

# Design Guidelines

## Introduction

Hampsted Village is designed to be a community of homes based on thoughtful land planning and sound Georgian architectural design. As years pass and as additions and improvements are made, it is very important to keep the entire community in mind and not merely the individual improvement. In order to uphold property values and ensure the architectural integrity of the community, the Architectural Review Committee was established.

The Hampsted Village Architectural Review Committee (ARC) consists of approximately four members who are appointed by the Hampsted Village Board of Trustees. The ARC has put together a series of guidelines to help community members maintain and beautify homes consistent with the architectural design of the community.

These guidelines are intended to provide homeowners with direction regarding the types of improvements that may be approved by the ARC. These guidelines are provided for informational purposes only and are not to be construed as approval for any particular improvement. The ARC retains final authority to approve, approve with conditions, or deny any application.

The ARC reserves the right to make periodic inspections during construction to assure compliance with these guidelines.

## CURRENT DESIGN GUIDELINES

Click [here](#) to access the current Hampsted Village Design Guidelines in PDF format.

## SUBMISSION PROCESS

It will be necessary to submit copies of the following:

1. Completed ARC Application Form.

- Forms are available on the HVHOA website at <http://www.hampstedvillage.org/submissions>.

2. Site plan to scale showing the entire lot with all easements and setbacks, existing structures, and clearly defined new structures (be sure to include driveways and patios).

- If structural changes are planned, include floor plans to scale showing new structure and pertinent information relating to any existing structures.

3. Elevations to scale showing all sides with relation to existing structures, including clear notation of all materials and colors.

4. List of materials being used (e.g., shingles, fencing, siding, pavers, or other hard structure surface), paint colors (if applicable), and plants, shrubs and trees.

5. Actual site and/or house photos from multiple angles.

6. If the work to be performed is for a replacement or repair to the exterior, then the owner may submit the work order and/or estimate as long as it includes a materials list that conforms to ARC guidelines, owner's name, address and phone number, along with contractor's name, address and phone numbers, and photos of the work area effected. This will allow the ARC to expedite the review process.

**NOTE:** If the resident is filing a claim with their insurance company, they should have approval of the ARC before accepting the proceeds and/or signing a release.

Before submitting the necessary application information, the ARC requests that you carefully consider any potential impacts that your improvements will have on your neighbors.

Information may be submitted to the Hampsted Village Homeowners' Association property manager via one of the following channels:

- Online: [www.hampstedvillage.org/submissions](http://www.hampstedvillage.org/submissions)
- Email: [ARC@HampstedVillage.org](mailto:ARC@HampstedVillage.org)
- Mail: NAI Ohio Equities, 8000 Walton Parkway, Suite 250, New Albany, OH 43054

Upon approval, written notice will be sent to the submitter for their records and a copy will be kept in our files. If your plan is not approved, you will be notified in writing and advised what conditions, if any, must be met to obtain approval.

The ARC strives to respond to all applications within a 30-day timeframe (often quicker, whenever possible). An ARC Application must be submitted and written

approval provided by the ARC before any exterior improvement is undertaken, including the replacement or reconditioning of any element (including, but not limited to siding, roofing, windows, etc.) and for any reason (including routine maintenance or repairs due to weather damage, vandalism, or other catastrophic events). A late application fee will be assessed if any material improvement requiring approval commences before written ARC approval has been obtained.

- \$500 late fee will be assessed to any improvement that increases the footprint of the dwelling and living spaces, including, but not limited to, home additions, patios, outdoor kitchens, and fences.
- \$500 late fee will also be assessed for roof and siding repairs or replacements.
- \$50 late fee will be assessed to any other type of improvement or repairs.

ARC approvals are good for six (6) months in order to provide adequate time for project completion. The applicant must contact the property manager if any changes in timing or plans develop. Upon project completion, it is the applicant's obligation to inform the HV property manager and provide appropriate photographs showing how the completed project conforms to the approved plan.\* To help ensure community standards are met, the ARC reserves the right to have a representative make periodic inspections during or after project work to assure compliance with approved plans.

\* Applies to all applications approved after January 1, 2021.

