

Timothy J. Hanney

RIVER OAKS RECREATON ASSOCIATION (RORA) RULES AND REGULATIONS

Violations of these general rules could result in fines up to \$1,500 and loss of membership privileges.

1. All River Oaks recreational facilities are for the exclusive use and enjoyment of River Oaks members and their guests. **All in-town guests must be accompanied by a RORA member.** Because the River Oaks facilities are for the enjoyment of members, in-town guests should be limited. Discretion should be exercised and sensitivity to member's enjoyment should be a first priority.

Note: The Board of Directors has the right to limit the number of guests that may accompany any member at any time.

2. No pets or animals (with the exception of service animals) are permitted within the enclosed pool area, clubhouse, or tennis courts.
3. RORA is not responsible for any personal property loss or damage which may occur on or within the recreation area.
4. No dumping of garbage, lawn clippings, tree limbs or other refuse is allowed on RORA common property or undeveloped lots. This is considered littering and will be prosecuted accordingly.
5. All exterior architectural modifications and additions must be approved by the RORA Board of Directors. The first step for any modification and/or addition begins by contacting the property manager. (refer to by-laws, page 14, Schedule-1, Article I)
6. The speed limit on all River Oaks street is 25 miles per hour.
7. Club house parking is reserved for residents and guests using the clubhouse, pool and tennis court only. No loitering is permitted. Violators will be considered trespassing on private property and may be subject to prosecution or towing of vehicle at owner's expense.
8. Installation of satellite dishes must be coordinated through normal processes. Dishes are to be installed on the back of homes, out of site of the street, unless such placement prevents reception. Should a homeowner place or have placed a satellite dish without architectural review, the Board of Directors will review the placement of the satellite dish and can require relocation at the expense of the homeowner.
9. No above ground pools are permitted even if out of view of neighbors.
10. In ground pools must have a River Oaks approved fence and screening around them to keep pool and bathers out of sight of neighbors.
11. Fireworks are prohibited in the neighborhood even on holidays.
12. Homes shall be used for residential dwelling purposes or any home occupation use allowed according to county ordinances. However, no home occupation use shall be allowed if it causes unreasonable disturbance to other owners.

RORA Pool Rules

Those violating pool rules will be given a written warning. If a second violation occurs, then the Board, at its discretion, may request the homeowner return the access key. If the Board requests the return of the key and the homeowner does not comply, the Board may file a lien against the homeowner's property in the amount of the annual dues. It is not practical to list all of the violations that may occur (for example theft or damage of property, underage drinking, etc.). Depending on the severity of the incident as determined by the Board, additional penalties and/or fines may be imposed at the discretion of the Board.

1. The RORA member must keep the key in their possession at all times. Under no circumstances is it to be loaned or given to others. Violation of this rule will result in the loss of pool privileges for the remainder of the year.
2. In-town guests must at all times be accompanied by a RORA member. In-town guests are defined as visitors who are not spending the night at a member's residence or a hotel.
3. A key is needed to unlock the gate on both sides. Each person entering and leaving the pool is responsible for keeping the gate closed at all times. Keys cannot be duplicated and are stamped with the member's lot number. Keys are available by calling the RORA property manager's office. There is a \$50.00 fee to replace lost keys.
4. There is no lifeguard on duty. Swim at your own risk. RORA is not responsible for injuries or accidents to members or guests.
5. Behavior must be civil and not disruptive at all times.
6. Pool parties are not permitted. No organized activity or group that may interfere with any member's use of the pool is allowed. Use discretion in the number of guests brought to the pool.
7. The pool may be used from dawn to dusk (when the street light comes on). Night swimming is not allowed.
8. The pool telephone is for emergency use only (local or 911 calls).
9. Children under 16 years of age must be accompanied by an adult.
10. Proper attire is required at all times. Cut-off jeans or other frayed clothing are prohibited in the pool. Please remove all loose metal objects, i.e. bobby pins, jewelry, clips, etc.
11. Diapers are not to be worn in the pool. In the event the pool has to be drained and cleaned due to diaper leakage, the cost will be assessed to the responsible RORA member.
12. Flotation devices may not be used in such a manner as to interfere with other members' normal pool use.
13. Throwing of any object including balls, Frisbees, etc. is prohibited within the fenced area.
14. No diving. No hanging or playing on life-lines. No running, pushing, wrestling, snapping of towels or otherwise causing undue disturbance within the fenced area. In addition, placing objects such as pool furniture into the pool is prohibited.
15. No glass containers of any kind are allowed within the fenced area. In the event that glass is broken the pool will be drained and the bottom cleaned. The cost will be assessed to the RORA member responsible.

16. No food, cigarettes, cans or similar items allowed within six (6) feet of the pool. Use trash containers for disposal.
17. Radios and CD players are to be used at a low volume level only and may not interfere with the enjoyment of other members.

RIVER OAKS RECREATION ASSOCIATION (RORA)
CLUBHOUSE RULES & REGULATIONS & SERVICE FEES

It is not practical to list all of the violations that may occur (for example theft or damage of property, underage drinking, etc.). Depending on the severity of the incident as determined by the Board, additional penalties may be imposed at the discretion of the Board.

1. The clubhouse is available for RORA community functions and for RORA members only.
2. The use of the clubhouse for private events does not include the use of the pool.
3. Reservations should be for specific times. Allow for setup and cleanup.
4. RORA members may use the clubhouse three (3) times in a calendar year for private functions for a \$25.00 service fee per usage. Additional reservations will be charged a \$150.00 service fee per usage. Fees are waived for social functions that are open to all River Oaks residents.
5. The clubhouse must be booked in advance with the RORA property manager. Reservations are only held upon receipt of a \$125.00 security/cleaning deposit and applicable service fee.
6. Reservations for clubhouse use on special holidays (i.e., Thanksgiving, Christmas week, New Year's) should be rotated fairly among those members interested in such usage. The RORA property manager will make such determinations.
7. The clubhouse must be cleaned (per the checklist) immediately after each event. Please do not plan to come back at a later time to clean up. Provided there is no damage or violations, and the clubhouse is left in a clean condition, in most cases the deposit will be returned to the member upon receipt of the signed cleaning agreement and verification of compliance. Regardless of the deposit, the using member will be held responsible for the condition of the clubhouse.
8. Per the Fire Marshall, there can be no more than 75 persons in the Clubhouse. It will comfortably accommodate a sit down of up to 50 people.
9. Furniture may not be removed from the clubhouse for any reason.
10. Grilling is not permitted.
11. Behavior must be civil and not disruptive at all times.

