

ARBOR SPRINGS HOMEOWNERS ASSOCIATION ARCHITECTURAL REVIEW COMMITTEE GUIDELINES

As allowed and required by the Arbor Springs Declaration of Covenants, Conditions, and Restrictions (Covenants), this document establishes guidelines and parameters for Arbor Springs' homeowners and the functioning of the Arbor Springs Architectural Review Committee (ARC) for those items subject to the review, control, and/or approval of the ARC. This is **not** intended to be an exhaustive list of all potential items or activities subject to ARC review or approval. These guidelines will be applicable and effective as of **April 1, 2016. Section 6 and 7 amended November 15, 2016. Section 4B, 6B, 7B, 14F, 15A, 16C, and 18D, E and F amended January 10, 2018.**

Please Note: Obtaining approval from the ARC does not waive or eliminate any obligation an Owner has to comply with local or State building codes, zoning regulations, or other controls. Likewise, obtaining a State or local building permit or approval does not waive an Owner's obligation to comply with ARC review requirements of the Covenants.

1. **Restoration of Damaged Structures:** Any restoration, replacement, improvement, or removal of damaged structure (dwelling, deck, patio structure, or fencing) partially or totally damaged by fire or other casualty the owner shall:
 - A. Give a written notice to the ARC of the owner's intent to restore or remove the damaged structure within thirty (30) days from the date the casualty occurred.
 - B. Commence restoration of the damaged structure within ninety (90) days after the date of the casualty.
 - C. Diligently and continuously strive for structure completion thereafter.
 - D. Restore the damaged structure to the design, elevation, square footage, and exterior materials and colors as the original structure.
 - E. If the owner desires changing the repaired/replaced dwelling with a different design, elevation, square footage, or exterior materials and colors from the original structure, an application must be submitted to and approval received from the ARC for the construction of the structure with a description of the type and materials and accompanied by a schematic identifying the structure placement. Said application must be submitted thirty (30) days in advance of the construction start date.

2. **Pergolas, Privacy Arbors:** Structures such as a pergola and privacy arbor which provide a sitting area of vertical posts or pillars with or without cross-beams and may be an extension of the dwelling will be considered subject to the following:
 - A. Submittal of an application to and approval from the ARC for the construction of the structure with a description of the type and materials and accompanied by a schematic identifying the structure placement. Said application must be submitted thirty (30) days in advance of the construction start date.
 - B. Have dimensions no greater than fifteen (15) feet tall from grade by twenty (20) feet deep by twenty (20) feet wide and be located in the backyard and within ten (10) feet to the dwelling.
 - C. Constructed of similar style and type materials as the adjoining dwelling (Aluminum and vinyl materials are prohibited).
 - D. Wood components stained in natural tones or, if painted, paint color must match or be of similar color as the dwelling paint.
 - E. Construction materials properly maintained and preserved by appropriate treatment.

3. **Gazebos:** A gazebo which is a freestanding structure that is roofed and open on all sides will be considered subject to the following:

- A. Submittal of an application to and approval from the ARC for the construction of the structure with a description of the type and materials and accompanied by a schematic identifying the structure placement. Said application must be submitted thirty (30) days in advance of the construction start date.
- B. Have dimensions no greater than fifteen (15) feet tall from grade by twenty (20) feet deep by twenty (20) feet wide, be located in the backyard of the dwelling, and **not** located on top of a deck.
- C. Constructed of similar style and type materials as the adjoining dwelling (Aluminum and vinyl materials are prohibited).
- D. Wood components stained in natural tones or, if painted, paint color must match or be of similar color as the dwelling paint.
- E. Roofing shall match existing house roofing.
- F. Have a set back of a minimum of five (5) feet off all property lines.
- G. Construction materials properly maintained and preserved by appropriate treatment.

4. **Decks:** Generally, requests for decks will be considered subject to the following:

- A. Submittal of an application to and approval from the ARC for the construction of the deck with a description of the type and materials and accompanied by a schematic identifying the deck placement. Said application must be submitted thirty (30) days in advance of the construction start date.
- B. Materials used in construction shall be treated lumber, cedar or a high-quality composite material (i.e. Trex).
- C. Deck railing does not exceed four (4) feet in height.
- D. Wood components stained in natural tones or, if painted, paint color must match or be of similar color as the dwelling paint.
- E. Construction materials properly maintained and preserved by appropriate treatment.

5. **Patios, enlarged driveways, and added walks:** Generally, requests for patios, enlarged driveways, and added walks will be considered subject to the following:

- A. Submittal of an application to and approval from the ARC for the construction of the project with a description of the type and materials and accompanied by a schematic/plot plan identifying the project
- B. Required city permits are obtained, if applicable.
- C. Proposed grade changes must be shown on the plan and must be approved by the ARC. Proper management of surface water must be maintained.

