



**Case #BZA25-000007**  
**Kiawah Island BZA Meeting of May 19, 2025**

**Applicant/Property Owner:** 240 GLEN ABBEY ASSOCIATES LLC

**Representative:** Tommy Manuel

**Property Location:** 240 Glen Abbey

**TMS#:** 264-14-00-091

**Lot Size:** Total: 14,983 sqft (0.34 acres)

**Zoning District:** R-1, Residential Zoning District

**Request:** Variance request for the reduction of the required 30' rear setback by approximately 227 square feet for a proposed screened porch enclosure located at 240 Glen Abbey, Kiawah Island, SC.

**Requirement:**

Chapter 12. Land Use Planning and Zoning, Art. II. Zoning, Div. 2. Zoning Map/Districts, Sec. 12-65. - R-1, Residential District.

Required setbacks: 25' (Front); 15' (Side); 30' (Rear)

Maximum 33% Lot Coverage

The Ordinance defines Setback as "a required minimum distance from the lot line, or street right-of-way, or OCRM critical line that establishes an area within which a structure shall be erected." The Ordinance defines Rear Setback as, "the setback measured from the rear lot line."

legally nonconforming in regards to setbacks & lot coverage

**Sec. 12-65. R-1, Residential District.**

- (a) *Purpose and intent.* The purpose of the R-1 zoning district is to promote stable residential neighborhoods consisting of low density, detached, single-family dwellings and surrounding parks, golf courses, and open spaces. Activities and endeavors which might serve to mitigate against this purpose shall be prohibited or strictly regulated.
- (b) *District regulations.* The following apply to all dwelling units in the R-1 zoning district:
  - (1) The maximum density for this district is three dwelling units per acre;
  - (2) All required parking shall be enclosed;
  - (3) Open storage is prohibited;
  - (4) Lot standards (setbacks, lot coverage, etc.) for single-family detached dwellings on existing platted lots that are included in article VII of this chapter, the Kiawah Island Property Setback Requirements Appendix, dated 7-10-2007, incorporated herein by reference and adopted hereto as said article VII shall apply in lieu of the setback requirements in table 2B following subsection (b)(6) of this section;
  - (5) Lot standards (setbacks, lot coverage, etc.) for single-family detached dwellings not covered by subsection (b)(4) of this section are listed in table 2B following subsection (b)(6) of this section and table 2C following section 12-66(b)(8);
  - (6) Authorized uses are listed in table 3A in section 12-102(c).

Table 2B. Lot Standards for R-1 Single-Family Detached Dwellings								
Lot Size (square feet)	Maximum Lot Coverage	Depth (feet)	Width (feet) <sup>(1)</sup>	Minimum Yard Setbacks (feet)			Maximum Height	
				Front <sup>(2)</sup>	Side <sup>(3)(5)</sup>	Rear <sup>(4)</sup>	(stories)	(feet)
8,000—11,999	40 percent	100	60	25	10	25	2.5	40
12,000+	33 percent	100	75	25	20	25	2.5	40
<sup>(1)</sup> For lots on cul-de-sacs or similar circumstances, the minimum width shall apply at the front yard setback line. Cul-de-sac lots shall have a minimum width of 25 feet at the street line. The minimum width of any flag lot may be reduced to 20 feet, provided that the minimum width specified in the table is provided at the front building setback line.								
<sup>(2)</sup> On corner and double-frontage lots, front setback standards will apply to each lot line that borders a street right-of-way. The rear yard setback shall apply to the opposite side of the principal structure's front main entrance. The side yard setback shall apply to the remaining sides.								
<sup>(3)</sup> A minimum of 15 feet must be provided between structures.								
<sup>(4)</sup> The minimum yard requirements shall be increased to 30 feet from any lot or parcel boundary which abuts a golf course.								
<sup>(5)</sup> Minimum setbacks in side yard for lots currently in existence and reflected on the current zoning map and fronting on Eugenia Avenue the side yard setback shall be ten feet.								

(Code 1993, § 12A-205; Ord. No. 2005-08, § 12A-205, 10-12-2005; Ord. No. 2006-10, § 2, 2-6-2007; Ord. No. 2007-05, § 2(12A-205), 7-10-2007)

**GLEN ABBEY (DEVELOPED LANDS) cont.**

187	20 (lot 186)	15	30 (lagoon)
188	20 (lot 189)	15 (lot 187) 15 (open space)	30 (lagoon)
189	25 (Glen Abbey)	15 (lot 188) 15 (open space)	20 (lot 188)
200	25 (Glen Abbey)	30 (lagoon) 15 (lot 201)	30 (lagoon)
201-211	25 (Glen Abbey)	15 (lots)	30 (lagoon)
212	20 (lot 213)	15	30 (lagoon)
213	25 (Glen Abbey)	15	20 (open space)
214	25 (Glen Abbey)	15 (lot 213) 25 (Glen Abbey)	20 (open space)
215	25 (Glen Abbey)	30 (golf) 20 (lot 216)	20 (lot 216)
216	20 (lot 215)	30 (golf) 20 (lot 217)	20 (lot 217)
217	20 (lot 216)	30 (golf) 20 (open space)	20 (open space)
229	25 (Glen Abbey)	15 (lot 230) 30 (golf)	30 (golf)
230-234	25 (Glen Abbey)	15 (lots)	30 (golf)
235	25 (Glen Abbey)	25 (Augusta Nat) 30 (lagoon)	20 (lot 159)
236	25 (Glen Abbey)	15 (lot 237) 30 (lagoon)	30 (lagoon)
<b>237-244</b>	<b>25 (Glen Abbey)</b>	<b>15 (lots)</b>	<b>30 (golf)</b>
245	25 (Glen Abbey)	15 (lot 244) 15 (bike path)	30 (golf)
246	25 (Glen Abbey)	15 (bike path) 15 (lot 247)	30 (golf)
247-252	25 (Glen Abbey)	15 (lots)	30 (golf)
253	20 (lot 254)	25 (Surfsong Rd) 15 (lot 252)	30 (golf)
254	25 (Glen Abbey)	25 (Surfsong Rd) 15 (lot 253)	20 (lot 253)

**GLEN EAGLE (DEVELOPED LANDS)**

<u>Lot</u>	<u>Front</u>	<u>Side</u>	<u>Rear</u>
312	25 (Glen Eagle)	25 (Surfsong Rd) 15 (lot 313)	30 (golf)
313-319	25 (Glen Eagle)	15 (lots)	30 (golf)
320	25 (Glen Eagle)	15	30 (lagoon)
321	25 (Glen Eagle)	15	30 (lagoon) 30 (golf)
322-327	25 (Glen Eagle)	15 (lots)	30 (golf)
328	25 (Glen Eagle)	25 (Surfsong Rd) 15 (lot 327)	30 (golf)

**GLOSSY IBIS LANE (DEVELOPED LANDS)**

<u>Lot</u>	<u>Front</u>	<u>Side</u>	<u>Rear</u>
700	40 (Glossy Ibis)	50 (Gov. Dr) 30 (lot 701)	30 (marsh)
701	40 (Glossy Ibis)	30 (lot 700) 25 (lot 702)	30 (marsh)
702	40 (Glossy Ibis)	25	30 (marsh)
703	40 (Glossy Ibis)	20	30 (marsh)
704-713	25 (Glossy Ibis)	20	30 (marsh)
714-715	25 (Glossy Ibis)	20	30 (marsh)
716	25 (Glossy Ibis)	20 (lot 715)	Contact ARB
717	25 (Glossy Ibis)	Contact ARB	Contact ARB
718	25 (Glossy Ibis)	20 (lot 717) 20 (lot 719)	30 (marsh)
719	25 (Glossy Ibis)	20 (lot 718) 20 (lot 720)	30 (marsh)
741	25 (Glossy Ibis)	20 (lot 742) 20 (easement)	30 (golf)
742-757	25 (Glossy Ibis)	15	30 (golf)
758-760	25 (Glossy Ibis)	15	30 (lot 761)
768	25 (Glossy Ibis)	25 (lot 767) 50 (Glossy Ibis)	50 (Gov. Dr)

**GOLDENEYE DRIVE (UNDEVELOPED LANDS)**

<u>Lot</u>	<u>Front</u>	<u>Side</u>	<u>Rear</u>
90	25 (Goldeneye) 25 (Bufflehead)	25	30 (lagoon)
91-100	25 (Goldeneye)	25	30 (lagoon)

Sec. 12-64. - Setbacks.

*Setback* means a required minimum distance from the lot line, or street right-of-way, or OCRM critical line that establishes an area within which a structure shall be erected.

- (1) *Contextual setbacks.* Notwithstanding the front setback requirements of the underlying zoning district, the front building line of any structure or addition to a structure may be as close to the street as the front building line of a structure located on any lot that is immediately adjacent to the subject lot. If the subject lot is located between two developed lots, the front building line of the structure that is set back further from the street shall apply to the subject lot.
- (2) *Setbacks on corner and double frontage lots.* On corner and double-frontage lots, front setback standards will apply to each lot line that borders a street right-of-way. The rear yard setback shall apply to the opposite side of the principle structure's front main entrance. The side yard setback shall apply to the remaining side(s).
- (3) *Exception to setbacks.* Every part of a required setback must be open and unobstructed from the ground to the sky except as set out in this subsection.

Driveways and walkways may be located within any required setback.

Uncovered stairs or stair landings to building entrances may extend up to five feet into any required setback.

Uncovered, at-grade patios may extend into a required setback; however, they shall maintain a minimum ten-foot distance from the property line.

Uncovered decks may extend up to five feet into any required rear yard setback.

Sills, belt courses, cornices, buttresses, eaves and other architectural features may extend up to two feet into any required setback.

Walls and retaining walls below three feet in height may be located within required setback.

In all zoning districts heating, ventilation and air conditioning (HVAC) equipment and associated HVAC stands may extend up to five feet into required side or rear setbacks only when all of the following conditions are met:

- (1) The HVAC equipment is replacing existing HVAC equipment which was originally placed below an existing structure and/or which HVAC equipment being replaced is now required to be elevated to meet the requirements of the Federal Emergency Management Agency (FEMA) and the Town of Kiawah Island Building Code;
- (2) Such HVAC equipment cannot reasonably be accommodated within the setback required by otherwise applicable zoning requirements;
- (3) The property owner has, through regular mail postmarked no later than five days in advance of applying for a Zoning Permit, notified the affected adjacent property owner(s) that are adjacent to the property line where the proposed HVAC equipment will be located, and has submitted to the Planning Director a signed affidavit stating that such property owner has notified the affected adjacent property owner(s) and proving each name and address to which notice was sent; and
- (4) A Zoning Permit is approved by the Planning Director.

(Code 1993, § 12A-204; Ord. No. 2005-08, § 12A-204, 10-12-2005; Ord. No. 2012-03, § 2, 4-3-2012; Ord. No. [2015-04](#), § 2, 4-14-2015)

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## Sec. 12-192. Nonconforming structures.

Nonconforming structures are structures or portions thereof that were lawfully erected or altered, but which do not comply with the regulations applicable to new structures in the zoning district in which they are located. This section defines the requirements for the extension, enlargement, repair, maintenance, restoration, and replacement of nonconforming structures.