Tennis Courts

Those violating tennis court rules will be given a verbal warning. If a second violation occurs then a written warning will be issued. If a third violation occurs, the Board may request the homeowner return the access key. If the homeowner does not comply, the Board may file a lien against the homeowner's property in the amount of \$400 plus any attorney fees and court cost. The homeowner has the right to petition the Board to have the key returned after a one-year suspension.

1. There is a separate key for the lights; the key is hanging on the first pole to the left inside the courts.
2. Courts are to be used for tennis only. Tennis courts may not be used for skating, biking, or skateboarding.
3. Official organized activities sponsored by RORA have first priority for use of the courts. The schedule for these events will be posted in advance.
4. Spectators, pets, and waiting players must remain outside the fenced area. Please avoid all distracting activities and audible conversation.
5. Shirts and tennis shoes must be worn while playing on the courts.
6. The last player to leave the courts is responsible for turning the lights off and locking the gate.
7. All debris (i.e. cans lids, paper, etc.) should be placed in tidy-court containers. No glass is allowed on the courts.
8. No children under the age of thirteen allowed on the courts without supervision of an adult (18 or older).

Common Property Guidelines

If an Owner violates any provision of the Common Property Guidelines, the Board may assess a penalty against the owner for each violation, up to \$1,500.

1. The common property owned by the River Oaks Recreation Association will be left in a "natural" state. Hunting of any kind is strictly prohibited.
2. No person shall undertake, cause, or allow any alteration or construction in or upon any portion of the common area and facilities.

Common Property Guidelines (continued from previous page)

3. Some guidelines to help in maintenance of the "natural" areas are:
 - a) Briars and undergrowth can be removed.
 - b) No permanent structures, fences, electrical equipment or irrigation equipment may be installed on RORA property.
 - c) No personal property can be left on RORA property.
4. Access to common property for emergencies or maintenance will be retained by RORA as provided in designated easements.

Trash Containers

Violation of trash container rules will result in a verbal reminder, written notification, and then a fine of \$25 per violation. If \$200 of fines is accumulated, the owner will be responsible for additional court costs for filing a lien on the property.

1. Containers must be located in the homeowner's garage or so they are not visible from the street or neighbors yard.
2. Containers may be placed at the curb on the driveway no earlier than the evening before trash collection day.
3. Containers must be removed by the evening of trash collection day.

Parking/Automobiles

Violations of the parking/automobile rules will result in fines of \$50 per week until the problem is rectified. If \$200 of fines is accumulated, the owner will be responsible for additional court costs for filing a lien on the property. If applicable, the police department will be notified of violation of traffic ordinances.

Motor homes, RVs, etc: Violators may be assessed a penalty of \$5,000.00 per week if such nonconforming parking of placement continues and if legal action becomes necessary.

1. Parking for the pool, tennis courts and clubhouse must be in the parking lot, not on the street. Those violating the parking will be subject to losing pool/tennis privileges.
2. The parking lot is only for the use of members and guests who are using the facilities.
3. No parking in the parking lot after 11 P.M. without Board approval.
4. No nonworking vehicle may be stored in sight of neighbors.
5. No vehicles may be stored on blocks.

Parking/Automobiles (continued from previous page)

6. No vehicles may be parked on grassy areas including owner's yard as this devalues everyone's property.
7. No long term parking in common areas including parking lots without written permission of the Board. Such permission will be displayed in window of vehicle. Long term is defined as overnight or longer period of time. Vehicles left in common lots are subject to towing at owner's expense.
8. Residents should park cars in their driveway whenever possible for the safety and consideration of other residents. Should street parking be necessary, cars should park in the direction of normal driving traffic. Sheriff's deputies may be called if parking illegally results in a safety issue for the neighborhood.

Pets

Violators of these rules will be reported to the Greenville County's animal control. Residents should call 864-467-7595 to register complaints. Animal Control will enforce violations without giving the name of the complainant.

Those not complying with pet rules could have \$50 for each violation occurrence added to their homeowner's dues. If not paid, they will be liable for fines and court cost being added to file lien.

1. Only domesticated cats, dogs, caged birds, fish, small caged animals not normally taken outside such as gerbils, hamsters, snakes, etc. may be kept for the pleasure of occupants.
2. Animals shall be kept in reasonable numbers as pets for the pleasure of the occupants and do not disturb neighbors.
3. There is a leash law in Greenville County that applies to River Oaks. No animal shall be permitted outside any residence's structure unless contained or the animal is on a leash and under control of its Owner or Owner's agent.
4. All dog owners are required to abide by Greenville County's Noise Ordinance and are asked to not allow your dogs to bark continuously in a manner that upsets everyone's enjoyment of the neighborhood. If homeowners are disturbed and kept from enjoying their property due to excessive noise from a neighbor's pet they are to call 467-7595 to file an anonymous complaint.
5. Pet owners shall be required to remove any animal waste from lots, common areas, streets, sidewalks, other owner's property, or any area not owned by the pet owner immediately.

