

ARDREY CREST

HOMEOWNERS ASSOCIATION, INC.

ARCHITECTURAL GUIDELINES

Architectural Guidelines

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1.0 Introduction

1.1 Applicability

This "Guide" is adopted pursuant to the *Articles of Incorporation*, and the *Declaration of Covenants, Conditions, and Restrictions*, ("Declaration"). These documents provide for the establishment of reasonable guidelines concerning the use of individual lots and common areas. The Architectural Review Committee ("ARC") serves as representatives of the Board of Directors ("Board") while enforcing the Guide. Compliance with this Guide is required but is not the sole basis for review or approval, nor does it guaranty approval of any application. In reviewing each application, the ARC may consider any factors it deems relevant. Decisions may be based purely on aesthetic considerations. Each owner acknowledges that determinations as to such matters are purely subjective in nature and that opinions may vary as to the desirability and attractiveness of a proposed addition or modification.

1.2 Purpose

This document is not intended to replace the Declaration (please see Exhibit C of the CC&R's for Rules and Regulations), but to clarify the process by which homeowners may customize and modify the exterior presentation of their homes and/or lots. This document exists to preserve and enhance the property values and attractiveness of the Ardrey Crest neighborhood. The intent is to provide consistent guidance to owners regarding requirements for additions and modifications to property in the community, and to assure that modifications and improvements are consistent with the harmony of exterior design within Ardrey Crest, located appropriately with regard to surrounding structures and topography and of high-quality materials and workmanship.

1.3 Application and Review Process

Every proposed exterior modification/addition to homes or lots requires prior approval of the ARC. Submit the *Request for Architectural Approval* form to: Ardrey Crest HOA Post Office Box 26844, Charlotte, North Carolina 28221. Each application must include a copy of the lot survey showing the size and location of the proposed modification/addition as well as a list and description of the materials to be used. Color samples may assist the ARC in rendering its decision and expedite the review process. The ARC requires submission of such additional information as may be reasonably necessary to consider any application. Review of the application and notification to the applicants shall be conducted as described in the Declaration.

2.0 General Architectural Standards

2.1 Landscaping

Homeowners who wish to install additional or remove existing landscaping must submit a *Request for Architectural Approval* form to the ARC. Maintenance of lawns, mulched areas, replacement of existing shrubs with the same species and rotation of seasonal annuals shall not require prior approval.

The community standard for grass is Tall Fescue or Bermuda. All lawns including front and back of house shall be of the type of Tall Fescue or Bermuda. No other grass types are allowed.

2.2 Antennas, Satellite Dishes (DBS, MDS, DSS)

If installation is required in other than the following locations, include a statement from the installer with the *Request for Architectural Approval* form. Standard placement of a satellite dish is:

- Attached to or mounted on a deck or patio in the rear of the residence and extending no higher than the eaves of that portion of the roof of the dwelling directly in front of such antenna; or,
- Attached to or mounted on the rear wall or rear roof of the residence so as to extend no higher than the ridgeline of the residence at a point directly above the position where attached or mounted to the wall.

Pursuant to FCC Section 207 of the Telecommunications Act of 1996, the Association will not require prior approval for antennas/dishes in the attic, crawl space, garage, or other interior space of the dwelling, or another approved structure so as not to be visible from the exterior of the residence. Freestanding antennas/dishes are discouraged.

2.3 Backyard Play Equipment, Basketball Goals

All play structures (i.e., swings) shall be constructed of wood and must be finished in a natural wood stain. Play structures shall be in the rear yard and positioned 6' inside property lines in all directions. **Play structures of any type are not permitted in the front or side yards.** In the case of a corner lot, any play equipment, or structures to be installed must be screened by landscaping or fencing from public view. Applicants must include their screening plan with the *Request for Architectural Approval* form.

Basketball goals (both permanent and portable) are permitted in the community. All basketball goals shall be positioned perpendicular to the street at a minimum of 11' behind the curb or edge of alley pavement and set at least 6' inside the property line(s).

2.4 Birdbaths, Birdfeeders, Birdhouses

Homeowners may install up to a total of two each of any combination of the following: a birdbath, birdfeeder or birdhouse so long as the post and attachment do not stand taller than 7' above the ground.

2.5 Decks, Patios and Screened Porches modifications to decks and patios include, but are not limited to:

- Constructing
- Enclosing
- Extending
- Conversion
- Staining & Waterproofing

No deck shall extend into a side yard beyond the side plane(s) of the house and shall be no larger than 300 square feet.

Deck extensions at the same level as the existing deck are to be of the same materials and colors used in the existing deck and the total size of the deck after such extension is not to exceed 15' x 20' (existing deck + extension must be equal to or less than 300 square feet), and such deck, as extended, must comply with the above stated requirements.