6. **Outdoor Living Area:** Construction of an outdoor living area will be considered subject to the following:

- A. Submittal of an application to and approval from the ARC for the construction of the outdoor living area with a description of the type and materials and accompanied by a detailed plan and schematic identifying the structure and placement. Said application must be submitted thirty (30) days in advance of the construction start date.
- B. Dimensions no greater than fifteen (15) feet tall by twenty (20) feet deep by twenty (20) feet wide and be immediately adjacent to the dwelling.
- C. Constructed of similar style and type materials as the adjoining dwelling (Aluminum and vinyl materials are prohibited).
- D. Wood components stained in natural tones or, if painted, paint color must match or be of similar color as the dwelling paint.
- E. Construction materials properly maintained and preserved by appropriate treatment.

7. **Screened-in and Unscreened Porch (Covered Decks), Room and Garage Additions:** Screened-in and unscreened porches (covered decks) and room and garage additions will be considered subject to the following:

- A. Submittal of an application to and approval from the ARC for the construction of the structure with a description of the type and materials and accompanied by a detailed plan and schematic identifying the structure and placement. Said application must be submitted thirty (30) days in advance of the construction start date.
- B. Constructed of similar style and type materials as the adjoining dwelling (Aluminum and vinyl materials are prohibited), essentially, similar to the outside of the primary dwelling. Roof, siding, and trim shall match the colors of the dwelling. All structural additions shall have brick wrap or masonry of the same type, height and coverage as that placed on the original primary structure, typically from base of the exterior wall to the roof line.
- C. The roofline shall follow the natural roofline of the dwelling, or, if alternate roofline, be approved by the ARC.
- D. Be attached to the original dwelling (no free-standing porches, rooms, or garages).
- E. Must include matching brick or stone rap as the original dwelling.

8. **Exterior Color and Material:** Exterior colors and materials shall be maintained as the original on the structure unless prior approval from the ARC is provided. If different color and/or exterior materials from original on the structure are desired, the following procedure shall be followed:

- A. Submittal of an application to and approval from the ARC for the construction of the structure with a description of the type and materials and accompanied by a detailed plan and schematic identifying the structure and placement. Said application must be submitted thirty (30) days in advance of the project start date.
- B. White and various earth tone colors will be acceptable. Bright or flashy colors will not be acceptable. In addition, the new color must be different than any dwelling on an adjoining lot or contiguous to the lot across the street.
- C. Aluminum and vinyl siding are prohibited.

9. **Removal of Trees and Dead Trees:** Any tree provided by the developer or builder shall not be removed unless approved by the ARC or the tree is dead. Replacement trees in the front yard shall be shade tree with a minimum caliper of two-inch (2) or an ornamental tree with a minimum caliper of one (1) inch.

Dead trees should be removed by the owner in a timely manner. If it is determined that a dead tree poses a safety and liability to homeowners and property, it must be removed after the homeowner is provided written notice of the concern from the ARC or Directors.

10. **Fences:** The erection of yard fences shall be in accordance with the following:

- A. Submittal of an application to and approval from the ARC for the construction of the fence with a description of the type and materials of the fence and accompanied by a schematic identifying the placement location of the fence. Said application must be submitted thirty (30) days in advance of the construction start date.
- B. Only enclose no more than the rear portion of the lot.
- C. Not extend forward on the affected lot beyond the rear wall of the dwelling.
- D. Have a height no less than forty-eight (48) inches and no greater than seventy-two (72) inches.

- E. Be of similar “wrought” iron style and type as that which surrounds the Arbor Springs pool complex.
- F. Other fence specifications may be considered by the Committee provided the fence meets the openness and aesthetic feel of the community.

11. **Pools:** Only professionally constructed, permanent, in-ground pools will be considered subject to the following:

- A. Submittal of an application to and approval from the ARC for the construction of the pool with a description of the type and materials and accompanied by a detailed plan and schematic identifying the pool and placement. Said application must be submitted thirty (30) days in advance of the construction start date.
- B. Proposed grade changes must be shown on the plan and must be approved by the ARC.
- C. Application for an in-ground pool must include the placement of a fence around the pool (see Section 8 above regarding fencing criteria).

12. **Hot Tubs:** Hot tubs will be considered subject to the following:

- A. Submittal of an application to and approval from the ARC for the installation of a hot tub accompanied by a schematic identifying the placement location of the tub and any proposed screening structures. Said application must be submitted thirty (30) days in advance of the construction start date.
- B. Hot tub is located in back of dwelling and in close proximity to dwelling and not readily visible from the street.
- C. Visual blockage or screening is provided either by permanent barrier consisting of bricks or stones matching the dwelling components, vegetation of sufficient size to hid the hot tub or combination of the two.
- D. Wood components to provide visual screening is prohibited.

