

Woodbrook Subdivision Architectural Compliance Committee

A Guide for Homeowners

The Woodbrook Homeowners Association Officers, Board of Directors and the Architectural Compliance Committee have established these Architectural/Design Standards in order to maintain the overall design concept for the community, as well as promote and enhance the visual and aesthetic appearance preserving the attractiveness and value of our community.

Note:

1. Board approval does not replace the requirements for a permit from the City of Farmington Hills. Likewise, a City of Farmington Hills permit does not guarantee approval from the Board. Board approval is not a certification that the structure has been built in accordance with any governmental rule or regulation.
2. Proper location of a structure or any appurtenances (fences, pools, etc.) with regard to property lines, setbacks, easements or any other restriction, is the sole responsibility of the builder and owner.
3. Approval from the Board must be obtained 30 days *prior to* the start of your project. Approvals are valid for a period not to exceed 12 months.
4. The function of the ACC is to review applications on behalf of the board. Only the board has authority to grant approval.

Before you begin your project please reference the City of Farmington Hills City Ordinances and review to see if you project falls under the purview of Farmington Hills City Ordinances.

Link below:

<http://www.ci.farmington-hills.mi.us/Government/Charter-Code-of-Ordinances/Clearzoning.aspx>

See sections:

5.0 Site Standards

Accessory Buildings **Section 34-5.1**

Fences **Section 34-5.12**

The process for approval of your project is follows:

1. Complete the Architectural Compliance Committee Plan Request Form
2. Complete the Neighbor Plan Approval Form
3. Submit both documents to WoodbrookACC@gmail.com

You will receive a determination form a Woodbrook ACC member regarding your request not later than 30 calendar days after submission.

- If the information you submit is insufficient then application will be deemed “not submitted” until all required information is provided.
- An application submitted containing all required information for review where no response is received after 30 calendar days will be considered approved provided the plans and location on the lot conform to or are in harmony with existing structures in the tract and these restrictions.
- Site visits by an ACC Committee member or Officer of the Woodbrook Home Owners Association may be required for project approval.
- The ACC works on behalf of the Officers of the Woodbrook Home Owners Association. The Officers of the board make the final determination on all applications.

The following are general standards and guidelines for the Sheds, Gazebos (Auxiliary builds) and Fences.

This list **is not** all inclusive and will be updated at a later date.

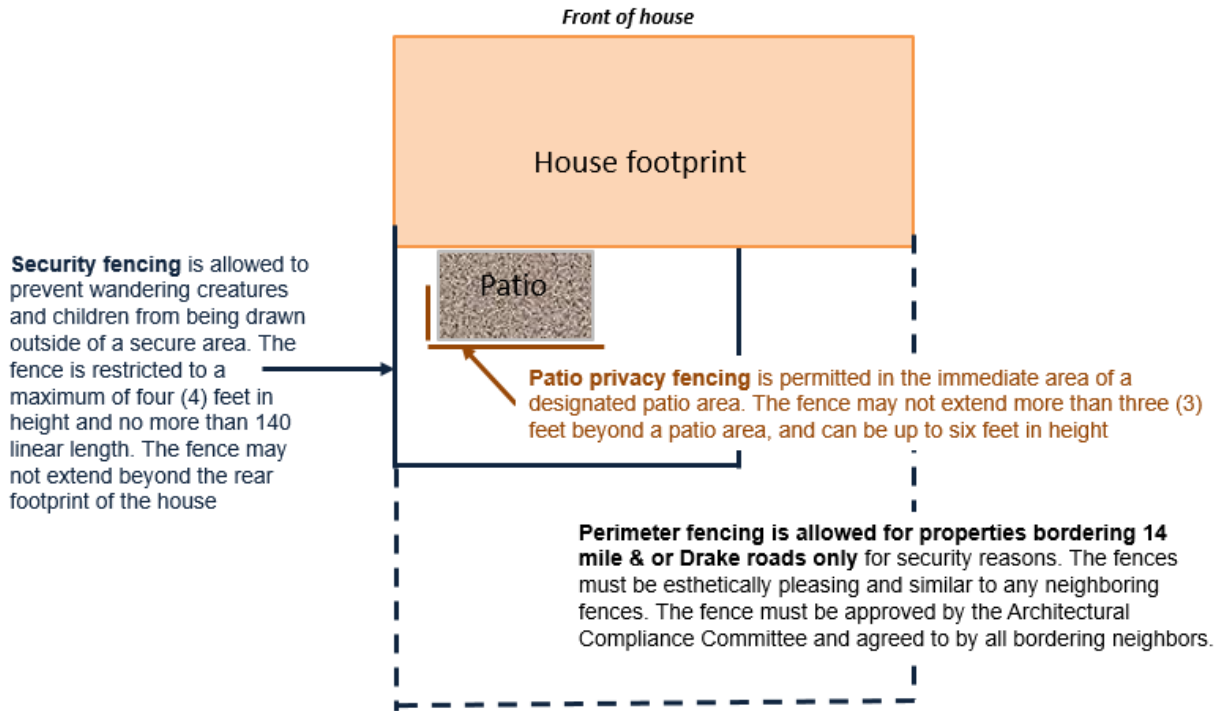
1. Auxiliary Buildings: (i.e., sheds, gazebos)

