

ARCHITECTURAL DESIGN GUIDELINES
FOR
SWEETGRASS SUBDIVISION



The Sweetgrass Architectural Review Board has adopted and approved these
Architectural Review Policies, Guidelines and Procedures
in order to insure the orderly construction of homesites in Sweetgrass.

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PURPOSE

Architectural standards and use restrictions are identified in Article IX of the Declaration of Covenants, Conditions and Restrictions for Sweetgrass ("Declaration"). The Design Review Board ("DRB") and the scope of its responsibilities are defined further in this same Article. The Declaration was provided to you and agreed upon by all homeowners as a condition to the closing of their Lot in Sweetgrass. The DRB seeks to ensure that maximum property values are maintained throughout the community while keeping the best interests of all homeowners in mind. With these two primary objectives, the DRB has developed a set of Architectural Design Guidelines to assist homeowners as they review the Declaration. These Guidelines should be read in conjunction with the Declaration. These Guidelines are being provided for clarification purposes only and do not replace the provisions set forth within the Declaration. These Guidelines have been prepared to establish material, detail, and quality standards to create a harmonious community of homes within a variety of architectural styles. It is, therefore, the purpose of these Guidelines to ensure, maintain, and protect the aesthetic character of Sweetgrass. It is not the intent of these Guidelines to inhibit or restrict creativity, but rather provide general parameters to create an architecturally harmonious community. In this regard, these Guidelines are intended to assist all property owners in the planning of and with the design considerations of their new homes.

DESIGN REVIEW PROCEDURE

Every property owner, including, but not limited to all builders, shall submit plans and specifications, as well as the applicable forms, as outlined in these guidelines for approval by the Design Review Board ("DRB") for all structures erected and improvements made to any Lot within Sweetgrass. An approval must be obtained from the DRB before any Lot is cleared or any construction begun. Property owners may meet with the DRB to discuss and review preliminary plans for any construction within Sweetgrass. Those persons seeking a preliminary review must schedule and appointment with the DRB representative. At that time, the property owner is requested to bring preliminary plans, materials, or any other information relative to the proposed construction.

GUIDELINE NO. 1:

ORIGINAL CONSTRUCTION DESIGN GUIDELINES (AND MODIFICATIONS)

A. Final Plan Submission Requirements:

Two (2) copies of the appropriate exhibits are required for submission, review and final approval by the DRB. Incomplete submissions will not be considered or approved. The following information must be submitted at the time of the submission for final approval:

- 1) A site plan drawn at 1" = 30' indicating the property boundaries, building setbacks, the location of the proposed home or improvements, driveways, retaining walls, existing and proposed contours, limits of clearing showing specimen trees to be saved or removed and all existing physical structures.
- 2) Front elevation drawings drawn at 1/4" - 1'-0" indicating all proposed materials, building heights, roof pitches, and shall include sufficient notation to indicate details of the proposed construction. All building plans must be stamped by a registered architect.
- 3) Side and rear elevations drawn at a minimum scale of 1/8" - 1'-0" indicating exterior materials, roof lines and proposed grades line.
- 4) Dimensioned floor plans.
- 5) Other plans and specification relative to other special construction or improvement.

Upon approval of the plans, the property owner will receive formal notification by the return of an approved set of all submitted documents.

B. Landscape Approval:

Before construction of any dwelling on any Lot begins and as a part of the approved plan regarding such dwelling, the DRB shall be provided a general landscape design which shall be reviewed and approved by the DRB before commencement of the installation of landscape in respect to such dwelling. The landscaping as shown on such general landscape design plan shall be installed and in place as part of the construction of the dwelling. An owner must submit the following:

- 1) A landscape plan drawn at a minimum scale of 1" - 20' indicating the location, quantity, and patterns of all proposed planting and lawn areas.
- 2) A plant material list indicating both the botanical and common names of all plant materials and their intended size at the time of installation.

C. Variances:

The DRB may in its sole discretion deviate from these written Guidelines if a determination is made that such a variance is consistent with the general intent of the Guidelines, and where a condition exists that would otherwise make it impossible to comply without creating an unreasonable hardship for the property owner. All variances shall be requested and approved in writing. It is understood that any such variation from these Guidelines granted to a property owner does not create a precedent, or otherwise, any obligation on the part of the DRB to extend a similar variance to another property owner.

