



FOUR SEASONS

Homeowners Association

Architectural Guidelines

A Supplement to FOUR SEASONS HOA Rules & Regulations

Revisions Approved and Resolved XX-XX-2019

Architectural Guidelines – Revised XX-XX-2019

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INTRODUCTION

This publication is intended as an informational resource guideline for Four Seasons Homeowners Association. It is intended as a tool to assist in the understanding of the design review process and its corresponding requirements. The guidelines pertain to visual and environmental goals, as well as the required procedures for design changes, remodeling, or construction within the Four Seasons community. The minimum acceptable levels of planning, architecture, detailing, and landscape design are specified in the Association CC&R's and Rules and Regulations. Successful implementation of these objectives will create a community of the highest quality and one of great distinction.

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OVERVIEW

See Rules & Regulations – Section 1

This document establishes guidelines for members of the association for the purpose of submitting architectural change requests. This document also serves as a guideline for the Architectural Committee for the purpose of approving architectural change requests. The design guidelines supplement those areas of the CC&R's that do not provide specific criteria for building, improvements, alterations, repairs, excavation, landscaping or other work which, in any way, temporarily or permanently alters the exterior appearance of the property visible from the street. These design guidelines shall also be used when establishing rules and regulations or the enforcement of the CC&R's and are intended to be used in conjunction with the CC&R's and the Rules and Regulations for the association.

COMMUNITY PLAN

See Rules & Regulations – Section 3

The overall community plan has been created to afford housing opportunities. The unifying fabric of the community will be maintained through the layout of each home site previously determined by the project developer, as well as the placement of all community theme walls and amenities.

As stated in Article 1, of the CC&R's: no construction, reconstruction, remodeling, alteration or addition to any structure, building, fence, wall, drive or walkway shall be commenced or maintained upon any Lot, nor shall any exterior addition to or change or alternation therein be made after completion of construction of said main building unless and until the plans and specifications showing the nature, kind, shape, height, material and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the Committee.

Architectural change requests forms are available on line at the Four Seasons web site (www.neighborhoodlink.com/Four_Seasons) or from the office at 5050 Farm Pond Ln. and are required for submitting requests for any building & lot changes, alterations, additions or repairs.

GENERAL CONSIDERATIONS

The Committee reserves the right to disapprove any submittal or to mandate remedial action whenever the standards may be compromised. The individuality of any ornamental feature should be basic to the permanent character and quality of each structure and its related landscape, rather than appearing as any form of unrelated accessory items. The integrity of these standards will enhance the overall community both initially and for the long term.

All home improvement projects must obtain a building permit from the Mecklenburg County Building Standards Department (when applicable) and be completed within 4 weeks from start of project unless Board Approves an exception upon request with reasonable justification. In the event a building permit is required, a licensed and bonded contractor must accomplish construction.

SITE PLANNING

5.1 Building Envelope and Setbacks

Each home site has a specific building envelope that is indicated on the building envelope exhibit available from the Planning and Zoning Department mecklenburg county. Building envelope and setbacks are designed to protect and preserve the landscape features and view angles of each home site.

5.2 Private Area

The private area is that part of the building envelope which is not visible from neighboring property, because it is hidden behind walls or structures. The private area has no restrictions in terms of what plants, shrubs, and trees can be planted therein. The private area includes, for example, a courtyard, or the area behind a site wall.

5.3 Grading and Drainage

Site grading and drainage must occur with minimum disruption to the home site, without altering natural drainage patterns as runoff leaves the home site, and without causing conditions that could lead to unnecessary soil erosion. This will be considered on a case-by-case basis, and an owner should not assume it would be allowed in all cases. Reasons for denial of moving drainage way include the possible loss of trees, the visual quality of the drainage way, or civil engineering that may show it not possible. On the majority of the home sites, no natural drainage ways exist, and the drainage of the home site is all that is necessary. Surface drainage upon and across any home site must be addressed through the implementation of sound construction and grading practices. Any improvement, which creates an obstruction to surface flows resulting in, a back up of storm waters onto a neighboring home site or tract is strictly prohibited.

5.4 On-Site Parking ! See Rules & Regulations – Section 6.(e)

No RV's, campers, boats, trailers, etc. are allowed to be stored on the property without prior Board approval.

5.5 Driveway Expansion !

The Board has established that only concrete or asphalt additions to driveways will be permitted, and cannot be wider than the standard width of a single driveway slab, or 9' (nine feet). Driveways cannot be wider than the equivalent of a double car garage or 18' (eighteen feet). Patio or sidewalk concrete additions will be evaluated on a case-by-case basis, depending on the existing amount of concrete and the size or shape of the lot.

5.6 Walls and Fencing

The alteration of existing, or the addition of any walls or fences must be made of a material that is compatible with the finish materials utilized on the house. Special attention will be placed on all walls adjacent to a common area such as the park, so as to provide a quality image of the walls as they are viewed from the common areas.

5.7 Exterior Recreational or Play Equipment

All exterior recreational or play equipment, not included in a private area, must meet the intent and requirements of all sections of these Design Guidelines, including color. Non-permanent basketball hoops and backboards may be installed at any residence. A basketball hoop, backboard, and any support structures must have the ability to be removed. No backboards shall be allowed on a pitched roof. The pole and any supports shall be painted and maintained. Portable basketball hoops must not be placed, used or left at curbside or in a common area.

