

The Handbook of Architectural Standards for CARRIAGE LAKE HOMEOWNERS ASSOCIATION, INC.

Revised – January 2019

INTRODUCTION

Throughout Carriage Lake, homeowners are permitted to enhance their homes and yards within their property lines to increase the pleasures and benefits of living in our community and to maximize the usefulness of their properties. However, prior to making any modifications, homeowners are required to obtain approval from the Architectural Review Board (ARB) of the Carriage Lake Homeowners Association. If necessary, a permit from the Horry County Building Department may be required. If your project is not specifically listed below, please contact your Community Association Manager for clarification.

Please note that a refundable deposit may be required prior to the beginning of any work on any improvement that could impact common areas in the process. Failure to notify the Association may result in fines being imposed on your account.

GENERAL INFORMATION

Information Required with Submission:

A Home Improvement Application and the Architectural Standards are available on the Carriage Lake Website at <http://carriagelakehomeowners.com> or from the Association office and must be completed in full. Photos, brochures and samples are required. The submissions will be reviewed within 30 days of receipt. Upon approval, the ARB will issue a permit to be displayed by the homeowner until their improvement work is completed. The permit will expire 90 (ninety) days after it is issued and a new application must be submitted if the improvement work is not completed within 90 days of approval.

APPLICATIONS MUST BE SUBMITTED WITH A PLAT, IF REQUIRED SHOWING THE FOOTPRINT OF THE HOME AND PROPERTY LINES TO SCALE, IN RELATION TO THE PROPOSED MODIFICATION.

Reporting Violations

Architectural standards help ensure that Carriage Lake property values are maintained. It is not possible to inspect the properties every day nor is it likely that every completed but unauthorized modification will be noticed during a drive through inspection. Therefore, the HOA must rely on each homeowner to maintain the standards of our community. Failing that, a call to the Community Association Manager to report modifications in progress is the responsibility of each homeowner.

Notice of Violation

Violation notices are issued by the Community Association Manager or persons authorized by the Board to do so. The notice of violation will be sent by U.S. mail to the owner on record. The notice will include the specifics of the alleged violation along with the amount of fine to be imposed by default unless the situation is resolved within 10 business days after the receipt of the notice.

Penalties/Fines – Architectural Guideline Violations

1. Failure to submit a required modification request – up to \$50 per occurrence or modification. (Depending on the level of cooperation in resolving the violation, a waiver of this fine by the Board of Directors may be granted if requested.)
2. Submission after the fact – up to \$50 per occurrence or modification. (Depending on the level of cooperation in resolving the violation, a waiver of this fine by the Board of Directors may be granted if requested.)
3. An installation not in compliance with the Architectural Standards may result in a fine escalating over time until it is in compliance. A fine of \$25 shall be charged to the members account initially and a fine of \$50 per week shall be charged to the members account if the violation is not corrected within the stated time frame noted in the second notice.
4. Further efforts to secure compliance with the Association's requests after two (2) written notices will be by legal counsel, at the direction of the Board of Directors. Specific options may include personal money judgment, rental income receivership, foreclosure (judicial or non-judicial) and referral to a collection agency.
5. The Association may elect to enforce any provision by self-help including, but limited to by suit at law or in equity to enjoin any violation or to recover monetary damages or both without the necessity of compliance with the notice and hearing procedure set forth above. In any such action, to the maximum extent permissible, the owner or occupant responsible for the violation of which abatement is sought shall pay all costs, including reasonable attorneys' fees actually incurred.

Appeals

Any owner may appeal the decision of the ARB provided that all parties involved comply with the decision of the ARB, if any, until such time as the Board of Directors amends, reverses or approves the ARB's decision. Appeal petitions must be legibly written, state the grounds for the appeal and be submitted to the Board of Directors within three (3) days of the decision of the ARB.

Costs

In the event of any violation of the Architectural Standards or Declarations of the Association, the Board of Directors reserves the right to pursue any and all legal remedies to compel enforcement, legal and equitable. Any and all costs and attorney's fees shall be charged to the account of the offending owner at the time they are incurred. Any restoration costs incurred by the Association to bring the property into compliance will be charged to the account of the offending owner.

Correction Procedures

An exterior change made without approval of the ARB constitutes a violation of the Declaration and may result in incurring fines. A violation may require removal or modification of the work at the expense of the property owner, or payment of damages incurred by the Association in having the work removed or modified.