- (1) *Extension or enlargement.* Except as specifically provided in this section, no person may engage in any activity that causes an increase in the extent of an existing nonconformity. Physical alteration of structures or the placement of new structures on open land is unlawful if such activity results in:
  - a. An increase in the total amount of space or building area devoted to a nonconforming use.
  - b. Greater nonconformity of dimensional restrictions such as setback requirements, height limitations, density requirements, or any other requirements prescribed in this article.
  - c. A nonconforming structure may be extended or enlarged to an extent that the costs of the extension or enlargement will not exceed 50 percent of the appraised value of the structure at the time the extension or enlargement occurs.
- (2) *Repair, maintenance, restoration, and replacement.*
  - a. If a nonconforming structure is damaged by fire, explosion, act of God, or the public enemy to an extent that the costs of repair or restoration will exceed 50 percent of its appraised value of the structure at the time the damage occurs, the damaged portions of the structure may be repaired or restored to their exact dimensional states (size, shape, building footprint, height, etc.) prior to the destruction, provided that it meets all applicable building code requirements.
  - b. If a nonconforming structure is destroyed by fire, explosion, act of God, or the public enemy, the structure may be replaced with a structure identical in size, shape (building footprint), and height, provided it meets all applicable building code requirements.
  - c. Repairs may be made to any nonconforming structure so long as the extent of any original nonconformity is not increased. Any repairs, renovation, restoration, or replacement of a structure pursuant to this section shall require a permit pursuant to Town regulations.
- (3) *Definitions.* The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

*Appraised value of a structure or improvement* means the fair market value of the structure or improvement.

*Cost of renovation, repair or restoration* means the fair market value of the materials and services necessary to accomplish such renovation, repair or restoration. The term "cost of renovation or repair or restoration" means the total cost of all such intended work, and no person may seek to avoid the intent of this chapter by doing such work incrementally or without compensation.

(Code 1993, § 12A-603; Ord. No. 94-12, § 2(12A-603, 12A-604), 9-26-1994; Ord. No. 2005-08, § 12A-603, 10-12-2005)

**Staff Review:**

The applicant and property owner, 240 Glen Abbey Associates being represented by Tommy Manuel, is requesting a variance for the reduction of the required 30' rear setback by approximately 227 square feet for a proposed screened porch enclosure located at 240 Glen Abbey, Kiawah Island, SC. (TMS# 264-14-00-091). The subject property is located within the R-1, Residential Zoning District.

The subject property is approximately 14,983 square feet (0.34 acres) in size. The subject property is developed and sits adjacent to Turtle Point Golf Course to the north. Based on Charleston County records, the home was constructed in 1984. Per Charleston County Records, the property was acquired by 240 Glen Abbey Associates in 1984. The adjacent properties to the east, the west, and to the south across Glen Abbey are located in the R-1, Residential Zoning District. Turtle Point Golf Course to the north of the Subject Property is located in the Parks and Recreation District within the Resort Overlay Zoning District. The subject property is subject to review by the Kiawah Island Architectural Review Board.

Pursuant to *Sec. 12-65. R-1, Residential District* located in the *Town of Kiawah Island Land Use Planning and Zoning Ordinance*, requires a 25' front yard setback, a 15' side yard setback and a 30' rear yard setback. The maximum allowable lot coverage for the subject property is 33%. The subject property is legally nonconforming to current zoning regulations regarding setbacks.

The applicant's proposed plans include enclosing the existing open deck for a screened-in porch. The existing lot coverage is approximately 33.7%. The proposed plans will not alter the footprint of the residence. Pursuant to the *Town of Kiawah Island Land Use Planning and Zoning Ordinance Section 12-64. Setbacks*, "*Uncovered decks may extend up to five feet into any required rear yard setback*". The existing open deck is encroaching approximately 11.2 feet into the required 30-foot rear setback, which is approximately 6.2 feet further than the 5-foot administrative relief. The proposed screened porch will maintain the same 11.2-foot encroachment as the existing open deck into the required 30-foot rear setback. The proposed lot coverage is approximately 33.7%.

Pursuant to *Sec. 12-64. Description of Zoning and regulations*, the allowable increase of Maximum Lot Coverage for the subject property is 20% of 33%, or 6.67%. The only items that qualify for the allowable increase in maximum lot coverage as determined by the Planning Director are: *a. Driveways not defined by this ordinance that utilize pervious materials. b. Pervious walks and patios. c. Raised courtyards and planters created by walls three feet or less above the adjacent grade.* The existing lot coverage is 5,049.9 square feet (33.7%). Some portions of the total lot coverage qualify as allowable increases. The proposed plans consist of two raised planters created by walls three feet or less above the adjacent grade. The total square footage of planters is approximately 169.9 square feet (1.1%). Therefore, the lot coverage total is 32.6%. The allowable increase is 1.1%. The total lot coverage with the allowable increase totals 33.7%.

The Ordinance defines Setback as “a required minimum distance from the lot line, or street right-of-way, or OCRM critical line that establishes an area within which a structure shall be erected.” The Ordinance defines Rear Setback as, “the setback measured from the rear lot line.”

The applicant has submitted to the Kiawah Island Architectural Review Board (KIARB) for review. The KIARB granted conditional approval on April 6, 2025 stating, “Significant trees both in front and at the sides of the property compress the buildable area and originally pushed the house to the rear of the lot. Given this condition, the variance to increase the rear setback encroachment was approved. The Porch addition in the footprint of the existing deck is approved to continue to the permit submittal...”

Please see the attachments for further information regarding this request. A site visit was conducted on May 2, 2025, at which time the following determinations were made regarding the Approval Criteria for Variances, as stated in Chapter 12 of the Town of Kiawah Island *Land Use Planning and Zoning Ordinance*, Article II, Division 5, Section 12-163.(4):

**Staff Findings:**

The BZA may grant a variance only if exceptional circumstances exist, and where practical difficulty or unnecessary hardship is so substantial, serious, and compelling that relaxation of the general restrictions ought to be granted. No variance shall be granted unless the applicant shall show and the BZA shall find that:

§ 12-163.(4)a.: *There are extraordinary and exceptional conditions pertaining to the particular piece of property;*

**Staff Response:** **There may be extraordinary and exceptional conditions on this property. The subject property is legally nonconforming in regard to setbacks. Per the applicant’s letter of intent, “We contend that the extraordinary and exceptional conditions pertaining to this particular piece of property are the result of two factors: 1) the original zoning and contemporaneous practice of allowing decks to extend beyond rear setbacks, and 2) the presence of mature trees at the front and right side of the property (see site plan) that are believed to have contributed to the optimal placement of the home on the lot.”**

§ 12-163.(4)b.: *These conditions do not generally apply to other property in the vicinity;*

**Staff Response:** **These conditions may be unique to the subject property and may not generally apply to other properties in the vicinity. The property is located in the R-1 Residential Zoning District. Adjacent properties along Glen Abbey are also located in the R-1 Residential Zoning District. Existing structures in the vicinity may or may not have similar encroachments based on current setback standards. Per the applicant’s letter of intent, “We**

***contend that, while they are not exclusive to this property, these conditions do not generally apply to all other properties in the vicinity.”***

§ 12-163.(4)c.: *Because of these conditions, the application of this Ordinance to the particular piece of property would effectively prohibit or unreasonably restrict the utilization of the property;*

**Staff Response:** **The application of this Ordinance to the property may prohibit or unreasonably restrict the utilization of the property. The property is considered nonconforming in regards to setbacks. Per the applicant’s letter of intent, “We contend that the application of the ordinance to this particular property would effectively prohibit and unreasonably restrict the improvement and continued utilization of the property.”**

§ 12-163.(4)d.: *The authorization of a variance will not be of substantial detriment to adjacent property or to the public good, and the character of the zoning district will not be harmed by the granting of the variance;*

**Staff Response:** **The authorization of this variance may not be of substantial detriment to the adjacent properties or the public good. The proposed additions do not increase the footprint of the existing nonconformity. Per the applicant’s letter of intent, “We contend that the authorization of a variance will not be of substantial detriment to adjacent properties or to the public good, and the character of the zoning district will not be harmed by the granting of the variance. We base this contention on three key factors: 1) the proposed improvement will occupy the existing footprint and will be modest in scale and appropriate to the massing and architectural expression of the home, 2) the presence of substantial canopy trees at the rear, both on the abutting golf course and the property itself, and 3) our desire to supplement the property’s existing vegetation with landscaping that both enhances and provides additional screening from adjacent properties.”**

§ 12-163.(4)e.: *The Board of Zoning Appeals shall not grant a variance the effect of which would be to allow the establishment of a use not otherwise permitted in a zoning district, to extend physically a nonconforming use of land, or to change the zoning district boundaries shown on the official zoning map;*

**Staff Response:** **Granting of this variance would not allow the establishment of a use not otherwise permitted in this zoning district, extend physically a non-conforming use of land, or change the zoning district boundaries. Per the applicant’s letter of intent, “We**

***contend that the granting of this variance request will not allow the establishment of a use not otherwise permitted in this zoning district as such uses are generally permissible, nor physically extend a nonconforming use of land as we seek to lessen an existing nonconforming encroachment, nor change the zoning district boundaries shown on the official zoning map.”***

§ 12-163.(4)f: *The fact that property may be utilized more profitably, should a variance be granted, may not be considered grounds for a variance;*  
**Staff Response:** **The BZA may not consider profitability when considering this variance request. Per the applicant’s letter of intent, “We contend that any profitable utilization of the property is not grounds for this variance request.”**

§ 12-163.(4)g.: *The need for the variance shall not be the result of the applicant’s own actions;*  
**Staff Response:** **The need for the variance may not be the result of the applicant’s own actions. Per the applicant’s letter of intent, “We contend that the need for the variance is not the result of the applicant’s own actions but rather to existing legally non-conforming conditions.”**

§ 12-163.(4)h.: *Granting the variance will not be contrary to the public or neighborhood interest nor will not adversely affect other property in the vicinity, nor interfere with the harmony, spirit, intent and purpose of these regulations;*  
**Staff Response:** **Granting of this variance may not be contrary to the public or neighborhood interest, may not adversely affect other property in the vicinity, nor interfere with the harmony, spirit, intent, and purpose of these regulations. The proposed variance reduces the existing deck’s encroachment beyond the setback. Per the applicant’s letter of intent, “We contend that the variance would not be contrary to the public or neighborhood interest. Additionally, nor will it adversely affect other properties in the vicinity due to the proposed reduction of the existing encroachment on the rear setback, the existence of substantial vegetation, and the Owner’s desire to supplement with additional multi-layered evergreen landscaping, which we contend is aligned with the harmony, spirit, intent and purpose of these regulations.”**

§ 12-163.(4)i.: *Granting of the variance does not substantially conflict with the Comprehensive Plan or the purposes of this Ordinance.*  
**Staff Response:** **Granting of the variance may not substantially conflict with the Comprehensive Plan or the purposes of the Ordinance. Per the**

***applicant's letter of intent, "We contend that this variance does not substantially conflict with the Town's Comprehensive Plan or the purpose of this Ordinance which aim to create a balanced, dynamic, and vibrant community that addresses the needs of its aging full-time population, and the diverse part-time and visitor demographics."***

**Board of Zoning Appeals' Action:**

The Board of Zoning Appeals may approve, approve with conditions or deny Case #BZA25-000007 (Variance request for the reduction of the required 30' rear setback by approximately 227 square feet for a proposed screened porch enclosure located at 240 Glen Abbey, Kiawah Island, SC). Based on the BZA's "Findings of Fact", unless additional information is deemed necessary to make an informed decision.

**Should the Board of Zoning Appeals consider approval of this variance request, planning staff request the following conditions of approval:**

- **The applicant shall provide a landscape plan showing adequate buffering between the proposed screened porch and the golf course.**

# Town of Kiawah Island Board of Zoning Appeals

May 19, 2025



*Town of Kiawah Island Municipal Center | 4475 Betsy Kerrison Parkway | Kiawah Island, SC 29455*

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## **CASE# BZA25-000007**

**Applicant/Property Owner:** GSB Holdings LLC

**Representative:** Tommy Manuel

**Property Location:** 240 Glen Abbey

**TMS#:** 264-14-00-091

**Zoning District:** R-1, Residential Zoning District

**Lot Size:** Total: 14,983 sqft (0.34 acres)

**Request:** Variance request for the reduction of the required 30' rear setback by approximately 227 square feet for a proposed screened porch enclosure.