Deck waterproofing, sealing, or staining is pre-approved provided that a natural wood color is used.

2.6 Dog Pens, Runs, Dog Houses

Doghouses are to be of similar color to the main house (siding, shingles) and are to be located a minimum of 6' inside property lines behind the house and screened from street view. **There shall be no dog pens or dog runs of any kind.**

2.7 Exterior Colors

Color changes are to match one of the standard color schemes provided by any of the builders in the neighborhood. Color chips and siding samples are to be submitted with the *Request for Architectural Approval* form. This includes siding, trim, doors, shutters, shingles, and any other exterior color modification.

2.8 Exterior Lighting, Seasonal Decorations

Exterior lights shall be conservative in design and as small in size as practical. Lights shall be directed toward the house or ground and limited in wattage to 2,000 lumens. Low voltage (12 volt) lighting is preferred.

Seasonal holiday decorative lighting is pre-approved; however, winter holiday lighting is not permitted before Thanksgiving week and must be removed no later than the following January 15th.

2.9 Fences

Ornamental fencing may be installed in front yards providing that the pickets are no larger than 2" x 2" square and the fence is less than 36" in height. 35' x 35' site triangles must be avoided on corner lots. Corner posts and gate openings should have more decorative columns to accent the fence (i.e., raised panel dentil cap or larger size). Fences may not extend outside the boundaries of the installing homeowner's lot. In the event existing trees or other obstacles require adjustment to the fence location, the fence shall always be shifted inside the boundary of the installing homeowner's lot.

Fences installed within an easement area are subject to removal for maintenance within the easement. Owners bear the risk of re-installing any fencing that must be mowed within an easement.

Underground utilities are located 4'-6' from the edge of pavement on the alleys. Call "NC ONE CALL" at 1-800-632-4949 to locate buried utilities before digging any fence post holes!

A single fence shall be permitted between adjacent lots sharing a common side or rear property line unless a drainage swale straddles the property line. Fences shall be installed at the top of the slope adjacent to a drainage swale and one access gate must be installed. Each homeowner is responsible for mowing and maintaining their property in the drainage swale. Lawn clippings, leaves nor other debris shall be accumulated in drainage swales.

Gates shall be designed to be compatible and complementary to the fence design.



Fences abutting a local residential street must be installed parallel to the street. The fence must be installed no closer than one (1) foot from the sidewalk or eleven (11) feet behind the curb of an intersecting street or edge of an alley.

Chain-link fences are **not** permitted.

A copy of the plot plan showing the proposed location of the fence and its relationship with the house are to be submitted with the *Request for Architectural Approval* form. White vinyl fences are the recommended fencing solution for use due to the low maintenance, no need to paint or stain, no termite infestation, no splintering, and years of aesthetic quality. There are recommended fence designs described in these guidelines below.

The suggested fence design options are as follows:

A. Westchester Picket

The taller pickets are generously spaced to convey a light, airy look, while the more tightly spaced smaller pickets enhance the strength and compact feel of this eye-catching fence. With routed rails, fascia and kick board, the Westchester has similar look front to back. Columns are 6" square posts with decorative caps.



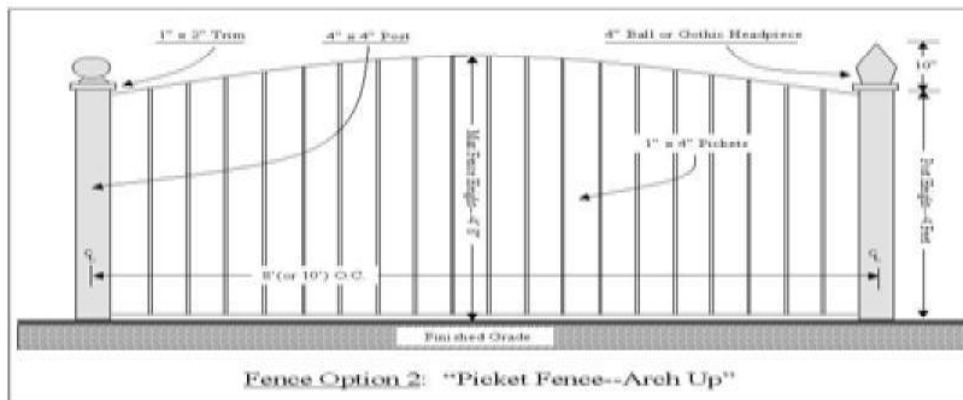
B. Picket Fencing

This fence consists of 4' high picket fencing with 1 1/2" square pickets. Using pressure treated #2 grade pine 6' square posts, Western Red Cedar #2 S4S grade 1 1/2" square pyramid top pickets built between (2) 1" x 4" routed top rails and (2) 5/4" x 6" bottom rails with Western Red Cedar Hartford Style Post Caps.



