRADING AND DRAINAGE PLAN

Similar to preliminary review requirements including any changes.

h. SCHEMATIC LANDSCAPE PLAN

A schematic landscape plan prepared by a South Carolina registered landscape architect showing the following:

1. Drawn to scale at 1/8" = 1'-0" or 1" = 10'.
2. Location of the home, driveway, and walkways with proposed landscaping concepts as intended to help integrate the building with its environment.
3. Landscape plan must show a scale representation of all planting material, including existing trees to remain. Include a proposed plant schedule indicating size, quantity, common and scientific name, and variety.
4. Tree analysis chart showing minimum tree count requirements. Mitigation trees should be shown and highlighted.
5. Location and details of landscape lighting with a complete light fixture schedule and cutsheets, walkways, fences, pools, decks, at-grade patios, play structures, and garden structures.
6. Adequate landscape screening for HVAC equipment, service yards, trash enclosures, and

electric meters. Foundation plantings must be half of the height of the foundation wall.

7. Height of mature vegetation proposed for location within deeded, platted, or implied view corridors (such as along side yard building setbacks on flag lots) must be noted.
8. Fence location and fence height, if desired or required for a pool.
9. Hardscape materials, design, and layout.

i. PLANS

Floor plans and roof plan drawn at 1/4" scale depicting the layout of conditioned and unconditioned (screened and covered) areas with calculations as described in [2.3.3. BUILDING SIZE](#) and all information necessary for construction. Plans for all proposed floor areas, including garages, basements, or attics, must be included.

j. ELEVATIONS

Similar to preliminary submittal requirements.

k. COLORED ELEVATION(S)

A colored elevation must be submitted for evaluation of proposed color application. The entire front elevation must be rendered and partial elevations throughout the home are encouraged to ensure that all design elements which may require unusual color application are considered and so that color issues in the field can be avoided.

l. MATERIAL AND COLOR SAMPLE BOARD

Because color is essential to the overall success of a home, and because color chips often vary greatly from actual applications on varying materials, the ARB requires colors and finishes to be submitted on actual samples of materials proposed for use on a single sample board. An image of the sample board should be included as part of the digital submission.

ARB review of samples submitted at the time of final review does not constitute final approval of the color palette. Final approval will only be given after review of the onsite material and color mock-up during the construction of the home. See [5.3.3. MATERIAL AND COLOR SAMPLE BOARD](#) for more information.

m. BUILDING SECTIONS

In addition to the preliminary building site section, building sections at 1/4" scale, as many as necessary, for clarification or construction.

n. FOUNDATION AND FRAMING PLANS

Plans at 1/4" scale showing locations and sizes of foundation and framing elements and how they relate to nearby trees.

o. ELECTRICAL, MECHANICAL, AND PLUMBING PLANS

Plans at 1/4" scale showing necessary information including but not limited to the location of the electric meter, HVAC equipment, generator, water heaters, and propane tanks.

p. DETAILS

Submit details including, but not limited to the following:

1. Typical wall section.
2. Exterior trim.
3. Door and window details.
4. Exterior walls, fences, or screens.
5. Railings and/or built-in seating.
6. Porch and screen porch sections.
7. Patio wall, as appropriate.
8. Architectural screening for but not limited to HVAC equipment, generators, water heaters, pool equipment, propane tanks, rain barrels, etc.

q. SPECIFICATIONS

A full set of specifications must be submitted defining the quality of all work and materials. Specifications may be included in the drawings.

After reviewing the project, the ARB will either grant final approval or provide reasons for the rejection of the submittal; the ARB may offer suggestions for improvement. If the final drawings include substantial changes either by request of the ARB or the property owner, they must be resubmitted and be in receipt of final approval before submitting for an ARB permit. Final approval is valid for six (6) months from date of issuance. All necessary forms are provided on the ARB website at KiawahARB.com.

3.3. EXISTING HOME REVIEW PROCESS AND SUBMITTAL REQUIREMENTS

These standards and guidelines require existing homes on the Island to be maintained in a manner that fosters a community which is aesthetically pleasing for all residents and visitors. As stated in the General Covenants, *“no building, fence or other structure may be erected, placed, or altered nor shall a building permit for such improvement be applied for on any property in Kiawah Island until the proposed building plans, specifications, exterior color or finish, plot plan, landscape plan, and construction schedule shall have been approved in writing by the Company...”*

For property owners with regime or neighborhood association managed properties, written approval of any exterior changes must be included in submittals to the ARB for an improvement review. Contact information for such properties can be found online at [Regime Neighborhoods](#).

When submitting for review of maintenance and improvements, submittals must include the appropriate information and documentation that sufficiently describes the proposed work as outlined below:

3.3.1. MAINTENANCE REVIEW

Maintenance consists of replace-in-kind repairs of existing homes. See [2.5.1.a. MAINTENANCE](#) for more information and contact the ARB with questions pertaining to maintenance review and permitting. Maintenance reviews and permits may be requested by uploading submittals on Kiawah Island’s [Online Permitting Portal](#).

It is the responsibility of the property owner and their contractor to notify the ARB should replace-in-kind repairs expand beyond the permitted scope of work or if additional work considered to be a minor or major improvement becomes necessary or desirable.

3.3.2. MINOR IMPROVEMENT REVIEW

Minor improvements require an increased level of review by ARB staff as these typically include aesthetic changes to a property. See [2.5.1.b. MINOR IMPROVEMENTS](#) for more information and contact the ARB with questions pertaining to minor improvement review and permitting.

Submittals for minor improvement reviews must include, when applicable, but are not limited to the following:

a. MINOR IMPROVEMENT REVIEW FORM

The [Minor Improvement Review Form](#) must be completed in full, and the information on the form must correspond to information on the drawings or the submission will be considered incomplete.

b. DRAWINGS AND DOCUMENTATION

One (1) digital set of drawings and documentation shall be submitted that clearly defines and explains the proposed improvement. Drawings shall be legible, to scale, and include as applicable but not limited to the following:

1. Photos and/or drawings of existing areas and elements of the home being improved.
2. Photos, specifications, and/or drawings of proposed improvements, products, materials, and finishes.

After reviewing the project, the ARB will either require changes or grant approval. To obtain an ARB permit after receiving review approval, see [4.2.1. ARB PERMIT](#). As specified in [4.2. BEFORE CONSTRUCTION](#) guidelines, the ARB and TOKI building permits must be displayed before site clearing, material delivery, or construction may begin.

It is the responsibility of the property owner and their contractor to notify the ARB should minor improvements expand beyond the permitted scope of work or if additional work considered to be a major improvement becomes necessary or desirable.

3.3.3. MAJOR IMPROVEMENT REVIEW

A major improvement will be subject to the full review process similar to that of a new home should the proposed improvement greatly change the overall height, scale, massing, or aesthetics of the building. Examples of improvements that are candidates for the full review process include but are not limited to elevating a home to comply with FEMA flood requirements, adding additional stories to a home, significant expansion of the building footprint, and changing the architectural style. See [2.5.1.c. MAJOR IMPROVEMENTS](#) for more information and contact the ARB with questions pertaining to major improvement review, approval, and permitting.