RORA Pool Rules

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3. A key is needed to unlock the gate on both sides. Each person entering and leaving the pool is responsible for keeping the gate closed at all times. Keys cannot be duplicated and are stamped with the member's lot number. Keys are available by calling the RORA property manager's office. There is a \$50.00 fee to replace lost keys.
4. There is no lifeguard on duty. Swim at your own risk. RORA is not responsible for injuries or accidents to members or guests.
5. All non-swimmers must be accompanied by a swimmer with the ability to assist when using the pool area.
6. Behavior must be civil and not disruptive at all times.
7. Pool parties are not permitted. No organized activity or group that may interfere with any member's use of the pool is allowed. Use discretion in the number of guests brought to the pool.
8. The pool may be used from dawn to dusk (when the street light comes on). Night swimming is not allowed.
9. The pool telephone is for emergency use only (local or 911 calls).
10. Children under 16 years of age must be accompanied by an adult.
11. Proper attire is required at all times. Cut-off jeans or other frayed clothing are prohibited in the pool. Please remove all loose metal objects, i.e. bobby pins, jewelry, clips, etc.
12. Diapers are not to be worn in the pool. In the event the pool has to be drained and cleaned due to diaper leakage, the cost will be assessed to the responsible RORA member.
13. Flotation devices may not be used in such a manner as to interfere with other members' normal pool use.
14. Throwing of any object including balls, Frisbees, etc. is prohibited within the fenced area.
15. No diving. No hanging or playing on life-lines. No running, pushing, wrestling, snapping of towels or otherwise causing undue disturbance within the fenced area. In addition, placing objects such as pool furniture into the pool is prohibited.
16. No glass containers of any kind are allowed within the fenced area. In the event that glass is broken the pool will be drained and the bottom cleaned. The cost will be assessed to the RORA member responsible.
17. No food, cigarettes, cans or similar items allowed within six (6) feet of the pool. Use trash containers for disposal.
18. Radios and CD players are to be used at a low volume level only and may not interfere with the enjoyment of other members.

River Oaks Recreation Association Policy for Open Forum and Board Meeting Conduct

The Board of Directors welcomes homeowner attendance at Board meetings to observe business matters that take place involving the Association. We value the insights and input from all homeowners and ask that you respectfully adhere to the following Policy adopted by the Board of Directors.

The Board of the River Oaks Recreation Association is a policy governance board. This means that we establish policies to guide our decision making ability in order to be accountable to our homeowners and maintain the community.

In order to give you homeowners an opportunity to address the Board we've set aside a period of time at the beginning of each meeting called Open Forum for Community Concerns.

The procedure to participate in the Open Forum for Community Concerns is simple:

1. Notify the Association property manager and/or a member of the Board of Directors by 5:00 pm the day before the meeting of your desire to address the Board and the topic you wish to address.
2. Wait to be called upon by the Chair of the meeting, the Board President, before addressing your topic.
3. State your concern in clear simple terms and limit your comments to three (3) minutes. Under some circumstances, the Board may allow additional time.
4. If someone else has already stated the concern, but you have something else to add to the concern already expressed, then please raise your hand to be recognized. However, due to time restraints, the Chair may limit participation to once per owner.
5. Please don't interrupt others while they are speaking.
6. Maintenance related items are to be directed to the Association Property Manager. Open Forum is not the correct venue to report maintenance items.
7. Please realize that while Open Forum is a time for you to express an opinion or concern to the Board, you may not receive an immediate response or decision. The Board will take your concerns into consideration, but may not necessarily act upon them at the meeting, unless the concern is vital to an agenda item discussion. The Board may be unable to make decisions on items until they have completed the proper research and consider their findings.
8. Anyone attending the meeting or addressing the Board is requested to behave in a civil and adult manner. Negative behavior such as screaming, shouting, use of profanity, threats of violence against any person or their property will not be tolerated. Should this kind of behavior occur, the offending party will be asked to leave the meeting.

Understanding Board Meeting Conduct:

1. The Board meeting is a meeting of the Directors of the Association.
2. As homeowners, you have a vested interest in your community. You elected the Board members to take care of those interests. Homeowners are welcomed to attend the business portion of the meeting, but do not participate in the discussions or action taken by the Board.
3. Business matters come before the Board when a motion is made, and seconded. Each motion has a discussion period before a vote is taken. This discussion is to take place among only the Board members and Association Property Manager, if needed. At its discretion, the Board may invite input from individuals or committee representatives.
4. When discussion has been completed on the motion, the Board then votes on the motion before them.

Adopted by the Board of Directors, September 18, 2017

Filed this 9th day of January, 2019


Authorized Representative

River Oaks Recreation Association (RORA)
Board of Directors
Operating Procedures
(Updated: December 2017)

MISSION: *The responsibility of a Board of Directors is to protect, preserve and enhance the value of homes within their community.*

General

- RORA uses preferred suppliers for property management, grounds maintenance, tree maintenance, mulch, pool maintenance, and tennis court maintenance based on quality and safety.
- Best value and preferred suppliers are valued more than lowest price
- The Board of Directors yearly meeting schedule is confirmed at their first meeting following election of the members.

Overall Responsibilities of Each Board Member

- Each member of the Board shall attend all Board meetings and the annual membership meeting
- Board members should make themselves accessible to the membership and demonstrate support of the community by attending as many social events as possible.
- Board members shall prepare for each meeting and provide direct input, as necessary, as outlined in the meeting's agenda.
- At least one Board member will accompany the River Oaks Property Manager during his/her community inspection (approximately every two weeks).
- Each Board member will participate in adding to and/or completing the Board's Action Item list during scheduled meetings.
- Each Board member will be assigned an area of responsibility.

President

- Have a basic understanding of community association law as well as the association's governing documents. This includes the *Covenants, Conditions and Restrictions (CCR's)*, *By-Laws*, and *Overall Daily Rules & Regulations*
- Adhere to budgets, formulate and enforce rules and policies, conduct meetings, prepare agendas and work with committees.
- Acts as official spokesman for the Board to association members, our management company, vendors and the greater community.
- Signs all contractual agreements
- Act as primary contact between the Board and Property Manager
- Manage Board Action Item list.