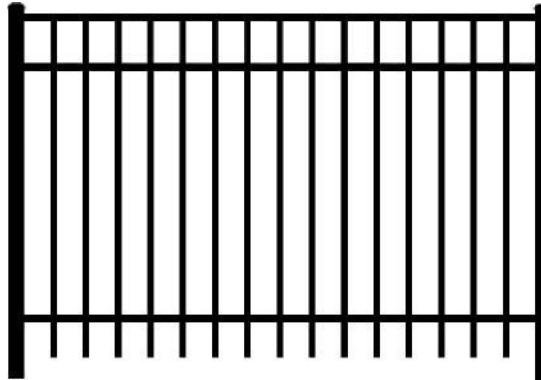
C. Picket Fence Arch Up

A 4-foot-high fence with 1" x 4" pickets and either 4" or 6" posts. Pickets swoop up toward the center (center height is 4' 8") for the fence section. Each fence section is either 8- or 10 feet long. Pickets are intended to have a minimum spacing of 2". A 4" ball of Virginia Gothic headpiece for each post is required.



D. Jerith Black Aluminum

A 4' aluminum fence is allowed. Pickets are generally 5/8" sq. x .050" thick with spacing between pickets being 3 13/16". Posts are 2" sq. x 4" sq. Fences installed on a slope should either stair-step evenly with the grade or run parallel to the grade; however, in both situations the pickets should be installed perpendicular to a horizontal line and not the existing grade.



E. Tongue and Groove Privacy Fence (ALLEY LOADED LOTS & PATIO ONLY)

With or without decorative lattice accent is the only 6' tall, approved fence and may only be constructed of vinyl materials and may only be installed on the rear yard of an alley loaded lot or around a patio a maximum of 3' outside the approved concrete patio of a lot whose garage enters from the front. This fence may not be used around the entire perimeter of a lot whose garage enters from the front.



2.10 Flagpoles, Flags

Free standing flag poles are not permitted. Flags visible from the exterior of a dwelling may be hung only on flag poles meeting the following criteria.

One flagpole not to exceed 4 inches in diameter or 60 inches in length each may be mounted on the front of the house. Flags shall not exceed 4' x 8' in size. Only official flags of countries, decorative flags, and college and professional team flags may be displayed; flags which display trademarks or advertising, and battle flags and similar flags which, in the Board's judgment, are intended to, or tend to, incite, antagonize, or make political statements (other than a statement of citizenship or country of origin of the residents of the dwelling), shall not be permitted. Flags shall be maintained in good condition and shall not be displayed if mildewed, tattered or faded beyond recognition.

2.11 Hot Tubs, Spas, Saunas

A copy of the plot plan showing the proposed location of the hot tub, spa or sauna and its relationship with the house along with the type, size, and color are to be submitted with the *Request for Architectural Approval* form.

2.12 Mailboxes

Only the original black mailbox is permitted. If replacement or repair is required, the mailbox must be restored to the original design specification. The residence address must be clearly visible on the mailbox.

2.13 Outdoor Furniture

No furniture shall be used, stored, or kept on the exterior of any residence except on porches, patios, and decks. Furniture not enclosed in a room shall be limited to such types as is designed for outdoor use.

2.14 Roof Accessories

Homeowners who wish to install any type of roof accessory (i.e. solar panel) need to submit detailed specifics with the *Request for Architectural Approval* form.

2.15 Signs

No signs of any kind shall be erected, placed, or permitted to remain on any residence, lot, or common area except following written approval by the Association Board of Directors subject to the following guidelines:

- Signage advertising Official community events.
- A single "For Sale" sign which shall not exceed 2' x 3' is permissible when located on the advertised property.
- A security system warning sign, not to exceed 6"x6" in size, may be displayed at the entrance to the residence.
- "For Rent", "For Lease" and "Lease Purchase" signs are strictly prohibited.

2.16 Storage Sheds, Accessory Buildings

A copy of the plot plan showing the proposed location of the storage shed or accessory building and its relationship with the house of along with the type, size and color are to be submitted with the *Request for Architectural Approval* form.

One storage shed may be permitted on a home site provided that:

- It is located behind the house (screened from view by the house) and is set a minimum of 6' inside all property lines.
- It does not exceed a maximum of 12' x 12' in size nor have an eave height greater than 8.'
- The exterior surface is of a color which match the home.
- The roof is comprised of shingles which match the home.
- It has windows on at least two sides.
- Meets all applicable building codes.
- It is landscaped with 3-gallon evergreen shrubs installed at a minimum spacing of 3' on center around three sides of the perimeter of the shed with one shrub planted at each corner of the building. On corner lots, evergreen trees (wax myrtles or Leyland cypress) shall be planted in lieu of shrubs along the side visible from the street.