## STRUCTURAL IMPROVEMENTS

Prior ARC approval must be obtained for any and all proposed exterior structural improvements to your home and/or property, including but not limited to:

### 1. ROOFS

- Roof shingles must be:
  - o 30-year warranty
  - o Dimensional shingle
  - o The use of pre-approved shingles can expedite approval, including the following items (you still must submit an application):

□ Certainteed Landmark

- Weathered Wood

- Moire Black

□ IKO - Cambridge Series

- Weather wood

- Black

□ GAF - ELK Prestique

- Weathered Wood

□ GAF - Timberline Series

- Weathered Wood

□ Owens Corning - Oakridge Series

- Drift Wood

- Onyx Black

□ Other manufacturers and series will be considered; however, a specification sheet and sample must accompany your submission for review.

## 2. SIDING

- Siding changes/repairs must meet the following specifications:
  - o 6.5 inch (unless house was originally built with siding less than 6.5 inches, in which case the replacement siding can be either 6.5 inches or the size of the original siding being replaced)
  - o beaded siding
  - o vinyl or fiber cement siding (e.g., HardiePlank)
  - o the face must have a wood-grain or brushed appearance
  - o approved color

- o all siding on a house must be uniform
- Projects to replace or repair a partial re-siding of a house must use siding that matches the existing siding on the house. If it is not possible to match (or substantially match) the appearance of the new siding with the color, pattern, and materials of the existing siding, the ARC may require a full re-siding of the house or any portion thereof.
- These specific sidings have been pre-approved:
  - o Alco Charleston, 6 ½” Contemporary beaded vinyl Smooth (it does have a grain to it) color – glacier white or classic cream
  - o Alside Williamsport, 6 ½” wood grain, beaded, vinyl, color – glacier white, antique parchment, adobe cream
  - o Crane Carolina Sands, beaded, 6 1/2” wood grain, vinyl, color – Aspen White, Pearl

### 3. FRONT DOORS

- Front doors must be one of the following types:
  - o 6-panel solid exterior door, smooth or embossed wood grain texture, steel or fiberglass (e.g., Jeld-Wen Smooth Pro SP-60); or
  - o Georgian style 2x4 divided light grids, 8 window panel, clear glass, with no transom or side lights, 96” tall.
- The door color must match the shutters, with the following limited exceptions:
  - o In Hampsted Heath, the door color must be brown.
  - o A traditional Georgian style with a red door and black shutters design is permitted in all Hampsted Village communities.
- Any sidelights must be full light style with clear glass and may or may not include divided light grids; (if grids are included, they must be white).
- The transom must be rectangular and in the same style as sidelights.
- If displaying street address numbers on the house, the numbers must be placed in a clearly visible location either vertically on the front door post or horizontally over the front door (either

above the transom window or on the front portico). Street address numbers must reasonably match or blend with the color, font, and size common throughout much of the community, and shall be properly maintained or replaced.

#### **4. SCREEN/STORM DOORS**

- Screen doors and storm doors must be a “full-view” style, but not all doors marketed and/or sold as “full-view” style are acceptable. A horizontal mid-door support bar of appropriate width is permitted. The ARC retains sole discretion to determine whether the width of a horizontal mid-door support bar is appropriate.
- A linear border etching on screen/storm door glass is permitted. Excessive border etching, in the sole discretion of the ARC, is prohibited. No other etching is permitted.
- The color of the screen/storm door must match the trim or the front door.

#### **5. BACK/SIDE DOORS & SERVICE DOORS**

- Any back or side door that permits entry and exit to the house must be a half-view or full-view style door and include divided-light grids.
- Service doors that permit entry and exit to the garage need not be half-view or full-view.

#### **6. WINDOWS**

- Exterior windows must be Georgian style, divided light design. Simulated or “faux” divided light styles are acceptable and common throughout the community.
- Projects to add, replace, or repair windows must use ones which match the existing windows on the house. If it is not possible to match (or substantially match) the appearance of the existing windows, the ARC may require a full replacement of all windows or any portion thereof.

