



High Grove Subdivision Homeowners Association, Inc.

Architectural Guidelines

Effective: July 5, 2018

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I. INTRODUCTION

The purpose of this document is to (1) set guidelines for High Grove Lot changes which fall under architectural control in accordance with Article V of the High Grove Subdivision Protective Covenants (“Covenants”) and (2) to define the process for requesting and receiving approval for those changes.

Questions, concerns and suggestions for improvements to this document should be submitted to the High Grove Board of Directors.

II. ARCHITECTURAL CONTROL

The Covenants require the following be approved prior to commencing any construction or making any change:

- Addition of a building, wall, fence, or other structure on the Lot
- Any exterior change or alteration to the existing structure
- Any addition to the original dwelling or a new structure attaching to the original dwelling
- Any landscaping

Rules and regulations for pets, poultry and livestock, clotheslines, parking of boats, campers or other recreational vehicles, nuisances, etc. do not fall under architectural control and are not addressed in this document.

As per the Covenants, the request will be approved or denied based on the harmony and compatibility of its external design, and its location with the surrounding structures and topography.

III. ARCHITECTURAL REVIEW COMMITTEE

As allowed by the Covenants, the board of directors formed an Architectural Review Committee (“ARC”) that consists of three or more members appointed by the board.

The ARC is responsible for reviewing, and approving or denying all requests using the Covenants and these guidelines as the basis for their decision.

IV. ARCHITECTURAL REVIEW PROCESS

The process of architectural review begins when a homeowner submits an architectural change application. The application will be reviewed for completeness, and if additional information is required, the ARC will contact the homeowner.

Only after the application is determined to be complete will the ARC begin their review.

No project may begin without receiving ARC approval.

1. Architectural Change Application

An architectural change application shall be [submitted online](#) through Granchester Meadows or via email to arc@highgrovefv.org.

The change application must describe or show the nature, kind, shape, height, materials, and location of the proposed change.

A complete architectural change application consists of the documents listed below, providing as much detail as necessary to fully describe the proposed project as applicable:

- written descriptions
- plot plans and/or blueprints, especially for fences, outbuildings, or other structures not attached to the main structure
- elevations and visual details
- construction details, including construction materials and proposed colors
- any other details necessary to describe the project

Homeowners are encouraged to share proposed improvements with neighbors prior to submitting an application. If the ARC believes neighboring homeowners will be significantly impacted by the project, the ARC may contact them to give them an opportunity to express any concerns they may have.

2. Architectural Committee Review

During the review process, the ARC may ask questions of the homeowner and may request a site visit to ensure a clear understanding of the proposed project. A homeowner may request a site visit by emailing arc@highgrovefv.org.

The ARC will have no more than thirty (30) days from the date of receipt of a complete architectural change application to render a decision. As per the Covenants, should approval or disapproval not be rendered within thirty (30) days after a complete application is submitted, the project is considered to be approved.

The ARC will use the architectural guidelines in this document when considering the project, but ultimately, as per the Covenants, the request will be approved or denied based on the harmony and compatibility of its external design, and its location with

the surrounding structures and topography, ensuring that the request complies with the Covenants.

3. Appeals/Re-submittals

If a request is denied, the Board of Directors will inform the homeowner of the reason for the denial. The homeowner may appeal by submitting written documentation to the board (board@highgrovefv.org). The appeal must include detailed information that states why the project should be reconsidered. The board will provide a decision within thirty (30) days.

V. FEDERAL & STATE LAWS AND LOCAL ORDINANCES

To the extent that federal law, state law and/or local ordinances, building code or regulation requires a more restrictive standard than is set forth in this document or in the Covenants, the federal, state or local standards or restrictions shall prevail.

To the extent that any governmental standard is less restrictive, the Covenants and this document shall prevail in that order.

It is the sole responsibility of the homeowner to obtain any necessary building permits and to comply with all applicable federal and state laws, and local ordinances.

VI. ARCHITECTURAL GUIDELINES

As used below, the term “should” indicates an expectation of the ARC that would lead to approval of the application. Homeowners should provide explanation and justification for any deviation.

Maintenance, repairs, or replacement of a building, wall, fence, or other structure on the Lot, or landscaping with the same materials does not require architectural approval.