Submittals that do not require the full review process must include, when applicable, but are not limited to the following:

a. MAJOR IMPROVEMENT REVIEW FORM

The [Major Improvement Review Form](#) must be completed in full, and the information on the form must correspond to information on the drawings or the submission will be considered incomplete. A South Carolina licensed and registered architect and landscape architect must be listed on the major improvement review form in the appropriate fields as applicable.

b. LETTER OF INTENT

The property owner or their representative shall inform the ARB as to the purpose of the proposed improvement with a letter of intent and a completed improvement review form.

c. AS-BUILT SURVEY

An as-built survey is required for any improvement that alters the existing lot coverage of a property. At completion of such an improvement, an updated as-built survey reflecting changes to lot coverage must be submitted prior to the final ARB inspection. See [4.4.4. FINAL INSPECTION AT CONCLUSION OF CONSTRUCTION](#). The as-built survey shall be dated within twelve (12) months of the submittal and include the following:

1. Legal description of the property.
2. Recorded property lines, easements, and building setbacks.
3. Current and prior BCM critical lines where applicable.
4. Footprint of all existing built elements on the property, pervious and impervious.
5. Conditioned area if there is a maximum.
6. Roof ridge height.
7. Lot coverage calculations, including primary and secondary coverage elements.

The ARB may require additional survey information on specific trees that appear to be impacted by proposed improvements.

d. DRAWINGS AND DOCUMENTATION

One (1) digital set of drawings shall be submitted that clearly define and explain the proposed improvement. Drawings shall be legible, to scale, and include as applicable but not limited to the following:

1. Existing site plan, lot coverage graphic, floor and roof plans, and elevations.
2. Photos of all sides of the existing house.
3. Demolition site plan, floor and roof plan, and elevations.
4. Proposed site plan, lot coverage graphic, floor plans, roof plan, and elevations.
5. Tree and understory protection, grading and drainage, and landscape plans may be required depending upon the scope of work proposed.

See [3.1.4. SUBMITTALS](#) and [3.2.3. PRELIMINARY REVIEW](#) for more information on drawing submittal requirements.

e. IMPROVEMENT REVIEW FEE

The improvement review fee is for the review process and determined by the ARB based on the scope of improvement. The fee shall be paid at completion of the review process and prior to the issuance of an ARB permit. Please contact the ARB office for the most current review fee schedule.

f. MATERIAL AND COLOR SAMPLES

Samples are most important when applying for improvement approval because of the necessity of matching existing materials. When changing the color of a home, color samples must be applied to the home for inspection by ARB staff. An [Onsite Color Review Form](#) must be completed and submitted to the ARB for review and approval. See [2.3.8. MATERIALS AND COLORS](#) for more information on material and color guidelines.

After reviewing the project, the ARB will either require changes or grant approval. To obtain an ARB permit after receiving review approval, see [4.2.1. ARB PERMIT](#). As specified in [4.2. BEFORE CONSTRUCTION](#) guidelines, the ARB and TOKI building permits must be displayed before site clearing, material delivery, or construction may begin.

3.3.4. DEMOLITION REVIEW

Prior to applying for an ARB permit for demolition, the following should be submitted for ARB review and approval:

1. An as-built survey dated within twelve (12) months indicating existing conditions.
2. A demolition site plan indicating the extent of demolition as well as tree protection fencing for trees, natural areas, existing landscaping, and unique topography during demolition.
Revegetation of the site access and any needed vegetated buffer enhancement must be shown.
3. A descriptive plan and timeline for plant succession in mulched areas if naturalization is intended.

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4. CONSTRUCTION PROCESS

4.1. GENERAL REGULATIONS

These standards and guidelines are designed to enhance Kiawah Island's overall appearance to residents and visitors alike. They are not intended to restrict, penalize, or impede those who adhere to them.

Repeated violation of these standards and guidelines may result in the suspension of a building permit until corrections have been made by the builder. Additionally, a builder who repeatedly violates either the letter or spirit of these standards and guidelines may be required to post a larger construction deposit or, in the extreme, be prohibited from working on Kiawah Island.

4.1.1. ISLAND ACCESS

Access to the Island is controlled by KICA. All incoming vehicles must stop at the security gate for identification and permission to enter. Commercial passes may be obtained at the KICA office.

All builders of residences on Kiawah Island must have at a minimum an active Residential Builder License issued by the State of South Carolina and a current TOKI business license.

Construction workers are allowed access to and from the construction site only and are strictly forbidden from riding about the Island. Vehicles may be periodically searched to protect all builders and property owners from theft of materials and equipment.

4.1.2. HOURS OF OPERATION

The hours of operation allowed for construction workers on the Island are from 7:00 am to 7:00 pm, Monday through Friday and 8:00 am to 5:00 pm on Saturday. No construction work will be performed on Sundays or national holidays, unless as approved by the KICA Director of Security. TOKI and KICA may have more restrictive hours surrounding holidays.

4.1.3. CONDUCT AND APPEARANCE

The conduct and appearance of all construction workers is the responsibility of the builder. Construction workers shall adhere to the following:

1. Loud cars and speeding are not allowed on the Island.
2. All construction vehicles must be parked on the construction site unless approved by KICA for parking in the street.
3. Construction workers are not allowed to loiter about island businesses (including lunchtime at the General Store).
4. Loud music from radios and disturbance of property owners or guests will not be allowed at any time.
5. Construction workers are required to wear shirts and shoes.

4.1.4. CONSTRUCTION DURATION

The construction of all residences must be completed within eighteen (18) months from the date of issuance of an ARB permit with all exceptions and/or extensions requiring ARB approval.

4.1.5. VIOLATIONS

Violations that are discovered will be documented by ARB staff and the builder notified to make corrections. Each violation which is not corrected within ten (10) days will again be documented and a new fine may be levied. A notice will be sent to the builder for the first violation of the construction standards and guidelines requesting correction of the violations. Copies will also be sent to the property owner and the architect or landscape architect as appropriate.

a. FINES

Once the initial notice has been sent to the builder, all future violations, nonconforming conditions, or unapproved exterior changes to the approved building plan will be documented and a fine levied against the posted construction deposit. Additional fines may be levied as well. A copy of the report will be sent to the builder, architect and/or landscape architect, and property owner.

b. APPEALS

An appeal of a fine or decision must be made within ten (10) days of issue by submitting an [Appeal Application Form](#) and supporting documentation to the ARB office for consideration by the board members. An appointment may be scheduled during an ARB meeting for discussion of the issue. The subsequent determination will be final and binding to all concerned.

c. LEGAL ACTION

The ARB may elect to pursue legal action if it deems such recourse appropriate. The ARB will assess fines on a case-by-case basis and may pursue legal action if necessary. The amounts of the fines are subject to periodic increases at the sole discretion of the ARB.

4.2. BEFORE CONSTRUCTION

After completing the review process and receiving final approval of the stake out and construction documents from the ARB, several steps shall be followed before any site clearing, material deliveries, or construction may begin.

4.2.1. ARB PERMIT

An ARB permit must be obtained for all maintenance, improvements, new construction, and demolition. The receipt of an ARB permit does not preclude the necessity of also obtaining TOKI zoning and building permits. Such permits are required for construction along with any additional permits from other agencies that may be necessary (e.g., to build a dock, a permit from BCM is required). Please be aware that nonconforming conditions inadvertently not addressed during or prior to permitting may not be considered approved. For permit submittal requirements, see the list below:

a. ARB PERMIT REQUIREMENTS FOR MAINTENANCE

An ARB permit for maintenance may be obtained online by accessing Kiawah Island's [Online Permitting Portal](#) and submitting the following:

1. Completed [Onsite Color Review Form](#), if applicable.
2. Completed [Construction Application Deposit and Agreement Form](#).
3. ARB review fee and construction deposit.
4. KICA encroachment permit.