D. Garages:

Unless approved otherwise, garages shall be side entry or motor court plans so that the garage doors do not face the street. All garages are to be constructed of wood, unless specifically approved by the DRB. Where Lot size or other conditions require a front entry garage, the doors shall be a maximum of nine (9) feet in width and special design consideration shall be given to ensure that the garage becomes an integral part of, and blends with the home's architectural motif. Where front facing garages are approved, additional landscape screening and specific driveway design may be required. The garage must be connected to the street by a driveway of concrete or such other material as approved by the DRB. Garage doors must be kept closed at all times except when cleaning the garage and during entry and exit of automobiles from the garage.

E. Driveways:

Driveways shall be curvilinear in design with a maximum width of 14'-0" unless approved otherwise by the DRB. A landscape buffer as specified, but not less than 5'-0" in width shall be maintained between the edge of driveways and property lines. Driveway must be made of concrete, or other such material as approved by the DRB.

F. Drainage:

Excess drainage from new impervious surfaces shall drain into recorded drainage easements or to the street. Natural surface drainage may continue to drain across lot lines provided that the run-off is not concentrated, is not in excess of previous natural flows, or otherwise causes the erosion of or damage to adjoining properties. Each owner shall be responsible for the proper grading and drainage of his Lot.

G. Retaining Walls:

All retaining walls exceeding 3'-0" in height from finish grade must be shown on the site plan and approved prior to construction. All retaining walls located within the front building line shall require prior DRB approval relative to height, materials, and location on the property. Treated timbers and creosoted railroad ties shall not be used within the front setback line, or when otherwise visible from the street. Unless otherwise approved by the Board, walls located on, or within 3'-0" of a property line, must be constructed with stone, stucco, or brick veneers as directed by the DRB. The owner who disrupts an existing grade, either cut or fill, shall be responsible for the construction and cost of the required walls.

H. Screening:

All air conditioning units and trash receptacles visible from the street shall be screened behind an enclosure or with landscaping. The location, design, color, and materials of all such structures must be approved by the DRB prior to their installation or construction.

I. Satellite Dishes:

- 1) Direct broadcast satellite ("DBS") dishes measuring greater than one (1) meter are prohibited.
- 2) DBS dishes measuring less than one (1) meter in diameter are permitted to the extent the following requirements are strictly satisfied:
 - a. Any such dish must be installed or mounted only:
 - i) Upon a rear, vertical surface of a dwelling, and within the sidelines of the dwelling so as not to be visible from any street, as determined within the discretion of the Board of Directors. Satellite dishes may not be installed or mounted upon the front, sides or front portion of the roof of a dwelling, unless and only to the extent that the owner first supplies documentation to the Board that a signal may only be received by installing the dish in such an area; or
 - ii) Upon the rear of the Lot in a free standing manner, within the side lines of the dwelling, and screened by adequate landscaping so as not to be visible from any street or adjoining Lot, as determined within the discretion of the Board;
 - b. Only one dish may be installed or mounted upon any Lot;
 - c. Any Owner installing or mounting a dish upon his or her Lot shall comply strictly with all county and local regulations or ordinances to insure the dish is properly grounded, and shall strictly comply with all installation requirements and instructions to insure the dish is properly secured to the surface on which it is mounted.

J. Wall Materials:

Acceptable finish wall materials will include face brick veneers, hardcoat stucco systems, wood or other approved horizontal siding materials, natural stone veneers, and cedar shingles.

Unacceptable materials will include, but not be limited to, exposed concrete or concrete block, and sheet plywood or sheet hardboard siding materials.

Exterior front elevations utilizing siding materials will be required to provide brick or stone veneers (water tables) on the exposed foundation. Decorative arches and bands over wall openings and details including corner boards and skirt boards are strongly encouraged.

"Stucco" elevation shall be finished with the same material on four sides.

When stone or brick veneers are used, the veneer shall not terminate on an outside corner, but shall return and terminate at an inside corner or be detailed with corner board to prevent the thickness of the veneer to be exposed.

Front elevations of foundations are required to be brick, stone veneer, stucco, or artificial stone. Side or rear elevations may be brick, stone veneer, artificial stone, or painted concrete with a stucco finish.

K. Roofs and Roofing Materials:

All roof pitches visible from the street shall be a minimum of 10:12 unless specifically approved by the DRB. Shed roofs not visible from the street may be a minimum of 4:12. Flat roofs shall not be permitted. Acceptable roof materials shall include shingles and other materials approved by the DRB. Black or black blend, weathered wood, gray or gray blend are preferred roof colors. Any other colors shall not be permitted unless specifically approved by the DRB. Built-up bituminous or membrane roofing shall not be permitted.

