

Ridgeview at Sweetwater Hills Homeowner's Association, Inc.

ARCHITECTURAL GUIDELINES

The following Guidelines are to establish standards applicable to the family dwellings and other improvements to be constructed or installed on lots in Ridgeview at Sweetwater Hills, a private, residential subdivision located in Henderson County, North Carolina. It is our primary goal to achieve a visually pleasing blend of diverse architecture and the natural beauty of the Ridgeview community. The developers of Ridgeview plotted the 58 parcel community so that the development takes advantage of the views of the Blue Ridge Mountains.

The process of planning a new home can be complex, requiring a careful, well thought-out response to the configuration of a particular parcel, the topography and the vegetation of the building site, and the characteristics of surrounding properties. One of our objectives is to assist you in the planning efforts.

All architects, consultants, contractors, agents and property owners shall be familiar with and abide by these Architectural Guidelines, the Ridgeview Construction Regulations and the applicable sections of the Ridgeview Restrictions, Reservations and Conditions. The guidelines and regulations are intended to protect the property values of all Ridgeview property owners. The RARC may promulgate construction and design criteria that are more restrictive than those established by Henderson County.

These Guidelines can prove to be a useful tool; however, they can neither provide every answer nor guarantee ideal solutions for every situation. As questions arise concerning your building plans, the RARC is available to help you. We hope you, your architect and builder will find these Guidelines helpful and we encourage your questions and comments. The review procedures provide a systematic and uniform review for all construction requiring architectural approval. These Guidelines are amended from time to time as deemed necessary by the Ridgeview HOA Board of Directors.

. Ridgeview Architectural Review Committee (RARC) – a Ridgeview Homeowner's Association Committee whose work is assigned and overseen by the HOA Board of Directors

September 2009

Revisions May 2014

Correction August 2015

ARCHITECTURAL GUIDELINES

1. **Required Written Approval**: No building, wall, driveway, walkway, fencing, landscaping or other improvement may be erected or altered on any lot until the plans, specifications and plot plans have been approved in writing by the Board. Construction drawings shall be a minimum ¼”=1’ scale with total living square footage stated.

2. **Alterations**: Any addition or alteration of any kind to be made to any structure on the property must be in conformity with the original plans and architecture of the original building and must be approved by the Board prior to construction. Any change or deviation from Board-approved plans and specifications must be reviewed and approved prior to any changes being made on the property.

3. **Improvements**: All of the following are “Improvements” and require review and written approval before any work can commence.
 - Any grading and/or disturbance of vegetation or tree removal
 - Drainage improvements or alterations
 - Road or driveway construction
 - Paved walkway construction
 - Utility construction and installation
 - New construction of a Family Dwelling
 - Decks and porches
 - Alterations and renovations of existing structures such as: decks, porches, dormers, home additions, solar assemblies, modifications of any kind that alter the exterior appearance
 - Any other construction of or installation of structures or site features such as: satellite dishes, retaining walls, landscaping, exterior lighting not attached to the dwelling, recreational amenities and water features

When in doubt concerning any planned or intended improvement, the property owner shall submit plans for the intended improvements to the RARC in advance for consideration.

4. **Lot Maintenance**: If construction is not commenced on lots within six (6) months of closing, the lot owner, at his expense, must clear and keep clear all of the brush, dead wood, weeds and junk. Empty lots must be maintained all the way to the pavement. If the owner does not maintain his empty lot or the easements and drainage facilities on the lot, the HOA will hire workers to perform these tasks

and costs of the work will be an additional assessment charged to the lot owner.