1. Exterior Materials

- Exterior materials should be comparable to those on existing structures and compatible with the architectural character of the community.
- Front porch railings should be black wrought iron or black aluminum.
- Foundations should be stone or masonry on all four sides.

2. Colors

- Colors should remain low in intensity (saturation or color).
- Colors should not clash with the colors of the homes in the immediate vicinity.
- A multi-color scheme should use colors within the same color family plus an accent color.

Repainting the exterior in the same color(s) does not require architectural approval.

3. Driveways and parking pads

- Should be primarily concrete.
- May include brick or stone borders, bands or apron accents.

4. Mailboxes

- Must be black and of a similar style (design, dimensions, etc.) as those that already exist.
- Must only include the house number (on both sides).

5. Outbuildings

- Must be of similar types of materials as the main dwelling as per the covenants.
- No portable outbuildings as per the covenants.
- Must be built on a crawl space foundation as per the covenants.
- Homeowners desiring an outbuilding with a foundation other than a crawl space may request a variance in the application.

6. Solar Panels

- Equipment should be designed and constructed to appear as an integrated part of the building architecture.
- Should be roof mounted so that the top surface is as flush with the roof surface as possible, with all appurtenances recessed into the structure's attic.
- Should be located on the rear or side roof of the home and should be as discreet as possible when viewed from any street.

North Carolina law limits the rules an HOA may impose regarding the installation of solar panels.

7. Swimming Pools

- Must meet, or exceed, all Wake County and any additional local code standards for safety, including fencing.
- Should be directly behind the home.
- All pool equipment should be screened from view from the street and from neighboring lots.

8. Spas and Hot Tubs

- Should be directly behind the home.
- Freestanding spas or hot tubs should be screened from view from any street and from neighboring lots.

9. Decks

- Flooring should be treated wood or high quality composite materials.
- Posts should be brick, stone, pressure treated wood or a combination thereof.
- Band boards, handrails and guard rails should be black wrought iron, black painted aluminum or stained or painted wood. If necessary, wood may be allowed to cure.
- Should be directly behind the home.
- Should not extend beyond the side line of the home.

10. Patios

- Should be concrete (smooth finish or with exposed aggregate), brick, pavers or stone (with sand fill or grout) or a combination thereof.
- Should be located behind the home.
- May extend beyond, around corners, or be freestanding in other areas of the backyard, within setback limits.

11. Recreational Equipment/Play Areas

- Recreational Equipment is defined to include swing sets, sliding boards, sandboxes, trampolines, and similar items. Play Areas are defined as horseshoe pits, tennis courts, basketball courts, and similar items.
- Should be placed in the rear yard.
- Frames should be constructed of treated natural wood or a similar product. Trampoline frames may be metal.
- Should be an appropriate size for the backyard.

Portable children's play houses, kiddie pools and similar items do not require architectural approval.

12. Permanent Basketball Goals

- May be placed adjacent to the driveway.
- Should be black or another dark color that blends with the surroundings.

13. Landscaping

Per the covenants, approval is required for “any landscaping”.

In order to limit requests for projects of a minor landscaping nature such as planting flowers in an existing flower bed, summer maintenance, replacing mulch, etc. the board defines landscaping as permanently altering the contour or topography of the Lot in such a manner that cannot be easily undone.

Examples of structural or permanent alterations:

- Tree/shrub removal
- Adding or removing a retaining wall
- Naturalizing an existing grassy area

Examples of non-structural or non-permanent alterations:

- Seasonal decor
- Summer maintenance (e.g. mowing, trimming)
- Replacing existing bushes, flowers or other natural material with similar items
- Redesigning the contents of an existing natural area with similar items
- Sodding over seeded yard areas

Hedges & Screening

- Hedge or screen plantings which form a barrier between adjacent properties should have setbacks to allow for plant growth and prevent encroachment.

Dead or Diseased Trees

- Removal of diseased or dead trees is not considered landscaping, regardless of size. It is the homeowner's responsibility to ensure the tree is diseased or dead and provide documentation if requested.

14. Fences

- Per the covenants, the maximum fence height is four feet, and shall be either black wrought iron or black aluminum. Brick or stone columns are allowed. Chain link or wooden fences are not allowed.
- A fence with 48” panels installed according to industry standards complies with the four-foot height maximum in the covenants.
- Homeowners desiring a fence panel or decorative arched gate over four feet may request a variance in the application.