Vice President

- Assists the President in the execution of his/her duties.
- Substitutes for the President in his/her absence.

Treasurer

- Provides oversight to all financial aspects of RORA
- Coordinates with Property Manager on all budget activities and assist in maintaining a RORA balanced budget
- Acts as the financial voice of the Board and liaison to Property Manager, auditors, CPA's, brokers, agents and bankers.

Secretary

- Maintain all correspondence for RORA and Board of Director's meetings
- Responsible for preserving the association's history, maintaining its records, and protecting it from liability.
- Prepares draft meeting minutes following each meeting and sends copy to all Board members for comments/corrections.

Directors

- See Overall Board Member Responsibilities
- Every new Director will receive a copy of the *River Oaks Board Member Resource*.

Financial

- The RORA operating budget is based on using 2015 as the basis for service level and scope of services. The operating budget is to be incremented annually to maintain the 2015 status quo and historically trended. This provides the membership visibility to actions that decrease/increase scope of services and/or scope of work from the 2015 baseline.
- The RORA reserve is funded according to a reserve for replacement study that is updated every five years or more frequently as required.
- The RORA annual assessment is established by adding the operating budget requirement to the amount required by the reserve for replacement study.
- All RORA expenses are to be charged to the appropriate account regardless of budget impact.
- All special projects and improvements are funded by the reserve fund.
- Routine Maintenance and Operations are funded by the operating budget. A proper contingency should be added to the annual operating budget to prevent overruns.
- Unplanned emergency expenditures are funded by the reserve fund so the annual budget can be trended over time and expenses properly documented.

Grounds & Maintenance

- Chair provides oversight for all grounds & maintenance projects.
- Mulch is used instead of pine straw to minimize fire risk.
- Mulch is natural double-ground hardwood bark blown annually during the winter months to minimize cost.
- Tree maintenance is performed on a three-year rotational plan in landscaped areas.
- Landscape maintenance and improvements are in accordance with the Landscape Master Plan established in 2015 by Kimak and Associates, Greenville, SC.
- River Oaks Road monument sign, clubhouse entrance, and Woods Road flowers are changed twice a year by the grounds maintenance supplier.
- RORA Landscaped Areas are defined by Exhibit 1 - RORA Landscaped Areas.

Clubhouse & Pool

- Chair provides oversight to pool operations. The pool opens the first weekend in May and closes the last weekend in September. Operating hours from dawn to dusk.
- Pool regulations can be found in the River Oaks Directory, RORA policy book and on the Property Manager's website.
- Property Manager provides all pool servicing, via a subcontractor. This includes chemicals, cleaning, table & chair relocation, pool covering/uncovering and weekly inspections during pool season.

Tennis Courts

- Chair provides oversight to tennis courts. Property Manager provides tennis court maintenance via a subcontractor. This includes periodic inspections and surface repair.
- Users of the court empty the trash can provided on the court.
- Tennis court regulations can be found in the River Oaks Directory, ROA Policy Book and on the Property Manager's website.

Parking Lot

- Chair provides oversight to the parking lot. Property Manager provides parking lot maintenance via a subcontractor. This includes periodic surface inspections and surface repair, as necessary.
- The parking lot is for use of RORA members and their guests. Overnight parking is prohibited unless cleared through the Property Manager.

Social

- Chair schedules, coordinates/supports community sponsored events which may include such activities as Ladies Luncheons, Wine Down, opening & closing pool parties, yearly holiday events, and others, as appropriate.
- Coordinate/support ongoing activities such as Men's Breakfast, Romeo's, Book Club, etc.
- Ensures adequate supplies are available in Clubhouse to support social events.
- Social events are self-funded by the participants. The Board provides support in the form of coordination, communications, and signage or other support, as the Board deems necessary.

Communications

- Chair ensures the *Acorn* is sent electronically to all members, who have an email address on file with the Property Manager, as appropriate.
- Solicits *Acorn* articles from each Board member or other sources, as necessary.
- Ensures printed *Acorn* copies are available for individual delivery, upon request, and at the front of the Clubhouse.

Safety & Security

- Chair provides oversight on all safety & security issues affecting our community. Communicates safety & security alerts through email blasts.
- Writes articles for *Acorn* on safety & security issues pertinent to our community.

Committees

Architectural Control

- The Architectural Review Committee (ARC) is responsible for the conformity and harmony of external design and consistence with existing residences or other buildings.
- Members requesting any architectural changes submit a request (found on the Property Manager's website) to the Property Manager. The Property Manager ensures request is complete and accurate and then forwards the request to the ARC for approval/disapproval. ARC forwards decision to the Property Manager who sends decision to association member who submitted the request.

Pool Repair

- Committee gathers all information required to adequately assess cost of repairing the RORA pool. This includes erosion control in the northeast corner, marsite repair, leak repair, decking repair, autofill device repair and any pool or pool equipment identified for repair. Committee passes information to the Board of Directors.

Landscape

- Monitors overall Landscape Plan for compliance by grounds maintenance contractor.

RORA Rules and Regulations

- *Overall and Daily Rules and Regulations for RORA* were approved on February 25, 2014 and are included in the *River Oaks Board Member Resource* book.
- These rules and regulations include overall RORA rules, pool rules, clubhouse & service fees, tennis courts, common property guidelines, trash containers, parking & automobiles and pets.
- The Rules, Regulations and any associated fines or penalties shall be enforced by the Board of Directors and the Property Manager.