5. **Tree Removal:** No tree measuring six (6) inches or more in diameter at a point two (2) feet above ground level, any native plant material, any flowering trees or shrubs, or any evergreens may be cut or removed without the written approval of the RARC. If trees are located within fifteen (15) feet of a building, or within the right-of-way of driveways and walkways or the location of a septic system, approval will be granted. Approval may also be granted for trees which are damaged and trees to the rear of the lot which substantially block desired views.
6. **Tree Protection:** Any trees that are proximal to the construction area and could be damaged by construction activity must be protected with fencing or other means as necessary to prevent damage.
7. **Single Family:** Any lot within Ridgeview may be used only for single family residential purposes. Buildings or trailers for living or any purpose other than temporary construction are not permitted.
8. **Orientation:** The front of all dwellings must face to a street on which the lot abuts except on lots abutting more than one street where the RARC shall approve the direction in which the dwelling may face. Lots 5, 43, 44 & 45 require RARC approval for the direction in which the dwelling shall face.
9. **Pre-Construction Checklist:** The following steps shall be completed before construction can begin:
 - Submit forms and fees detailed on page 11
 - Obtain Henderson County Building Permits
 - Locate dumpster, portable toilet, and approved permit box on job site
 - Obtain any pertinent water tap, and sewer tap or septic field permits
 - Install silt fence
 - Stake out house and property lines
 - Identify all trees to be removed up to 15' from the building foundation and driveway
10. **Site Plan/Survey:** Prior to construction the RARC must receive a layout of the existing natural foliage that is proposed to remain, along with the locations of the proposed house, driveway, sidewalk and any existing drainage swales. The Site Plan will be on a 24-inch by 36-inch plot plan/survey. Each site plan will be evaluated to insure that minimal disturbances will be done to the existing vegetation, natural topography and drainage patterns. Respect for adjacent development and construction is essential. The site plan shall include house location, septic, existing trees, swales,

drainage and any grading which alters the topography of the lot. All construction and development within Ridgeview shall comply with applicable subdivision regulations of Henderson County, North Carolina.

11. **Site Grading** - Site grading shall be kept to a minimum, and necessary drainage systems shall be designed for minimum impact. Any alteration of the natural drainage systems is to be avoided. No grading shall encroach upon the drip line of trees to be preserved. Particular attention should be paid to grading in order to avoid standing water.
12. **Setbacks**: In no instances will buildings be allowed to be closer to property lines than the following distances: sixty (60) feet from the center of the street on which the dwelling fronts; not less than thirty (30) feet from any side line or rear lot line; not less than sixty (60) feet from the center line of a side street if the property is on a corner.
13. **Septic**: A properly sized septic system must be installed at the time of construction of the dwelling and must be approved by the appropriate government authority prior to installation.
14. **Stake Out**: The house shall be staked out on the lot with stakes at least two (2) feet tall marking the corners. The lot line nearest the house shall be defined with string. All trees proposed to be removed, except those within the driveway and building envelope or within fifteen feet of the house foundation, shall be tied about their circumference with highly visible ribbon. If the preliminary construction stakeout is not approved, it must be updated reflecting changes, if any, in the location of the house or driveway and any additional trees to be removed. A second on-site review with a RARC representative may be required.
15. **Exterior Walls**: The exterior walls are an important part of the dwelling and serve as the overall visual impact and must be carefully considered for proportion and continuity. The connection of the walls to the foundation must maintain a smooth transition from one material to the next. Wherever concrete block construction is used, it must be stuccoed.

Guidelines for Exterior Walls:

- All homes in Ridgeview shall use Natural Stone, Stucco, Natural Wood, Fiber Cement Siding, Brick or pre-approved Manufactured Stone.

- Natural Wood walls shall be sealed with paint or stain accordingly. All fiber cement shall be painted. Paint and stain colors are subject to RARC approval.
- Stucco walls can be colored with a powdered color at time of mixing and prior to installation or painted. Natural stone, Manufactured Stone and Brick are to be installed according to industry standards and cleaned after installation.
- Foundation walls and piers shall be parged block, board over block, stucco, stone or brick.
- Walls may be built of no more than two materials and shall only transition along a horizontal line, typically at a floor line or at a gable end, with the heavier material below the lighter. If more than two materials are specified, these will be reviewed on a case-by-case basis.
- All wood siding, cedar shingles and fiber cement will be installed with a maximum 8” weather exposure. Cedar or fiber cement shingles may have a random bottom edge not to exceed the 8” weather exposure.
- All natural stone or manufactured stone is subject to prior approval by the RARC. Samples of the veneer are required to be submitted.
- Stucco finishes may be smooth, pebbledash or textured subject to RARC approval.
- Any and all wood trim, stucco bands, stone or brick trim around doors and windows shall be in proportion to the door or window it is adjacent to. All subject to RARC approval.
- No vinyl, aluminum or fiberglass siding is permitted.