Structures not attached to homes have an aesthetic impact on property for owners and neighbors alike. If not carefully considered or positioned with care, it could cause an unsightly nuisance and detract from the visual beauty of our community. Structures can however increase the aesthetic appeal and utility of the property

- The maximum square footage of any proposed auxiliary building should not exceed 120 sq. ft. (example: 10 x 12 outside dimension)
- Sheds are restricted to the use of storage for items such as dry goods, lawn and garden equipment or similar. Uses not permitted are the storage of recreational vehicles, or habitable space.
- Sheds are restricted to a maximum height (from earth to peak) of 12 ft.
- When considering your *auxiliary building*, we ask that the architecture, color or style be consistent with your home and “like” materials be used.
- Non-corrosive, composite or wood materials should be used.
- Construction methods should be used to prevent rodent infiltration.
- It is important for the life of the Auxiliary Building that a level slab and or permanent base be used.
- All auxiliary buildings proposals must meet city ordinances.

2. Fences

Woodbrook Subdivision Fencing Requirements





- Permits are required per city ordinance for fences taller than 3 ft. and longer than 16 ft.
- Except for the fences along 14 Mile Rd fences are restricted to 4 ft. in height and a length of 140 ft.
- Fences along the 14 Mile green space shall not be taller than 6 ft. and must match in style and color to neighboring fences. This fencing shall be matching on both sides.
- Be aware that there is a setback requirement in the city ordinances. Placing your fence on the utility easement is not allowed.
- What materials – materials should be used that match the home architecture. Products such as vinyl, composite lumber, or natural wood should be used.

Violations

Violation of any restriction or condition or breach of any covenant or agreement herein contained shall give the grantor, in addition to all other remedies provided by law, the right to enter upon the land (upon or) as to which such violation or breach exists and summarily to abate and remove at the expense of the owner thereof any erection, thing or condition that may be or exists contrary to the intent and meaning of the provisions hereof and the grantor shall not thereby be deemed guilty of any manner of trespass for such entry abatement or removal.

Your Architectural Compliance Committee:

- David Somers – Chairman (313) 204-2270
- Carly Brown – Committee Member (313) 244-7533
- Shel Rader – Committee Member (313) 909-4430
- Nick Nelson – Committee Member (815) 545-7090
- Maxine Borders – Committee Member (248) 788-2768
- Max Matthies – Committee Member (248) 247-9370

Woodbrook Homeowners Association Architectural Compliance Committee

Plan Approval Instructions and Information

The Woodbrook Homeowners Association Officers, Board of Directors and the Architectural Compliance Committee have established these Architectural/Design Standards in order to maintain the overall design concept for the community, as well as promote and enhance the visual and aesthetic appearance preserving the attractiveness and value of our community.

FORMS: Please print and fill out the attached forms to request ACC approval of your Construction, renovation or project.

SUBMISSION: You may submit your forms and documents via WoodbrookACC@gmail.com or if you prefer contact any of the members of the committee for additional submission options.

Below is a partial list of projects and additions that will require ACC approval before commencing your project. If you are unsure if your project requires approval, please review Woodbrook Subdivision Restrictions or contact the committee for clarification.

- Auxiliary Buildings
- Fences
- Gazebos

Note: Board approval does not replace the requirements for a permit from the City of Farmington Hills. Likewise, a City of Farmington Hills permit does not guarantee approval from the Board.

You can review the Woodbrook Homeowners Association Bylaws, and Restrictions at woodbrooksub@gmail.com

You will receive a determination form a Woodbrook ACC member regarding your request no later than 30 calendar days after submission.

Woodbrook Subdivision Homeowners Association
Architectural Compliance Committee

Plan Approval Request Form

In compliance with the Restrictions on Woodbrook Subdivision please use this form to request permission from the Association's Architectural Compliance Committee before commencing any construction.

Date:

Name(s):

Address:

Phone Number(s):

Email:

Please provide the following Information:

I am requesting permission to build: _____
(type of construction)

Documentation to be provided:

- Mortgage plot plan** (or similar drawing showing lot lines and position of the house) with a line drawing of your proposed fence or shed, including dimensions.
- Additions or structures must include plans and specifications, prepared by a competent architect or other acceptable drawing.
- List of materials and colors** you plan to use (this could be a copy of your contractor's proposal).
- Signed Neighbor Plan Approval** from all adjoining neighbors that share a property line with you (generally three sides).

**Woodbrook Subdivision Homeowners Association
Architectural Compliance Committee**

Neighbor Plan Approval Form

As homeowners of (address) _____, we are requesting permission of our neighbors to erect, construct, or alter a _____. Your signature below indicates that I/we have discussed our plans with you and have shown you pictures and/or diagrams to illustrate those plans.

In compliance with the Restrictions of Woodbrook Subdivision, I give my permission for the aforementioned construction:

Neighbor 1	Neighbor 2
Date:	Date:
Print Name(s):	Print Name(s):
Address:	Address:
Signature (s)	Signature (s)

Neighbor 3	Neighbor 4
Date:	Date:
Print Name(s):	Print Name(s):
Address:	Address:
Signature (s)	Signature (s)