Mechanical and plumbing vents will be located behind ridge lines in such a manner that they are not visible from the street. All exposed vents and other plumbing and mechanical roof penetrations shall be painted to match the roof color. Vents visible from the street will not be permitted.

L. Windows/Air Conditioning Units:

All windows shall be double hung or casement type constructed of wood sash and painted, or clad with metal. All windows are to be expressly approved by the DRB based on the submittal of an actual sample. Decorative surrounds, brick work, backbands, etc. will be required as directed for all street facing windows. When windows do not incorporate decorative surrounds, the minimum trim will consist of a 1 x 4 exterior casing and backband. Metal windows will not be permitted. All double hung windows shall be of traditional design with divided lites, or snap-in grilles. Beveled or leaded glass may be permitted as an accent. No colored glass will be permitted. The use of radius and segmented windows, transoms and radius heads is encouraged. No window or wall type air conditioners shall be permitted to be used, erected, placed, or maintained on or in any building or structure in any part of Sweetgrass.

All Windows on the front elevation of any structure shall have appropriate shutters unless specifically exempted from this requirement by the DRB in writing.

M. Front Stoops and Porches:

Front stoops and porches shall be finished with a material compatible to the finished materials on the exterior of the building. Acceptable materials will include, stone, slate, synthetic stone or similar materials.

Exposed concrete, exposed concrete masonry, and raised wood platforms and steps will not be permitted.

Front porches are encouraged and shall be consistent with Dwelling design and materials. They must be thirty (30) inches above grade.

N. Building Bulk Requirements:

The first floor ceiling height shall be 9'-0" unless approved otherwise. Second floor plates shall be 8'-0".

O. Exterior Decks; Covered Porches and Sunrooms:

All exposed exterior decking shall be pressure treated lumber, cedar, painted wood, or any other material approved by the DRB. Deck supports shall be a minimum 6 x 6 cedar or pressure treated post. Exposed steel pipe columns are not permitted. Supports requiring special treatment (i.e., longer than standard 6 x 6 lengths) must be approved by the DRB.

P. Architectural Features and Detail:

All chimneys on the front and side elevations shall extend to grade and shall be finished with the same adjoining exterior wall material. All interior chimneys projecting through the roof shall be finished with stone or other natural materials. On rear elevations the chimney may terminate into a permanent deck. Chimney caps shall be terminated with a decorative painted sheet metal shroud to conceal the metal flue.

Bay window caps shall be copper, pre-finished steel, pre-finished aluminum, or painted galvanized sheet metal. Color samples of pre-finished metal must be submitted for approval.

Front facing bay windows projecting over twelve (12) inches must extend to the ground. Rear bays may be framed and cantilevered.

Q. Walls, Fences, and Hedges:

No walls or fences shall be erected or maintained nearer to the front of any Lot than the front building line and as may be shown on the recorded plat. All walls and fences on any Lot must be no higher than as might be approved and must be of wood, rock or brick construction. No fence may be installed which will impede the natural flow of water across the Lot. All fences must be approved by the DRB as further specified in the Declaration.

R. Parking:

Each Lot shall have provided thereon adequate off street parking as determined by the DRB.

S. Storage Facilities:

No exposed above ground tanks for the storage of fuel or water or any other substance shall be located on any Lot other than apparatus relating to solar energy, location and design of which must first be approved by the DRB. Storage sheds shall be prohibited unless otherwise approved. Prefabricated storage sheds are strictly prohibited.

T. Mailboxes:

Only one (1) mailbox may be located on each Lot, which mailbox and its support shall be of design approved by the DRB and each mailbox shall be placed and maintained to compliment the Dwelling to which it is appurtenant.

U. House Size and Setbacks:

The minimum amount of enclosed, heated space is 2,000 square feet. House setbacks on the front are 25 feet from the property line and 15 feet from the property lines on the sides and rear.

GUIDELINE NO. 2:

PATIOS AND WALKWAYS:

A. Submission of a form for a patio is not required if:

- 1) The patio does not extend beyond the sidelines of the house and does not extend within ten (10) feet of side property lines.
- 2) The patio does not exceed six (6) inches above ground level.

GUIDELINE NO. 3:

EXTERIOR DECORATIVE OBJECTS, FRONT PORCH FLOWER POTS, LIGHTING, ETC.:

A. Items are prohibited from being placed in the front yard of a home. Accordingly, a form must be submitted for all exterior decorative objects, both natural and manmade which an Owner may desire to be placed in the side or rear yards, as specified below:

- 1) Sculptures, fountains, flag poles or any item attached or unattached to the house.
- 2) All exterior lighting requires approval by the DRB.
- 3) Front doors and entry areas must be neatly maintained. Plants in pots must be neat and healthy. Plastic flowers are not allowed. No more than four (4) pots may be placed on the front porch.

