

DESIGN MANUAL  
ARCHITECTURAL REVIEW COMMITTEE  
FOR  
LAKE'S EDGE SUBDIVISION

Written October 2009

It is the intent of this manual to assure Builders and all Homeowners that Lake's Edge Subdivision will continue to be developed and constructed as a community of quality homes and buildings; that are of tasteful and aesthetically pleasing architectural design; that are constructed with long-lasting materials and high-construction standards; that are harmonious with surrounding structures and topography; and, that have landscaping and other site improvements consistent with the aesthetic quality of Lake's Edge Subdivision as a whole.

The Declaration of Covenants, Conditions, and Restrictions for Lake's Edge Subdivision ("Master Covenants") states that 2 committees will be responsible for administering design guidelines; however, the Lake's Edge HOA Board of Directors have determined that just one committee is needed at this time. This committee will be called the Architectural Review Committee ("ARC"). Their function is to review, and approve or disapprove, plans for any proposed construction or alteration within Lake's Edge Subdivision. The Master Covenants have granted the ARC broad discretionary powers regarding the aesthetic impact of design, construction and development including architectural style, colors, textures, materials, landscaping, overall impact on surrounding property, and other aesthetic matters. It shall be the intent of the ARC to keep a uniform appearance within Lake's Edge Subdivision. It's intent is to promote and assure that all improvements are aesthetically compatible with each other; and, are constructed to reflect the quality and permanence of a world-class community.

This Manual has been prepared by the ARC as a guideline for builders and homeowners in their selection of concepts for construction within the development. This Manual does not include all building, use, and other deed restrictions associated with Lake's Edge Subdivision and, accordingly, each builder and homeowner should familiarize themselves with the provisions of the Master Covenants and rules and regulations of the Lake's Edge Homeowner Association. The inclusion of any recommendation in this Manual shall not preclude the ARC's right to disapprove any proposed matter for any reason. Nothing here is intended to supercede the Forsyth County code and zoning restrictions.

## THE REVIEW PROCESS AND GENERAL INFORMATION

General - The design and construction review process is a three-step process. A

Plan Submission, Committee Approval, and Final Inspection of improvements. Thorough and timely submission of information as well as adherence to the design standards set forth in this Manual will prevent delays and minimize frustration of all parties involved upon the receipt of plans. The committee will provide a response within a **30-day turn-around** from the final Plan Submission. Questions concerning the interpretation of any matter set forth in this Manual should be directed to any member of the ARC.

Plan Submission - Plans and specifications showing the nature, kind, shape, color, size, materials, and location of all proposed structures and improvements shall be submitted to the ARC (for original construction or for modifications to existing improvements) for review and approval (or disapproval). The "**Plan Submission Form**" is available from the ARC, and shall be used as a transmittal record of the Submission.

In addition, information concerning irrigation systems, drainage, and other features of proposed construction shall be submitted as applicable. Such plans and specifications shall be in such form and shall contain such information as may be reasonably required by the ARC pursuant to the Design Manual, including, without being limited to:

(1)

(i) a site plan showing the location of all proposed and existing structures on the Lot, including building setbacks, open spaces, driveways, walkways, and parking spaces, including the number thereof and all siltation and erosion control measures;

(ii) a foundation plan;

(iii) a floor plan containing a minimum of 2000 square feet of heated space for any primary residence;

(iv) exterior elevation of all proposed structures and alterations to existing structures, as such structures will appear after all back-filling and landscaping are completed;

(v) specifications of materials, color scheme, lighting scheme and other details affecting the exterior appearance of all proposed structures and alterations to existing structures; and

(vi) plans for landscaping and grading.

In reviewing each submission, the ARC may consider the quality of workmanship and design, harmony of external design with existing structures, and location in relation to

surrounding structures, topography, and finish grade elevation, among other things.

In the event that the ARC fails to approve or to disapprove any Plan Submission within 30 days after the final submission of all information and materials reasonably requested, the Plan Submission shall be deemed approved. However, no approval, whether expressly granted or deemed granted pursuant to the foregoing, shall be inconsistent with the Design Manual unless a variance has been granted in writing.

Final Approval - No construction of a building or structural improvement; nor landscaping or other site improvement; nor alteration and additions to any existing structure or site improvement shall be made on any property until the plans and specifications showing the proposed design, nature, kind, shape, size, color, materials, and location of same shall have been submitted to and shall have received Final Approval by the ARC. Builders or homeowners requesting Final Approval of an improvement shall submit sufficient exhibits to demonstrate compliance with standards and requirements of this Design Manual. Construction must commence within **six (6) months** from date of Final Approval or Final Approval will be subject to review.

Inspection - The ARC shall have the right to inspect after the completion of the work for which approval is required under this manual. In regards to new-home construction, the ARC shall have the right to enter upon and inspect any property at any time before, during, or after completion. For improvements, modifications, additions or other types of work to be done that require approval from the ARC, the ARC shall have the right to inspect at the end of the project. Inspection shall be completed within **30 days** after completion. Within **15 days** after completion of any project, a builder or homeowner shall give written notice to the ARC using the Plan Submission Form provided by the ARC. Attached to the form shall be a final survey and a copy of the certificate of occupancy on new-home construction.