Adopted by the RORA Board of Directors with a unanimous vote: December 12, 2016

Updated: December 2017

Exhibits:

1. *RORA Landscaped Areas*

Filed this 9th day of January, 2019

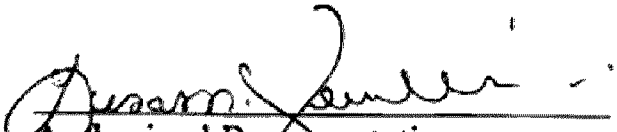
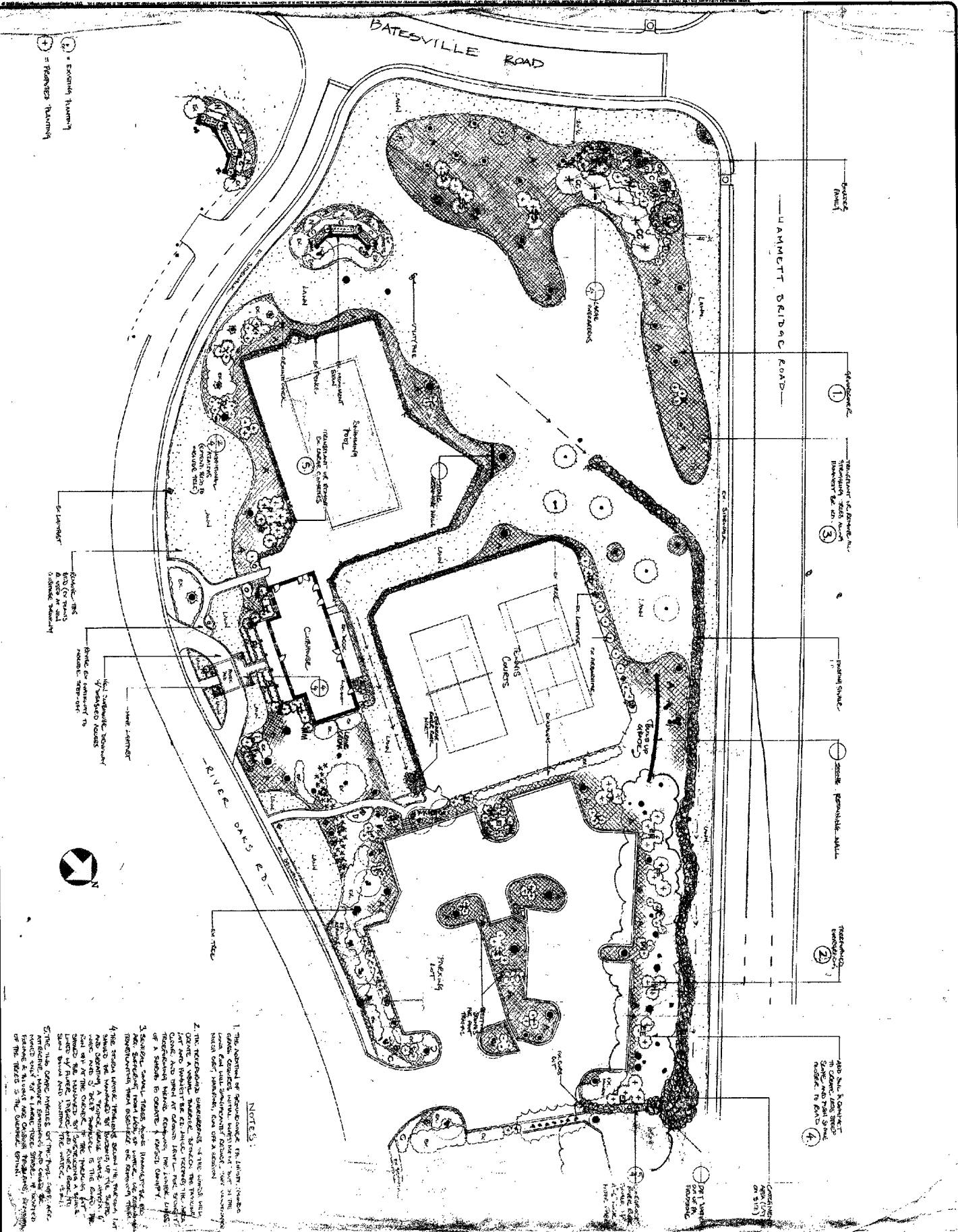