5. Provide a TOKI business license waiver if appropriate.

b. ARB PERMIT REQUIREMENTS FOR MINOR IMPROVEMENTS

Submit the following items to obtain and an ARB permit for minor improvements:

1. Completed [Onsite Color Review Form](#), if applicable.
2. Completed [Construction Application Deposit and Agreement Form](#).
3. ARB review fee and construction deposit.
4. KICA encroachment permit.
5. Provide a TOKI business license waiver if appropriate.

c. ARB PERMIT REQUIREMENTS FOR NEW HOMES AND MAJOR IMPROVEMENTS

Submit the following items to obtain an ARB permit for new construction or major improvements:

1. One (1) digital set of construction documents.
2. Completed [Construction Application Deposit and Agreement Form](#).
3. ARB review fee (if not already provided per preliminary submittal checklist) and construction deposits.
4. KICA encroachment permit.
5. Install tree protection fencing for all new construction and for major improvements that the ARB has required tree and understory protection in its review.

d. ARB PERMIT REQUIREMENTS FOR DEMOLITION

The following steps shall be completed to obtain an ARB permit for demolition before such work may begin:

1. An as-built survey dated within twelve (12) months indicating existing conditions.
2. A demolition site plan.
3. A descriptive plan and timeline for plant succession if naturalization is intended.
4. Completed [Demolition Construction Application Deposit and Agreement Form](#).
5. ARB review fee and demolition deposits.
6. KICA encroachment permit.

Upon receipt of required items, the ARB will review the permit submittal. Once the submittal requirements have been satisfied, an ARB permit will be issued within ten (10) business days for the project.

For new construction and some major improvements, the following shall be completed after receipt of an ARB permit and prior to start of construction:

1. Order and install construction sign. See [5.3.4. STANDARD CONSTRUCTION SIGN](#) for more information.
2. Apply for a TOKI zoning permit and building permit.

3. If applicable, obtain approvals for lots adjoining golf courses.
4. Post ARB permit, TOKI permits, and KICA encroachment permit at the construction site.
5. Place dumpster and portable toilet on construction site per the locations approved during the review process.

4.2.2. CONSTRUCTION SIGN

Every construction site must have a construction sign. Maintenance projects do not require a sign, but a sign can be installed if desired. Several area sign companies have the specifications required by the ARB for construction signs. Only the following information shall be placed on the sign:

1. Property owners' name and hometown.
2. Architect.
3. Landscape architect.
4. Builder.

Telephone numbers and other information are prohibited. See [5.3.4. STANDARD CONSTRUCTION SIGN](#) for more information.

The ARB supports property owners, architects, landscape architects, and builders in advancing sustainable building practices on Kiawah Island. In acknowledging those efforts, the ARB allows for whole green building and/or site and landscape certifications (e.g., [LEED](#), [ZERH](#), etc.) to be displayed on construction signs. See [5.3.5. CONSTRUCTION SIGN WITH GREEN BUILDING CERTIFICATION SIGN](#).

4.2.3. WILDLIFE

If a bird of prey, alligator, bobcat, or other wildlife den or nest is discovered during site clearing, the ARB office and TOKI must be contacted prior to continuing work.

4.2.4. DE-WATERING

Many properties require de-watering prior to and during construction, which must continue constantly for extended periods of time. If this is necessary, please adhere to the following:

1. All water removed from the site must be discarded to the nearest storm drain managed by KICA. Water should never be drained onto neighboring properties, including the dune field and marshes.
2. Pumps with low decibel ratings are preferred. In addition, pumps should be muffled with sandbags to keep vibration noise to a minimum.
3. The ARB recommends pre-notification to neighbors when de-watering is scheduled for an extended period of time.

4.2.5. SITE CLEARING

Site clearing may begin in preparation for construction in keeping with the following requirements. See [4.3.4.b TREE PROTECTION](#) for additional standards and guidelines on protective fencing of areas and individual trees to be preserved.

1. No site clearing may occur without first obtaining an ARB permit.
2. Any clearing between the building setbacks and the property line requires onsite approval by the ARB.

3. The builder shall be responsible for locating existing utilities before excavating. Berkeley Electric (see [5.2. RESOURCES](#) for contact information) must be contacted for the delivery of any additional conduit and specifics on its placement.
4. At conclusion of site clearing, submit dated photographs to the ARB office.

4.3. DURING CONSTRUCTION

All construction on Kiawah Island will be under observation by the ARB. Compliance with [4. CONSTRUCTION PROCESS](#) standards and guidelines and the permitted construction plans will be checked and reviewed on a regular basis. See [4.4. INSPECTIONS](#) for further information.

4.3.1. CONSTRUCTION SITE ACCESS

1. Access to the construction site should be limited to the proposed driveway location. Access over or through adjacent properties is expressly forbidden.
2. Over-sized material deliveries require arrangement with KICA Security at least two (2) business days prior to arrival at the security gate to the Island and any costs incurred must be borne by the builder.
3. Care should be taken when loading trucks hauling construction waste so as not to have it spill over while in transit. Builders will be held responsible for waste and debris falling from construction vehicles.

4.3.2. CONSTRUCTION SITE APPEARANCE

It is imperative that all construction sites be maintained in a clean and tidy manner at all times. If not so maintained, the ARB may impose fines and, in some cases, issue a stop work order.

1. All construction materials must be kept within the property lines, and a clear, street right-of-way should be maintained.
2. No construction waste or trash shall be strewn about the site or piled openly. As untidy sites present a negative image to visitors and property owners, this requirement shall be strictly enforced.
3. Fires are not allowed on construction sites under any circumstances.

4.3.3. MATERIAL STORAGE AND WASTE DISPOSAL

1. Material storage areas should be in an inconspicuous area of the construction site and should be neat and orderly. The use of an adjacent property for access or material storage without the written permission of the adjacent property owner is prohibited.
2. Temporary storage structures approved by the ARB may be used to store materials provided the structure is minimal in size. Storage structures may not be used as living quarters nor may any home undergoing a major improvement be used as living quarters by construction workers.
3. The ARB discourages the placement of construction trailers on residential construction sites. In the event that the ARB approves a construction trailer, a minimum-sized, industry standard trailer must be used. The construction trailer must not be marked with logos or graphics, shall be screened by vegetation, and must be removed once the home is complete.
4. At the end of each workday, construction materials must be stored neatly and all construction waste placed in a commercial dumpster.

4.3.4. ONSITE REQUIREMENTS

Construction sites for new homes and significant major improvements must include the following (and may be applicable to minor improvements and maintenance):

a. TEMPORARY EQUIPMENT, FACILITIES, AND SIGNAGE

1. Commercial dumpster – a commercial dumpster is required on each construction site and shall be emptied when necessary.
2. Portable Toilet – each construction site is required to have a portable toilet at all times for the use of workers. It must be placed at least twenty-five (25) feet from the street in an inconspicuous location with the door facing away from the street and neighboring homes.
3. Temporary Utilities – temporary utilities must be installed in a neat manner. The temporary power pole must be at least fifteen (15) feet from the front property line, installed plumb, and not used for the placement of signs. Installation of the sanitary sewer and water lines must be completed using small trenching equipment, as large backhoes may create damage to natural areas.
4. Construction sign and permits – See [5.3.4. STANDARD CONSTRUCTION SIGN](#) for more information.

b. TREE PROTECTION

The ARB requires tree protection fencing to enclose the entire work area of the construction site, creating natural areas to be preserved. These preserved areas are not to be altered, cleared, or pruned in any way, both during and after construction, without onsite review and approval from the ARB. No dune lines or Oak trees over three (3) inches DBH or other trees six (6) inches DBH may be removed or pruned at any time without prior ARB approval.

All tree protection fencing must be maintained until the completion of construction, and all construction materials and vehicles must remain outside of the preserved areas. Extra care shall be taken with tree protection fencing to avoid injury to any trees not approved for removal.

c. VIEW CLEARING AND PRUNING

Removal or pruning of trees and vegetation for views shall not occur until the home is completely framed. View clearing and pruning requires onsite approval by the ARB. See [2.2.2 EXISTING VEGETATION](#) for more information.

d. DEAD TREES

Trees that die due to damage during construction must be replaced with mitigation trees. See [2.2.6. TREE PRESERVATION, REMOVAL, AND REPLACEMENT](#) for more information.

e. OTHER REGULATIONS

All properties are subject to the SCDES stormwater runoff regulations. These regulations require strict compliance with the Stormwater Management Plan before pruning any vegetation, moving soil, or otherwise doing any construction on the property. A violation may result in civil penalties as well as other adverse action. Erosion control measures should be installed prior to applying for an ARB permit.

