

Information for APPLICATION FOR ARCHITECTURAL IMPROVEMENT

GREENBRIAR KINGSPARK HOMEOWNERS ASSOCIATION (HOA)

1. Applications may be submitted in writing, either in person to the HOA Board, which meets monthly, or by email at greenbriarkingspark@cox.net . Applications will be reviewed and acted upon within 30 days of receipt by the Architectural Committee (HOA-ARC) which includes 3 or more members of the HOA Board.
2. Applications should include, but are not limited to:
 - a) A sketch of the property showing the proposed modification; site plan, floor plan, typical elevations and specifications where applicable.
 - b) Description and listing of construction materials including type of siding, roof materials, etc. where applicable. Include a copy of invoice or contractor's proposal or statement.
 - c) Estimated dates of construction (start and completion).
3. The HOA-ARC will approve or disapprove an application in writing, according to compliance with Article VI, Architectural Control, Covenants and Restrictions of Kingspark Homeowners Association.
4. The HOA action notification will be sent to applicants as soon as practical after the decision. Applicants will receive written notice of approval or disapproval. When an application is disapproved, the notice will contain the reason for denial and any conditions for reversal.
5. Any addition to an existing building, exterior alteration, modification or change to an existing building or any new detached structure must have the approval of the HOA-ARC PRIOR to any work being undertaken.
6. Fence Applications - In addition to showing the location of the proposed fence. If the fence adjoins a neighbor's fence, written permission may be necessary. Consult the Covenants and Restrictions for approved types of fencing.
7. Roof Applications :
 - a) GAF "Ultra-Timberline" or ELK "Prestigious Plus" Weathered Wood Blend Fiberglass Shingles
 - 40 year; UL Class A fire Rating; UL Wind Resistance Rating 60 mph.
 - b) Aluminum Shake Shingles – Classic "Rustic Shingle" or Alcoa "Country Cedar Shake" – provide shingle color choice in application.
 - c) Anything other than the above are subject to approval by the HOA-ARC.

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8. Shed Applications:

- a) The rear yard of the residence must be fenced with appropriate sight proof cedar plank, stockade, or other HOA approved fence.
- b) Maximum building size 8ft x 16ft; maximum eve height not to exceed 6ft 6in.
- c) Floor: Concrete slab or wood foundation.
- d) Framing: Wood frame construction; 2"x4" minimum, 24" o.c.
- e) Siding: Natural/wood stained cedar T1-11 board or similar; 5/8" thickness recommended.
- f) Roof: Full gable or hip roof with approved asphalt, wood shingle or shakes- to correspond with residence. Pitch (slope) to correspond with residence or at lower pitch.

9. Vinyl Siding:

- a) Wood-like is allowed for replacement or to cover presently existing wood surfaces such as soffits, gables, and fascia board.
- b) Minimum thickness of .044".
- c) PVC aluminum coil is permissible for use on fascia board.
- d) Aluminum siding is not allowed except for stated above.

10. Please reference your Covenants and Restrictions for further information; also available at:

<http://www.neighborhoodlink.com/Kingspark> (HOA Manual)

SPECIAL NOTE: Cleveland County may require a building permit for a specific proposed project.

Approval of the application does NOT exempt Owners from obtaining the proper permits from the County. In addition to all HOA requirements, all County regulations must be followed when making any alterations to your property.