

Stone Mill Village HOA

PO BOX 16325, HIGH POINT, NC 27261

Architectural Control Committee Guidelines **Stone Mill Village Association** (Board of Directors approved _____ 2023)

The following architectural guidelines have been established in accordance with the Declaration of Covenants, Conditions and Restrictions of Stone Mill Village Association. * Article V of That document specifies that “an Architectural Control Committee consisting of three (3) persons shall be appointed by the Board of Directors of the Association.” Members are appointed for staggered three-year terms.

Purpose:

The architectural character of Stone Mill Village was established by the architects who originally designed it. The Architectural Control Committee is responsible for preserving the integrity of that design.

“No improvements, alterations, repairs, change of paint colors, planting, excavations, changes in grade or other work which in any way alters the exterior of any lot or the improvements located thereon...shall be made or done without the prior written approval of the Architectural Control Committee. No building, fence, wall, residence, or other structure shall be commenced, erected, maintained, or improved, altered, removed, made, or done without the prior written approval of the Architectural Control Committee.” The committee “shall regulate external design, appearance, use, location, and maintenance of the properties and of improvements thereon in such a manner as to preserve and enhance values and to maintain a harmonious relationship among structures and the natural vegetation and topography.”

The committee is responsible for informing all homeowners of the established standards. These standards are not intended to stifle the wishes of the residents, but rather to assure them that protective restrictions are in effect which will help maintain the appearance and value of their property.

Duties:

1. Inform homeowners that all external changes to their property must be approved in writing in advance by the Architectural Control Committee and the Board of Directors.
2. See that the architectural guidelines are included in the packed of information for new homeowners and are redistributed to all whenever the board of Directors approves any changes to existing established standards.
3. Handle applications for exterior alterations in accordance with the “Procedures for Handling applications for Changes” spelled out below.
4. Make periodic and final inspections of work in progress to ensure its timely completion and conformity with approved plans.
5. Receive comments or complaints from homeowners involving architectural matters.
6. Keep a record of all applications and permits (if required) and disposal thereof.

**Quotes herein are from the Declaration of Covenants, Conditions, and Restrictions.*

Procedures for Handling Applications for Changes:

1. The community manager will provide a homeowner with copies of the approved application form and give the owner a copy of the guidelines for careful reading before an application is submitted. The ACC will consider only written requests.
2. Applications must be submitted at least 30 days before work is to begin, to give time for the approval process to work. (See #5 below)
3. The application and any exhibits must be submitted to help the ACC decide
 - a. Plans and specifications should show “the nature, kind, shape, height, materials, and location.” of the proposed improvement. If a request involves major alterations, a complete architectural plan will be required. This will include the relationship of the alteration to the entire unit involved, three elevations and building specifications.
 - b. Photographs or drawings of similar completed projects aid in the committee’s consideration of the architectural change or addition.

Stone Mill Village HOA

PO BOX 16325, HIGH POINT, NC 27261

- c. If the alteration is likely to affect the existing drainage pattern, the proposed drainage plan must be included.
 - d. A reasonable time limit for completion of the project must be included.
 - e. Work approved by the Architectural Control Committee must be performed by insured and property licensed builders, contractors, electricians, etc.
 - f. The owner is responsible for repair of any damage to lawns or shrubs which occurred while carrying out a project approved by the Architectural Control Committee.
4. The application **must be sent to the community manager**, who will make a record of it, forward it to the chair of the ACC and inform the board that an application is pending. Decisions by the ACC will be made as soon as possible, usually within 30 days, but before 60 days have passed from the date that the application and all plans were in the hands of the committee.
- a. Once the ACC has decided, the ACC chair will fill in the bottom portion of the application and return the application to the property Manager. The property manager will send a copy of the application to the homeowner and keep a copy in that homes file. The property manager will also inform the Board of the decision made by the ACC.
 - b. An owner may appeal a disapproved decision by presenting the issue to the Board of Directors. A majority vote is needed to overturn an appealed decision.
5. As a condition to approving a request, “the Architectural Control Committee may require that the owner be liable for any cost of maintaining or repairing the approved project. [This will include the cost of continued painting of a new structure or addition.] If such condition is imposed, the owner shall evidence his consent thereto by written document in recordable form satisfactory to the Architectural Control Committee. Thereafter, the owner, and any subsequent owner of the lot, by acceptance of the deed therefore, whether it shall be so expressed in such deed, is deemed to covenant and agree that any cost of maintenance and repair shall be the owners.
6. Approval of any project by the committee does not remove the responsibility of the homeowner to secure proper city building permits. Required permits should be posted.
7. The securing of the building permit will not remove the responsibility of the homeowner to secure committee approval.

Building and Landscaping Principles:

1. Any addition, exterior alteration, modification, or change to an existing building or any detached structure must be compatible with design character of that building, as well as with the community in general and appear to have been an integral part of the building. Changes which fall in this category includes, but is not limited to the following: fireplaces, storage sheds, storm windows, shutters, replacement windows, covered or uncovered porches, storm/screen doors, exterior painting, outside lighting (including entry lights at doorways), tube lights (a kind of skylight) on roofs and plantings.
2. Going through the ACC before installing energy efficient replacement windows assures that original window style is retained. It also helps the association keep track of homes where future painting needs are reduced.
3. Awnings, as a rule, do not enhance the aesthetic qualities of a community and are therefore, discouraged. They will only be considered over patios, not in the front of homes.
4. Only the exterior materials existing on the parent structure or compatible with the architectural design of the community will be approved.
5. In general, only those areas that are painted may be repainted; only those areas that are stained may be re-stained.
6. Any fence, screen, patio, or deck must have the approval of the committee before installation is undertaken.
7. Requests to install wrought iron railings need ACC approval of style and color.

Stone Mill Village HOA

PO BOX 16325, HIGH POINT, NC 27261

8. An addition or change to a building must not have an adverse effect on adjoining units. Factors that may be adversely affected include, but are not limited to, privacy, sunlight, airflow, water drainage, view, and resale value.
9. Any landscaping changes must be submitted to the committee and should include a plan that locates each plant and gives the plant names, planting size and ultimate size. All plants should be suitable for the climate, soil, and plot location and should not require unusual care other than usual ground maintenance. If landscaping changes are approved, such changes are made at the homeowner's expense, and the owner is responsible for the replacement of any such plants for eighteen months after planting, should such plants die.
10. Satellite dishes: While satellite dishes cannot be prohibited, according to FCC regulations, a homeowner who wishes to install a dish should first inform the Board of Directors and to work with the board on type and location of the dish. The recommendations that should guide installation of a dish are:
 - a. A satellite dish may not be installed in common areas. It must be on the property of an individual homeowner.
 - b. It is recommended that the maximum size of the dish does not exceed twenty inches, even though, by law, it may be 39.37 inches.)
 - c. The dish should be installed to be as unobtrusive as possible. Where feasible, the dish should be disguised or screened.
 - d. Where possible, the dish should be installed on a patio or deck. However, if the direction of the home dictates that the dish be in the front of a home, again, efforts should be made to screen the dish.
 - e. If the dish must be mounted on the roof, the homeowner will be responsible for any roof damage.