

The guidelines under which the Ridgemont Architectural Review Committee (ARC) operates are printed here in their entirety. This policy needs to be referred to by ARC members during their consideration of either new construction or changes to existing construction. If in doubt, it is always safer to submit an Architectural or Landscape Request Form.

ARCHITECTURAL REVIEW

1. **Purpose.** The purpose of architectural review is, as stated in Article VII of the Declaration of Covenants for Ridgemont, to insure that alterations or additions are “in harmony of external design, construction and/or location in relation to the surrounding structures, topography or the general plan or development of the Subdivision.” Further, the Association, through architectural control and other restrictions, shall be for the purpose of enhancing and protecting the value, desirability, and attractiveness of the real property in the Subdivision.
2. **Mandatory Approval Required.** As provided in Article VII of the Declaration of Covenants, *mandatory review and written approval is required before any changes can be made to any home or lot.* "No building, fence, sign (including unit identification signs), wall, driveway, parking pad, patio, deck or addition thereof, or other structure shall be commenced, constructed, erected or maintained upon such Lot, nor shall any exterior addition to or change or alteration thereof be made, nor shall a building permit for such improvement or change be made, nor shall any major **landscaping or relandscaping** be commenced or made (such construction, alteration and landscaping are hereinafter referred to as the “Improvements”) until plans and specifications showing the nature, kind, shape, heights, materials, color and location of same shall have been submitted to and approved in writing by the Board of Directors or by a committee appointed by the Board for the purpose of reviewing such improvements.” If there is a question as to when to submit a Architectural or Landscape Request Form, please contact the management company.
3. **Architectural Review Committee.** As provided in the Declaration of Covenants, the Board of Directors of the Association will act as the Architectural Review Committee until such time as it has appointed an Architectural Review Committee. It is the responsibility of the Board/Committee to review proposed architectural changes. General guidelines for proposed changes and the application procedures are described in the following sections.
4. **Application Process.** Homeowners desiring to make changes to the exterior of their home or lot are required to adhere to the following procedure.
 - 4.1 Complete a Architectural or Landscape Request Form and submit the request, along with the following information, to the management company. Forms can be requested from the management company via phone or email.

Required Information.

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- 4.1.1 Completed Architectural/Landscape Request Form.
 - 4.1.2 Foundation survey or similar site plan of existing improvements and property lines.
 - 4.1.3 Foundation survey or similar site plan showing proposed improvements, including dimension.
 - 4.1.4 Profile view, pictures, or other similar information to indicate the final appearance of the improvement.
 - 4.1.5 Description of color (include color samples), construction material, or other relevant information.
 - 4.1.6 Homeowners are required to list the adjoining property owner's names and addresses on the Architectural/Landscape Request Form that is to be submitted. The Committee reserves the right to notify your immediate neighbors of your proposed plans.
- 4.2 **Architectural Review Committee.** The Architectural Review Committee will meet to review the request and will respond within a maximum of thirty (30) days, indicating that the request is either: approved, approved with modifications, additional information is required, or denied.
- 4.3 **Appeals.** In the event a homeowner is not satisfied with the decision reached by the Architectural Review Committee, the homeowner may appeal the decision of the ARC to the Board of Directors by requesting an appeal in writing. It may be sent via email to the management company.
5. **Guidelines and General Considerations.** The following guidelines and general considerations cover many of the common types of improvements made by homeowners. **They are general guidelines and should not be considered pre-approval of the application.** Also, variations to the guidelines are allowed when extenuating circumstances exist.

Each owner shall keep his Lot in an orderly condition and shall keep the improvements thereon in a suitable state of repair. All construction, landscaping or other work that has been commenced on any Lot shall be continued with reasonable diligence to completion. The owner of each Lot shall maintain the grounds and improvements on his Lot, including, but not limited to, plantings, landscaping and lawns, at all times in a neat and attractive manner. Each Lot should be maintained at a minimum to the condition it was in at time of original construction.

- 5.1 **Major Additions.** Major additions include but are not limited to improvements such as rooms, garages, greenhouses, screened porches, sunrooms, storage buildings, play houses, swimming pools, deck extensions, patios, awnings, driveway (to include parking pad) or sidewalk extensions, etc. that are permanent installations to the property.