Authorized Representative
River Oaks Recreation Association

Exhibit 1

RORA Landscaped Areas

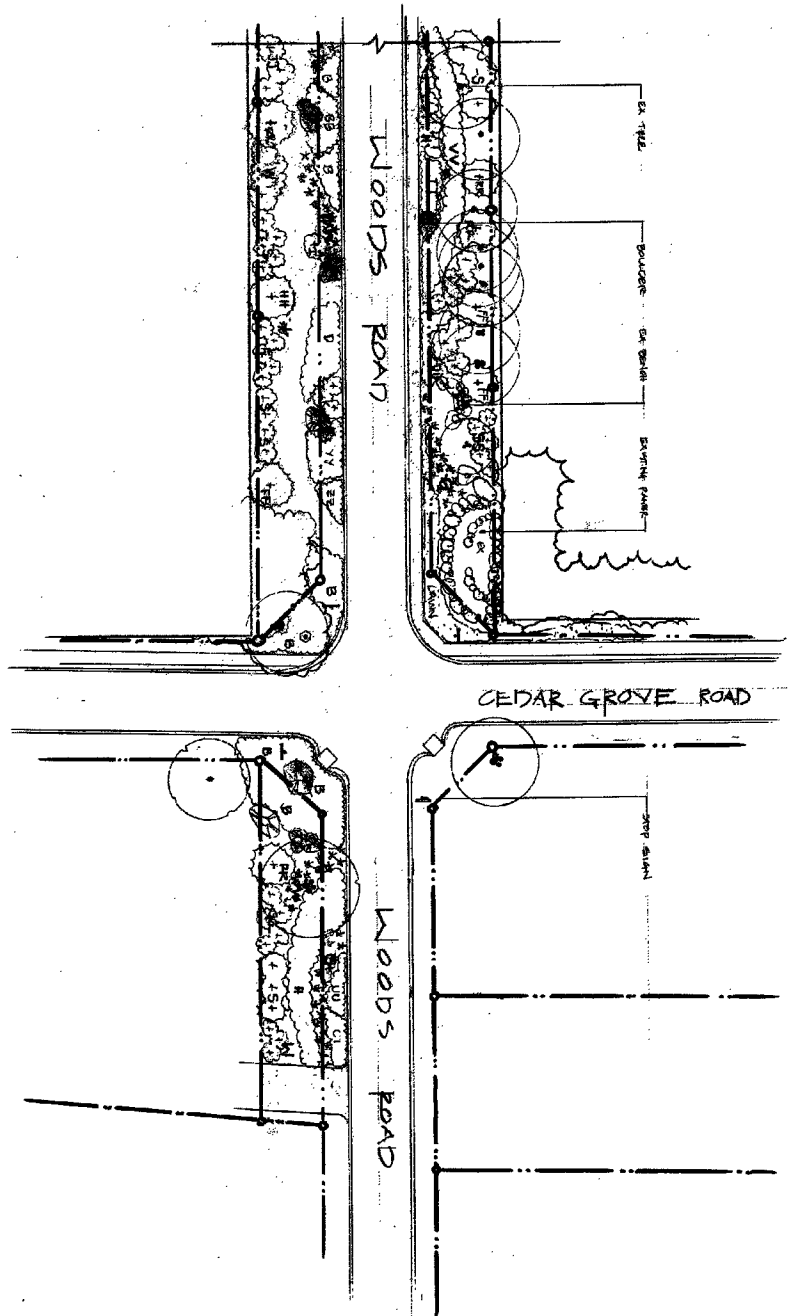


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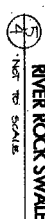
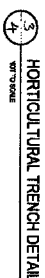
800 NEW TABLET

DATE:	DESCRIPTION:
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PHARMACIS

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PLANT LIST

CIRCA 1980, KIMBLE

LANDSCAPE DESIGN

**RIVER OAKS
SUBDIVISION**
808 NEW TARLETON V
GREER
SOUTH CAROLINA

2019002185 DE BK 2556 PG 2716

DRAWING

1

SHEET: 4
 PART NAME: L-4

(A) MONDO GRASS



4" pot 6-10 inches tall
18" O.C | none
part/full shade | summer | lilac

(B) 'BIG BLUE' LIRIOPE



4" pot | 8-16 inches tall
18" O.C. | none
pt sun | summer | blue flowers

(C) 'HAPPY RETURNS' DAYLILY



1 gal | 15" tall
30" O.C. | pull dead stalks
full sun | summer | yellow flowers

(D) 'SEIBOLDANA ELEGANS' HOSTA



1 gal | 2-3' tall
30" O.C. | cut back first frost
pt.-full shade | spring-summer | white/pink
flowers

(E) 'OTTO LUYKEN' LAUREL



7 gal | 3' tall, 6' wide
none | none
pt - full sun | spring | white

(F) 'GREENLEAF' ACUBA



7 gal | 10' tall and wide
none | none
full shade | all | green foliage

(G) AUTUMN FERN



1 gal | 2' tall
30" O.C. | cut to 8" - March
full shade | none | burgundy green foliage

(H) CREEPING SOUTHERN YEW



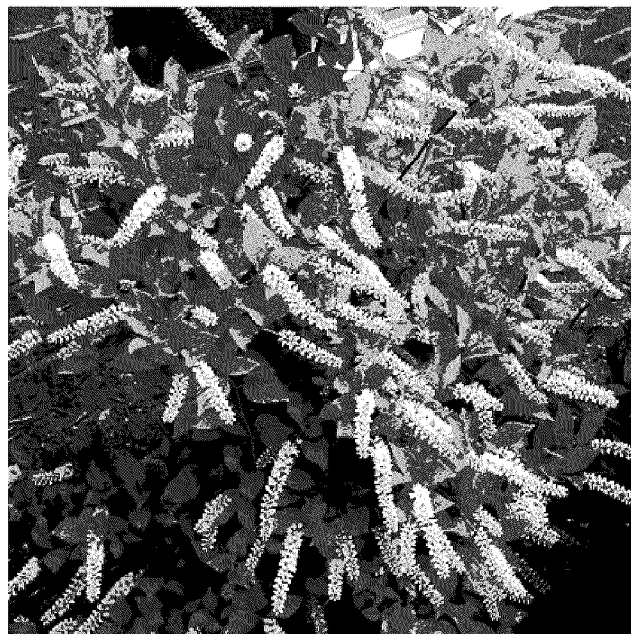
1 gal pot | 2-3 ft tall, 3-4 ft wide
36" O.C. | none
part sun-full sun | all | green foliage

(I) JAPANESE FATSIA



7 gal | 5-8' tall and wide
none | none
pt. shade-pt. sun | winter | white flowers

(K) 'HENRY GARNET' ITEA



3 gal | 5-6' tall and wide
none | none
part/full sun | early summer | white

(L) 'WINTERGREEN KOREAN BOXWOOD



3 gal | 2-3' tall, 3-4' wide
none | light trim once/yr
full sun-pt. shade | all | green foliage

(M) 'WINTER GEM' KOREAN BOXWOOD



3 gal | 4-6' tall and wide
none | light trim once/yr
pt.-full sun | all | green foliage

(N) SEASONAL COLOR



flats | 6-24" tall 6-12" wide
none | none
full sun | spring - fall | varies

(O) 'CAITLIN'S GIANT' AJUGA



1 gal | 3-6 inches tall
24" O.C. | none
full shade/sun | spring/summer | purple flowers

(P) 'COMPACTA WINGED EUONYMOUS



4" pot 6-10 inches tall
18" O.C | none
part/full shade | fall | red

(Q) 'GEORGE TABOR' AZALEA



7 gal | 6-8' tall, 4-6' wide
none | none
pt. shade-full sun | spring | pink flowers