Should the ARB determine, in its sole discretion, that a construction site is not being maintained properly, it may undertake having it brought into compliance and will deduct related costs from the construction

deposit and/or impose additional fines.

4.3.5. CHANGES DURING CONSTRUCTION

Builders must have the architect and/or the landscape architect submit proposals for any exterior changes for ARB review prior to implementation of such changes. Changes shall be clearly identified and coordinated on all relevant drawings and be accompanied by a completed [Construction or Design Change Application Form](#). Failure to do so may result in fines.

In the event that the builder, architect, or landscape architect of record changes during the construction process, the ARB should be promptly notified. A change of builders requires submittal of a new [Construction Application Deposit and Agreement Form](#) with a deposit from the new builder before the ARB will refund the original builder's initial deposit. In the case of a landscape architect change, submittal of a new sealed landscape plan is required.

The General Covenants grant the Company power to make corrections to any unapproved exterior changes or to clean up an unacceptable lot. These charges will be deducted from the construction deposit.

4.3.6. DELAYS AND ABANDONMENT

Should construction progress cease for more than ninety (90) days, the ARB must be notified immediately. Measures may be required to minimize impact to neighboring properties should a cleared construction site become abandoned. Incomplete construction sites are detrimental to their neighborhoods, therefore once construction has begun, a project must be completed as approved and permitted.

4.3.7. DEMOLITION SITES

The removal of debris from the demolition site to off Island will need to be coordinated in advance with KICA and shall comply with [4.3.1. CONSTRUCTION SITE ACCESS](#). Site cleanliness and access shall comply with [4.3.2. CONSTRUCTION SITE APPEARANCE](#).

Unless otherwise approved by the ARB, demolition and revegetation of the site access and any needed vegetated buffer enhancement of the site must be completed within three (3) months of the issue date of an ARB permit.

4.4. INSPECTIONS

Four (4) mandatory field inspections will be conducted by the ARB on all new construction and major improvements as applicable to the scope of the project. A special inspection of a construction site will be made upon receipt of a request which cites a specific violation.

4.4.1. FOUNDATION SURVEY AND SITE CONDITIONS REVIEW

The first inspection shall occur when the foundation walls are just above grade. At this time, the builder must notify the ARB with the submission of a foundation survey that includes the following:

1. Legal description of the property.
2. Recorded property lines, easements, and correct building setbacks.
3. Current BCM critical line where applicable.
4. Foundation footprint.
5. Distances from all foundation corners to the nearest property lines.

The ARB will review the foundation survey and inspect the construction site conditions for the following:

1. Conformance of the foundation placement with the approved drawings.
2. Framing has not commenced prior to ARB inspection.
3. Portable toilet is located at least twenty-five (25) feet from street and in an inconspicuous location.
4. Tree protection fencing is installed according to approved plans and in satisfactory condition.
5. Site is clean and orderly.

Should the first floor framing be constructed prior to submitting the foundation survey, or if dated photographs are not submitted at conclusion of site clearing prior to construction commencing, a fine may be imposed and withheld from the construction deposit. In some cases, a stop work order may be issued until the foundation survey is submitted and corrections are completed.

During the foundation construction and subsequent framing, approval shall be obtained from the ARB in advance of removal and/or pruning of Oak trees greater than three (3) inches DBH, other trees over six (6) inches DBH, or alteration of existing dune formations.

4.4.2. ONSITE MATERIAL AND COLOR REVIEW

The second inspection shall occur during the onsite color review, usually occurring during the framing of the home. An onsite material and color mock-up must be erected to show the proposed finish materials and colors and should include the following:

1. Foundation walls, louvers, etc.
2. Siding
3. Trim (window, doors, soffits, eaves, bandboards, cornerboards, etc.)
4. Roof materials (including secondary and decorative elements)
5. Accessory elements (shutters, louvers, etc.)
6. Horizontal finishes (decking, pavers, etc.)
7. Fenestration – door and window units may be mocked-up to simulate proposed finish colors

In order to view each sample in its proper context, the onsite mock-up must be placed close to the home, unless otherwise directed by the ARB. Once the onsite mock-up has been finalized and is ready for ARB review, an [Onsite Color Review Form](#) must be completed and submitted with a photo of the completed onsite mock-up to the ARB office.

ARB staff will perform an onsite inspection and return the Onsite Color Review Form, either issuing approval or comments indicating adjustments that are required.

Should the builder not submit an Onsite Color Review Form prior to finish materials and colors being applied to building, a fine may be imposed and withheld from the construction deposit in addition to any adjustments required to comply with ARB standards and guidelines.

4.4.3. ONSITE FINAL LANDSCAPE PLAN REVIEW

The third inspection shall occur during the onsite review of the final landscape plan. The final landscape plan submittal is due sixty (60) days prior to the substantial completion of construction. The landscape

architect and ARB staff will meet onsite to review landscape issues including but not limited to the following:

1. Number of new trees required to meet ARB guidelines.
2. Tree mitigation requirements if any.
3. Tree locations to achieve filtered views.
4. Screening of service and parking areas.
5. Foundation and property line plantings.
6. Final driveway layout and repair of any right-of-way damage.
7. Grading and drainage.
8. Fence layout and landscape lighting.
9. Any adjustments that are needed to accommodate changes made during the course of construction.

While requirements for the final landscape plan submittal are similar to the [SCHEMATIC LANDSCAPE PLAN](#) described in [3.2.4. FINAL REVIEW](#), please note that the schematic landscape plan is *not* to be used in place of the final landscape plan.

Should a final landscape plan not be submitted prior to installation of landscape material, a fine may be imposed and withheld from the construction deposit in addition to any adjustments required to comply with ARB guidelines.

4.4.4. FINAL INSPECTION AT CONCLUSION OF CONSTRUCTION

When the construction of a new residence or improvement to an existing home has been completed, the property owner and builder must satisfy several requirements and complete all items on the final inspection checklist before requesting the final inspection by ARB staff.

The final inspection at conclusion of construction shall be conducted after the installation of landscaping. A copy of the final inspection shall be sent to the property owner and builder noting final construction approval or items requiring correction.

If a final inspection has not been requested within a year of the date of the certificate of occupancy, the ARB may absorb the construction deposit as a fine and notice of items requiring correction may be sent to the property owner and builder. Any unapproved changes that require corrections must be completed before the final inspection will be approved. Neither the assessment of fines nor their payment relieves the property owner of compliance with these standards and guidelines.

a. FINAL INSPECTION CHECKLIST FOR MINOR IMPROVEMENTS

The following items shall be completed prior to final inspection for minor improvements:

1. Complete construction and remove construction debris.
2. Remove portable toilet and temporary utilities.
3. Submit a KICA encroachment inspection sign-off. This can be requested by calling KICA at (843) 768 – 2315.
4. Request Regime inspection if applicable.