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- 5.1.1 The design of major additions must be similar in style to the existing and surrounding structures. These include but are not limited to color, siding, roof pitch, etc.
 - 5.1.2 The location of the addition must not unnecessarily restrict the view or enclose the property of adjoining owners.
 - 5.1.3 The Association may require the addition of shrubbery, trees, and other landscape changes to maintain the natural harmony of the property with the adjoining property.
 - 5.1.4 Due to the complexity and cost of detailed plans, preliminary approval of proposed major additions can be obtained. If preliminary approval is granted, submittal of complete plans and final review and approval is still required.
- 5.2 **Basketball Backboards and Goals.** Basketball backboards and goals must be installed in such a way so as to remain as unobtrusive as possible and must be utilized in such a way that the activity is restricted to normal waking hours and is not offensive.
- 5.2.1 Backboards may be attached directly to the house or installed freestanding adjacent to the driveway. A minimum distance of thirty feet from the street is preferred.
 - 5.2.2 Substantial advertising on the backboards shall not be permitted.
- 5.3 **Holiday Decorations.** Holiday decorations may not be posted more than thirty (30) days before the date of the holiday and must be removed within thirty (30) days following the date of the holiday for which they were displayed.
- 5.4 **Dog/Cat Houses, Kennels, Runs.** Areas for animals must be installed in such a way that they are screened from surrounding property and streets. The installation of shrubbery will, in most cases, be required.
- 5.5 **Fencing.** Fencing is often the most controversial issue regarding architectural review. The competing issues of openness and privacy are at direct odds. Fencing usually has a greater impact on adjoining property owners than any other type of improvement.
- 5.5.1 The maximum height for fences is 72 inches above the natural grade.
 - 5.5.2 “No fence or wall shall be erected on any Lot closer to the street which the house faces than the front of the house. Furthermore, no fence or wall shall be erected on any Lot closer to a side street than the side building setback. Chain-link or other similar metal fencing is not permitted.”
 - 5.5.3 Natural treated wood is the preferred material for fences. Fences may not be stained. They may be sealed with a clear sealant. Whenever possible, the size and type of fences should match adjoining fences. All fences must be maintained.
 - 5.5.4 If a single side of a fence is to be finished, the finished side must be exposed to adjoining property.

- 5.6 **Landscaping and Planting.** Landscaping must be designed to compliment the house and site, must be in harmony with the overall Ridgmont neighborhood landscape, and must not be detrimental to neighboring property. Landscaping plans in general do not require prior approval **except** when they include the installation of new plant beds, the re-landscaping of existing plant beds, hedges or screening, landscape lighting, birdbaths, gazebos, patios, walks, planters, compost storage, retaining walls, sculptures, yard art (except for seasonal/holiday decorations), walkways, visible borders (such as landscape timbers) and similar structural or decorative elements. However, the ARC reserves the right to review all landscaping concerns when requested by two or more Ridgmont homeowners and, if necessary, to require that the landscaping be altered or restored to a condition which is harmonious with the overall Ridgmont landscape.
- 5.6.1 Trees, hedges, and shrubs which restrict sight lines for the vehicular traffic will not be allowed. In the event that existing vegetation obstructs sight lines, cutting or removal will be required.
- 5.6.2 Lines of shrubbery along property boundaries will be considered fences and will be reviewed as such.
- 5.6.3 Non-ornamental planting to include the growing of vegetable gardens is limited to the backyard and must not be in direct view of the street.
- 5.6.4 All landscaping elements must not be intrusive and must be appropriate to their surroundings. Size, scale, color, and materials are important criteria for acceptability. Whenever possible, the use of natural materials is preferred and encouraged. Visible plastic or wire border “fencing” is specifically not allowed.
- 5.6.5 All landscaping must be maintained on a regular basis consistent with the overall Ridgmont landscape.
- 5.7 **Painting/Staining, Exterior Color Changes.** Changes in paint or stain colors from the original approved color is required. Colors must be harmonious with the other colors in the general vicinity of the property to be painted. Color samples must be included with the application.
- 5.8 **Play Equipment.** Play equipment must be placed in the rear yard in such a way that it is not visually obtrusive to adjoining property. Equipment constructed from natural materials is preferred and encouraged.
- 5.8.1 Playhouses are considered major additions and will be reviewed as such.
- 5.9 **Retaining Walls.** Retaining walls should be as unobtrusive as possible and built to the minimum height required to be functional. Construction materials should be brick, stone, timbers, or concrete.
- 5.9.1 Retaining walls should be tapered into the ground rather than ending abruptly.