(R) 'DEGROOTS' ARBORVITAE



10 gal | 20' tall 4-5' wide
none | none
pt.-full sun | all | green foliage

(S) FRAGRANT TEA OLIVE



15 gal | 10' tall 8-6' wide
none | none
pt.-full sun | spring | white flowers

(T) 'ENDLESS SUMMER' HYDRANGEA



3 gal | 3-5' tall and wide
none | cut in half-march
partial sun | summer | pink-blue

(U) 'ALICE' OAKLEAF HYDRANGEA



3 gal | 12-15' tall and wide
none | cut in 1/2 late fall
partial sun | summer | white

(V) 'ANTHONY WATERER' SPIREA



3 gal | 3-5' tall and wide
none | cut in 1/2 fall
pt.-full sun | summer | pink

(W) 'SCHIPKA' LAUREL



7 gal | 4-6' tall 6-8' wide
none | none
filtered sun | spring | white flowers

(X) 'TARDIVA' HYDRANGEA



5 gal | 6-10' tall and wide
none | cut in 1/2-late fall
full sun-pt. shade | summer | pink/white
flowers

(Y) 'GRACILLIMUS' MISCANTHUS GRASS



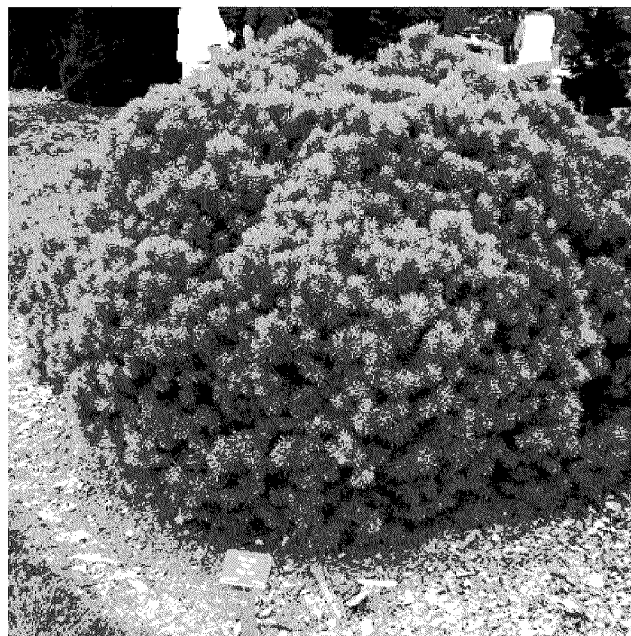
3 gal | 7' tall, 4' wide
36" O.C. | cut to 18" in the winter
full sun | summer | white

(Z) 'WASHINGTON' HAWTHORN



2" cal | 25-35' tall 20' wide
none | none
full sun | purple foliage / white flowers

(AA) MUGO PINE



3 gal | 3-5' tall | 6-10' wide
none | none
full sun | all | green foliage

(BB) LENTEN ROSE



1 gal | 1-2' tall
30" O.C. | cut by 1/3-fall
pt.-full shade | spring | white/pink/
rose-purple flowers

(CC) JAPANESE CRYPTOMERIA



10' ht | 50-80' tall 20-30' wide
none | none
full sun | all | green foliage

(DD) 'EMERALD GREEN' ARBORVITAE



4' ht | 15' tall, 3-4' wide
none | none
full sun | all | green foliage

(EE) FORTUNE'S TEA OLIVE



5' ht | 15-20' tall, 12' wide
none | none
pt. shade | fall | white

(FF) 'TEDDY BEAR' MAGNOLIA



8' ht. | 16-20' tall 10-12' wide
none | none
sun - pt. shade | spring | white flowers

(GG) 'PEARL MAXWELL' CAMELLIA



6' ht | 6-8' tall and wide
none | none
filtered sun | winter-spring | pink flowers

(HH) 'EMILY BRUNER' HOLLY



6' ht | 15-20' tall 12-15' wide
none | none
full shade - sun | all | green foliage

(II) 'DUKES GARDENS' CEPHALOTAXUS



7 gal | 4-6' tall 4-6' wide
none | none
part - full sun | evergreen | none

(JJ) 'OAKLEAF' HOLLY



8' ht. | 14' tall 8' wide
none | none
full sun | all | green foliage

(KK) VIBURNUM



7 gal | 3-20' tall, 5-12' wide
none | none
pt.-full sun | spring | pink/white

(MM)'GREEN MOUNTAIN' BOXWOOD (NN)'CRIMSON FIRE' LOROPETALUM



7 gal | 5' tall, 3' wide
none | spray with orthene-March
pt.-full sun | all | green foliage



3 gal | 2-3' tall, 2-3' wide
none | none
full sun-pt. shade | mid-spring | pink flowers

(OO) PURPLE CONEFLOWER



1 gal | 24-36" tall
30" O.C. | cut in 1/2-fall
full sun-pt. shade | summer-fall | pink flowers

(PP)'EMERALD BLUE' CREEPING PHLOX



1 gal | 6" tall
24" O.C. | none
full sun | spring/summer | blue flowers

(QQ) 'BATH'S PINK' DIANTHUS



1 gal | 6-12" tall
24" O.C. | trim dead blooms only
full sun | spring-fall | pink flowers