#### **7. DECKS**

- Decks are an extension of the home’s architecture with attention to detail in railings and steps.
- All deck materials must be painted to match the color of the home, or stained neutral. Homeowners must ensure that painted deck materials are repainted or re-stained when significant paint/stain discoloration, fading, peeling, or flaking occurs. The

ARC retains sole discretion to determine whether paint/stain discoloration, fading, peeling, or flaking is sufficiently significant to require re-painting/re-staining.

- Space below the deck must be enclosed with wood skirting or latticework. Exceptions, for example the use of screening plants, can be made by the ARC on a case-by-case basis.

- Landscaping for all decks is required and must receive prior approval by the ARC.

## **8. PATIOS**

- Patios may be constructed using natural stone, concrete pavers, poured concrete, and/or brick.

- Brick patios must use the same or substantially similar brick to match the ones used on the house siding or plinth.

- Poured concrete patios must include a brick ribbon border. The brick used must be the same or substantially similar to the brick used on the house siding or plinth.

- The ARC has sole discretion to determine whether a proposed patio is of the appropriate size and/or location.

## **9. HOUSE TRIM**

- Homeowners must ensure that house trim is maintained to prevent any significant degradation in appearance or structural integrity.

- Homeowners must ensure that house trim is repainted when significant discoloration, fading, peeling, or flaking occurs. The ARC has sole discretion to determine whether discoloration, fading, peeling, or flaking is sufficiently significant to require painting or repainting.

- PVC exterior trim and fascia may be used, but must closely match the color, texture, and style of the replaced material.

- Prior ARC approval must be obtained only for any trim painting or re-painting that would change the existing color of the house trim. Otherwise, ARC approval for house trim painting or repainting is required. You may review the approved colors for trim [here](#).

## **10. DRIVEWAYS**

- Driveways must be maintained in good condition. The resealing of the asphalt surface does not require ARC approval. Any new, additional, revised, or replaced driveway construction must be approved for placement and materials.
  - o The driveway must be black asphalt or brick. Any use of brick driveways must use the same or substantially similar brick to match the ones used on the house siding or plinth.
  - o All driveways must reach the street with the poured concrete sidewalk and apron.

## 11. SIDEWALKS

- Residents should check to ensure in which community they reside for sidewalk responsibility:
  - o Columbus (homeowner must contact the City of Columbus 614-645-3111).
  - o New Albany (responsibility of the homeowner but may get additional information from the city of New Albany at 614-855-0076).

## 12. WALKWAYS

- Walkways to the front door of the house must use the same or substantially similar brick (color, size, shape) to match the bricks used on the house siding or plinth when repaired.
  - o While changes to the original walkway design require prior ARC approval, repairs made which do not change the original design of the walkway or the color, size, and shape of the brick, does not.
  - o Please be advised that if any walkway of new design to a house and/or different brick color, size and/or shape is installed without the prior approval of the ARC, an application must still be submitted.

## NONSTRUCTURAL IMPROVEMENTS

Prior ARC approval must be obtained for any and all proposed exterior non-structural improvements to your home and/or property, including but not limited to:

### A. FENCING

- LOCATION:



- o There are two permissible locations for fence installation related to property lines.
- If you build your fence on the property line, then you acknowledge a neighboring fence that may be built later is allowed to connect to your fence.
- Otherwise, fencing must be at least 3 feet inside the property line to maintain at least a 6-foot separation from an existing or future neighboring fence.
  - o Unless connecting as previously described, fences are not permitted to be any closer than 6 feet to each other.
  - o Fences are also not permitted to run across a driveway.
  - o No front yard fencing is permitted. Corner lots are considered to have two front yards, one along each adjacent street. Therefore, when fences are installed on corner lots, no fence shall be built between the curb and the build line. In addition, a fence approved for the backyard of an owner's property may not extend closer to the front yard than half of the length of the house.

Fences are not permitted if they would be adjacent to a designated green space.

- **MATERIALS:**

- o All fences in Hampsted Village not approved before June 1, 2017, must be constructed of wood or black aluminum.
- o Chain link, shadow board, and split rail are just some examples of unacceptable fence styles.