16. **Roof:** The roof is a significant part of the overall appearance of the dwelling. Gable, hip and approved shed roofs are the standard roof types for the Ridgeview community. The main roofs of each residence must have a minimum pitch of 6/12. Bay windows and other ancillary roofs may have a pitch of 3/12 if warranted by the design of the home and will approved by the RARC on a case-by-case basis, Dormers are encouraged and must coordinate with the architectural style and complement the main roof. Dormer roof slopes shall be a minimum of 6/12.

Guidelines for Roofs and Gutters and Mechanical Equipment:

- All roofs shall be architectural grade or better composition shingle. Slate, cement tile or metal roofs will be reviewed on a case by case basis. Any replacement materials shall be submitted to the RARC for approval prior to installation.
- Flashing shall be copper, anodized aluminum or galvanized metal. All copper used shall be allowed to age naturally and cannot be painted or sealed.
- Gutters and Downspouts shall be made of anodized aluminum or copper, (not copper coated). Soffits depth shall be 16”-36” on the main structure and 12”-24” on the rakes.

- Roof penetrations and extensions shall be placed on the rear slope of the roof and/or positioned as to complement the architectural style of the dwelling. Roof vents, chimneys, fireplace flues, plumbing stacks and skylights shall be coated or painted with a color that complements the exterior color scheme.
 - Skylights shall be a flat type and mounted on the rear slope of the roof. Dome type skylights are discouraged.
 - Mechanical and electrical equipment shall be located away from the street view and with consideration for the views of adjacent properties. If radon mediation is required, exhaust piping shall be installed via the interior of the home.
17. **Garages:** Each residence must include an attached or detached garage suitable for a minimum of two cars. All garages must be side-entry or courtyard-entry garages. Each garage must have a minimum interior width of 20 feet and a minimum interior depth of 21 feet. All double-entry garages must have a total door width of between 16 to 18 feet, and all single entry garage doors must have a minimum total door width of 9 feet. Carports are not permitted. All garage doors must complement the architectural style of the home and are subject to approval prior to installation.
18. **Residence Size:** All residences must provide a minimum livable, finished and heated floor area of not less than 2,000 square feet for single story buildings, and not less than 1,800 square feet on the first story and 600 square feet on the second story for two story buildings. No building may exceed two stories in height above the basement level. Unfinished basements, attic space or other unfinished storage space, garages, porches or any area not included within the main structure shall not be considered in the heated living area of the residence.
19. **Residence Height:** In planning for the height of the dwelling above the natural grade level, consideration must be given to the qualities of the site, surrounding grades, view corridors and existing slopes.
20. **Residence Styles:** Ridgeview is a community of diverse architectural styles and designs. Each proposed house plan must fit the natural contours of the lot without excessive grading. In reviewing the plans of the proposed structure, scrutiny may be given to the massing, architectural aesthetics, proportion and overall scale of the structure in relation to the neighboring properties.
21. **Driveways and Parking:** The positioning and materials of all driveways and walkways must be approved by the RARC prior to construction. Driveways shall be constructed of concrete, asphalt or interlocking bricks. Since parking on Ridgeview streets is not permitted, sufficient room must be

provided for off-street parking for owners and guests. The driveway dimensions most likely to be approved are a minimum width of fifteen feet and minimum 30 feet of turn-around space when exiting the garage. A variance may be considered on a case-by-case basis. All driveways shall be constructed as to not interfere with any natural drainage or to create any additional erosion to the property or roadways. Adequate drainage provisions to accommodate runoff must be incorporated. Parking areas shall be part of the driveway and constructed in a manner which is compatible with the overall layout of the property.