(2)

Upon Final Inspection by the ARC of any improvements/modifications and provided that such inspection determines that the improvements/modifications were constructed in substantial compliance with the plans and specifications submitted for Final Approval, the ARC shall return the Plan Submission Form with the final approval from the ARC.

If the ARC finds that any improvement or modification or addition was not performed or constructed in substantial compliance with the submittals receiving Final Approval, the ARC may remove the non-complying improvement, and charge the action to the builder or homeowner.

Appeal - If a Plan Submission for approval or if Final Approval has been denied; or if an approval is subject to conditions which a builder or homeowner feels are harsh or unwarranted; or if there are disputes to any other matter related to actions of the ARC, the builder or homeowner may request a hearing before the full committee of the ARC and HOA Board of Directors. At the hearing, the builder or homeowner will be allowed to present it's position on the matter or make requests or recommendations as to an alternative action. After the hearing, the ARC will discuss the information presented with the HOA Board of Directors and notify the builder or homeowner of their final decision on the hearing. The decision of the ARC/HOA Board regarding the matter shall be final.

Accessory Structures - No more than one (1) detached single family residential dwelling shall be erected on a homesite. The ARC may approve accessory structures (such as garages, gazebos, guest houses, and the like) that are detached from a main residential dwelling so long as they are not erected prior to construction of the main residential dwelling and are not intended to be held for lease. No garage shall be converted to other usage without approval from the ARC. If the conversion is approved, the construction of another garage must be built and completed prior to the conversion. No carports will be permitted.

Site Placement - All buildings and other improvements shall be placed as approved by the ARC. The existing topography and landscape shall be disturbed as little as possible, such that the maximum number of desirable trees and other natural features will be preserved.

Driveways - Parking spaces, garages, and the driveway to a garage shall be planned and executed in an attractive and functional manner and shall consider the location of existing trees, topography, streetscape and compatibility with surrounding improvements. Nothing here shall supercede the Forsyth County code.

All homesites shall have a paved driveway of stable and permanent construction of at least twelve (12) feet in width. Unless prior approval is obtained from the ARC, all driveways must be constructed of concrete. When curbs are required to be broken for driveway entrances, the curb shall be repaired in an orderly fashion in such a way as to be acceptable to the ARC and with County approval.

Street Front Improvements - The builder or homeowner shall install and maintain sod along the street frontage(s) of the homesite regardless of the size of the homesite or the amount of street frontage(s). If a homeowner's lot is situated between two streets in the subdivision, the homeowner will be required to maintain their lot from curb-to-curb. Sod shall be Bermuda or Zoysia.

(3)

Swimming Pools - Any swimming pool to be constructed upon any homesite shall be subject to review by the ARC. The design must incorporate, at a minimum, the following:

- A. The composition of the material must be thoroughly tested and accepted by the industry for such construction.
- B. Screening of pools is discouraged but may be allowed by the ARC. Pool cages and screens must be of a color and material approved by the ARC.
- C. Pool screening shall not be visible from the street.
- D. No above-ground swimming pools will be approved.

Signs - No signs whatsoever (including but not limited to, commercial, rental, political, and similar signs) shall be erected or maintained on the homesite except such signs as may be required by law for legal proceedings and such signs as may be approved by the ARC. Property owners may have one (1) "For Sale" sign.

Lighting - All exterior lighting shall be consistent with the character established in Lake's Edge Subdivision and be limited to the minimum necessary for safety, identification, and decoration. Exterior lighting of buildings for security shall be limited to concealed up-lighting or down-lighting and the style and type of lighting shall not be visible from any street within the subdivision and other common areas and no color lens or lamps are permitted in the front yard where visible from any street within the sub-division. An exception to this would be seasonal lighting, such as for Christmas. Christmas lights should be removed however no later than **January 15** following Christmas. Any other holiday lighting should also be removed in a timely manner

Fences and Walls - All fences and/or walls where permitted shall be split-rail, aluminum or wrought-iron or of compatible material and design as the residence, and shall sit no further forward than the rear of the house. No fence or wall over 6 feet in height shall be permitted. No chain-link fencing is permitted. Where a fence or wall is deemed to be unnecessary, unsightly, and detracting the visual value of common area, a landscape screen in lieu of a fence may be suggested. Solid wood fences (privacy fences) are not recommended, but may be approved by the ARC in certain circumstances.

Mail Boxes - All mailboxes shall be of common design as currently exists within the neighborhood and shall include only the house number and shall be located as prescribed by the U.S. Postal Service. The builder or homeowner shall install the

mailbox.

Lawn Furnishings - **Multiple** bird baths, flag poles, lawn sculptures, artificial plants, bird houses, or similar types of accessories and lawn furnishings that are visible from the front of the house are discouraged. Frog ponds, rock gardens, or other types of large yard art where visible from any street within the subdivision will require approval from the ARC.

