

# **SILVER LAKE BLUFFS ARCHITECTURAL GUIDELINES**

Original Guidelines Adopted on xxx

## \*\*\*\*\* INTRODUCTION \*\*\*\*\*

The Silver Lake Bluffs Homeowners Association Board of Directors present the following standards designed to assist homeowners in complying with the Declaration requirement of obtaining prior approval for exterior changes on any property owned individually or in common in Silver Lake Bluffs. It is the intended effect that these standards should cause an equitable and consistent handling of all applications for Architectural Review Committee approval.

## Standards

The standards that follow are the procedures and guidelines developed by the Board to assist the Association and its members in the design review process. **It is hoped the guidelines will serve as a positive tool to assist each homeowner in the full and free use of their property in a manner consistent with the aesthetic and harmonious development of Silver Lake Bluffs**

### Control Criteria

The Board of Directors evaluates each application and the individual merits of the application per these Architectural Guidelines and the Restrictive Covenants.

**(A) Validity of Concept**

The basic idea of the exterior change should be appropriate to its surroundings.

**(B) Landscape & Environment**

The exterior change must not destroy or blight the natural landscape or the man-made environment.

**(C) Relationship of Structures**

The proposed change should relate harmoniously with its surroundings and to existing buildings and landscapes / terrain that have visual relationship to the change.

**(D) Protection of Neighbors**

The interests of neighboring owners should be protected by making provisions for such matters as surface water drainage, sound and sight buffers, preservation of views, trees, light and air, and other aspects of design, which may have substantial effects on neighboring property. Some examples are fences or structures that obstruct views, trees that are planted and can grow to infringe on a neighbor's property, or landscaping that restrict access to neighboring property. The ARC will consider the various and appropriate criteria and exercise discretion in determining which criteria will be governing in each specified application for change.

**(E) Design Compatibility**

The proposed nature of the change shall be compatible with the design characteristics of the applicant's home and the general community setting. Compatibility is defined as harmony, color, and construction details.

**1. Scale**

The dimensional size, shape, and height of the proposed change shall relate satisfactorily to adjacent structures and their surroundings. A detached structure of a disproportionate size to the area in which it is intended to be placed would not be satisfactory.

**2. Materials**

Continuity is established by use of the same or similar/compatible materials as are used in the existing home, likewise the shingles should be the same or similar.

**Design Applications and Review Procedures**

**The application procedures for review, inspection, appeal, and enforcement of design review are outlined in this section.**

**Objectives**

The Board of Directors, in examining each application for design approval, considers whether or not the exterior change is in conformance with the Declaration and the Guidelines outlined herein, in order to:

- To create a community which is aesthetically pleasing and functionally convenient.
- To maintain a harmonious relationship among structures, vegetation, topography and the overall design of the community.

**Applications Procedure**

Complete the application form and attach all required exhibits. Include full details of the proposed change. If the change is structural such as a deck, fence or change requiring grading, submit a sketch or plan and outline specifications. Be sure to include information such as type of materials, size, height, color, location, timing, etc. Using a copy of your lot survey, provide a sketch of the location of the change and/or addition as it relates to your house and lot. All requests must be made to the property management company (see web site [www.omegamgmt.com](http://www.omegamgmt.com) for contact information).

## **Additional Considerations**

### **1. Workmanship**

The quality of work should be equal to or better than that of any existing structures.

### **2. Timing**

A property change may be built or installed either by owners or by a contractor. However, projects that remain uncompleted for a long period of time are visually objectionable and can be a nuisance and safety hazard for neighbors and the community. All applications should contain a proposed maximum time period from start to completion of construction. If the proposed time period is considered unreasonable, the Board of Directors may disapprove the application. As a general rule of thumb, additions/changes should be able to be completed within 60 days.

### **3. Grading**

Major changes to the topography of a lot could result in flooding due to improper drainage into a neighbor's yard. Therefore such changes require prior approval. The Board does not accept any liability for any damages caused by such grading action, whether approved by the Board or not.

**Do not apply for a building permit, purchase material, or commit to any contractor in anticipation of instant approval by the Board of Directors. Applicant should wait until they have received written approval prior to committing to such work.**

Mail or deliver the application form to the address shown on the form.