With proper notice given to the homeowner, the ARB will inspect authorized construction in progress, to identify apparent and flagrant violations. Additionally, all homeowners have the right to notify the Managing Agent or apparent violations of any provisions of these architectural standards and construction specifications.

The Association Manager will investigate each reported violation and report such violations to the ARB. ARB members may then meet with the property owner who is in violation to discuss a resolution to the violation. The ARB must have a copy of the original application, and then they will meet to review and discuss among themselves the findings of their investigation. Should the owner fail to follow up on the agreed corrections, the ARB will submit the matter to the Board of Directors for disposition. This could lead to the Association filing legal action against the owner.

Architectural Standards

Accessory Buildings: Requires approval and plat. A singular detached accessory building, such as a shed, cabana, gazebo & storage structure is permitted and may require screening from neighbors or roads. No accessory buildings are allowed on lake front property.

Arbors: Required approval and plat.

Attic Fans: Requires approval. Must be aesthetically pleasing and must be the same color as the existing roof.

Awnings: Requires approval. Exterior retractable awnings, preferably post free, are permitted on the rear portion of the structure only. Must submit photograph and/or brochure indicating the color and appearance and should be clearly compatible with the architectural design and qualities of the home.

Other Exterior Attachments to Homes: Exterior attachments to the home, such as but not limited to, wildlife and security cameras, temperature and rain gauges, plant hangers, etc, should be

compatible with the color and design qualities of the home. For the privacy of all homeowners, outdoor cameras should not be positioned to record images directly into neighboring windows or directly into neighboring homes.

Basketball Hoop: Requires approval and plat. Portable and permanently installed basketball hoop stands are only permitted on the individual driveways and not in yards or streets. Applications may be submitted for portable stands in the rear on an existing patio or in conjunction with an approved application for a new slab. Backboards **may not** be attached to garages or homes.

Decks: Requires approval and plat. The ARB must approve all decks, other than those which may be builder options. The ARB will use the following criteria in determining whether to approve an application to construct a deck:

Location: Adjacent to home in the rear only.

Materials and Color: Materials must be consistent with the style of the houses to which they are attached.

Scale and Style: Decks must be of a scale and style compatible with the home and environmental surroundings.

Driveways: Requires approval and plat. Driveways must be concrete. Driveway expansion will be considered on a case by case basis only where a large expanse of yard will be preserved.

Driveway Coatings: Requires approval. Neutral color coatings and designs may be submitted. Photos and/or brochures with color sample are required.

Exterior Air Conditioners: Requires approval. Individual air conditioning units extending from windows are prohibited. Exterior air conditioning units or heat pumps may be relocated or added only if there is no adverse visual impact to adjoining properties or potential noise disturbance to neighboring bedrooms. The ARB may require that permission be granted by the neighboring owner.

Exterior Colors: Requires approval. Your home may be repainted or re-sided in the same material and color scheme at any time. Color changes (including changes in hue, tone, value or intensity) and siding material changes (e.g. from composite to aluminum) require submission and approval of a modification form. Applications are not required for any repairing or re-staining which does not change a home's original colors. However, homeowners must obtain approval before changing the color of any externally visible portion of any home, including siding, doors, shutters, trim, or roofing. Colors are required to be from the D.R.Horton color selection for the Carriage Lake Community. Paint is either Sherwin Williams or Duron.

Approval is required for any addition or change of masonry product (brick, slate, stone, etc.)

Exterior Lighting: Requires approval.

Lighting may not be installed as to illuminate any portion of an adjoining lot or to shine into any window. The amount of light produced should not be so excessive as to create a distraction or have a negative impact on the neighborhood.

- Proposed replacements or additions must be compatible in style and scale with the applicant's house, and applications must include their location, number of lights, style, bulb color and wattage.
- Recommended landscape lighting includes low voltage ground-mounted styles that may be wholly or partially concealed by plantings.
- Lampposts are permitted in rear of property only. **Plat required.**
- It is recommended that before any digging is initiated, the applicant call "BEFORE YOU DIG" for locations of existing utility lines.

Colored bulbs designed to repel insects may be installed only in lighting fixtures located at the rear of the house.

Exterior Objects: Requires approval of the ARB.

The ARB will consider the following items in evaluating the suitability of all exterior objects.

Location: The ARB will apply a more narrow set of standards to objects located in front yards, or positioned where they can be viewed from the street fronting the applicant's property, than to objects located in backyards, or in locations of less visibility and impact.