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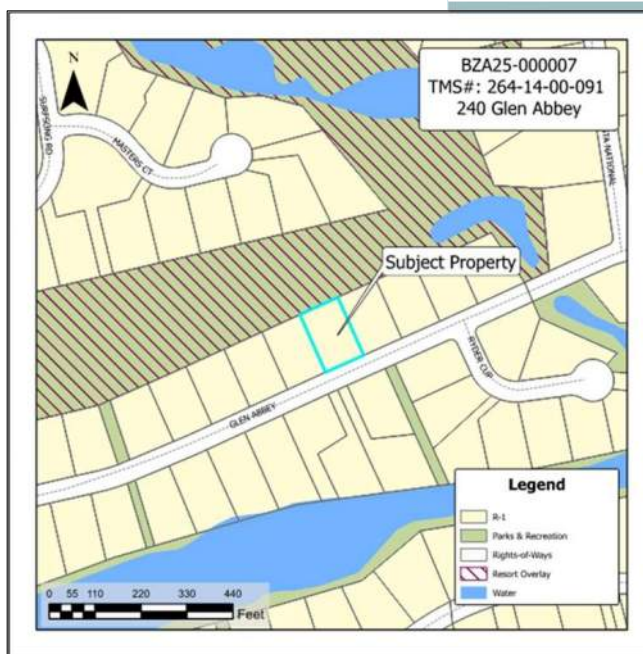
**CASE# BZA25-000007**

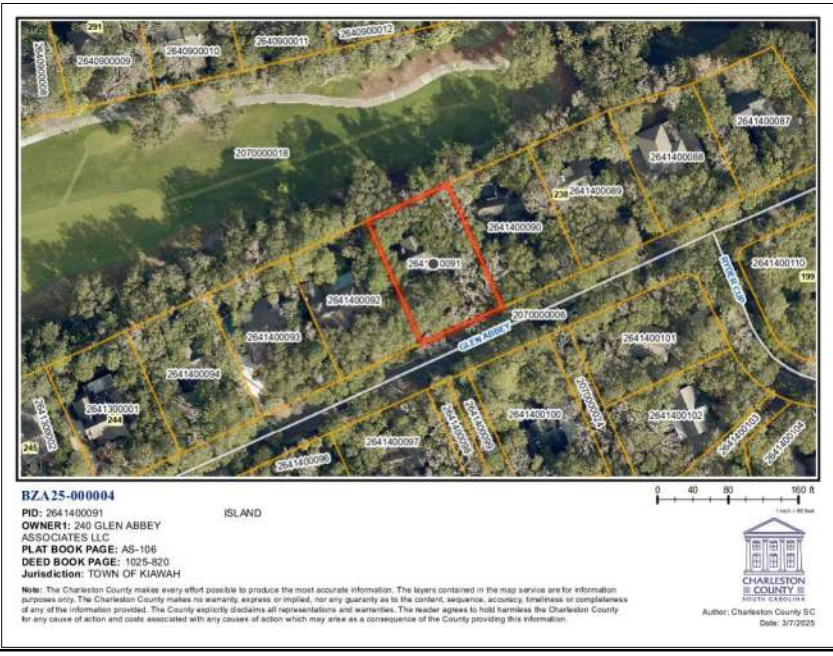
**Chapter 12. Land Use Planning and Zoning, Art. II. Zoning, Div. 2. Zoning Map/Districts, Sec. 12-65. - R-1, Residential District.**

**Chapter 12. Land Use Planning and Zoning, Art. II. Zoning, Div. 2. Zoning Map/Districts, Sec. 12-192. - Nonconforming structures.**

**Required setbacks: 25' (Front); 15' (Side); 30' (Rear)  
Maximum 33% Lot Coverage**

**The Ordinance defines Setback as “a required minimum distance from the lot line, or street right-of-way, or OCRM critical line that establishes an area within which a structure shall be erected.” The Ordinance defines Rear Setback as, "the setback measured from the rear lot line."**





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**Case # BZA25-000007**  
**BZA Meeting of May 19, 2025**  
**Subject Property: 240 Glen Abbey– Kiawah Island**

Variance request for the reduction of the required 30' rear setback by approximately 227 square feet for a proposed screened porch enclosure located at 240 Glen Abbey, Kiawah Island, SC.



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### Property Front



### Adjacent Properties



### Adjacent Properties



### Property Side



### Subject Property



### Subject Property





## Variance Approval Criteria

According to Chapter 12 of the Land Use Planning and Zoning Ordinance of the Town of Kiawah Island Code of Ordinances, Section 12-163. Variances (4) Approval Criteria, the Board of Zoning Appeals may grant a variance only if exceptional circumstances exist, and where practical difficulty or unnecessary hardship is so substantial, serious, and compelling that relaxation of the general restrictions ought to be granted. No variance shall be granted unless the applicant shall show and the BZA shall find that:

- a) There are extraordinary and exceptional conditions pertaining to the particular piece of property;
- b) These conditions do not generally apply to other property in the vicinity;
- c) Because of these conditions, the application of this Ordinance to the particular piece of property would effectively prohibit or unreasonably restrict the utilization of the property;
- d) The authorization of a variance will not be of substantial detriment to adjacent property or to the public good, and the character of the zoning district will not be harmed by the granting of the variance;

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## Variance Approval Criteria

e) The Board of Zoning Appeals shall not grant a variance the effect of which would be to allow the establishment of a use not otherwise permitted in a zoning district, to extend physically a nonconforming use of land, or to change the zoning district boundaries shown on the official zoning map;

f) The fact that property may be utilized more profitably, should a variance be granted, may not be considered grounds for a variance;

g) The need for the variance shall not be the result of the applicant's own actions;

h) Granting the variance will not be contrary to the public or neighborhood interest nor will not adversely affect other property in the vicinity, nor interfere with the harmony, spirit, intent and purpose of these regulations;

i) Granting of the variance does not substantially conflict with the Comprehensive Plan or the purposes of this Ordinance.

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## **Board of Zoning Appeals Action**

The Board of Zoning Appeals may approve, approve with conditions or deny Case #BZA25-000007 (Variance request for the reduction of the required 30' rear setback by approximately 227 square feet for a proposed screened porch enclosure located at 240 Glen Abbey, Kiawah Island, SC.) based on the BZA's "Findings of Fact", unless additional information is deemed necessary to make an informed decision.

In granting a variance, the Board of Zoning Appeals may attach to it such conditions regarding the location, character, or other features of the proposed building, structure, or use as the Board may consider advisable to protect established property values in the surrounding area, or to promote the public health, safety, or general welfare.

**Should the Board of Zoning Appeals consider approval of this variance request, planning staff request the following conditions of approval:**

- **The applicant shall provide a landscape plan showing adequate buffering between the proposed screened porch and the golf course.**

REFERENCE:  
 PLAT BY: JERRY LEE RICHARDSON  
 DATED: JULY 2, 1979  
 BOOK: AS PAGE: 106  
 RMC CHAS. CO.  
 TAX MAP No. 264-14-00-091  
 No. 240 GLEN ABBEY  
 Requested by: KEVIN NAHIGIAN

**LOT AREA**  
 14983.3 Sq. Feet  
 0.34 Acres

EXISTING LOT COVERAGE:	PROPOSED LOT COVERAGE:	NO CHANGE
BUILDING: 2444.1 Sq. Ft.	BUILDING: 2444.1 Sq. Ft.	NO CHANGE
GARAGE: 590.5 Sq. Ft.	GARAGE: 590.5 Sq. Ft.	NO CHANGE
CONC DRIVE: 937.1 Sq. Ft.	CONC DRIVE: 937.1 Sq. Ft.	NO CHANGE
FRONT STEPS: 83.2 Sq. Ft.	FRONT STEPS: 83.2 Sq. Ft.	NO CHANGE
FRONT PORCH: 65.2 Sq. Ft.	FRONT PORCH: 65.2 Sq. Ft.	NO CHANGE
WOOD DECK: 636.9 Sq. Ft.	NEW WOOD DECK: 276.6 Sq. Ft.	NO CHANGE
DECK STEPS: 33.1 Sq. Ft.	NEW SCREENED PORCH: 360.3 Sq. Ft.	NO CHANGE
HVAC: 59.9 Sq. Ft.	HVAC: 59.9 Sq. Ft.	NO CHANGE
PLANTERS: 169.9 Sq. Ft.	PLANTERS: 169.9 Sq. Ft.	NO CHANGE
TOTAL: 5049.9 Sq. Ft.	TOTAL: 5049.9 Sq. Ft.	NO CHANGE
33.7% COVERAGE	33.7% COVERAGE	33.7% COVERAGE (NO CHANGE)

TOTAL AREA OF PROPOSED ONE-STORY SCREENED PORCH BEYOND 30' REAR SETBACK: 227 Sq. Ft.

TOTAL AREA OF PROPOSED ONE-STORY SCREENED PORCH: 360.3 Sq. Ft.

AREA OF REBUILT STAIRS BEYOND 30' REAR SETBACK: 26.4 SF. FT (13.2 SF. FT. EACH)



VIEW FROM EDGE OF GOLF COURSE



VIEW FROM DECK TOWARD LEFT NEIGHBOR



VIEW FROM 2ND TEE BOX



VIEW FROM DECK TOWARD RIGHT NEIGHBOR



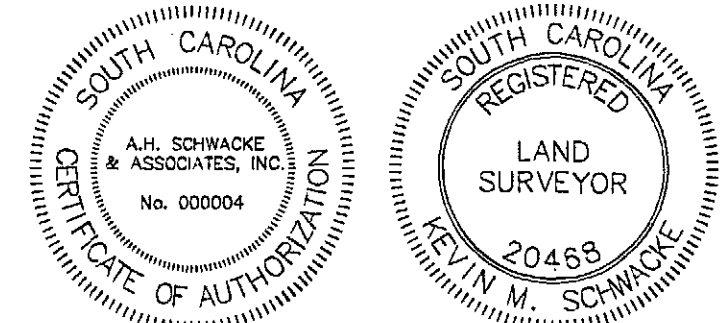
VIEW FROM DECK TOWARD GOLF COURSE

NOTES:  
 BEARING SHOWN ARE BASED ON SOUTH CAROLINA STATE PLANE COORDINATE SYSTEM, NAD 83.  
 AREA DETERMINED BY COORDINATE METHOD.  
 ELEVATIONS ARE BASED ON NAVD '88 DATUM.  
 THE PUBLIC RECORDS REFERENCED ON THIS PLAT ARE ONLY THOSE USED AND/OR NECESSARY TO THE ESTABLISHMENT OF THE BOUNDARY OF THIS PROPERTY. THEY ARE NOT AND DO NOT CONSTITUTE A TITLE SEARCH. ANYTHING SHOWN OUTSIDE THE DEFINED BOUNDARY OF THIS PLAT IS FOR DESCRIPTIVE PURPOSES ONLY.  
 TREES LABELED GENERAL TYPES WITH DIAMETER SIZE SHOWN IN INCHES. AN ARBORIST OR LANDSCAPE ARCHITECT SHOULD BE CONSULTED IF SPECIFIC NAMES OR OTHER DETAILS ARE NEEDED.  
 THE REQUIRED SETBACKS MAY BE DESIGNATED AND/OR VARIED BY THE KIAWAH ISLAND ARCHITECTURAL REVIEW BOARD. THE ARCHITECTURAL REVIEW BOARD RESERVES THE RIGHT TO GRANT VARIANCES RESPECTING SETBACK GUIDELINES AND/OR TO EXPAND THE "BUILDABLE" AREA.  
 THE PRESENCE OR ABSENCE OF U.S. ARMY CORPS OF ENGINEERS JURISDICTIONAL WETLANDS IS UNDETERMINED AS OF THE DATE OF THIS SURVEY.  
 NO SUBSURFACE OR ENVIRONMENTAL INVESTIGATION OR SURVEYS WERE PERFORMED FOR THIS PLAT, THEREFORE THIS PLAT DOES NOT REFLECT THE EXISTENCE OR NONEXISTENCE OF WETLANDS CONTAMINATION OR OTHER NONVISIBLE CONDITIONS WHICH MAY AFFECT THIS PROPERTY.  
 PROPERTY APPEARS TO BE LOCATED IN FLOOD ZONE AE (EL 9') AS PER FEMA FLOOD MAPS.  
 PANEL No. 45019C 0805X  
 DATED: JANUARY 29, 2021  
 COMMUNITY No. 450257  
 \* SETBACKS SHOULD BE VERIFIED PRIOR TO DESIGN OR CONSTRUCTION BY CONTROLLING AUTHORITY.