- **WOOD FENCES:**

- o Wood fences must be open picket style and painted white.
- o Wood fences must be 4 feet high and approved by the ARC.
- o Wood fence posts must be 4 inches by 4 inches in size.
- o Wood fence post caps cannot exceed 6 inches in height above the top of the fence line. The design of the post cap must be consistent with Georgian Architecture and approved by the ARC.

- o Pickets on wood fences must be installed face out. All support wood posts and rails must face in toward the owner's property. The width of the picket on a wood fence can be from 1 ½ inch to 3 inches and must be constructed in a consistent pattern.

- o The spacing between pickets on wood fences can be between 2 to 3 inches, but not less than the width of the picket. The spacing of the pickets must be consistent throughout the wood fence.

- o Three standard designs for top of pickets on wood fences will be accepted; 1) Dog ear; 2) Pyramid; and 3) Flat. The proposed design must blend in with adjacent wood fences.

- o The picket itself on a wood fence must have a dimensional thickness of ¾ inch.

- **ALUMINUM FENCES:**

- o Aluminum fences must be painted black.

- o Aluminum fences must be 4 feet high and approved by the ARC.

- o Black aluminum fence posts must be 2 inches by 2 inches in size. See figure 1.

- o Black aluminum fence rail post caps should be minimal and no more than 1 inch above the top horizontal rail. See figure 1.

- o The width of black aluminum rails should be from ½ inch to 1 inch and must be constructed in a consistent pattern.

- o The spacing between black aluminum railings can be between 2 to 4 inches. See figure 1. The spacing of the rails must be consistent throughout the fence. See figure 1.

- o There must be 3 horizontal rails on black aluminum fences. The top rail must be 48 inches; the second rail from the top should be 3¾ inches below the top rail and the bottom rail should be 6 inches from the bottom of the vertical rails. See figure 1.

- o Horizontal rails should be 1 to 1.5 inches wide and 1 to 1.5 inches high. See figure 1.

- o Under no circumstances may a black aluminum fence attach/abut up to a white picket fence, nor may they be any closer than 6 feet apart.

Figure 1. Aluminum Fence Measurements.

- **THE APPLICATION:**

- o A valid survey must be submitted to the ARC along with the application to begin the approval process. Please indicate to scale the location of the fence on the required survey.

- **MISCELLANEOUS:**

- o Chicken wire, mesh of any kind, lattice work, etc., is strictly prohibited and may not be added to any fence installed with ARC approval in order to restrain pets. Invisible fences can be used in combination with an ARC approved fence to enhance the ability of a fence to restrain an owner's pet(s).

- o Fences must be erected along straight lines at consistent heights so as to provide a clean, professionally installed appearance.

- o All fence approvals are conditioned upon the duty of the owner at all times to maintain the appearance of the fence in good condition, including replacement of damaged, broken, or missing fence boards, and painting as appropriate from time-to-time (including gate hardware visible from the outside of the fenced yard) at the expense of the owner.

- □ Owners must ensure that painted fences are repainted when significant paint discoloration, fading, peeling, or flaking occurs.
    - □ Fences must also be cleaned so they are free of mildew and mold.
    - □ The Board of Trustees has sole discretion to determine whether fence paint discoloration, fading, peeling, or flaking is sufficiently significant to require repainting and fence mildew, or mold is sufficiently significant to require cleaning.
    - The owner is responsible for maintaining their property on both the inside and outside of their fence.

- o The ARC has limited discretion to permit variances from these guidelines requested only prior to the start of a project. The ARC may require landscaped screening with the fence in its sole discretion.

- o Please be advised that if any fence is installed without the prior approval of the ARC, an application must still be submitted.

## **B. TRELLISES & ARBORS**

- Trellises and Arbors must be approved for materials, paint colors, design, and location.
- The ARC has discretion to determine whether maintenance is needed due to significant discoloration, fading, peeling or flaking.

## **C. GAZEBOS**

- Gazebos in yards are not permitted.

## **D. HOT TUBS**

- Hot tubs must be approved for materials, location, design, and color. Hot tubs must be placed in an appropriate location with the least visual impact on neighboring homes.
- All hot tubs must be appropriately screened.