Color: Objects must not be of construction or colors considered bright, garish, jarring, overly reflective, or luminescent. The construction or color of an object must compliment the overall appearance of the home and not distract from it in a way that draws excessive attention to the object.

Design: Objects must be compatible in general style and in quality of materials and workmanship with the architectural characteristics of the applicant's home and the neighborhood setting.

Intrusiveness: Objects must not substantially intrude by sight, sound, or smell upon neighboring homes.

Materials: Objects must be made of suitable natural or man-made materials capable of withstanding outdoor weather conditions and must be capable of sustaining an attractive appearance. An object may be allowed to become mossy, rusty, or weathered only if it is appropriate to such an object and only if it presents an attractive appearance compatible with the home and neighborhood setting.

Relationship to the Environment: Objects may not create an adverse impact on the natural environment by their installation or location. The ARB will consider such issues as any alteration in the rate or direction of water runoff, removal of trees or other substantial plants, or the creation of an attraction which is hazardous to wildlife by nature or location.

Safety: Objects may not create a hazard to public safety or become an "attractive nuisance".

Taste: Objects may not display words or designs that are, by their nature, inflammatory, offensive, or vulgar to the community.

Fences: Requires approval and as-built plat plan.

- a) Maximum height: 48 - 72 inches (6 feet vinyl / 4 feet black aluminum / wrought iron)
- b) Fences must be white or pebble stone vinyl, natural wood, black wrought iron or black aluminum.
- c) Lake lots are only allowed black wrought iron or black aluminum. (Lots on inner circle/perimeter of lake are considered to be lake lots.)
- d) Placement of fences is restricted. Fences must remain 1 foot within the property line. The sides are to extend straight back to 1 foot inside the rear property line. *A variance is allowed if a side access door needs to be included. **Exception to caveat "d": Neighbors desiring to share a single fence may disregard the 1 foot setback along the common border of their properties. However, an ARB Application must be submitted by both homeowners stating their intent to erect a single fence along their common border. Both homeowners should strongly consider drafting their agreement in a legal document to avoid potential future conflicts. The HOA will consider both homeowners to be individually responsible for the required maintenance of a fence erected along a common border, but will not be responsible for resolving conflicts between homeowners.**
- e) Attach a sketch on a surveyor's plat to your application confirming the placement of the fence.
- f) If any part of the drainage easement is involved, the owner bears the responsibility to remove and replace the fence at his own expense if access is needed to the easement at some point in the future.

Invisible Electronic Fences: for pets are subject to the same placement parameters as physical fencing.

The Board of Directors and the ARB has determined that electronic/invisible fences should be permitted and held to the same standard as physical fences in terms of placement. That is, the fence must be contained in the rear yard only, beginning at the rear corners of the house and extending out to no closer than one foot from the property lines. If the fence adjoins a common area, an approved sign will be required to alert others the fence is in place. Owners are responsible for circumstances resulting from their pet getting out of the restricted area.

Flag Poles: Each residence is permitted only one flagpole (either freestanding or attached to the house).

Attached: ARB approval not required if the following provisions are met. One attached flagpole staff, which does not exceed (6) feet in length and is attached at an incline to the wall or pillar of the dwelling is allowed. Attached flagpoles may be used to fly the American flag or decorative flags. If the American flag is flown after dusk, it should be illuminated with a light that clearly identifies the flag, but which does not point toward a neighbor's house or the street.

Freestanding: Requires approval and plat. One free standing flagpole is allowed, of a height not to exceed 22 (twenty two) feet, for the purpose of flying the US flag only. A freestanding flagpole

may not be erected outside of the property's building setback line. The flag must be illuminated if flown at night or the flag must be lowered and removed by sundown.

Garages: No alterations, additions or improvements are permitted to any garage that would defeat its intended purpose.

Garage Screens: **Requires approval.** Requests for garage screen attachments may be submitted as long as the screen material and frame are white and/or black. No screen designs or variations are permitted.

Grading and Drainage: **Requires approval and plat.** Changes in grading, e.g., berms mounds, etc., must be submitted for approval. In addition, it should be noted that changes to the topography of a lot could result in flooding into a neighbor's yard, due to improper drainage. The owner, not the Board of Directors or the ARB accepts any liability for any damage caused by any grading action.

Gutters and Downspouts: **ARB approval not required if the following provisions are met.** Gutters and downspouts must be white or match the color of the house or trim.

Hot Tubs/Spas: **Requires approval and plat.** Exterior hot tubs or spas must be located in the rear of the home. Screening may be required.