- LEGEND:
- I.O. IRON OLD (FOUND)
  - CMO CONCRETE MONUMENT OLD
  - CATV CABLE & TV BOX
  - EBOX ELECTRIC BOX
  - PT PROPANE TANK
  - TPED TELEPHONE PEDESTAL
  - WM WATER METER
  - +6.0 SPOT ELEVATION (NAVD '88)
  - 22" OAK 22" (DBH) OAK TREE

**SURVEYOR'S CERTIFICATION**  
 I hereby state that to the best of my knowledge, information, and belief, the survey shown hereon was made in accordance with the requirements of the Standards of Practice Manual for Surveying in South Carolina, and meets or exceeds the requirements for a Class A survey as specified therein. Also there are no visible encroachments or objections other than shown.

KEVIN M. SCHWACKE, SR. PLS  
 S.C. Registration Number 20469

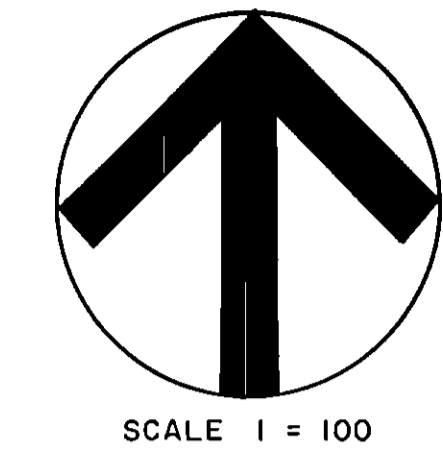
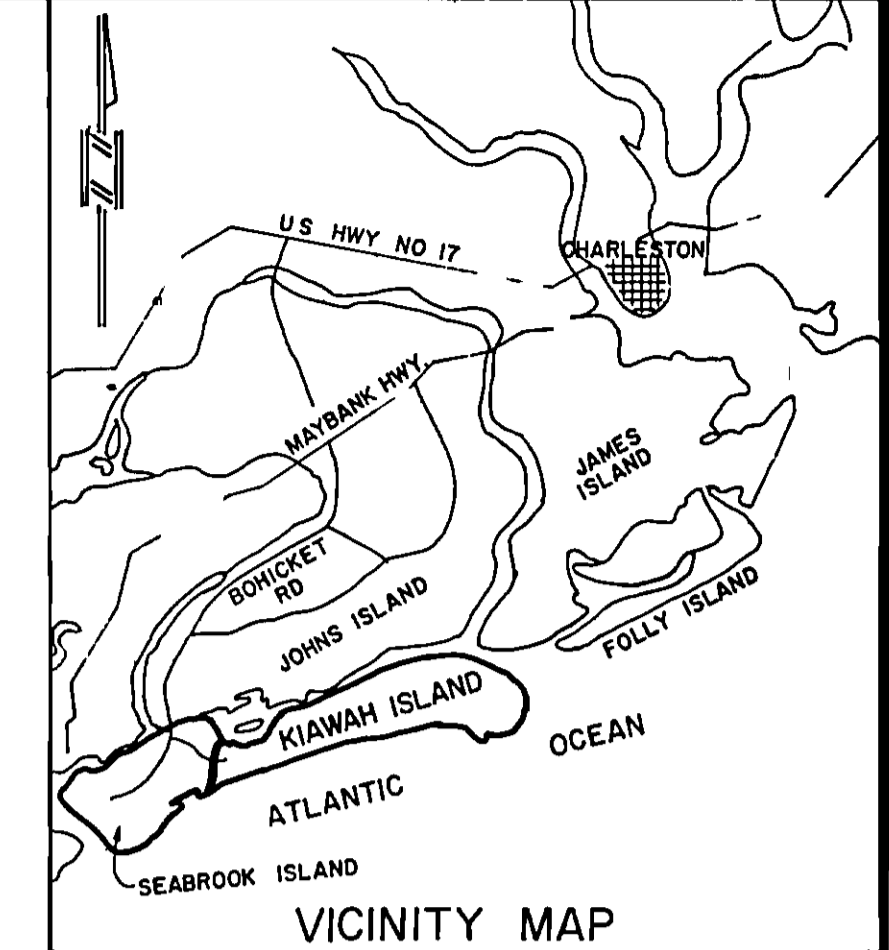
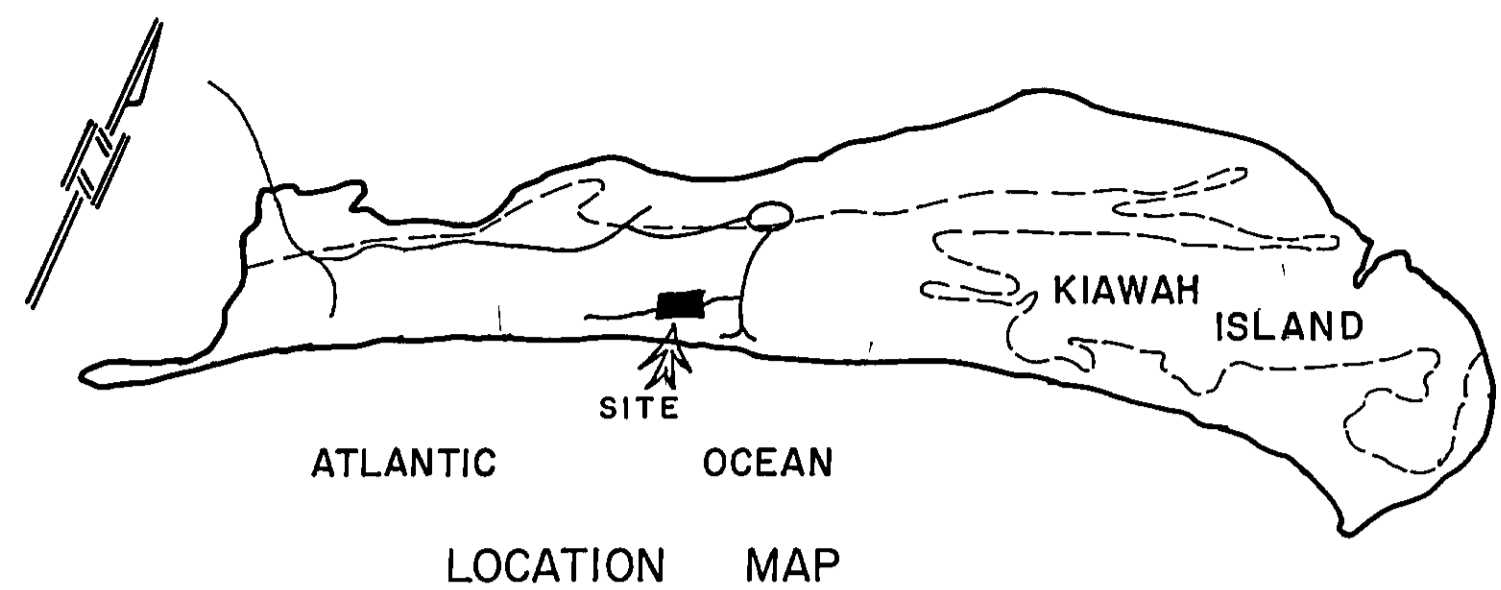


TREE & TOPOGRAPHIC SURVEY  
 LOT 240 TRACT 33 BLOCK 7 PHASE II  
 PLANATION WOODS SOUTH  
 TOWN OF KIAWAH ISLAND  
 CHARLESTON COUNTY, SOUTH CAROLINA

0 10 20 30  
 DATE: JULY 12, 2024 SCALE: 1" = 10'

# PLANTATION WOODS SOUTH 421 - PHASE II

64W119 PC 207



**PLAT OF BLOCK 7  
TRACT 33  
PLANTATION WOODS  
SOUTH-PH II  
421 SUBDIVISION  
LOCATED ON  
KIAWAH ISLAND,  
CHARLESTON  
COUNTY,  
SOUTH CAROLINA**