GUIDELINE NO. 4:

GARDEN PLOTS:

A. A form must be submitted unless all of the following are met:

- 1) The plot must be located in the rear of the house.
- 2) The plot is limited in size to one quarter (1/4) of the rear Lot.
- 3) Plants must not exceed six (6) feet in height.
- 4) The plot is not visible from the street.

- B. All garden plots on Lots set on angles or corner Lots will be considered on an individual basis.

GUIDELINE NO. 5:

A. PLAY EQUIPMENT:

- 1) No play equipment is permitted without express written consent from the DRB.

B. PLAY HOUSES AND TREE HOUSES:

- 1) No play houses or tree houses will be permitted.

GUIDELINE NO. 6:

A. BASKETBALL GOALS:

- 1) No basketball goals are permitted without express written consent from the DRB.

GUIDELINE NO. 7:

A. FENCES:

- 1) Generally, privacy fencing is discouraged. A form must be submitted for all fencing along with detailed specifications and a site plan denoting the location of the fence on your Lot.

GUIDELINE NO. 8:

A. EXTERIOR LANDSCAPING AND MAINTENANCE:

- 1) Each owner is responsible for removal of debris, clippings, etc. from the property line to the center of the street.

- 2) Bare area should be covered with pine straw or mulch to prevent erosion.

- 3) A form is not required to be submitted for small numbers or ornamental trees and shrubbery. However, a form must be submitted for large scale landscaping which might affect neighboring houses, especially property line plantings or screen plantings.

- 4) All mulched landscape beds must be covered with pine straw, pine or cypress bark mulch or nuggets, or wood shavings.

- 5) The preferred landscape edging is a neat four to six inch deep trench. Other edging, if used, must be flush with the ground and be of a uniform type.

- 6) Each owner shall keep his Lot in good order and repair, including mowing, pruning, weeding, and fertilizing.

- 7) Outdoor storage of garden tools/supplies and hoses must be screened from view and kept behind shrubs or garaged. Any tools or items stored under decks or porches must also be screened.

- 8) All lawns must be sodded with grass on both the front and side yards; no planted grass is permitted.

GUIDELINE NO. 9:

A. DECKS:

- 1) A form must be submitted for all decks.

- 2) The form must include all of the following information:

- a. A site plan denoting location on Lot and position relative to the house, dimensions, materials and color;
 - b. In most cases, the deck may not extend past the sides of the house;
 - c. Materials must be cedar, cypress, redwood, or No. 2 grade or better pressure treated pine;
 - d. Color must be natural/stained or painted to match exterior color of house; and
 - e. Fasteners must be rust resistant (usually hot dipped galvanized).
- 3) Vertical supports for wood decks must be 6x6 wood.
 - 4) Owners are advised that a building permit is required for a deck.
 - 5) The following, without limitation, will be reviewed:
location, size, conformity with design of the house, and relationship to neighboring homes.

GUIDELINE NO. 10:

A. EXTERIOR BUILDING ALTERATIONS:

1) A form must be submitted for all building alteration, construction, or additions. This includes storm doors and windows, construction of garage enclosures, room additions, porches/decks, etc. Repainting requires prior written approval only if the color is to be changed. (color change requires a paint sample, picture, or the address of a home in the community where color may be seen and a sketch of the area of the house to be painted if not painting the entire house.

2) Storm windows and doors must be made of anodized aluminum with baked enamel finish compatible with the primary and trim colors. the form must contain the following information:

- a. Picture depicting style of door/window to be installed;
- b. Picture of doors/windows on which storms will be added; and
- c. Color of the storm door/window.

GUIDELINE NO. 11:

A. POOLS AND SPAS:

- 1) A form must be submitted for all pools and spas.
- 2) Pools and spas shall only be located in the rear Lot, behind the home, with water's edge a minimum of twenty (20) feet off the property line.
- 3) Installation must conform to applicable state and local codes, be screened from view from all streets with landscaping and/or fencing, with all equipment located within screened area from all directions. Except where prohibited, by state and local codes, screening shall be with landscaping.

GUIDELINE NO. 12:

A. MOTOR HOMES, CAMPERS, RV'S, BOATS, TRAILERS, ETC.:

1) Any and all of the above referenced vehicles, etc. are not permitted to be parked in the driveway or any other portion of a lot. These units must be kept enclosed within the garage or kept offsite.