## **E. AUXILIARY BUILDINGS**

- Auxiliary buildings including, but not limited to, storage sheds, doghouses and greenhouses, are not permitted.

## **F. SIGNS**

- Temporary signs, banners, or similar messaging (collectively referred to as “signs”) of appropriate size, condition, and location may be permitted when supporting the following situations (whether in-person, virtual, or celebratory events):
  - o High school or college graduation of a family member for up to four (4) weeks during the graduation season of the student(s).
  - o School-sponsored sports, student athletes, or other student organizations (e.g., band or Science Olympiad) during the active season or duration of the activity.
  - o School-sponsored programs or events (e.g., choir concert or drama production) for up to four (4) weeks prior to the event.
  - o Local New Albany events (e.g., McCoy Center performances, or Heit Center programming) for up to two (2) weeks prior to the event.
  - o Fundraising events (e.g., Pelotonia) for up to two (2) weeks prior to the event.

- o Important life cycle events (e.g., birth of a child) for up to two (2) weeks after the event.
  - o The ARC retains the right to determine on a case-by-case basis what signs are of appropriate size, condition, location, and duration.
- Politically oriented signs (only signs supporting a candidate or ballot issue connected to a specific election) may be displayed only during the two (2) week period before an election.
  - Real Estate signs must conform to the New Albany Standard, no larger than 30” x 40” and must be either painted or PVC vinyl board using “New Albany Blue” with white lettering and installed on a 4”x 4” white post. Approved Real Estate signs must be well maintained, and no other types of realtor signs are permitted. Your realtor should be familiar with the design standard. For information on ordering your own real estate sales sign, you may contact Ohio Equities at (614) 939-8600 for information about vendors.
  - Contractor advertising signs may be displayed temporarily during work actively done at the location by the contractor. Such signs must be promptly removed when the work is completed.
  - A single security sign no larger than 12” X 12" may be staked in the flower bed in front of the home.
  - Signs are not permitted to be affixed to the exterior of a house or publicly displayed through a window.
  - Signs must be removed within 48 hours of the conclusion of the event, activity, election, or prescribed permitted time frame.
  - Any sign including hate speech or a message promoting a direct attack on others, or containing obscene, indecent, or profane content is expressly prohibited.
  - All other signs are prohibited unless prior written ARC approval is obtained.

## **G. FLAGS**

- No flags of any kind shall be displayed to the public view on or from any portion of the Hampsted Village Area except the following approved flags:
  - o United States Flag

- o State Flag of Ohio
- o POW/MIA Flag
- o US Service Flags (Blue Star banners, Gold Star banners, Army, Marine Corps, Navy, Air Force, Coast Guard, Space Force)
- o Sports Team Flags (High School, College, Professional) – displayed on game day and removed within 48 hours after game day.

## **H. SATELLITE DISHES**

- A satellite dish or antenna that is one meter (39.37 inches) in diameter or more must have the prior written approval of the ARC for location, size and appropriate screening.
- No approval of the ARC is required prior to the installation or use of a “dish” antenna less than one meter (39.37 inches) in diameter.
- A satellite dish or antenna that is less than one meter (39.37 inches) in diameter and is designed to receive direct broadcast satellite service, video programming service via broadband radio service or local television broadcast signals, shall be placed in a location on the property such as the side or rear of home so as not to be visible from the street so long as the placement does not prevent reception of an acceptable quality signal.

## **I. MAILBOXES**

HVHOA adopted a new mailbox policy in 2019. Mailboxes throughout the community were replaced by HVHOA with consistent black mailboxes as the community-wide standard.