**OWNED BY  
KIAWAH ISLAND  
COMPANY, LTD  
KIAWAH ISLAND,  
S C 29455**

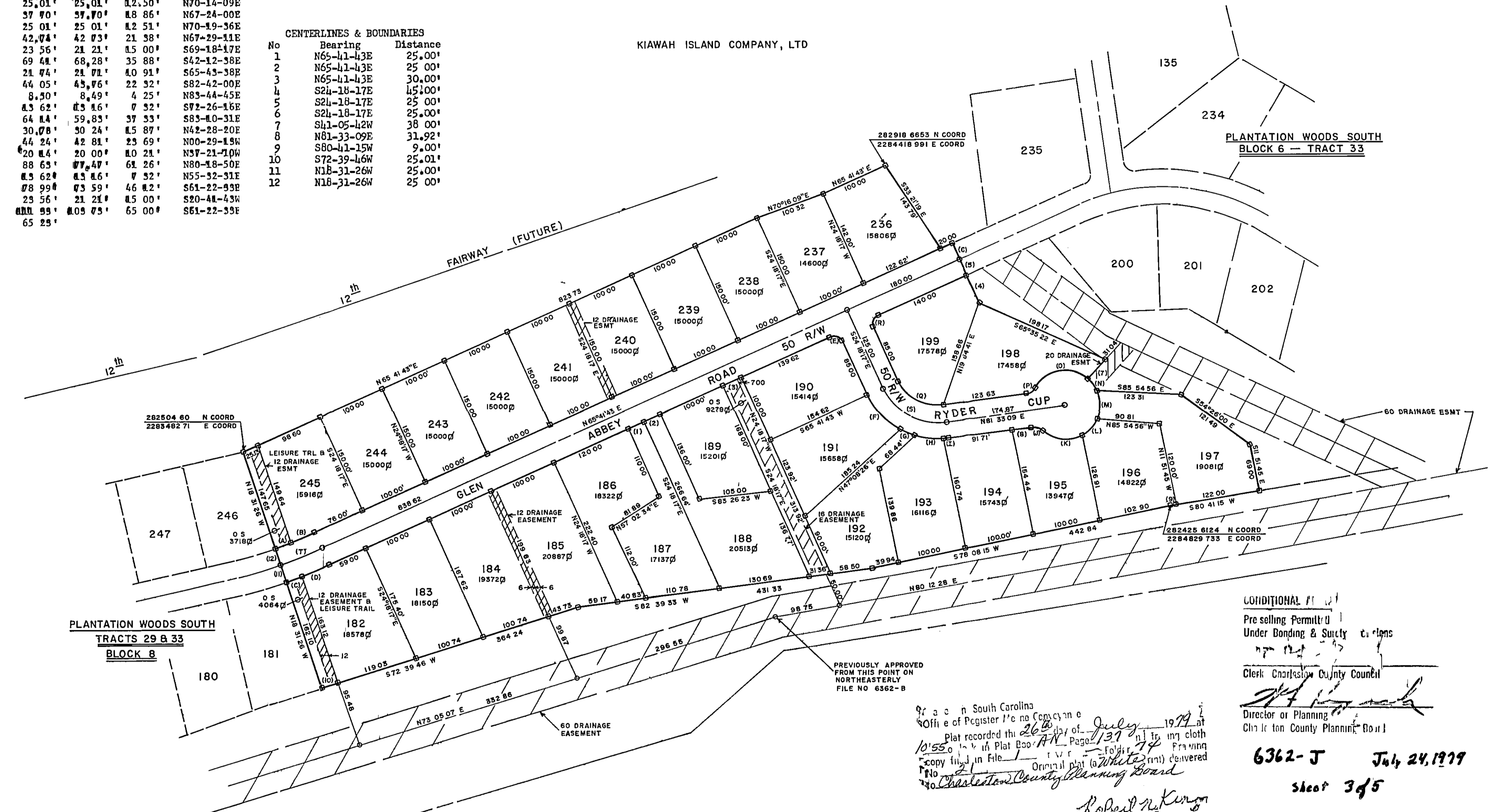
**CURVE DATA**

NO	DELTA	RAD	ARC	CHORD	TAN	CHD BRG
A	02-45-41	633.58'	25.01'	02.50'	N70-14-09E	
B	03-24-34	633.58'	37.70'	59.70'	N67-24-00E	
C	02-05-46	683.58'	25.01'	02.51'	N70-19-36E	
D	03-34-57	683.58'	42.74'	42.73'	N67-29-11E	
E	90-00-00	85.00'	23.56'	21.21'	S69-18-17E	
F	35-48-47	888.04'	69.44'	68.28'	S42-12-38E	
G	00-13-05	888.04'	21.74'	21.71'	S65-43-38E	
H	22-43-44	888.04'	44.05'	43.76'	S82-42-00E	
I	04-23-02	888.04'	8.30'	8.49'	N83-44-45E	
J	52-01-12	85.00'	83.62'	83.16'	S72-26-16E	
K	73-29-47	50.00'	64.84'	59.83'	S83-40-31E	
L	35-42-33	50.00'	30.78'	30.24'	N42-28-20E	
M	50-41-48	50.00'	44.24'	42.81'	N00-29-15W	
N	23-04-31	50.00'	20.84'	20.00'	N57-21-10W	
O	01-33-46	50.00'	88.63'	87.47'	N80-18-50E	
P	52-01-12	85.00'	83.62'	83.16'	S72-26-16E	
Q	08-08-33	61.04'	78.99'	73.59'	S61-22-93E	
R	90-00-00	85.00'	23.56'	21.21'	S60-18-43W	
S	08-08-33	86.04'	88.89'	80.75'	S61-22-33E	
T	05-40-29	658.58'	65.25'			

**CENTERLINES & BOUNDARIES**

No	Bearing	Distance
1	N65-41-43E	25.00'
2	N65-41-43E	25.00'
3	N65-41-43E	30.00'
4	S24-18-17E	45.100'
5	S24-18-17E	25.00'
6	S24-18-17E	25.00'
7	S41-05-42W	38.00'
8	N41-33-09E	31.921'
9	S80-11-15W	9.001'
10	S72-39-46W	25.01'
11	N18-31-26W	25.00'
12	N18-31-26W	25.00'

KIAWAH ISLAND COMPANY, LTD



- NOTES**
- Kiawah Island is located approximately 17 miles southwest of the city of Charleston.
  - All elevations on this plat are based on Mean Sea Level (M.S.L.).
  - Coordinate data is based on South Carolina State Plane Coordinate Grid System.
  - State Plane Coordinates are based on control monuments set by Davis & Floyd Engineers, North Charleston, S.C.
  - All lot corners and right of way P.T.'s and P.C.'s are witnessed by concrete monuments.
  - The approval of this plat does not obligate the County of Charleston in any way to accept, for maintenance, any of the roads or easements shown hereon.
  - Maintenance of roadways and drainage systems will be the responsibility of the Kiawah Island Community Association.
  - All drainage easements are in accordance with the current edition of the county road code and all lagoons have 60' drainage easements with centerline geometry as noted on plat, except where variances have been granted by the County Council.
  - Drainage and street improvements have been approved by the Charleston County Public Works Department. The sewage and water systems have been approved by the South Carolina Department Health and Environmental Control and the Charleston County Health Department.
  - All lots in this subdivision are within the Kiawah Island PD-R13 zoning classification.
  - Duration of this plat is for two years only.
  - This plat submitted under the irrevocable letter of credit provision.
  - Approval of this plat does not authorize occupancy of Kiawah Island Preliminary Plat No. 6362 as filed with Charleston County Planning Board #2 Courthouse Square, Charleston, S.C. 29401.
  - Anything shown outside the defined boundary of this particular tract is for descriptive purposes only.
  - The front, rear, and one side lot line of each lot will have a ten (10') foot easement within the lot, not to conflict with any drainage easements.

**TOTAL ACREAGE**

REG LOTS	10 961 AC
PATIO LOTS	0 000 AC
ROADS	1 815 AC
OTHER	0 000 AC
<b>TOTAL</b>	<b>12 776 AC</b>

CO	PROJ	TYPE	NO	REV
			28	

JOB NO. CH-1142  
DATE 9 MARCH 1979

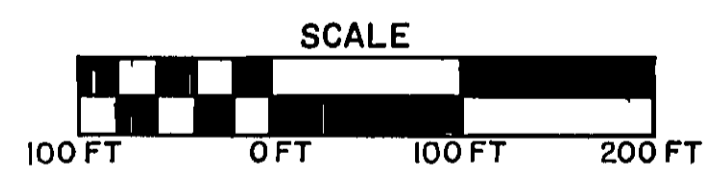
FIELD CK *[Signature]*  
OFFICE CK *[Signature]*  
DEVELOPMENT CK *[Signature]*  
PLANNING CK *[Signature]*  
EXECUTIVE CK *[Signature]*  
SALES CK *[Signature]*

**REVISIONS**

25 JUNE 1979
2 JULY 1979

CONDITIONAL PLAT  
Pre selling Permit  
Under Bonding & Surety  
Clerk Charleston County Council  
Director of Planning  
Charleston County Planning Board

6362-J July 24, 1979  
Sheet 3 of 5



**COASTAL SURVEYING CO, INC**  
BEACHWALKER OFFICE PARK  
KIAWAH ISLAND, S C

I, JERRY LEE RICHARDSON, A REGISTERED SURVEYOR OF THE STATE OF SOUTH CAROLINA DO HEREBY CERTIFY THAT I HAVE SURVEYED THE PROPERTY SHOWN HEREON AND THAT THIS PLAT SHOWS THE TRUE DIMENSIONS OF THE PROPERTY AND THAT ALL NECESSARY MARKERS HAVE BEEN INSTALLED AND THE PRECISION IS 1/20,000

*[Signature]*  
JERRY L. RICHARDSON  
REGISTERED SURVEYOR  
NO. 4784  
P.O. BOX 5924  
HILTON HEAD ISLAND, S.C. 29928



**LEGEND**

□	CONCRETE MONUMENT WITH BRASS PIN
—	PROPERTY LINE
///	DRAINAGE AND/OR UTILITY EASEMENT
OS	OPEN SPACE
⊥	AREA IN SQUARE FEET

VANDERHORST SUBDIVISION  
PORTION OF  
TRACTS 34 & 42



**PROJECT:**

**240 GLEN ABBEY ADDITION**

240 GLEN ABBEY  
KIAWAH ISLAND, SC 29455

**OWNER:**

**240 GLEN ABBEY ASSOCIATES LLC**

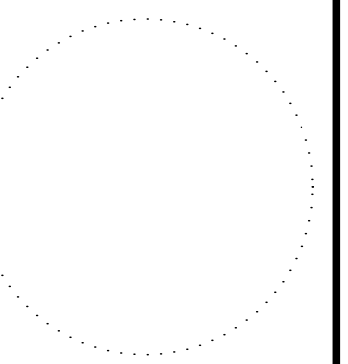
4220 COLONY PLAZA  
CHARLOTTE, NC 28211



**TOMMY MANUEL ARCHITECT**

420 E CHURCH ST  
ORLANDO, FL 32801  
(843) 790-4309

INFO@MANUELARCHITECTURE.COM  
MANUELARCHITECTURE.COM



TOMMY MANUEL  
LIC. NO.: AR8752

**CONSULTANTS:**

**DRAWING STATUS:**

**TOKI BZA REVIEW**

DISCLAIMER: THESE DOCUMENTS IN WHOLE AND IN PART ARE PROTECTED BY FEDERAL COPYRIGHT LAWS. ANY USE OF THE INFORMATION CONTAINED HEREIN BEYOND THE ONE-TIME USE IN THE CONSTRUCTION OF THE PROJECT, OR ANY DUPLICATION, PUBLICATION, SALE OR DISTRIBUTION OF ANY PART, WITHOUT THE PRIOR WRITTEN CONSENT OF THE ARCHITECT REPRESENTS A VIOLATION OF FEDERAL LAWS SUBJECT TO THE PRESCRIBED PENALTIES.

1" ACTUAL  
IF THE ABOVE DIMENSION DOES NOT MEASURE ONE INCH (1") EXACTLY, THIS DRAWING WILL HAVE BEEN ENLARGED OR REDUCED, AFFECTING ALL LABELED SCALES.