- A poured concrete foundation is preferred. Concrete blocks may be acceptable if screened with lattice underpinning and landscaping.
- **NO METAL SHEDS ARE ALLOWED.**

2.17 Storm Doors

Storm doors must be full-view glass. No screen doors are permitted on the front of homes. However, screen doors are permitted on rear doors of homes, provided that the color matches the exterior of the home. Retractable screen doors are the preferred option. Color pictures and model information of the proposed storm door are to be submitted with the *Request for Architectural Approval* form.



2.18 Street Trees

Street trees are defined as trees in the City of Charlotte Right-a-Way between the sidewalk and the road. This includes the tree in front of the house, and on the side for houses on corner lots. The City of Charlotte Trees municipal code requires a tree present in both locations. See link:

https://library.municode.com/nc/charlotte/codes/code_of_ordinances

- The homeowner is responsible for removing the street tree if it is dead, diseased, severely impacted by a storm/natural disaster or wants a new tree.
- The *Request for Architectural Approval* form is required to be submitted prior to a street tree removal and replacement. Any removal of a street tree without prior approval, except in cases where it is damaged due to a storm/natural disaster and needs to be removed for the safety of others, will be considered a violation.
- The replacement street tree is required to be a 15-gallon Red Maple or the exact same species as the previous tree. Red Maples can be purchased at SiteOne Landscaping Supply.
- Mulch and pine needles around the street tree are at the homeowner's expense.
- Decorative bricks and landscaping around the street tree are at the homeowner's expense and require an ARC request.
- The HOA is only responsible for trimming the street trees on the pre-defined schedule. This maintenance will be done by the tree or landscaping company contracted by the HOA. The trimming will be done in compliance with the City of Charlotte Trees municipal code. Any additional trimming necessary or required will be done at the homeowner's expense.
- Based on a legal opinion, dated December 8, 2020, the HOA does not own the street trees and previous replacement of a tree, at the HOA's expense, does not set precedent and is not required to be continued.

2.19 Window Air Conditioners

Window air conditioning units and window fans of any kind are not permitted.

2.20 Window Boxes, Planters

Color pictures and dimensions of window boxes and planters along with the location they are to be placed are to be submitted with the *Request for Architectural Approval* form.

3.0 Request for Architectural Approval form

All information is REQUIRED for the application to be considered. Submit all documentation and Architectural Approval form:

Ardrey Crest Homeowners Association
Cedar Management Group
P.O. Box 26844
Charlotte, NC 28221
Email: arc@mycmg.com

Ardrey Crest - Request for Architectural Approval

Include all required documents:

- Request form.
- Actual Property Survey with location of improvement clearly marked - no GIS/Google Maps
- Detailed description and drawing/photos of improvement.
- Photographs of the materials – siding, paint, shingles, etc.
- Photographs of what currently exist.
- Landscape plan, if applicable, including names/photographs of plants and quantities.

Mail or email request and supporting documentation to:

Ardrey Crest Homeowners Association
Cedar Management Group
P.O. Box 26844
Charlotte, NC 28221
Email: arc@mycmg.com

Name: _____ Request Date: _____

Address: _____

Phone: _____ Email: _____

Estimated Start Date: _____ Estimated Completion: _____

(NOTE: Start date must be 30 days after approval)

Type of Modification: (each request requires a separate application)

- | | | | |
|--|-----------------------------------|--------------------------------------|---|
| <input type="checkbox"/> Fence | <input type="checkbox"/> Porch | <input type="checkbox"/> Deck/Patio | <input type="checkbox"/> Tree Removal |
| <input type="checkbox"/> Utility Building | <input type="checkbox"/> Pool | <input type="checkbox"/> Landscaping | <input type="checkbox"/> Satellite Dish |
| <input type="checkbox"/> Exterior Painting | <input type="checkbox"/> Addition | <input type="checkbox"/> Storm Door | |
| <input type="checkbox"/> Other _____ | | | |

Location on Property: _____ Color: _____

Size & Dimensions: _____

Materials: (Wood must be pressure treated) _____

Contractor Name & Phone: (if applicable) _____

Please Note:

- The committee reserves the right to request more information to clarify the request.
- The architectural review process does not begin until all required documents are received.
- Installation or removal prior to approval is a violation of the CC&R's and may result in a violation and possible fines. Please allow 30 days for approval.

For Committee Use Only:

- Approved Denied Approved with Contingency
Reason for decision: _____

Date Application Received: _____ Date Application Reviewed: _____

Date Homeowner Notified: _____ Committee Member Signature: _____