22. **Driveways Prior to Construction:** Driveways shall be graveled before construction starts. Drainage culverts, if required, must be installed prior to construction.
23. **Culverts:** All culverts at the intersection to streets must be installed to NCDOT specifications or better and to the grade of the drainage ditch.
24. **Surface Runoff:** All new construction and existing residence improvements must include means to prevent any runoff going on to roads or pooling on the road shoulder.
25. **HVAC:** Window-type or wall-mounted heating or air conditioning units are not permitted. Mechanical equipment including AC condensers, electric panels and utility meters are not permitted in/on the front of a house. In locating mechanical equipment, views from adjacent properties should be considered and in some cases screening may be necessary.
26. **Fences:** Due to the open nature of the community and the desire for unobstructed views, fencing is not encouraged. Because fencing may have both a visual and physical impact on the applicant's property as well as adjoining properties, careful considerations must be given to design, materials, location and construction. The only acceptable reason for fencing in Ridgeview is to restrict movement of children or pets to or from a property. For pets, electronic fences are preferred. Privacy is not an acceptable reason for fencing as this can be accomplished with appropriate landscaping. Because of the wide variety of design possibilities and the complexity of fencing issues to be considered, the RARC's approval will be made on a case by case basis.
27. **Final Landscape Plan:** The Final Landscape Plan shall show the exact location, size and materials of the driveway and sidewalks. Plans shall also show the retaining walls, pools, decks, patios, and play structures. Landscape plans shall be drawn on a 24-inch by 36-inch plot plan, conveying a scale of 1"=30' representation of all planting material, identified as to installation size, common name, and variety. Property owners are strongly encouraged to utilize a professional to draft the plan - a landscape architect, landscape designer or professional staff at one of the well-known nurseries in the region.

- 28. Landscaping Requirements:** Upon completion of the dwelling the property must be immediately landscaped. Based on the existing trees on the lot (or lack thereof), a minimum number of hardwood trees (2-inch caliper) or evergreen trees (6-8 feet tall) will be required for the yard. An appropriate number of foundation plants should be installed in the front, sides and rear of the dwelling. Landscaping plans are evaluated using basic principles of landscape design including unity, balance/symmetry, scale/proportion, natural transition, plant placement appropriate for mature size, variety/contrast in plant selection and use of native plants. Landscaping beds should be deep enough (minimum 6 to 8 ft.) to allow for plant specimens of sufficient size to compliment the height and scale of Ridgeview homes. Shrubbery/hedges must not exceed six (6) feet in height. All shrubbery must be approved prior to planting. Evergreens greater than six (6) feet in height may be planted on the rear perimeter of the property for the purpose of screening if the request is approved in advance of installation. For the lawn area in front of the home and to the street, sod is required to be installed. Lawns may be seeded in the rear and on the sides of the home.
- 29. Easements:** No structure, planting or other materials are permitted to be placed in easements which may damage or interfere with installation and maintenance of utilities. No structure, planting or other materials are permitted to be placed in easements and drainage facilities which may damage or interfere with or which may change the direction or flow of drainage channels in the easements, or which may obstruct or retard the flow of water to and through drainage channels. The easement areas of each lot must be maintained by the lot owner.
- 30. Colors:** Exterior colors and materials should be moderate, compatible with the mountain setting and be compatible with the atmosphere of the general subdivision. Stark white, off-white, and pale pastel colors are likely to not be approved. Exterior colors are a required submittal prior to construction. Doors, windows and exterior trim shall be of compatible colors and materials. All decks, posts, rails, and similar attached structures shall be painted or stained to match the exterior color or trim of the house.
- 31. Color Samples:** Two (2) sets of proposed color samples of all exterior materials including siding, trim, brick, stone, roofing, stucco and lattice shall be submitted. These sample submissions are most important to both the owner and the RARC in evaluating the eventual appearance of the house as color chips often vary greatly from actual applications on varying materials. Final approval of any paint or trim color will not be given until a 1-foot square paint sample is submitted on the material that will be used on the house. Each color that will be used on the house must be submitted separately. Any exceptional exterior appearance such as mottled finish or exposed substrates must be detailed and clearly identified on elevations and via samples.

32. **Windows and Doors**: Windows and doors are a key architectural component of any home, warranting careful consideration of the choices. Windows and doors must be compatible with the home's architecture, enhancing the overall appearance of the residence. Featureless garage doors (lacking windows, raised panels, decorative hardware or significant trim) may not be approved.