Incomplete applications will be returned, causing delay in obtaining approval. The ARC will review the application within thirty (30) days and will respond to you in writing. **The 30 days review period does not start until the Board of Directors receives a complete application.** If your review request requires additional information or documentation, a new 30-day deadline will begin upon receipt of the additional information.

If an application is denied, the applicant may appeal to the Board of Directors. (see E Appeal Procedure on next page).

If the Board of Directors fails to approve or disapprove a request for a change within 30 days after receipt of the application, then approval will not be required and Article IV of the Declaration will be considered waived.

The approval is valid for six months. Any project that is not begun, or completed, within six months must be resubmitted to the Board of Directors.

## **Review Procedures**

During the Board of Directors consideration of an application, members and/or a consulting architect may review the site and may talk to the applicant and/or neighbors. The ARC will consider the application and any data or comments received from immediate neighbors, other members and/or consulting architect. After discussion of the application as submitted, the Board of Directors will either approve or disapprove.

## **Appeal Procedures**

If an applicant disagrees with the decision of the Board of Directors, the applicant should file a written appeal with additional supporting documentation with the Board of Directors within (15) calendar days after receipt of the decision.

The Board of Directors will establish the date and time the appeal will be heard, normally at the next scheduled Board meeting. All decisions will require unanimous vote of the Board. Upon completion of the appeal, the applicant will be notified of the Board's decision in writing.

## **Architectural Violations**

### **1. Architectural Violations**

The Board of Directors and/ or the Community Association Manager will periodically inspect the community, to identify apparent violations of the Architectural Review requirement. Homeowners may also notify the Community Association Management Company or any Board member of apparent violations of any provisions of the Architectural Guidelines.

# The Board of Directors has determined the following Guidelines and Restrictions

## (A) Design Guidelines

This section of the standards provides specific guidance regarding particular design situations frequently encountered in the Meadows at Olde Carpenter community. Generally accepted methods for achieving the required objectives and standards are indicated below.

- (1) **Clotheslines, Metal Sheds, Metal Swing Sets, Metal Awnings, Greenhouses, Wells and Chain Link Fences** will not be approved.
- (2) **Fences**  
All fencing must have written approval by the Board of Directors. Fencing must be between 4 feet and 6 feet in height and solid white vinyl as pictured below. Fence and fence gate location will be determined on a case by case basis.



- (5) **Landscaping**  
All exterior landscaping additions or modifications must receive written approval by the Board. Landscaping installed by the homeowner, will not be maintained by the HOA. Caution should be used while digging deep holes so as not to cut into any electrical cables, etc. Prior to digging, homeowners should contact the appropriate utility company requesting the company to locate their cables.
- (6) **Metal Swing Sets and Tree Houses**  
Metal Swing sets and Tree Houses will not be approved.

- (7) No basketball hoops/goals shall be permitted. No recreational equipment shall be located in such a manner as to constitute a nuisance or unsightly condition to adjoining neighbors. All toys and equipment of any type cannot remain repeatedly overnight within any front yard.
- (8) **Satellite Dishes**  
Satellite dishes are permitted. The dish should not be visible from the street unless the signal cannot be received from the rear of the lot.
- (9) **Screening**  
Garbage and recycle containers shall either be concealed from street view and/or stored in the garage.
- (10) **Signs and Flags**  
No signs are permitted, other than for sale or signs allowed by law. No real estate directional signs are allowed except as temporary placement for open houses. No sign shall be nailed or attached to trees. Banners and flags must be approved in advance by the Board of Directors.
- (12) **Storm doors**  
Storm doors must receive written approval prior to installation.

**(B) Permits**

Many additions/renovations to your property may require the approval of the City of Raleigh and certain permits may be required. It is strongly suggested that the City of Raleigh be contacted to determine whether permits or approvals are required.

**These guidelines are not intended to cover every situation. If you are contemplating an exterior change that is not addressed in these guidelines, your submission will be handled on a case-by-case basis.**

These Guidelines may be amended as required.

**Note: Any improvements performed by homeowners, without written approval from the Board of Directors, will be subject to immediate removal. If necessary the removal may be performed by the HOA at the homeowner's expense.**