- Mailboxes must be maintained appropriately and remain free from:
  - o Rust, bent, broken, or missing pieces;
  - o Discoloring of items not on the originally installed style or color;
  - o Leaning or discolored poles;
  - o Decorative items;
  - o Numbers with the incorrect font;

- o Plants or flowers touching the bottom of the mailbox.
- HVHOA will handle general maintenance due to normal wear and tear.
  - o Residents should contact the property management company for assistance.
- Residents will be financially responsible for repairs or replacement due to damage.
  - o If your mailbox is damaged (e.g., hit by a car or snow plow, etc.) please contact the property management company for a list of vendors.
  - o When a mailbox is damaged, the resident is expected to repair or replace it within 45 days of the event. If a damaged mailbox is not repaired or replaced within 45 days, the Association will mail up to two Notices to the homeowner at the address on file with the Association.
    - ☐ Notice of Non-Compliance (i.e. a friendly reminder)
    - ☐ Final Notice
  - o If the mailbox is not repaired or replaced within 30 days from the date of the Final Notice, the Association will hire a contractor to repair or replace the mailbox (as needed and determined by the property management company).
    - ☐ The cost of services performed by the hired contractor through the Association will be charged to the homeowner's account, and the homeowner will incur late fees if the contractor fee is not paid to the Association in a timely manner.
    - ☐ The contractor has been instructed to provide a quality service to meet the standards set by the Association for our community.

## **J. LANDSCAPING**

- Each homeowner must ensure that their property and yard are appropriately landscaped and maintained. The ARC has discretion to determine whether landscaping and yard maintenance complies with this requirement.
- Landscaping changes or additions must be pre-approved for location and materials. This includes any landscaping that affects the grade of the lot, planting beds, retaining walls, etc. This is not meant to include typical additions to your landscaping such as annuals or perennials. Approval for planting trees is necessary only when replacing your Street Tree (see Street Tree guideline below) or when you are planting in your front or side yard and in lots of 3 or more at a time.

- Mulch: double or triple processed hardwood mulch that is black or brown is approved. (No application is needed). No other type or color of mulch or mulch substitute/alternative is permitted without first submitting an application and receiving approval from the ARC.

## **K. TREE LAWN/STREET TREE**

- The tree lawn is defined as the area between the sidewalk and the street.
  - Although each homeowner technically owns the tree lawn, the governing municipality retains a “right of way” and/or easement interest in that area.
  - Homeowners should consider contacting the governing municipality before placing anything in the tree lawn, such as irrigation systems, plumbing, gas lines, invisible fences, etc. If a homeowner places such items in the tree lawn without approval from the governing municipality, the municipality may not bear responsibility to fix any damage such items sustain while the municipality is exercising its “right of way” and/or easement rights.
- Maintenance of trees in the tree lawn (“street trees”) is the responsibility of the governing municipality. Residents should contact their respective municipality:
  - City of Columbus, Parks and Recreation Forestry Division, 614-645-6640.
  - City of New Albany, 614-855-0076.
- Homeowners must contact the governing municipality before planting any trees in the tree lawn. Formal written approval from the governing municipality may be required.
- The choice of street trees planted by the municipality is often beyond the control of the HVHOA. If the resident chooses to plant a street tree, then in the interest of maintaining uniformity throughout the community, ARC approval is required before planting any street trees. Below is a set of suggested street tree guidelines for resident replacement of street trees:
  - An ash street tree will be replaced with a species determined by the local municipality.
  - A street tree other than an ash tree must be replaced with the same type of tree that was removed or a type of tree that is common to the street where the property is located.\*



- o An ash tree cannot be used to replace any street tree, even if there are other ash trees on the street where the property is located.
- o All street tree replacements should be at least 2 ½ inches in diameter, be at least 12 feet high, and be planted in the same location as the initial tree.

## **L. OUTDOOR LIGHTING**

- Outdoor lighting must be approved by the ARC.
  - o This does not include holiday-related decorative lighting.

## **M. WALLS**

- Walls must be approved for height, location, color, and material

## **N. PLAYGROUNDS, SWING SETS, AND OTHER OUTDOOR RECREATIONAL EQUIPMENT**

- Playgrounds, swing sets, basketball hoops, trampolines, sandboxes, and all other outdoor recreational equipment require prior ARC approval.
- Swing sets are to be wooden and stained, and should be properly maintained to meet the standards of the community
- Basketball hoops are permitted and may be either permanent or portable, subject to the following restrictions and conditions:
  - o All equipment and placement requires prior ARC approval.
    - □ Basketball hoops installed before July 30, 2014 must have an existing ARC approval or an application for approval submitted prior to September 1, 2014.
    - □ Portable hoops not approved by September 1, 2014 or moved to a location different from that approved will be subject to a fine of \$500 for each occurrence.