House Numbers: **ARB approval not required for replacement of the like kind.** House numbers within Carriage Lake are required for reasons of security and public safety. The ARB reserves the right to hold style and size to a community standard regulated in terms of aesthetic appearance.

Irrigation Systems: **ARB approval not required if the following provisions are met.** No sprinkler or irrigation systems may draw upon water from creeks, streams, rivers, lakes, ponds, wetlands or canals. Water disbursed should fall within the owner's property lines. It is recommended that any portion of the landscaping that comes within (2) feet of neighboring property be designed so as to be adequately watered with a drip system.

Landscaping:

Existing Beds: **ARB approval not required if the plantings are for an existing bed and do not exceed the height of existing plant material.** New bedding should be composed of material that is designed for use as bedding material and that is consistent with the general appearance standards of the neighborhood.

New and/or Expanded Beds: **Requires approval and plat.** Landscaping must blend with existing plantings. Proposed large shrubs and trees should be sufficiently set in from the property lines to avoid overhanging the property line or obstructing sight distance at intersections or corner lots at maturity. Check that side and rear yard drainage patterns are not adversely affected. Generally, items planted at least 3' to 5' from property lines will not affect drainage.

Shrubs or tree removal: Requires approval if tree trunk is in excess of 4 inches in diameter or 10 feet in height. Shrubs that are diseased or dead, or needing to be removed to promote the growth of other trees or shrubs, or for safety reasons, may be removed without pre-approval. Trees with a caliper of less than six inches may also be removed at the owner's discretion except at the Deed Restriction provisions regarding HOA Common Area trees must be observed. Any tree removal must include removal of the stump below ground level and the ground must be repaired with sod or otherwise landscaped. Property landscaping must be maintained in accordance with the standard of the neighborhood.

Trees: Requires approval and plat. It is required that trees be planted no closer than (3) three feet from the closest structure and consideration be given to the development of the tree to maturity. Documentation of the expected maturity size of any new tree, including height, branch, and root system circumference is required to be submitted with the ARB Application. Tree planting will not be approved if the expected maturity size of the tree will overhang neighboring properties, streets, or pedestrian walkways.

Lawn Furniture: Requires approval and plat. Lawn furniture to be utilized anywhere other than in rear yards. Color or color combinations considered excessively bright, garish, jarring, overly reflective or luminescent will not be allowed on lakefront property.

Mailboxes: Requires approval.

All mailboxes must be of the same configuration and must be maintained by each homeowner to include replacement of rotted wood and painting of faded surfaces. Mailboxes must be of uniform size and color (black) throughout the community and may be either metal or plastic. Mailbox post paint may be purchased at Sherwin Williams. The color is "D.R. Horton/Carriage Lake – Bone".

Patios: Requires approval and plat.

Location: Adjacent to home in the rear only.

Colors and Material: Patios must be constructed only of concrete, brick, slate, stone, or concrete interlocking pavers. Colors should coordinate with the existing materials and colors of the home and typically be neutral earth tones. Samples must be provided.

Drainage: Any impact to existing drainage requirements, which might result from the construction of the patio must be considered, addressed in the application and architecturally and environmentally sound mitigation proposed. All discharge must be contained on the homeowner's property. No portion of existing drainage systems shall be removed nor their functioning impeded.

Pergolas: Requires approval and plat. Pergolas are permitted in conjunction with rear decks and/or patios to enhance the architectural design in addition to providing some shade for the homeowner. Pergolas shall not extend beyond the side walls of the main structure.

Pools: Requires approval and plat. *No above-ground Swimming Pools are permitted.* In-ground swimming pools must be fenced for safety purposes. Pool installation must follow all Horry County and DHEC codes. Licensed and Insured Contractors are required.

Pond/Reflecting Pools: Requires approval and plat. Depth, appearance and size will be taken into consideration.

Propane/Fuel Storage Tanks: Requires approval. Absolutely NO propane or other fuel storage tanks may be installed without prior approval. Screening by either lattice or solid panels, or evergreen landscaping to at least the height of the tank is required.

Recreational Equipment: Requires approval and plat. Examples include sandboxes, playhouses, swing sets, etc. The following factors will govern approval of such equipment.

Location: All equipment must be placed in rear yards and not visible from the street. All elements of the equipment must be within the homeowner's lot boundaries. Equipment must be placed 10 feet from the nearest structure.

Scale and Design: The equipment must be compatible with the lot size.