(RR) 'NELLIE R. STEPHENS' HOLLY



8' ht | 15-20' tall 10' wide
none | none
full shade-sun | all | green foliage

(SS) 'DOUBLE FILE' VIBURNUM



7 gal | 6-8' tall | 8-10' wide
none | none
pt.-full sun | spring | white flowers

(TT) 'PURPLE PALACE' CORAL BELLS



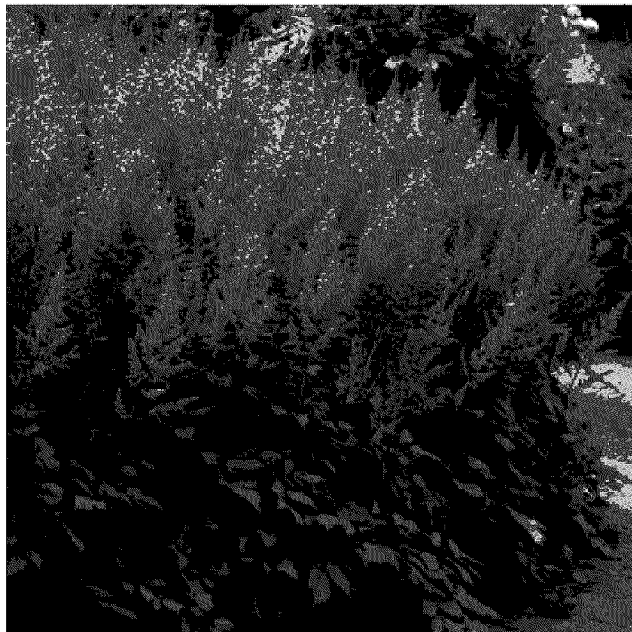
1 gal | 12-18" tall
18" O.C. | none
pt.-full sun | summer | white flowers

(UU) 'MIDAS TOUCH' CORAL BELLS



1 gal | 8-10" tall
18" O.C. | none
pt.-full shade | spring/summer | light pink
flowers

(VV) ASTILBE (MIXED VARIETIES)



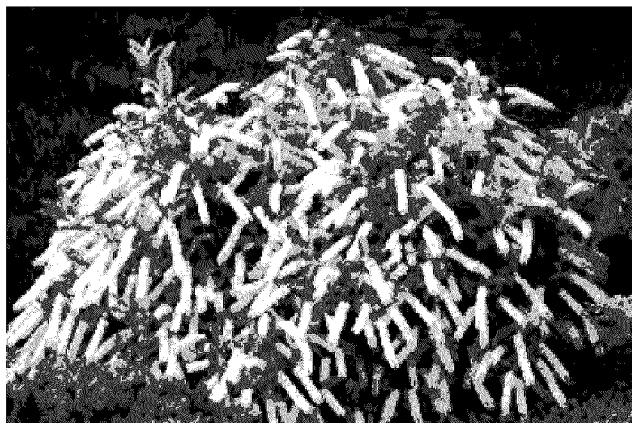
1 gal | 6" tall
18" O.C. | none
pt. sun/shade | spring/summer | blue/
pink/red/white flowers

(WW) HOLLY FERN



1 gal | 2-3' tall
24" O.C. | none
pt.-full shade | all | green foliage

(XX) 'LITTLE HENRY' ITEA



1 gal | 2' tall 3' wide
none | none
pt. shade-full sun | summer | white flowers

(YY) BLEEDING HEART



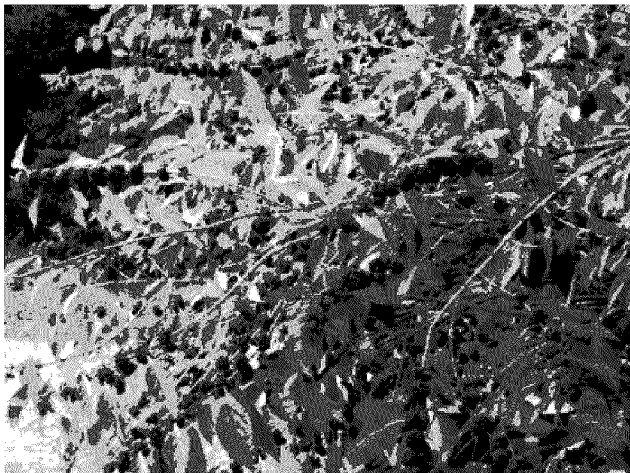
1 gal | 24-36" tall |
24" O.C | none
light shade|spring/summer|pink/white flowers

(ZZ) FOAM FLOWER



1 gal | 6-12" tall
none | none
pt.-full shade | spring/summer | pink/white

(A1) AMERICAN BEAUTYBERRY



3 gal | 4-6' tall
none | cut in 1/2-March
pt. shade-full sun | spring-summer | pink/
violet/white flowers

(B1) NANDINA



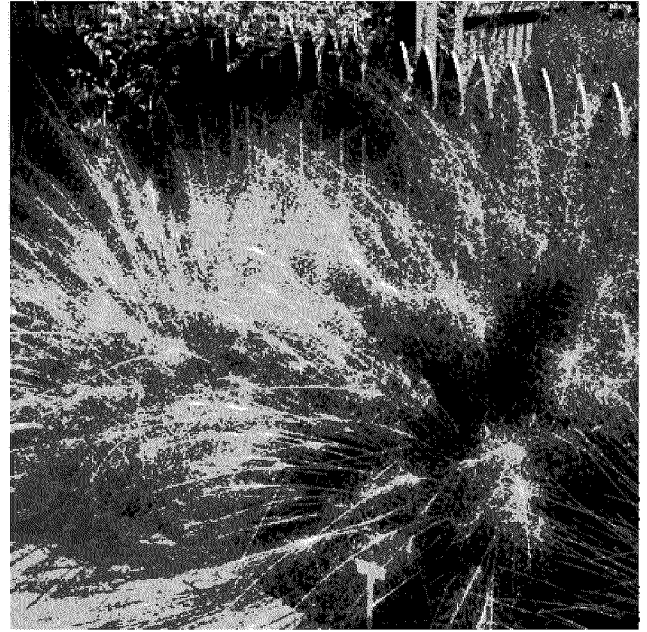
3 gal | 2-3' tall 2-3' wide
none | none
pt. sun | evergreen | none

(C1) ARUM LILY



1 gal | 3-4' tall
18" O.C. | cut in 1/2-late spring
full sun | winter/spring | white flowers

(D1) PINK MULHY GRASS



1 gal | 4 foot tall & wide
30" O.C. | cut in 1/2- early spring
part - full sun | winter | pink

(E1) JAPANESE FOREST GRASS



1 gal | 18 inches tall & wide
18" O.C. | cut in 1/2- early spring
part sun | none | none