

# **OLDE MILL SUBDIVISION**

## **ARCHITECTURAL STANDARDS COMMITTEE PROCEDURE**

### **INTRODUCTION**

The Olde Mill subdivision is governed by the Olde Mill Restriction Agreements created for the property owners in order to protect property values and the natural environment.

### **DECLARATION OF RESTRICTION AGREEMENTS**

The Olde Mill Restriction Agreement for Phase I (lots 1-12) and Phase II (lots 49-76) is a legal document dated 1/14/02, and recorded in the land records of Rowan County, North Carolina in Deed Book 928, Page 707.

The Olde Mill Restriction Agreement for Phase III (lots 13-48) is a legal document dated 1/25/02, and recorded in the land records of Rowan County, North Carolina in Deed Book 930, Page 142

### **ARCHITECTURAL STANDARDS COMMITTEE**

Article XXIV of the Olde Mill Restriction Agreement establishes the Architectural Standards Committee (ASC). The ASC shall execute its duties in accordance with said article, The Restriction Agreements shall be used by the ASC as the basis for all reviews and approvals.

The ASC review encourages and promotes quality design that is appropriate and related to the setting and established character of the surrounding neighborhood. To accomplish this, the ASC will review all aspects of a project proposal that influences outside appearance, view sharing, and neighborhood compatibility.

Said rules shall interpret and implement the Olde Mill Restriction Agreements by setting forth Guidelines and/or procedures for Architectural Standards Committee review.

### **PROJECT GUIDELINES**

The Project Guidelines (Attachment 1) is a supplement to the Restrictive Agreement and provides assistance for planning projects and submitting Project Requests.

**PROJECT  
REQUESTS**

Any change in the exterior appearance of an Olde Mill Subdivision lot requires the approval of the ASC **PRIOR TO** the start of any work. Article II of the Restriction Agreements states, in part:

*No buildings, fence, wall, drive or other structure or additions to said structure shall be erected, placed or altered on residential property lots until the proposed building plans and any significant changes thereto, specifications, exterior color or finish, lot plan (showing the proposed location of such building or structure, drives and parking area) and construction schedule shall have been approved by the Architectural Standards Committee.*

Applicants should notify adjacent neighbors of any proposed exterior changes being made to the said lot. The neighbors may acknowledge the notification by signing a statement on the application.

Project Requests (Attachment 2) shall be submitted, signed, and dated by the property owner. Project Request forms are available at the home of the Chairman of the ASC. Requests will be considered on a case-by-case basis, and the property owner will receive a written response from the ASC within 30 days of receipt.

**NOTE**

Any application submitted for a lot with a delinquent assessment account will be denied. Once the assessment account is restored to a current status, the ASC will promptly review and act on the application.

**PROJECT  
APPROVALS**

The ASC will make all decisions in good faith, and strive to treat all applicants fairly, consistently, and in a timely manner. In most cases, when deemed necessary, at least one member of the Committee will visit the site before the committee meeting to assess its effect on the immediate neighborhood.

The ASC shall utilize the Restriction Agreements and Project Guidelines as a basis for their review of Project Requests.

ASC approvals do not include a review of, or comment upon, the structural soundness, safety, or compliance with applicable building codes. In other words, ASC approval does not mean that all other approvals that may be required

have been obtained. The property owner is responsible for obtaining any required building permits, variances, exceptions, inspections, or other governmental approvals before starting any construction work.

## **PROJECT COMPLETION**

All structures approved by the ASC must be completed within one (1) year from the date of the approval letter, unless otherwise indicated by the ASC in approving the application. The ASC may consider a written request for an extension of the time limit.

Upon completion of any project approved by the ASC, and upon notification by the property owner, the ASC shall issue a Certificate of Completion (Attachment 2),

## **APPEALS**

The Association member in good standing, in writing, shall submit ASC appeals to the Board of Directors. The ASC will review the appeal and visit the property, if deemed necessary, and inform the Board of Directors of their decision in writing within two (2) weeks. The Board of Directors will inform the Association member of the appeals decision. The Association member in good standing has the right to address the Board of Directors. A special meeting may be called for this purpose, as needed.

## **VIOLATIONS**

Upon a site inspection by the ASC, lots that do not comply with the Restriction Agreements will be placed in violation established by the ASC. Article XXII (e) states in part:

The ASC or its agent shall have the right to inspect all construction to ensure that it is performed in strict accordance with the approved plans, specifications, and details.

Once a lot is placed in violation, the property owner will be notified in writing by the ASC. The Board of Directors will receive a copy of said letter, and every effort will be made to work with the property owner to resolve the violation.

In the case the failure of a property owner to comply with the terms and provisions contained in the Declaration, the Articles of the By-Laws of the Corporation, relief shall be available in accordance with Article XXI of the Restriction Agreements.

## **ATTACHMENTS**

Attachment 1: Project Guidelines

Attachment 2: Project Request / Approval Form /  
Certificate of Completion (4 pages)