**REVISIONS**

ID	DATE	DESCRIPTION

DATE: 2025/4/8

SCALE: AS NOTED

DRAWN BY: TM

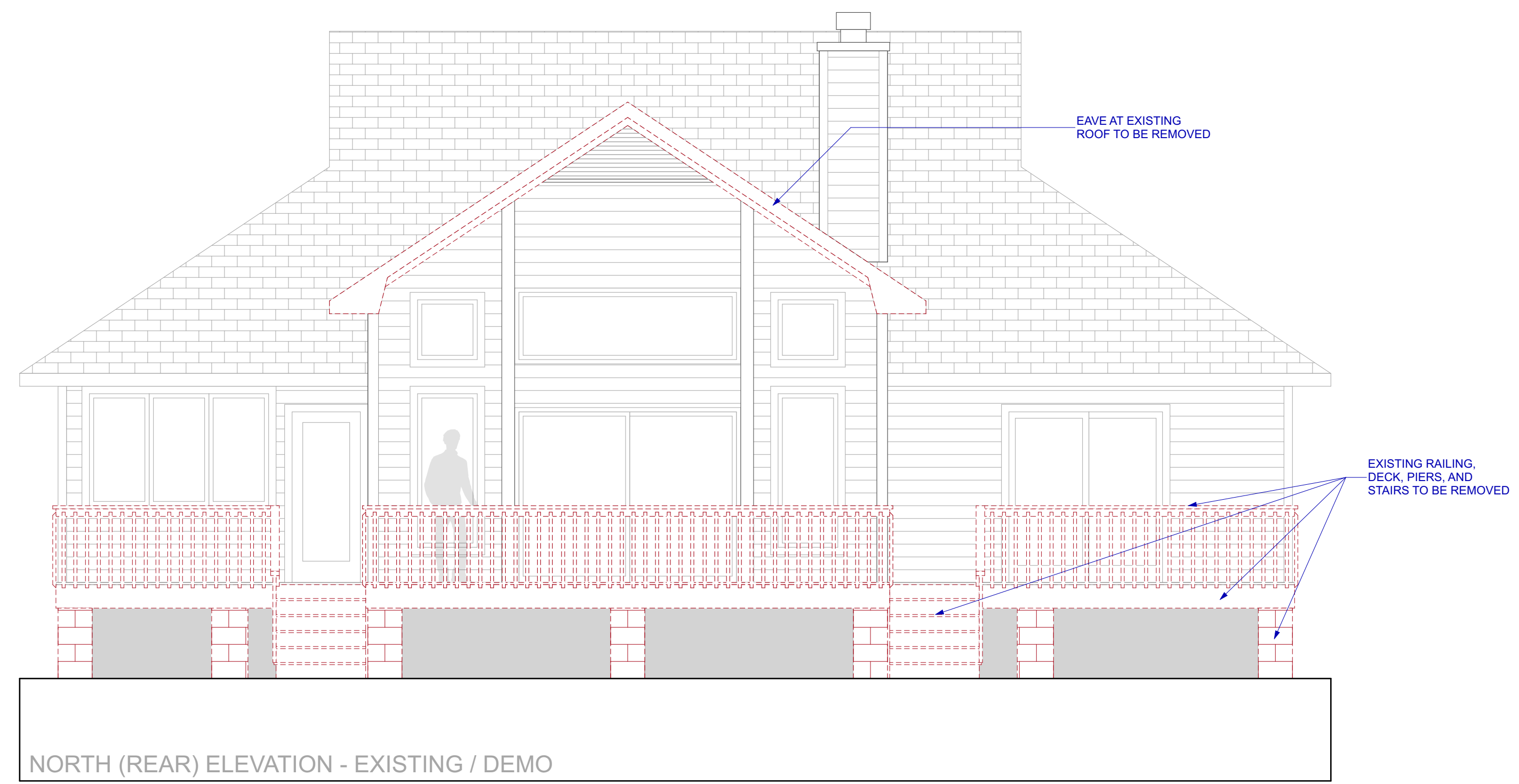
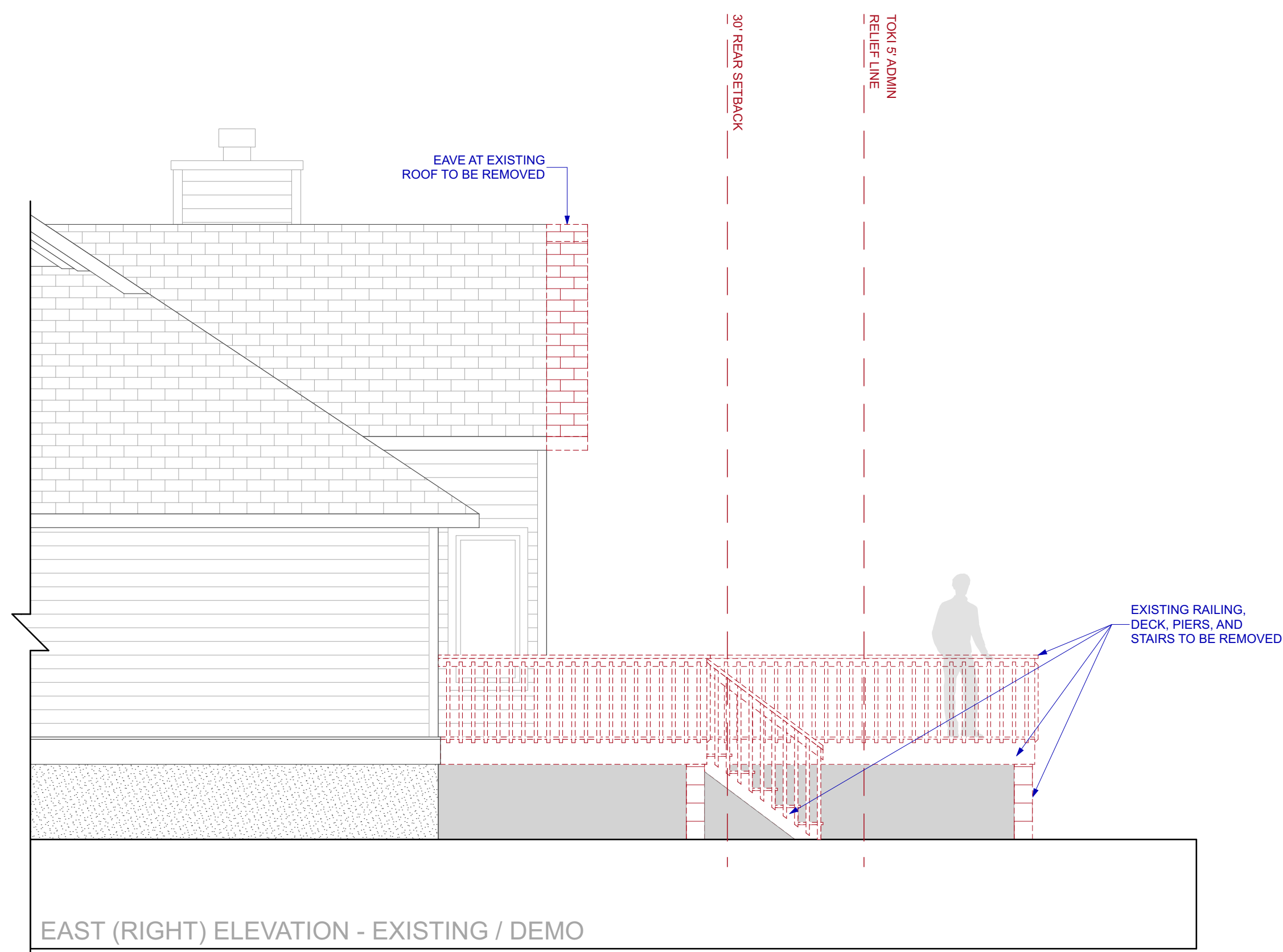
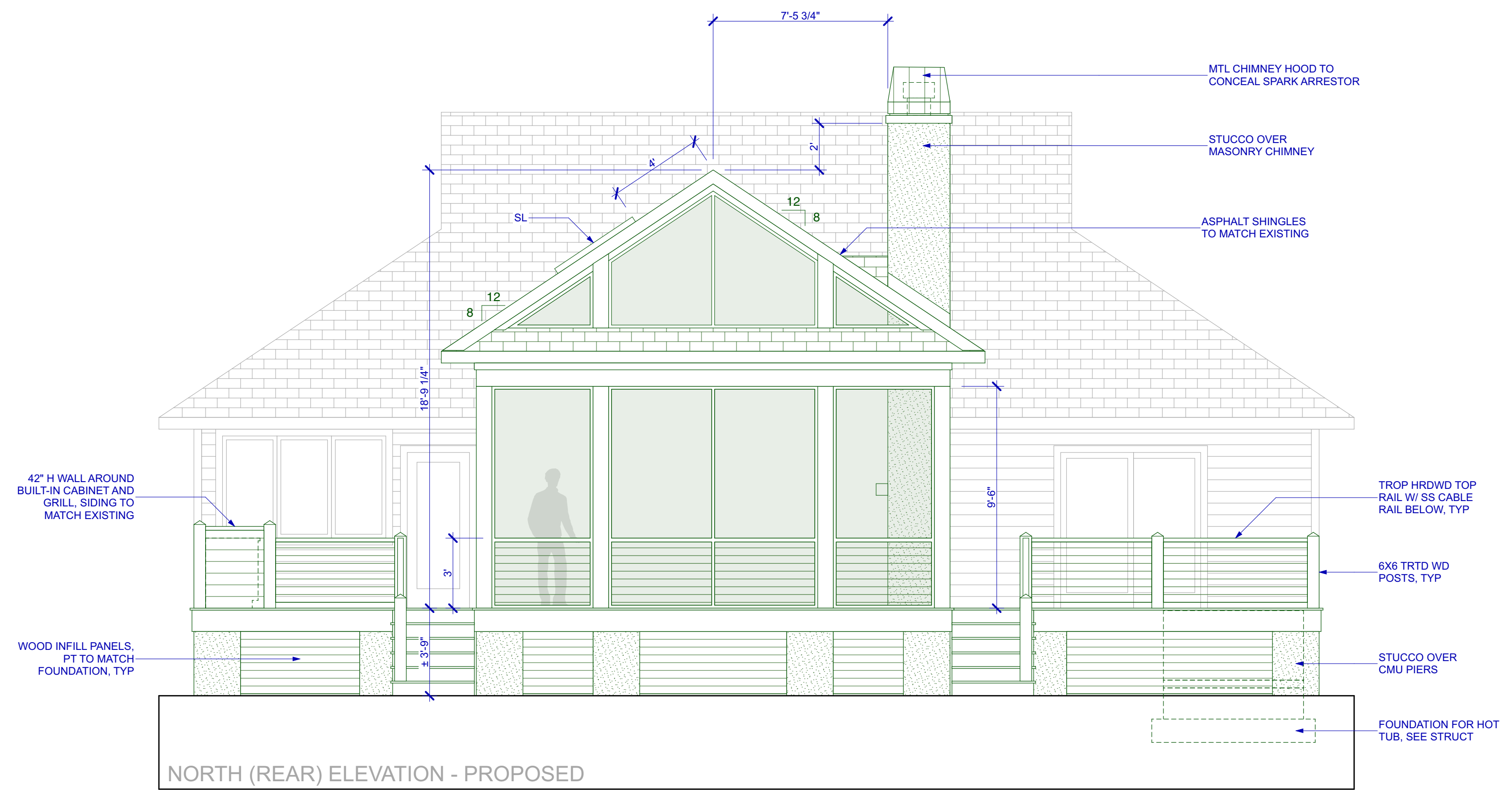
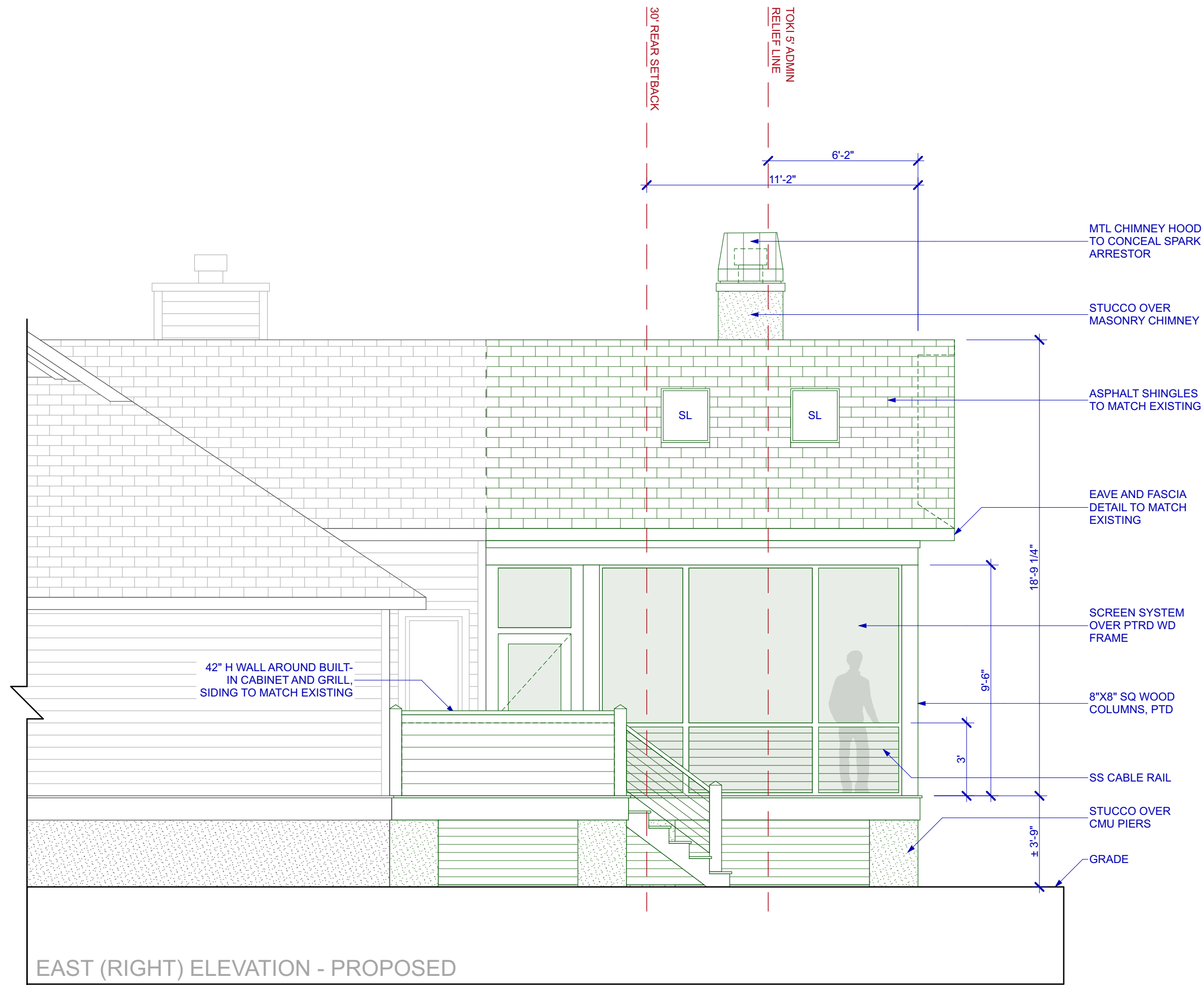
CHECKED BY: TM