Guidelines for Windows and Doors

- Exterior "front" door must be wood, approved decorative architectural metal door or a pre-approved comparable synthetic material. Design must compliment the architectural style of the home. All paint and stain colors must be approved by the RARC. Garage doors may be wood, metal or copper and must coordinate with all other doors and overall color scheme of the exterior.
- Windows shall be made of wood, or aluminum clad with clear glass.
- Bay Windows shall match the specifications of all other windows.
- All other exterior doors shall be wood, aluminum clad or fiberglass and stained or painted to coordinate with the exterior color scheme.
- Shutters shall be wood or composite and approved on a case by case basis. Requests for shutters of wood, composite or other materials will be evaluated for style, size and overall appearance relative to the architectural style of the dwelling.
- Window mullions shall be true or simulated divided light. All window mullions must be approved by the ARC.
- Windows shall be designed to enhance the architectural style of the dwelling. Single, double, triple hung, awning, fixed or operable casement types with vertical proportion are acceptable, based on the architecture of the home.
- Transoms must be oriented horizontally in proportion to the window/door below.
- Bay Windows shall have a minimum of 3 sides and be structurally supported with brackets that complement the architectural style of the dwelling.
- Garage Doors shall enhance the architectural style of the home, using windows, decorative hardware, raised paneling and/or other features which avoid a bland appearance.
- Any accent color for items such as doors or shutters shall be approved by the RARC.
- Vinyl clad windows are discouraged.
- Security doors and window grilles are discouraged.

33. **Exterior Lighting:** Indirect and horizontal cutoff fixtures (hooded fixtures) are required to reduce glare and provide general ambient light. No exterior lighting from which a direct source is visible to a neighboring residence or which produces excessive light or glare to pedestrian or vehicular traffic shall be allowed. Low level landscape lighting immediately adjacent to the residence is permitted, depending on the size and location. Exterior lighting including lamp posts must be approved prior to installation. Up-lighting and wall-wash lighting are strongly discouraged.
34. **Retaining Walls:** Should there be a need for a retaining wall to be built, the maximum height of a retaining wall shall be 4 feet. If the slope needs to be terraced, no wall shall exceed 4 feet in height. Materials used should complement the dwellings architecture style with the use of natural stone, rock boulders, brick or concrete block with a stucco finish.
35. **Trash Receptacles:** Trash receptacles must be enclosed in the garage or screened from off-site views using materials complimentary to the main dwelling. Except on designated trash pick-up days, trash receptacles may not be kept outside of the screened area. No burning of trash or yard waste is permitted at any time.
36. **Construction Completion and Occupancy:** No building may be occupied prior to completion, which shall include, but not be limited to all exterior finish, driveways, walkways, landscaping and debris removal. In order to obtain occupancy approval in Ridgeview, an owner must submit documentation of the following to the RARC thirty (30) days prior to the home's anticipated occupancy: Certificate of Occupancy issued by Henderson County; permanent power supplied to the home; approved landscape plan including final driveway plan and provision for drainage; approved and installed mailbox with readily visible street numbers on the mailbox or clearly posted on the home.
37. **Required Final Inspection:** At the completion of all construction according to approved plans, the owner must request an on-site Final Inspection to be performed by members of the RARC and Board of Directors, with the assistance of a consulting licensed contractor if deemed necessary. The process of refunding the Compliance Deposit and Road Impact Fee (partial refund) begins when the home is approved at the Final Inspection. The Compliance Deposit refund is subject to any deductions stemming from road damage, unpaid fines and legal or other expenses incurred due to non-compliance. If exterior construction and landscaping is not complete within two years of the building permit issue date, the Compliance Deposit is forfeited.

38. **Modifications/Alterations/Additions to Existing Homes:** A Ridgeview building permit is required for all significant modifications/alterations/additions and will require approval of the RARC as to plans and specifications. If heavy equipment is involved, a Compliance Deposit is required. Repainting of any structure or house in the community requires submission of a color sample to the RARC for approval if a different color will be used. No building permit is required for repainting. For small projects such as a window replacement, complete the Modification Request Form (on the HOA website) and submit to the RARC for approval.

**SCHEDULE OF FEES FOR
RIDGEVIEW ARCHITECTURAL REVIEW COMMITTEE**

1. Preliminary Review/Building Permit Fee	\$250.00
2. Final Inspection Fee	\$200.00
3. Compliance Deposit (refundable)	\$4,000.00
4. Road Impact Fee	\$1,200.00
\$600.00 refundable	
5. Major Design Change for Review	\$150.00
6. Construction Inspections due to deviation of plans	\$150.00 per visit
7. Penalties for Non-Compliance	\$100.00 per day

REQUIRED FORMS FOR RARC REVIEW OF CONSTRUCTION & LANDSCAPING

1. Building Permit Application
2. Request for Landscape and Exterior Installations