13. **Basketball Goals:** Installation of basketball goals will be considered subject to the following:

- A. Submittal of an application to and approval from the ARC for the installation of the basketball goal with a description of the type and materials of the goal and accompanied by a schematic identifying the placement location of the goal. Said application must be submitted thirty (30) days in advance of the goal installation.
- B. Goals have black posts and consist of a glass, white, or translucent backboard. Goal posts must be a minimum of four (4) inches square. The backboard must have a minimum width of fifty-two (52) inches.
- C. Goal post is located adjacent to the dwelling adjoining driveway. Goal is positioned in a manner that will **not:** (1) result in use of either public/private street, or adjoining private property, and (2) be located between the middle of the drive and the sidewalk/street.
- D. Goal post is not attached to any part of the dwelling.
- E. Goal posts must be installed in-ground and secured with concrete.
- F. Not be lighted beyond normal lighting provided by dwelling garage lights and lamp post.
- G. Be properly maintained and preserved by appropriate treatment.
- H. Portable basketball goals erected prior to the effective date of the ARC Guideline are grandfathered. Such goals must be maintained in good appearance and functional. If replaced, the replacement goal must comply with Section 12, A-G above.

14. **Playground Equipment:** Playground equipment will be considered in accordance with the following:

- A. Submittal of an application to and approval from the ARC for the installation of the playground equipment with a description of the type and materials accompanied by a schematic identifying the placement location. Said application must be submitted thirty (30) days in advance of the playground equipment installation.

- B. Be constructed primarily of wood and quality materials and be located in the rear yard of the affected lot.
- C. Dimensions of the equipment do not exceed ten (10 feet in height, twenty-five (25) feet in length, and fifteen (15) feet in width.
- D. Be properly maintained and preserved by appropriate treatment.
- E. Playground equipment maintained with all components affixed and in good working condition.
- F. Be located predominantly behind the dwelling, not to the side of the yard, and a minimum of five (5) feet set back from the lot property line. On any corner lots, each street boundary shall be considered a frontage and any equipment must be located in the area beyond any frontage or side façade of the primary dwelling extended.
- G. Cannot contain a fully enclosed area.

15. **Flag Poles:** Flag poles may be considered subject to the following:

- A. Submittal of an application to and approval from the ARC for the installation of a flag pole with a description of the type and materials accompanied by a schematic identifying the placement location. Said application must be submitted thirty (30) days in advance of the flag pole installation. If illuminated, such lighting shall not shine beyond the limits of the property boundary.
- B. Only one (1) flag pole per lot with a maximum height of twenty (20) feet and installed in concrete.
- C. No more than two (2) flags flown from the pole and no flag greater than twenty-five (25) square feet.
- D. Be properly maintained and preserved by appropriate treatment.

16. **Exterior Antenna or Satellite Dish:** Exterior antenna or satellite dish may be considered subject to the following:

- A. Submittal of an application to and approval from the ARC for the installation of an antenna or dish accompanied by a schematic identifying the placement location. Said application must be submitted thirty (30) days in advance of the equipment installation (review can be expedited upon request).
- B. Be no more than twenty-four (24) inches in diameter.
- C. Be mounted in an inconspicuous location on the dwelling and, if possible, not visible from any street frontage.

17. **Landscaping and Yard Maintenance:** Aside from the initial landscaping provided by the developer or builder, all other landscaping that affects the front or side yards as well as yard maintenance are subject to the review and control of the ARC and are subject the following:

- A. Be well maintained and manicured routinely.
- B. Conform to Arbor Springs' community standard appearance and aesthetics.


18. **Signage:** All signage is subject to the review and control of the ARC and to the following:

- A. Signs erected by the Arbor Springs Association are permitted.
- B. Signs erected by a realtor no greater than six (6) feet square on the lot for sale are acceptable.
- C. Political signs no greater than two (2) feet square may be erected 30 days prior to and removed the five (5) days after the election.
- D. Signs for garage sales no greater than (6) feet square, celebration signs no greater than forty (40) feet square and erected no longer than seven (7) days are permitted.
- E. School spirit signs are permitted.
- F. Signage depicting or advertising services, goods, or home occupations are prohibited.

19. **Mailboxes:** All mailboxes are subject to the review and control of the ARC and to the following:
- A. The design, size, color, and placement of the mailbox shall be maintained as originally installed.
 - B. The mailbox quality, paint, and lettering shall be maintained. (Proper paint color, lettering, and replacement mailbox information can be obtained from the ARC).
20. **Yard Lights:** All yard lights are subject to the review and control of the ARC and to the following:
- A. All lots must have and maintain an outdoor dusk-to-dawn light located in the front yard.
 - B. Dusk-to-dawn lights must be kept in good and operable condition.
 - C. Accent or decorative exterior lighting must fall within the property limits and constitute no more than convenience lighting.
 - D. Any lighting above and beyond that is listed in Subsection B and C of this Section shall require submittal of an application to and approval from the ARC for the installation of the lighting accompanied by a schematic identifying the placement location. Said application must be submitted thirty (30) days in advance of the lighting installation.

APPROVED AND ADOPTED

By Architectural Review Committee on January 10, 2018.

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