PROJECT NO.: 2408

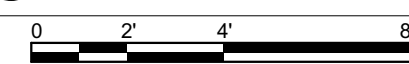
**ELEVATIONS**

**A1.4**

PRINTED ON: 6/12/18



**1 EXTERIOR ELEVATIONS**  
SCALE: 1/4" = 1'-0"



**PROJECT:**

**240 GLEN ABBEY ADDITION**

240 GLEN ABBEY  
KIAWAH ISLAND, SC 29455

**OWNER:**

**240 GLEN ABBEY ASSOCIATES LLC**

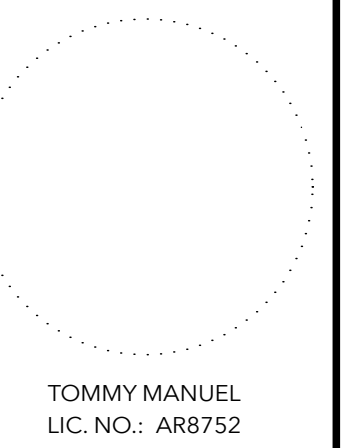
4220 COLONY PLAZA  
CHARLOTTE, NC 28211



**TOMMY MANUEL ARCHITECT**

420 E CHURCH ST  
ORLANDO, FL 32801  
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**CONSULTANTS:**

**DRAWING STATUS:**

**TOKI BZA REVIEW**

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1" = ACTUAL

IF THE ABOVE DIMENSION DOES NOT MEASURE ONE INCH (1") EXACTLY, THIS DRAWING WILL HAVE BEEN ENLARGED OR REDUCED, AFFECTING ALL LABELED SCALES.