5. Request ARB final inspection.

b. FINAL INSPECTION CHECKLIST FOR NEW CONSTRUCTION AND MAJOR IMPROVEMENTS

The following items shall be completed prior to final inspection for new construction and major improvements:

1. Complete construction and remove construction debris.
2. Remove portable toilet, temporary utilities, and construction sign.
3. Install landscaping and standard mailbox.
4. Submit as-built survey that includes the following:
 - a. Legal description of the property.
 - b. Recorded property lines, easements, and building setbacks.
 - c. BCM critical line where applicable.
 - d. Footprint of all built elements on the property, pervious and impervious.
 - e. Conditioned area if there is a maximum.
 - f. Roof ridge height.
 - g. Lot coverage calculations, including primary and secondary coverage elements.
5. Submit the [Landscape Certification Form](#) – the ARB requires the landscape architect of record to complete and sign a Landscape Certification Form certifying that the landscape design is installed in general conformance and the intent of the approved plans.
6. Submit a KICA encroachment inspection sign-off. This can be requested by calling KICA at (843) 768 – 2315.
7. Submit color photos of all sides of the house to the ARB.
8. Request regime inspection for major improvements if applicable.
9. Request ARB final inspection.

c. FINAL INSPECTION CHECKLIST FOR DEMOLITION

The following items shall be completed prior to final inspection for demolition of existing homes and buildings:

1. Neatly mulch cleared areas.
2. Revegetate site access and complete vegetated buffer enhancements as approved by the ARB.
3. Contact the ARB office to request a final inspection. The demolition deposit will be returned after a satisfactory inspection of the site.
4. If redevelopment is planned, no construction activity may commence following demolition until an ARB permit is issued.

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5. APPENDIX

5.1. DEFINITIONS

Adjacent – 1) Next to, near, or close. 2). Next to or within one hundred (100) feet. Example: Adjacent properties include those properties with any portion being located within one hundred (100) feet of any boundary of the subject property.

Adjoining – 1) Touching or bounding at a point or along a line, bordering, contiguous. Example: Adjoining properties include those properties with any border of which is shared in part or in whole with that of the subject property.

Amenity Areas – Any defined area apart from a main or ancillary structure that facilitates a recreational or leisure activity including but not limited to putting greens, tennis and basketball courts, play structures, pools, and seating areas.

Appurtenances – Architectural accessories including but not limited to play structures, pools, docks, bridges, walls, mailboxes, etc.

ARB Value Finder – The official value chart used to determine the lightness value of the combined effect of paints and stains applied to various exterior claddings, manufactured finish products, and natural finish materials.

Base Building Height Elevation (BBHE) – “the elevation using the NGVD29 Datum as shown on the Charleston County, South Carolina Flood Insurance Rate Map with an effective date of November 17, 2004. Such elevations will be determined without respect to the flood zone classification and shall only rely on those numerals expressed within the parenthesis found on the flood insurance rate maps dated November 17, 2004.” – TOKI Zoning Ordinance, ARTICLE IV. – DEFINITIONS, Sec. 12-374. - Definitions.

Base Flood Elevation (BFE) – Height of the base flood, usually in feet, in relation to the National Geodetic Vertical Datum in the Flood Insurance Study Report, or average depth of the base flood above ground surface as determined by FEMA.

Buildable Area – Area within allocated building setback lines where building can occur.

Building Footprint – The area of a lot covered by elements of a building including conditioned area, cantilevered projections, porches, elevated decks and pools, and stairs.

Building Height – The vertical distance from base building height elevation (BBHE), base flood elevation (BFE), minimum first floor elevation (level), minimum finish(ed) floor elevation, or natural ground (grade), whichever is designated as the reference height for the lot, to the ridge height of the dominant roof form exclusive of minor ancillary elements such as chimneys. Building height in stories is the number of habitable floors (stories) exclusive of the area below the first finished floor. One-half story is a habitable floor which has conditioned area that is no greater than one-half the conditioned area of the largest level below.

Caliper – The measured diameter of tree in inches (bark to bark) at breast height (see DBH definition).

Contained Areas – Areas of ground surrounded by walls on four (4) sides and raised above existing grade.

Critical Areas – An operational area that requires specific environmental control because of the equipment or information contained therein. Areas of fragile habitat growth that typically border salt marsh and lagoons including all areas designated as critical areas by the Ocean and Coastal Resource Management Division of the South Carolina Department of Health and Environmental Control.

DBH – Diameter at breast height (approximately 4.5 feet above ground).

Fence – Any barrier, structure, or installation that may enclose, surround, or mark off any part of a yard. All fence references include deer, electric, wood, louvers/lattice, aluminum, and woven-wire mesh fences, etc.

Fenestration – Any opening in a building’s envelope including doors, windows, and skylights.

Finished Grade – The average elevation of a lot after construction; provided, however, that finished grade shall not be more than six (6) feet above natural ground elevation when determining maximum building height, and provided further that the TOKI may consider more than six (6) feet of finish grade allowable for determining maximum building height.

General Covenants – The Declaration of Rights, Restrictions, Affirmative Obligations and Conditions Applicable to All Property on Kiawah Island (recorded in the Charleston County ROD Office in Book M114, Page 406, and amended by instrument recorded in Book Z124, Page 305.)

Ground Floor Level – “the natural ground or the lowest floor elevation for structures as set forth in the Town's floodplain management ordinance, whichever is higher provided, however, that ground floor level for structures shall not exceed 14 feet above natural ground. This definition shall not be construed to prevent an owner from constructing a first floor higher than ground floor level, provided, however, that height is measured from ground floor level or base flood elevation (BFE) when located within a flood zone.” – TOKI Zoning Ordinance, ARTICLE IV. – DEFINITIONS, Sec. 12-374. - Definitions.

Habitable Floor – Any occupiable conditioned level of a building or structure that meets minimum spatial requirements required by local building code.

High Ground – The portion of a lot located landward of the BCM critical line for lots abutting or containing marshland, including acreage seaward of the BCM baseline up to the mean high water (MHW) line for oceanfront properties that extend to the MHW line. Freshwater wetlands not having a BCM critical line are considered high ground.

Lot – Development parcel identified in a subdivision plat recorded in the Charleston County, ROD Office.

Limited Buildable Area – A delineated area of a lot shown that allows for minor structural elements to be constructed beyond the standard buildable area provided vegetated buffers along sensitive property lines are preserved. See specific neighborhood supplemental guidelines for more information.

Minimum First Floor Elevation – The current FEMA base flood elevation (BFE) + TOKI freeboard + a sixteen (16) inch allowance for structure. Minimum first floor elevation corresponds to “lowest floor” referenced in TOKI and FEMA regulations.

Minimum Tree Count Requirements – For a developed lot, the minimum tree count requirements are one (1) tree three (3) inches DBH or greater caliper per 1,000 square feet of gross lot area (palms count as

one-third (1/3) of a tree) and seventy percent (70%) of existing trees on the lot.

Natural Ground – “the average elevation of a lot or development parcel prior to development activity.” – TOKI Zoning Ordinance, ARTICLE IV. – DEFINITIONS, Sec. 12-374. - Definitions. The term *natural grade* found in neighborhood supplemental guidelines corresponds to this definition for natural ground.

Open-loop Geothermal Systems – Geothermal heat pump or irrigation system that uses ground water from a conventional well as a source of heat diversion or water use.

Personal Watercraft – Canoes, kayaks, stand-up paddleboards, jet skis, etc.

Pervious – The characteristic of a hardscape material which allows stormwater to pass through and be absorbed into the ground.

Service Yard – The portion of a yard area enclosed by a wall or fence for the purpose of concealing mechanical equipment, utilities, trash containers, and other similar elements.

Uncontained Areas – Areas of fill dirt considered secondary lot coverage that are not surrounded by walls and raised thirty-six (36) inches or more above existing grade

Yard Art – Decorative elements or objects that are placed in yards or on the outside of houses (that are not part of the approved plans). Yard art includes but is not limited to such items as fountains, columns, sculptures of all types, weather vanes, flagpoles, etc. These items are monitored by KICA.