\* The type of trees “common” to the area will be determined by the ARC committee and the governing municipality.

- o Basketball hoops and all related equipment must be properly maintained in good condition.

- □ The base of portable hoops must be installed according to the manufacturer’s instructions and cannot be weighed down or covered with blocks or other objects.

o Backboards must be tempered glass, a minimum of 50” and a maximum of 72” horizontal, and be properly maintained in good condition.

- □ However, as a one---time exception as a part of the transition to new guidelines, all portable hoops installed before July 30, 2014, and submitting an ARC application before September 1, 2014, will not be required to have a tempered glass backboard as long as the backboard is transparent and meets all other restrictions and conditions.

o Basketball hoops must be placed on the side of the driveway and as far up the driveway and away from disturbing any neighboring property as is practical, and **cannot be placed further than halfway down the driveway.**

- □ Basketball hoops cannot be attached to the house or have equipment placed at the top of the driveway in front of or in between garage doors.
- □ **Basketball hoops cannot be placed on or along sidewalks, curbs, or streets.**

o The pole and related structure must be black or dark green; any pole padding (and attachments) must be black or dark green and closely match the pole color.

o Ball returns and lights are prohibited.

• Playground equipment, i.e. trampolines, sandboxes, etc., must be appropriately screened, with sufficient landscaping, to receive an approval. Please see further detail on acceptable landscape screening under “Screening” of this section.

• Consideration is also given to the amount of space that is available for this equipment so as not to overcrowd the yard.

## O. SWIMMING POOLS

• Above ground pools are prohibited.

• In ground pools and pool decks must be approved in advance for materials, color, design, location, fencing, and screening. It is required that all in ground pools be appropriately screened. Homeowners are reminded that they are responsible for ensuring compliance with all legal requirements applicable to in ground pools.

- Wading pools are permitted without approval with the following conditions:
  - They must be temporary in nature.
  - No pumps or filters are allowed.
  - Pool height is not to exceed 18 inches.
- Wading pools not in use must be emptied and stored out of view of neighboring homes.

## **P. SCREENING**

• It is encouraged to utilize trees and/or shrubs for screening purposes, but the homeowner must ensure that ARC approval is obtained before planting any trees or shrubs on the property for this purpose. The homeowner must also ensure that any trees and/or shrubs utilized for screening purposes will shield the screened object from view throughout the entire year. Evergreen trees and/or shrubs are most effective for this purpose. If deciduous vegetation is utilized for screening purposes, the homeowner must ensure that other appropriate steps are taken to shield the screened object from view during the winter months, when there are no leaves on the vegetation. The appropriateness of any required screening is to be determined by the ARC in its sole discretion.

- Under certain rare circumstances, it may be acceptable for fencing to be used for screening purposes, but homeowners must ensure that ARC approval is obtained before constructing a screening barrier.
- Items that require screening include, but are not limited to:
- **Trash Cans and Recycling Cans.** Trash and recycling cans and any other items subject to pick-up must not be placed on the curb or otherwise in view more than one day prior to the scheduled pickup. All cans must be removed by the day following the pick-up.
  - Trash and recycling containers are expected to be stored inside the garage.
  - Any trash or recycling cans stored outside, must be reasonably screened from public view, including views from the street and neighbors, with the area around the containers maintained in a clean, neat condition and in good repair at all times.
  - Under certain rare circumstances, wood fencing can be approved to screen trash and recycling containers (vinyl cannot be used).

- If approved, 5.25 inch wide wood fence boards can be used vertically to fence off an area attached directly next to the house
  - Wood fence structure must fully shield cans and have a height of no less than 4 feet and not higher than 4.5 feet
  - If used, the approved structure must shield from the street and the neighbor's view
  - If used to screen, wood fencing must be painted to match the house trim paint color or to exactly match the color of the siding (not the color of the shutters or door)
  - Screening for trash and recycling cans by fence boards must also have landscaping at the base.
- Playgrounds, trampolines, and other recreational equipment. Trampolines are highly discouraged and will therefore be subject to heightened screening requirements. To be considered for ARC approval, the trampoline must be screened so as to be completely invisible from the road in all seasons.
  - Hot Tubs, in ground pools, and Satellite Dishes
  - Sculptures
  - Any other structure or item that may be aesthetically displeasing to neighboring properties, as determined by the ARC in its sole discretion.