5.10 **Antennas: Satellite Dishes or Discs** will be allowed in accordance with the Restrictive Covenants for Ridgmont.

5.10.1 “No radio or television transmission or reception towers or antennas shall be erected on a Lot other than a customary television or radio reception antenna, which shall not extend more than ten (10) feet above the top roof ridge of the house. However, a satellite antenna receiver or disc will be permitted on a Lot if (i) the receiver or disc is not larger than two feet (2’) in diameter; (ii) the receiver or disc is located on the side of the house away from the street and within the building set back lines applicable to that Lot; and (iii) the receiver or disc is located or screened in such a way that it cannot be seen from any street within the subdivision. Any such screening must be approved by the ARC. In no event shall any free-standing transmission or receiving tower be permitted on any lot.”

5.11 **Storage Buildings**. Storage buildings are major additions and will be reviewed as such.

5.11.1 Prefabricated metal storage buildings are not permitted.

5.12 **Awnings**. Awnings are not permitted in the front of the house. Awnings will be permitted in the back of the house but are subject to architectural approval and must be maintained.

5.13 **Spas/Hot Tubs/ Pools**. Spas, hot tubs, and pools must be located in the rear yard so that the noise from use and operational equipment does not adversely affect the use of adjoining property. All pipes, wiring, and mechanical equipment must be concealed. Installation of the appropriate fencing, decking, and safety equipment will be required.

5.13.1 Above ground swimming pools are not permitted.

5.14 **Tree Removal**. “Except in the case of an emergency situation that does not permit any delay, no living tree larger than 6” in diameter at a point measured 3’ off the ground shall be removed from any Lot without the approval of the ARC.”

5.14.1 Trees damaged or uprooted as the result of storm or other event may be pruned or removed without approval.

5.15 **Mail Boxes**. In accordance with paragraph 12 in the Restrictive Covenants of Ridgmont, no mailbox shall be placed or maintained on any Lot unless the ARC has approved the same.

6 **Removal of Existing Structures**. The removal of any building, addition, fence, retaining wall, etc. must be reviewed as to the impact the removal will have on the properties. A detail of the restoration of the area disturbed will be required.

7 **Restrictions in Protective Covenants**. In addition the following restrictions exist.

- 7.1 **Temporary Structures.** In accordance with paragraph 5 of the Restrictive Covenants of Ridgmont, “no residence of a temporary nature shall be erected or allowed to remain on any Lot, and no trailer, basement, shack, tent, garage, barn, or any other building of a similar nature shall be used as a residence on any Lot, either temporarily or permanently.”
- 7.2 **Animals.** Paragraph 7 reads as follows: “No animals, livestock, or poultry of any kind shall be kept or maintained on any Lot or in any dwelling, except that dogs, cats, or other household pets may be kept or maintained, provided that they are not kept or maintained for commercial purposes.”
- 7.3 **Signs.** Paragraph 9 states that “except as otherwise required by the Town of Morrisville, no sign of any kind shall be displayed to the public view on any Lot except signs used to advertise Lots for sale during the construction and sales period, one sign of not more than ten (10) square feet advertising the property for sale or rent, and signs of not more than ten (10) square feet expressing support of or opposition to political candidates or other issues which will appear on the ballot of a primary, general or special election, provided that such political signs shall not be placed on a Lot earlier than sixty (60) days before such election and shall be removed within two (2) days after such election.
- 7.4 **Driveways.** Any driveway or parking pad constructed upon any Lot shall have either a concrete surface or brick pavers.
- 7.5 **Clotheslines.** Paragraph 14 states that no clothesline may be erected or maintained on any Lot.
- 7.6 **Septic Tanks; Wells.** Paragraph 16 states that “no septic tank shall be installed, used or maintained on any Lot. No well shall be installed, used or maintained on any Lot for human domestic water consumption, nor shall any well be connected in any manner whatsoever to the water mains, laterals and piping serving the dwelling, which mains furnish domestic water from sources beyond the boundaries of the Lot.”