Exterior Materials - Recommended veneer materials shall be stone, brick, concrete siding (such as hardy board or hardy plank) or other ARC approved material. No simulated brick, vinyl, aluminum or other metal siding shall be permitted.

(4)

Painting and Exterior Colors - Finish colors shall be applied consistently to all sides of the building(s). Color selections shall be harmonious with each other and with natural materials, and shall be compatible with colors of the natural surrounding and other adjacent property. Exterior colors suggested would be in the family of muted neutral earthtones consistent with the current neighborhood colors. The sheen for the paint color used on the siding should be a "flat" or "low sheen" paint. Trim and shutter sheens (flat, semi-gloss, satin, etc.) may vary. If a homeowner is going to repaint their house and change the color they currently have, the color and the sheen also need to be approved by the ARC prior to painting. For new construction, the color and sheen also need to be approved by the ARC prior to painting. Samples or color chips will be required to be submitted for review when approval is requested. If a homeowner is going to repaint their residence the same color as it already is and the sheen will also remain the same, then the ARC approval is not required; however the homeowner is required to notify the ARC prior to when painting begins so the job may be on record.

Exterior Trim - Exterior trim shall be of the same material, or directly compatible, as the siding, unless otherwise approved. Fascia, gutters, and downspouts shall blend in and be directly compatible with the architectural detail of the exterior walls. Reflective glass is prohibited.

Roofs - The composition of all pitched roofs is recommended to be fiberglass, or other composition materials approved by the ARC. Architectural shingles, at a minimum are required.

Garages - All residential dwellings shall include a garage adequate to house two (2), but not more than four (4) large sized automobiles. No garage shall be converted to other

usage without approval from the ARC. If the conversion is approved, the construction of another garage must be built and completed prior to the conversion. No carports will be permitted.

Appurtenances - All exterior mechanical equipment including, but not limited to, transformers, vents, air-conditioning compressors, pool pumps, meters, etc., shall be concealed from view. Suggested ways to conceal is thru planting a landscaping screen of bushes or shrubs. Other items such as walls of the same material and color as the residence may be used but will require approval of the ARC. Solar panels shall not be allowed where visible from any street. No clotheslines are permitted.

Window Air-Conditioning Units - No window air-conditioning units shall be permitted unless approved by the ARC.

## LANDSCAPING AND OPEN SPACE STANDARDS

General - All shrubs, trees, grass, and plantings of every kind shall be kept well maintained, properly cultivated and free of trash and other unsightly material (i.e., dead trees, weeds, & underbrush, etc.) from curb-to-curb. If a homeowner's lot is situated between two streets in the subdivision, the homeowner will be required to maintain their lot from curb-to-curb. Landscaping as approved by the ARC shall be installed no later than thirty **(30) days** following completion of any new building or modification (weather permitting).

Sod - In order to keep a consistent look throughout the subdivision, all areas within each homesite not covered with pavement, buildings, shrubs, or groundcover shall be completely sodded with either Bermuda or Zoysia in the front yard unless otherwise approved by the ARC. The back yard may be of the same or also Fescue.

(5)

TO: Lake's Edge Homeowners

FROM: The Architectural Review Committtee (ARC)



RE: Design Manual

The following is the first statement from our new Design Manual:

"It is the intent of this manual to assure Builders and all Homeowners that Lake's Edge Subdivision will continue to be developed and constructed as a community of quality homes and buildings that are of tasteful and aesthetically pleasing architectural design; that are constructed with long-lasting materials and high construction standards; that are harmonious with surrounding structures and topography; and, that have landscaping and other site improvements consistent with the aesthetic quality of Lake's Edge Subdivision as a whole. "

The Architectural Review Committee (ARC) believes it's purpose is to carry out the above statement through the interpretation and clarification of the directives in the newly created Design Manual. Our intention is to secure compliance with the covenants and directives in the fairest way possible while dealing with circumstances of non-compliance and variances that currently exist.

This is the first run of the Design Manual. Within the authority given to the ARC, we have done our best to cover issues that exist now and/or will in the future. As the committee continues to refine the manual, there may be amendments made. Since there is only one building lot left, we have delayed any in-depth design requirements for new-home construction in order to address the neighborhood's current needs. When more is completed, or updates/amendments are made, we shall pass them on to you via our HOA website ([www.lakesedgehoa.com/](http://www.lakesedgehoa.com/)). Please keep an eye on the website for future changes as it will benefit you in understanding and knowing the expectations and procedures for future modifications, additions, or changes to your property.

We ask that you become familiar with both the Master Covenants and the Design Manual. They are not meant to be restrictive but to serve as a guide for a "harmonious" neighborhood.

We have developed a **Plan Submission Form** that we hope will make the procedure for dealing with the ARC more efficient.

This is not the easiest job in the world and we ask your cooperation and understanding.

ARC: Jorge Gonzalez, Lynn Jarvis, Lynne Pearch, Eddie and MJ Thompson, Kelly Wiley