## **Q. HOLIDAY DECORATIONS**

- ARC approval is not necessary for holiday decorations. However, the ARC retains the right to require the immediate removal of inappropriate or excessive decorations.
- Holiday decorations must not be put up more than 30 days prior to the holiday and must be taken down within 30 days after the holiday has concluded.

The ARC reserves the right to make periodic inspections during or after construction of improvements to assure compliance with these Guidelines. The omission or failure of the Board to enforce the design Guidelines, in whole or in part, shall not be deemed a waiver, modification, or release of any owner from the obligation to follow the design Guidelines.

## **R. SOLAR PANELS**

Location:

- Solar panels should be installed on the roof of the primary residential structure.
- Solar panels should be located in a position least visible from any street or common area. All installations must take into consideration screening to limit visibility of solar panels from the street, common area, and by neighbors.
- Ideally, solar panels are installed only at the rear of a home unless visible from a common area.
- Solar panels installed on a side facing roof should extend no more than half the length of the roof starting from the rear of the home.
- Homes with south facing front roofs are not good candidates for solar panels in this community.
- Solar panels should be installed in a singular array. More than 2 solar arrays are discouraged.
- Solar panels installed on a pitched roof must be parallel to the plane of the roof or otherwise conform to the slope of the roof.
- Solar panels on flat roofs are discouraged.

Installation of ground mounted solar panels will be considered for ARC approval only if:

- Solar panels installed on the roof of the primary residence as set forth above would reduce annual energy production by more than 10%,
- Solar panels are shielded from any street abutting the property or any common area at street level by vegetation tall and wide enough to prevent an individual on the street or common area from being able to see the solar panels, AND
- The installation complies with all setback requirements for the lot.

**Materials/Color/Size:**

- All black solar panel models are preferred. If all black models are not selected, the solar panel frames must adequately match the color of the roof. No bare aluminum is permitted.
- Conduit, electrical wiring and converter boxes should be at the rear of the house and not visible from the street.
- All conduit and electrical wiring must be painted in a color consistent with the color of the shingles, soffits, and siding (each, as appropriate). If the home is brick, the conduit may be painted to match the trim.

- Solar panels must not extend beyond the perimeter boundary of the roof section to which it is attached and should terminate no less than 3' from the edge of all roof lines.
- Solar panels must not be greater than 12 inches above the roof surface to which it is attached.
- Solar panels should have typical residential sizing of approximately 3'x5'.
- Solar panels should be installed uniformly in either portrait or landscape mode.

### **Removal:**

- Solar panels must be maintained in good repair and working order. Any solar panel system damaged, destroyed, or disused must be removed or repaired within ninety (90) days after such initial damage, destruction, or disuse. Damaged or discolored solar panels must be replaced with matching panel(s).
- Written ARC approval is required prior to the removal of approved solar panels.
- If solar panels are removed for any reason, the owner must obtain written ARC approval before reinstallation.
- If solar panels are removed for any reason, ALL hardware, conduit, and wiring must also be removed from the roof, soffits, and siding. Temporary partial removal of solar panels for replacement or repair of roof may be acceptable for short periods of time as deemed reasonable at the sole discretion of the ARC.
- Solar Panels must be installed in conformance with all applicable governmental rules, laws, regulations, and ordinances, including but not limited to applicable zoning, building, and fire codes.

### **Solar Easements:**

- Solar easements or shade control between neighbors is beyond the scope of authority of the ARC and Board of Trustees. Similarly, the ARC and Board of Trustees are unable to consider solar easements or shade control when requiring landscape screening and/or when considering approval for neighborhood projects.

The ARC has discretion to permit variances from the Design Guidelines prior to the start of a project and on a case-by-case basis.

If any provision of the Design Guidelines is held to be invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability shall not affect, invalidate, or render unenforceable any other provision.