**REVISIONS**

ID	DATE	DESCRIPTION

DATE: 2025/4/8

SCALE: AS NOTED

DRAWN BY: TM

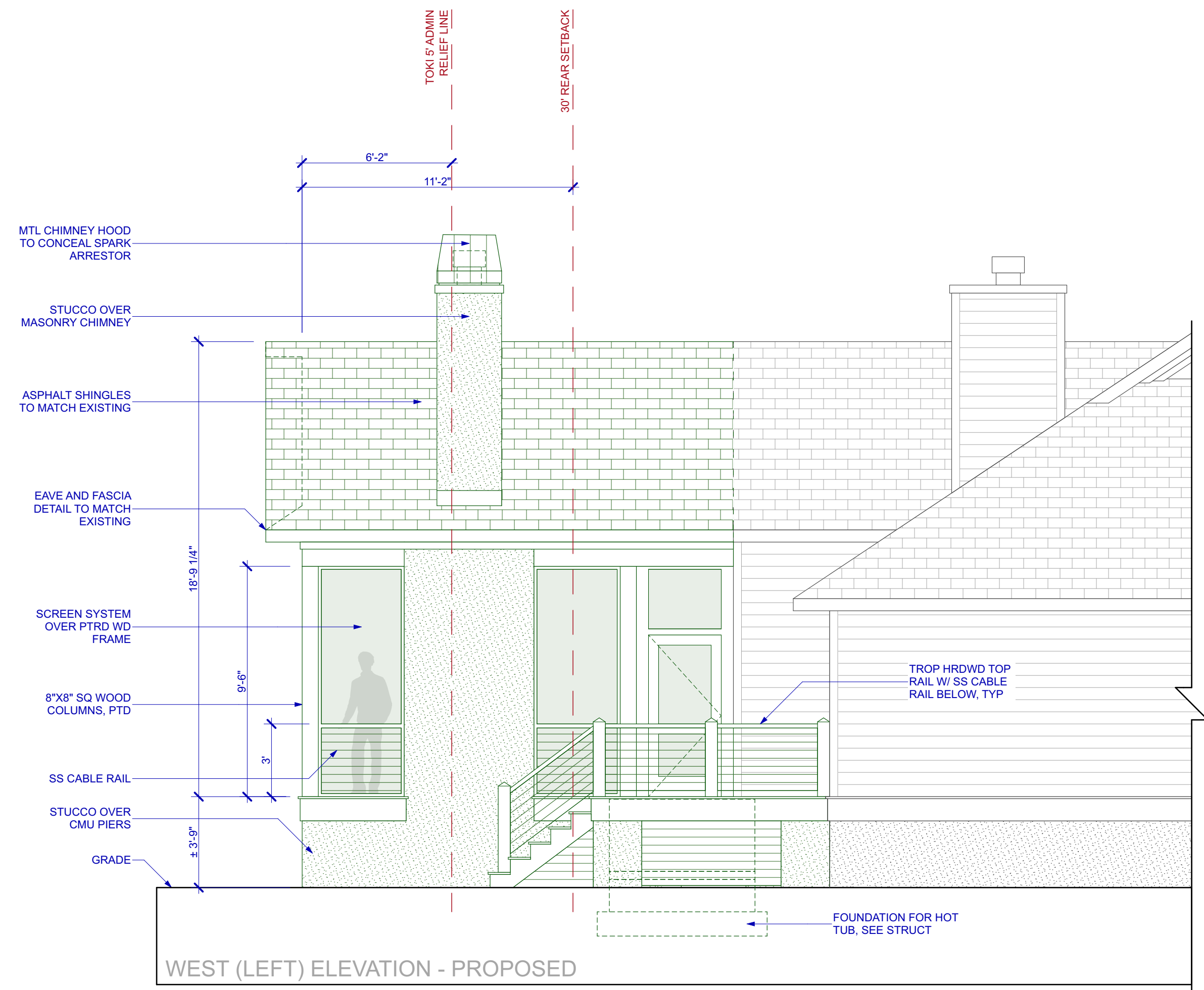
CHECKED BY: TM

PROJECT NO.: 2408

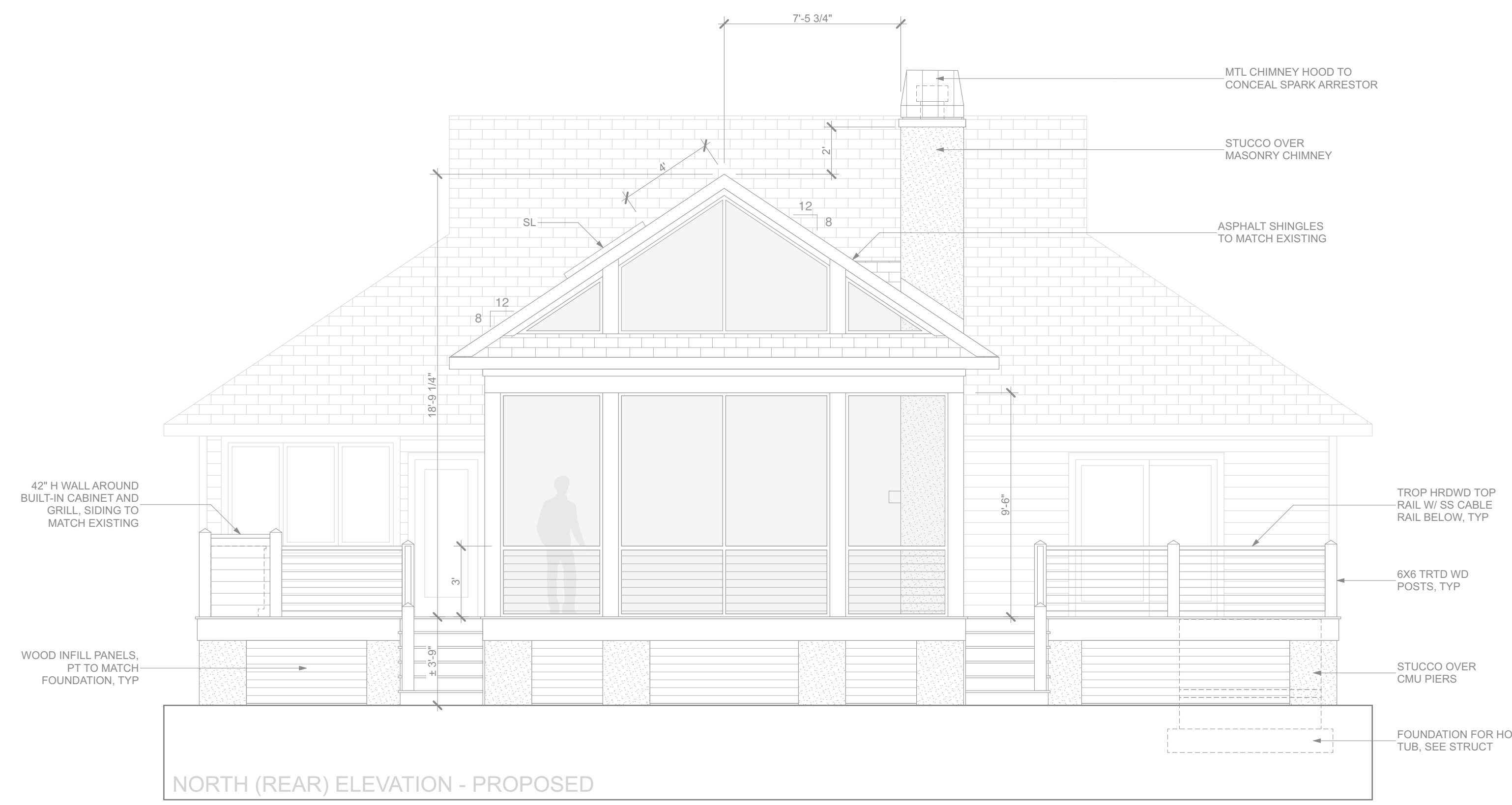
**ELEVATIONS**

**A1.5**

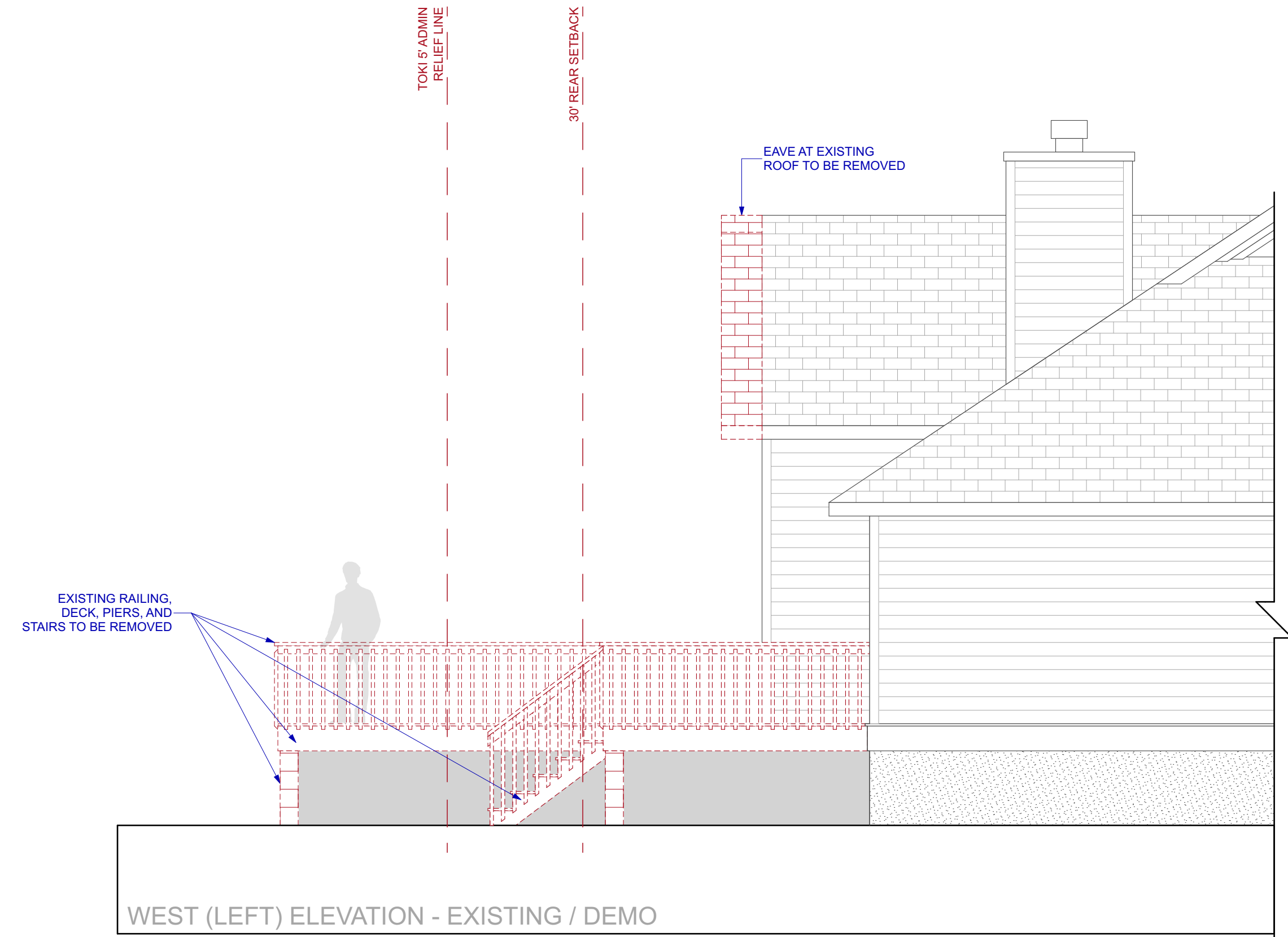
PRINTED ON: 6/12/18



WEST (LEFT) ELEVATION - PROPOSED



NORTH (REAR) ELEVATION - PROPOSED



WEST (LEFT) ELEVATION - EXISTING / DEMO



NORTH (REAR) ELEVATION - EXISTING / DEMO

**1** EXTERIOR ELEVATIONS

SCALE: 1/4" = 1'-0"

/Users/tommymanuel/Documents/TMA/3 Services/1 Projects/2 Active/2408 [240 Glen Abbey]2 Working Files/Architect/AC Files/2408 [240 Glen Abbey]V2.rvt



TOMMY MANUEL ARCHITECT

## LETTER OF INTENT

TOWN OF KIAWAH VARIANCE APPROVAL CRITERIA: 240 GLEN ABBEY  
(TOKI Land Use Planning & Zoning Ordinance, Sec. 12-163.(4))

VARIANCE REQUEST: Approval of a one-story screened porch addition to occupy the footprint of an existing deck originally constructed beyond the rear building setback.

- A. There are extraordinary and exceptional conditions pertaining to the particular piece of property;
  - a. We contend that the extraordinary and exceptional conditions pertaining to this particular piece of property are the result of two factors: 1) the original zoning and contemporaneous practice of allowing decks to extend beyond rear setbacks, and 2) the presence of mature trees at the front and right side of the property (see site plan) that are believed to have contributed to the optimal placement of the home on the lot.
- B. These conditions do not generally apply to other property in the vicinity;
  - b. We contend that, while they are not exclusive to this property, these conditions do not generally apply to all other properties in the vicinity.
- C. Because of these conditions, the application of the ordinance to the particular piece of property would effectively prohibit or unreasonably restrict the utilization of the property;
  - c. We contend that the application of the ordinance to this particular property would effectively prohibit and unreasonably restrict the improvement and continued utilization of the property.
- D. The authorization of a variance will not be of substantial detriment to adjacent property or to the public good, and the character of the zoning district will not be harmed by the granting of the variance;
  - d. We contend that the authorization of a variance will not be of substantial detriment to adjacent properties or to the public good, and the character of the zoning district will not be harmed by the granting of the variance. We base this contention on three key factors: 1) the proposed improvement will occupy the existing footprint and will be modest in scale and appropriate to the massing and architectural expression of the home, 2) the presence of substantial canopy trees at the rear, both on the abutting golf course and the property itself, and 3) our desire to supplement the property's existing vegetation with landscaping that both enhances and provides additional screening from adjacent properties.
- E. The Board of Zoning Appeals shall not grant a variance the effect of which would be to allow the establishment of a use not otherwise permitted in a zoning district, to extend physically a nonconforming use of land, or to change the zoning district boundaries shown on the official zoning map;
  - e. We contend that the granting of this variance request will not allow the establishment of a use not otherwise permitted in this zoning district as such uses are generally permissible, nor physically extend a nonconforming use of land as we seek to lessen an existing nonconforming encroachment, nor change the zoning district boundaries shown on the official zoning map.
- F. The fact that property may be utilized more profitably, should a variance be granted, may not be considered grounds for a variance;
  - f. We contend that any profitable utilization of the property is not grounds for this variance request.
- G. The need for the variance shall not be the result of the applicant's own actions;
  - g. We contend that the need for the variance is not the result of the applicant's own actions but rather to existing legally non-conforming conditions.

- H. Granting the variance will not be contrary to the public or neighborhood interest nor will it adversely affect other property in the vicinity, nor interfere with the harmony, spirit, intent and purpose of these regulations; and
  - h. We contend that the variance would not be contrary to the public or neighborhood interest. Additionally, nor will it adversely affect other properties in the vicinity due to the proposed reduction of the existing encroachment on the rear setback, the existence of substantial vegetation, and the Owner's desire to supplement with additional multi-layered evergreen landscaping, which we contend is aligned with the harmony, spirit, intent and purpose of these regulations.
- I. Granting of the variance does not substantially conflict with the Comprehensive Plan or the purposes of this Ordinance.
  - i. We contend that this variance does not substantially conflict with the Town's Comprehensive Plan or the purpose of this Ordinance which aim to create a *balanced, dynamic, and vibrant community that addresses the needs of its aging full-time population, and the diverse part-time and visitor demographics.*

**ARCHITECT**



---

*(Signature)*

Tommy Manuel, *Architect*

---

*(Printed name and title)*



April 6, 2025

240 Glen Abbey Associates, LLC  
240 Glen Abbey  
Kiawah Island, SC 29455

PHYSICAL ADDRESS  
253 Gardeners Circle, Suite 200  
Johns Island, SC 29455

MAILING ADDRESS  
130 Gardeners Circle, Suite 123  
Johns Island, SC 29455

Re: **MAJOR IMPROVEMENT REVIEW and VARIANCE**  
Address: 240 Glen Abbey  
ARB Action: Approved

To Whom It May Concern,

Thank you for your submittal to the Kiawah Island Architectural Review Board for review of Improvements to your home at 240 Glen Abbey. Significant trees both in front and at the sides of the property compress the buildable area and originally pushed the house to the rear of the lot. Given this condition, the variance to increase the rear setback encroachment was approved. The Porch addition in the footprint of the existing deck is approved to continue to the permit submittal with the following comments and conditions in keeping with the guidelines:

- L1. A proposed landscape plan, showing revegetation of areas impacted by construction and new plantings as needed to meet current ARB Standards and Guidelines, should be submitted for review and approval 60 days prior to landscape installation. Please review the landscape requirements of the Design Guidelines.
- L2. Please note that no trees have been approved for removal. If you propose tree removals or major impact to trees, this should be submitted for approval to the ARB.
  
- A1. Our files note unapproved garage doors at the property. If still in place, approvable doors will be required and should be noted on the permit set.
- A2. Please adjust the eave and fascia detail at the rear of the new porch. Please express the eave independently of the fascia.
- A3. Please note that floodlights are discouraged on homes at Kiawah Island. Please limit the use of flood lights to no more than two fixtures, located in areas of pedestrian traffic. Alternate exterior lighting may be more appropriate at some existing floodlight locations.
- A4. Please note that exterior light fixtures other than flood lights are required to screen any direct view of light bulbs. Fixtures designed to display light bulbs are required to use obscure glass. All new and existing exterior fixtures at your property should conform to this requirement. Please submit cut sheets for proposed new and replacement fixtures.
- A5. All exterior materials, colors, and other finishes should match those of the existing house. If different materials or colors are proposed, please submit a material and color palette for approval. Prior to commencement of work, please submit an Onsite Color Review Form and provide accessible color samples of proposed materials and finishes onsite for field review. Please refer to the Design Guidelines, *Designing with Nature*, when making color selections. The design guidelines can be downloaded at [KiawahARB.com](http://KiawahARB.com).
- A6. Should a total repaint of the home in the current color palette be desired, please note that existing colors will need to be evaluated for compliance with ARB guidelines. Should a

repaint of the home in a new color palette be desired, please submit a color palette for approval. Prior to commencement of work, please submit an Onsite Color Review Form and provide accessible color samples of proposed materials and finishes onsite for field review. Please refer to your neighborhood's approved colors when making color selections.

- A7. Color Guidelines – Cementitious siding products must be a minimum value of 5 on the ARB Value Finder and trim color must be within 3 values of siding color. Bandboards must be painted to match either the foundation or the siding color and are not permitted to be the trim color. Additionally, corner boards must be painted out in the siding color and HVAC stand and any downspouts must be painted out in the color of the material to which they are adjacent. Garage doors and garage door trim must be painted to match the adjacent cladding.
- A8. Tankless water heaters, if any, are required to be architecturally screened or located in an area where they are not visible.

For the Permit Submittal, please submit one (1) digital copy of sealed drawings including a Tree Protection Plan, a completed Construction Application Deposit & Agreement Form, construction deposits, the Review Fee, and a KICA Encroachment Permit to this office at [ARB@Kiawah.com](mailto:ARB@Kiawah.com). Tree Protection fencing must be installed at time of Permit Submittal. When these items are received and Tree Protection fencing is verified, an ARB approval stamp and Building Permit will be issued for the project.

Thank you again for your submittal to the Kiawah Island Architectural Review Board. Please contact the ARB office if we can be of any assistance during the Permit Process for your home improvements.

Sincerely,

A handwritten signature in cursive script that reads "Jane Maybank". The signature is written in black ink and is positioned above the typed name and title.

Jane Maybank, Director  
On behalf of the KIARB

cc: Property File  
encl: Construction Application and Deposit Form