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5.2. RESOURCES

LINKS:

[Kiawah Island ARB Standards and Guidelines](#)

[Kiawah Island Frequently Asked Questions](#)

[Kiawah Island ARB Forms](#)

[ARB Setback Table and Graphics](#)

[Kiawah Island Survey Requirements](#)

[Kiawah Island Schedule of Fees and Deposits](#)

[Kiawah Island Online Permitting](#)

[Kiawah Island ARB Disaster Guidelines](#)

[Regime Neighborhoods](#)

CONTACTS INFORMATION:

Kiawah Island Architectural Review Board
843-768-3419 | www.KiawahARB.com

Town of Kiawah Island Planning and Zoning
843-768-9979 | https://www.kiawahisland.org/planning___zoning_2.php

Town of Kiawah Island Building Services
843-768-9166 | https://www.kiawahisland.org/building_services.php

Town of Kiawah Island Environmental and Wildlife
843-768-9166 | <https://www.kiawahisland.org/wildlife/index.php>

Kiawah Island Community Association
843-768-9194 | www.KICA.us

Kiawah Conservancy
843-768-2029 | www.kiawahconservancy.org

Kiawah Island Utility
843-768-0641 | <http://www.kiawahislandutility.com>

Berkeley Electric
843-559-2458 | www.berkeleyelectric.coop

Bureau of Coastal Management
843-953-0200 | <https://des.sc.gov/programs/bureau-coastal-management>

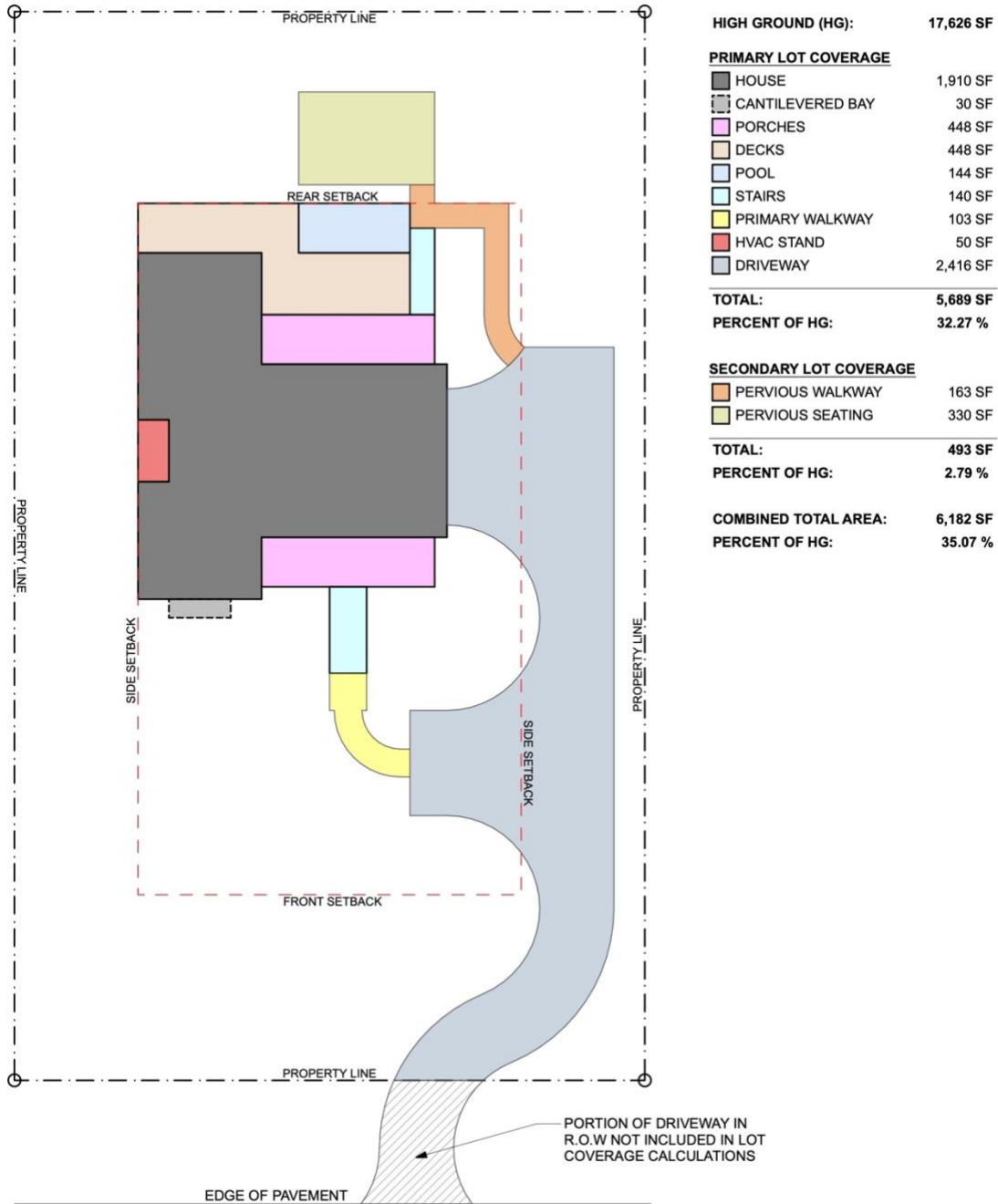
Register of Deeds Office
843-958-4800 | <https://www.charlestoncounty.org/departments/rod/ - deeds>