Height: The equipment must not be readily visible from adjacent roadways and common elements.

Basketball Backboards: Not permitted attached to home, garage, tree or other structure.

Swing sets: Swing sets may be metal, vinyl or constructed of wood. Neutral colors are required.

Tree houses: Tree houses are not permitted.

Play Areas: Play areas may include sandboxes and large mulched areas around swing sets. Play areas must conform to the same side setbacks as fences, being 1 foot from property line. The area may be edged with timbers or other suitable edging material. To avoid the use of sandboxes by animals, you are encouraged to cover them when not in use.

Trampolines: Trampolines must be placed at least 3 feet from the property line. They must be kept rust-free with no torn canvas or missing springs. The grass underneath the trampoline must be trimmed and maintained at all times.

Retaining Wall: Requires approval and plat. Retaining walls of brick, stone, timbers, etc. are permitted with ARB approval and must blend with the décor of the neighborhood. The owner is responsible for ensuring the installation does not cause drainage problems for adjacent properties.

Roof Replacement: ARB approval not required if the following provisions are met. New roofing of the same shape, color scheme and material as the originally installed roof can be installed without ARB approval. Any exception must be submitted for ARB approval, with samples and photos.

Roof Vents: Requires approval. Roof venting is permitted provided that such vents are mounted in the rear roof plane. Vent-types shall be limited to passive and/or mechanical exhaust styles.

Satellite Dishes/Antennas: Requires approval.

- Satellite dish must be one meter (equal to 39.37 inches) or less in diameter.
- The device does not adversely affect the safety of others or interfere with the reception of radios and television sets of neighbors.

Exterior antennas are discouraged. However, if a homeowner wishes to install an exterior antenna, the application must comply with the standards set governing the installation of satellite dishes.

Security Bars: NOT ALLOWED. The use of security bars or grates on windows and doors is not permitted.

Siding: Requires approval for changes in color or material. If the proposed residing material differs in color and texture from the existing siding on the residence, or if it results in a change in architectural style, it should be consistent or compatible with the style and color of the siding materials on the homes in the community.

Skylights and Solar Tubes: Requires approval. Skylights should match roof color and blend with the architecture.

Solar Systems: Requires approval. Application must include the following:

- Roof plan indicating the size and placement of panels.
- Appropriate building elevation(s) showing the extent of panel installation.
- Photographs of the residence from all directions visible to neighbors, pedestrians, or vehicle occupants.
- Map of the surrounding neighborhood indicating the lot location.
- Documentation of panel size, color, and reflectivity.

Solar Panel Installation - All solar collection device installations shall be designed and installed to minimize the visual impact on surrounding areas.

Panel Placement - Panels installed on street elevation are prohibited. Panels shall be installed on roof surfaces only, and shall be positioned parallel with the roof surface on which they are installed. "Lifters" are not allowed.

Location of Ancillary Devices - Wall-mounted devices on the house exterior required by for the functioning of solar panels shall be located in close proximity to existing house-mounted utility

boxes. All wiring that connects the roof-mounted panels to the required exterior wall-mounted device(s) shall be fully concealed within the interior of the residence, unless specifically approved by the ARB.

The ARB acknowledges the rapid development of solar and other energy conservation technologies. Therefore, modifications to the current energy conservation guidelines will be considered as long as new technologies meet aesthetic and ecologically sound principles. Solar panels/screens must be the same color as the main color of the house, the trim or accent.

Trash Enclosures: ARB approval not required if the following provisions are met. Owners who choose not to store their trash container in the garage must install screening in the form of white or pebble stone vinyl lattice or solid panels, no greater than 5 feet in height, in order to screen it from view of any adjoining lot, street or common area. Trash enclosures should extend no further than 5 feet from the home.

Walkways: Requires approval and plat. Walkways must be constructed of concrete, brick, slate, stone, or concrete interlocking pavers. Colors should coordinate with the existing materials and colors of the home and typically be neutral earth tones. Samples must be provided.

Windows & Doors: ARB approval not required if the following provisions are met. Replacement windows and doors that fit pre-existing openings and comply with the existing color scheme and style are permissible. Storm doors or screen replacement windows must be white.

Yard Ornaments: Requires approval and plat. (E.g. fountains, sculptures, bird baths, artificial animals, wishing balls and similar items.) Colors or color combinations considered excessively bright, garish, jarring, overly reflective or luminescent will not be allowed including rear yards of lakefront property.