US Green Building Council
800-795-1747 | <http://www.usgbc.org>

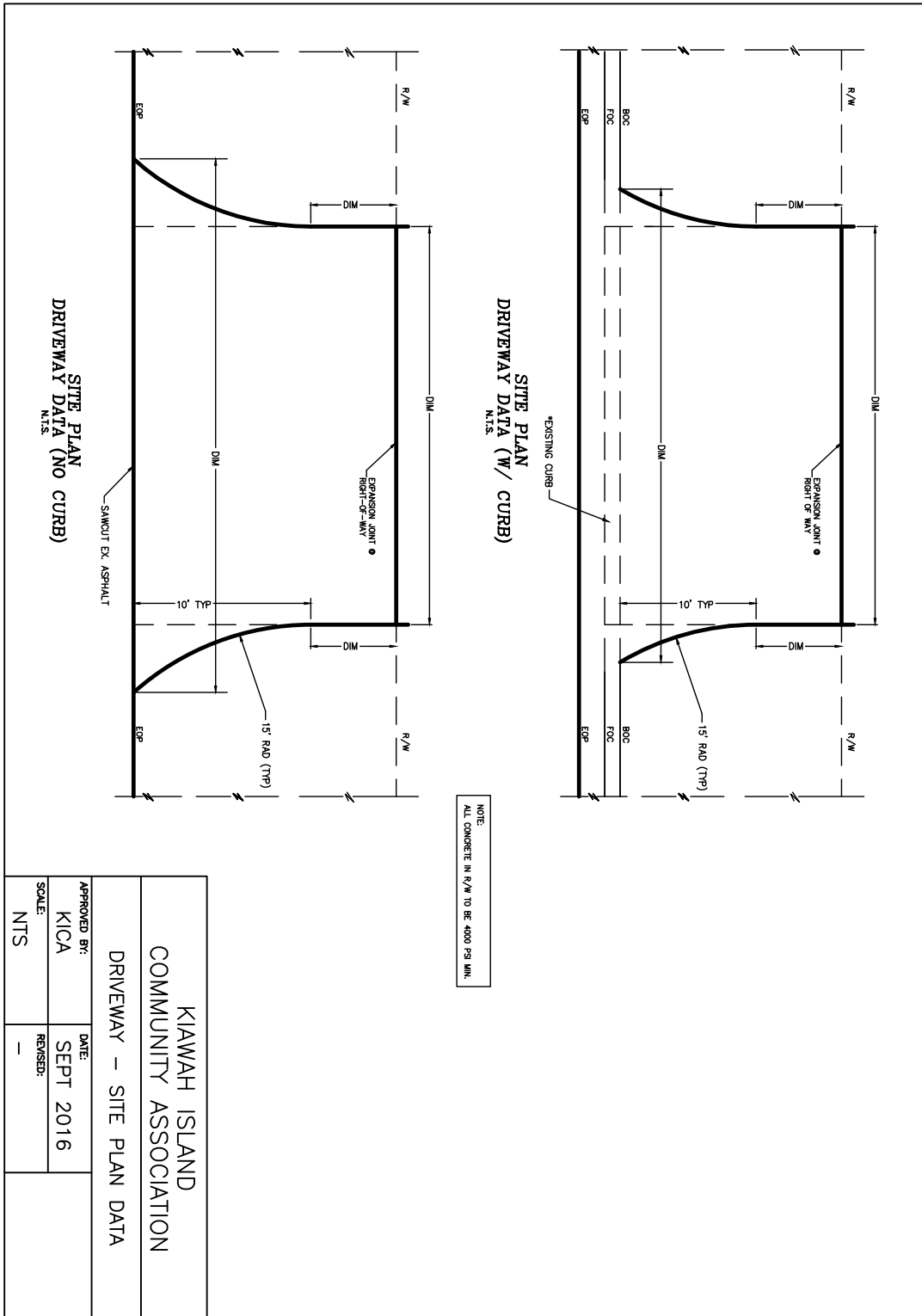
5.3. GRAPHIC CONTROLS

5.3.1. LOT COVERAGE GRAPHIC

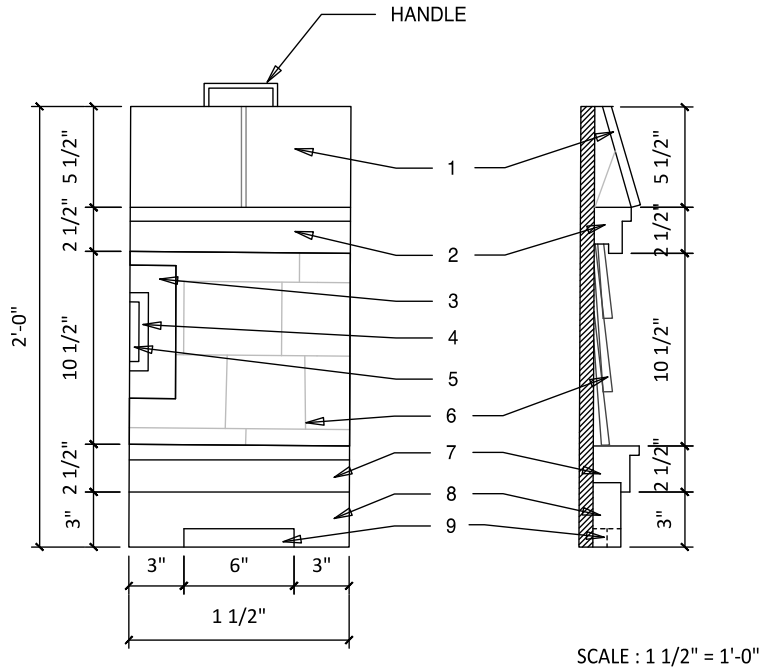
The Lot Coverage Graphic example below is intended for illustrative purposes only and does not include all possible site development scenarios. Please contact ARB staff for questions and/or clarifications.



5.3.2. DRIVEWAY-STREET DETAIL



5.3.3. MATERIAL AND COLOR SAMPLE BOARD



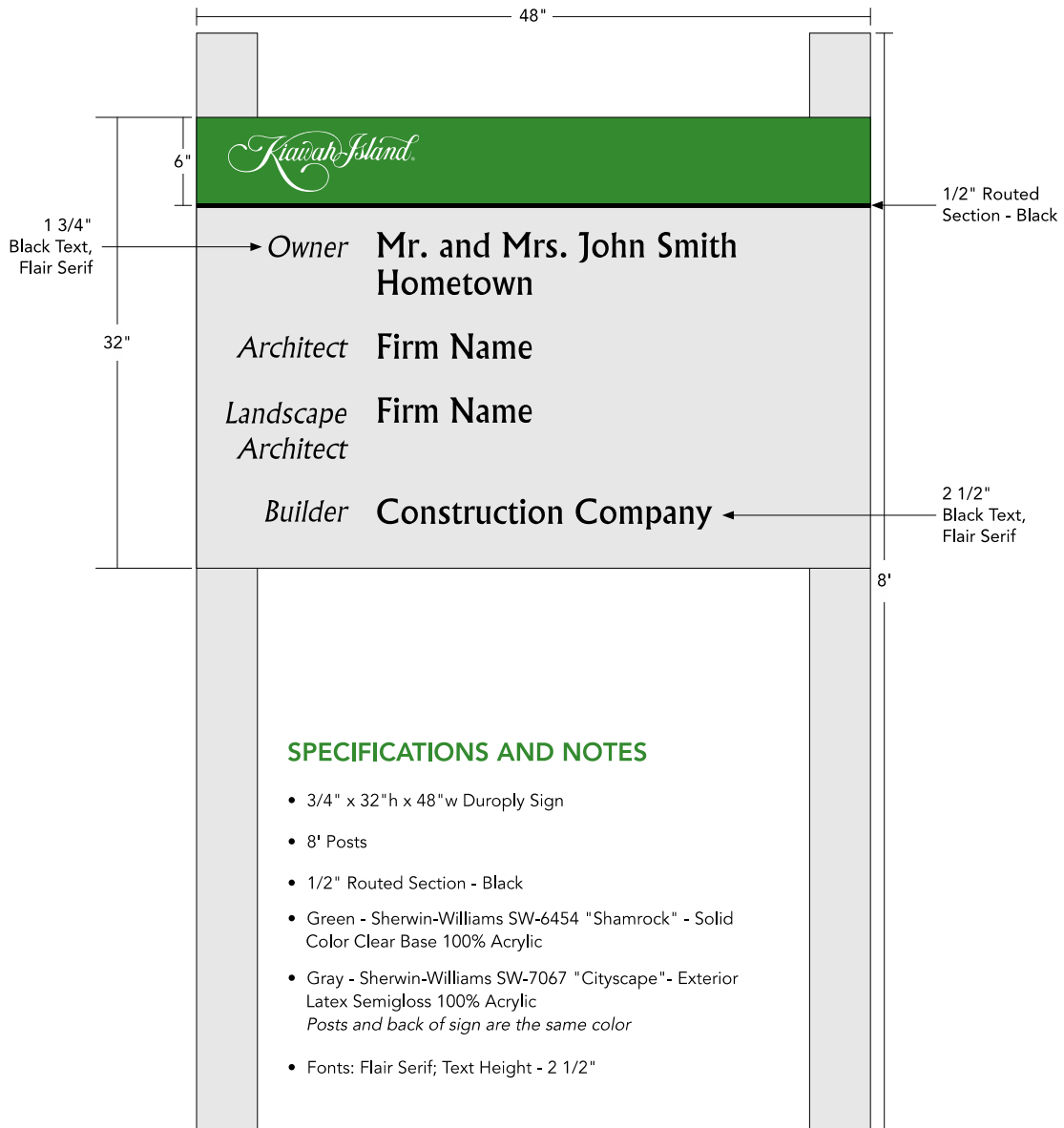
Building Materials and Finishes require a completed Onsite Color Review Form and review of Onsite Sample Board for Final Approval.

Key	Exterior Materials	Material	Manufacturer/Color
1	Roofing		
2	Primary Trim		
3	Secondary Trim		
4	Windows / Doors		
5	Window Glass	[painted black for sample]	
6	Siding		
7	Bandboard		
8	Foundation		
9	Louvers / Lattice		

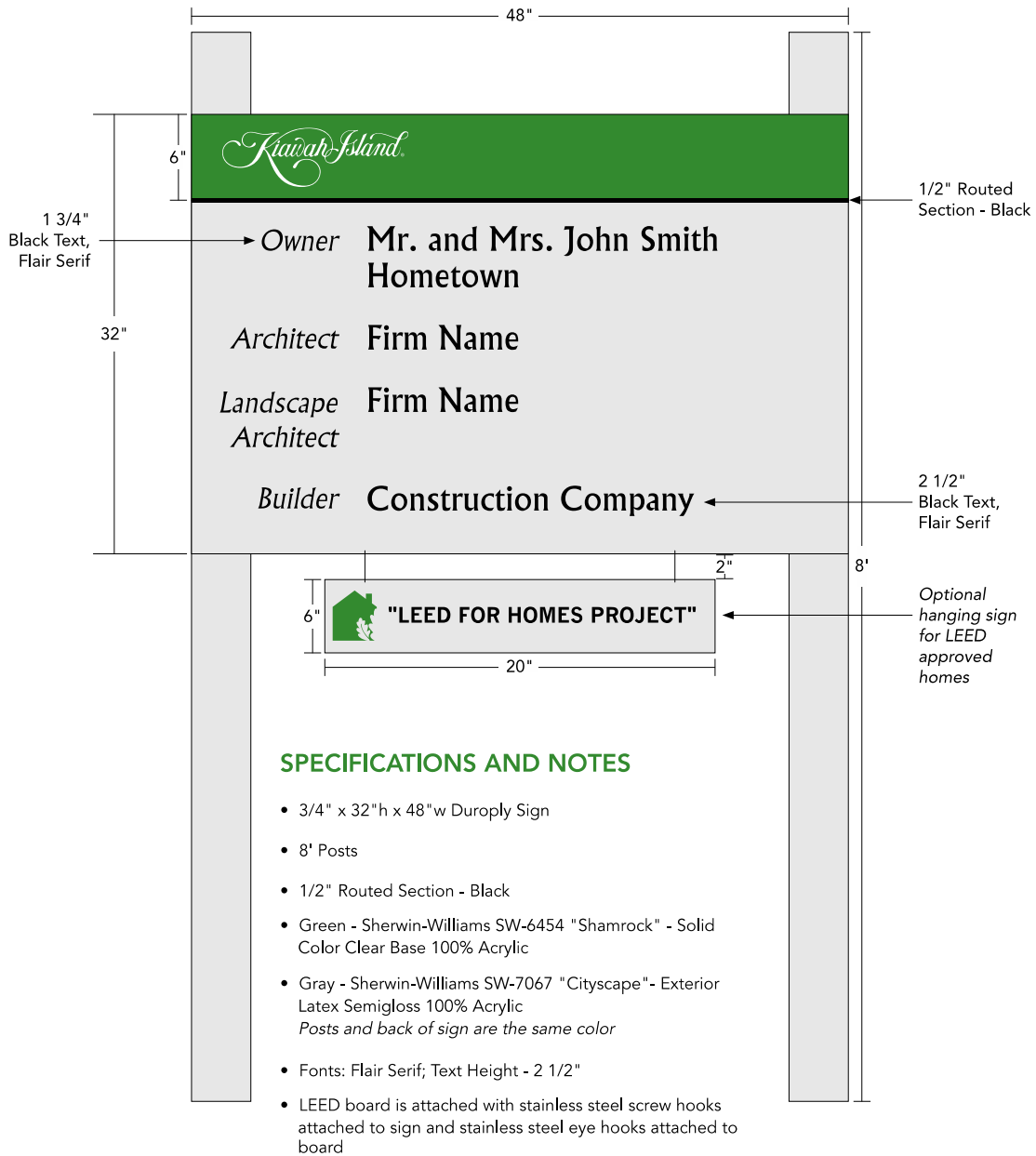
Architect: **MATERIAL SAMPLE BOARD** Property Owner:
FOR ARB FINAL REVIEW

Meeting Date: Address
Kiawah Island, SC

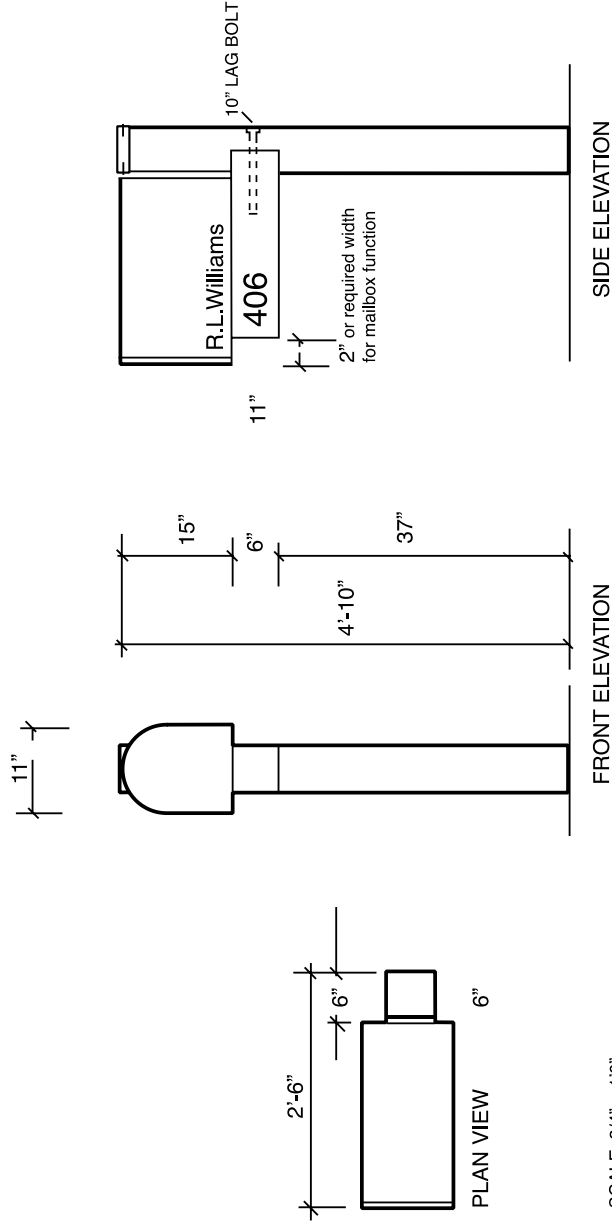
5.3.4. STANDARD CONSTRUCTION SIGN



5.3.5. CONSTRUCTION SIGN WITH GREEN BUILDING CERTIFICATION SIGN



5.3.6. STANDARD MAILBOX



SPECIFICATIONS AND NOTES:

- A mailbox is required for use at all residences. Its purpose is to give emergency service personnel and visitors a consistent device for locating names and addresses.
- The mailbox shall be #2 standard rural size. Material for the post and arm is 6" x 6" treated Yellow Pine with an overall length of 7'-0". A 10" lag bolt is required in the connection of the arm to the post.
- The graphics for the mailbox are applied with 2" white letters (Helvetica Medium). Residence name may appear on both sides of the mailbox. The graphics on the arm are flat, white, 3" hand routed numerals (Helvetica Medium).
- The mailbox shall be painted Sherwin Williams "Mailbox Blue" or approved equal. The post and arm shall be stained Pritsburg Paint's "Kiawah Brown" or approved equal.
- Care should be taken to properly treat post to prevent decay or attack from termites.
- Single-family homes shall be identified only by the graphics included on the mailbox as specified above.
- 5.7" x 5.7" x 1.2" metal cap with fasteners at front and back sides. Paint to match post color.

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