5.8 Flagpoles

Flagpoles must possess a removable sleeve mechanism. Requests must include detail of the materials to be used, including proposed height and method of installation. Flagpoles and flags flown from approved flagpoles must be maintained in good condition. Lack of properly maintained flagpoles and flags will be subject to the withdrawal of approval and will require the removal of the flagpole. The flagpole and any supports shall be painted and maintained.

5.9 Exterior Holiday Decorations

Holiday decorations will be allowed between one week prior to Thanksgiving and January 31st. Decorations for other holidays may be installed no more than three weeks prior to the holiday and must be removed within two weeks after the holiday.

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ARCHITECTURAL DESIGN

See Rules & Regulations – Section 6

6.1 Design

The challenge is to add elements of architectural richness and variety for each individual residence, while providing an appropriate design to the level of quality intended within Four Seasons. The intent is for appealing and interesting structures, which are subtle and complementary to the dominant beauty of the existing palette. Building sizes, elevations, heights and massing, scale and proportions, roof designs, chimneys, garages and driveways, roof materials, and color palettes must be consistent with existing buildings and include a pleasing relationship to the street and to its adjacent structures when viewed from all directions. The purpose of a building or structure should not be in support of a commercial occupation utilizing that structure (e.g. garages for operating a vehicle repair business, play equipment for a pre-school/daycare).

6.2 Wall, Gate, and Exterior Materials

All exterior materials must comply with the color limitations discussed within the color section of the Design Guidelines. Exterior wall materials may be stucco. Poorly constructed walls, gates, or other exterior work that does not have a neat, clean appearance shall not be acceptable. Wood gate slats must be maintained by regularly applying a protective coating on the wood to prevent weathering and damage from the sun. Once extensive weather damage has occurred the gate needs to be restored to a like-new condition.

6.3 Color Palette

In dealing with color, the Committee will consider the entire community as well as the individual house. For this reason, all participants should refer to the comprehensive approved Four Seasons color chart available at the HOA office. Colors for wood slats in gates must either be natural or neutral color wood stain with water repellent, or painted to match house walls. Ornamental metals or other features will be treated on a case-by-case basis and may deviate slightly from the base wall color restrictions. In no case shall they be reflective.

In general, guidelines for house wall colors shall be light, muted pastels, no bright, bold, or major colors. Trim or accent colors may be subject to a more liberal color scheme with the restriction that the colors must match one of the color samples approved by the Board. All colors must be approved. Homes painted with colors not approved by the Architectural Committee or Board that do not meet the selected colors will be subject to enforcement actions including court injunctions to re-paint the home with an approved color.

6.4 Exterior Lighting

An overriding objective is to minimize any unintended harsh utility-type hot spots when viewed from a street, common area or neighboring home site. Exterior wall, fence, and building-mounted light fixtures should be integrated into the architecture of the house. Consistent with municipal requirements for safety and security, the desire is to keep the general landscape lighting as unobtrusive as possible, but offer some illumination on landscaping and along paths for pedestrian use in the twilight hours.

ARCHITECTURAL DETAILS

7.1 Antennas

Television antennas shall not be mounted on the roof. Small digital antennas may be roof-mounted. HAM antennas must have city approval and must be in accordance with FCC & ARRL recommended techniques. Only crank down towers are permitted and must be stored in lowered position when not in use and should not be higher than roofline in lowered position. Dipoles strung from the tower must not be visible in the lowered position. Vertical antennas must be able to be lowered when station is not in use. Low & Hi pass filters must be installed for control of out of band radiation. Low impedance grounding must be installed at station (i.e. ground rods not water pipes). Lightning protection must be installed that meets industry standards. Long wire, yagi's, rombics, permanent dipoles, etc. antennas are not allowed.

7.2 Related Structures

Patio covers, storage buildings, or other structures must appear as integral elements of the main structure. Materials, colors and finishes shall be carefully coordinated and comply with these guidelines on all auxiliary structures. The Board must approve location of all structures visible from the street with heights greater than 12" (twelve inches) above wall line. The homeowner must consider a location that does not obstruct the view of other neighbors (as a courtesy, work to obtain neighbor's consent). Structures in the rear of the property, visible from the street, could be subject to removal at the discretion of the Board if that structure has not been approved in writing. Structures must blend with and compliment the architecture, color, and style of existing homes and structures in Four Seasons. Properly designed, related structures can add interest, but maintenance is necessary to avoid a miscellaneous or cluttered look. Structures that have been approved and are visible from the street must at all times be maintained in good condition or be subject to removal.

7.3 Solar Design

Because of the utilitarian nature of their design, any form of rooftop solar equipment is discouraged and will not be approved unless it is convincingly integrated as to make it an acceptable feature of the design.

7.4 Signs

No signs of any type may be displayed on home sites or in the street right-of-way except in the event a home is on the market for sale or lease. Garage sale or other similar signs being used for notification may only be displayed for a 24-hour period unless approved by the Board. No signage other than small signs for garage or yard sales may be placed or otherwise posted in a common area without prior Board approval. Political signs may be placed no sooner than 45 days prior to the election and must be removed within 7 days after the election.

7.5 Gutters, and Downspouts

Gutters and downspouts are strongly encouraged as the solution to roof run-off drainage.

Simple sheet metal gutters and downspouts must be painted to match the fascia or wall color of the building.

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LANDSCAPE DETAILS

8.1 Landscape Materials !

All home sites shall have adequate landscaping, (Trees, shrubs, grass, flowers, etc.) to present a neat and clean appearance from the street.

Corner lot home sites must take into consideration a view triangle to prevent hindering a driver's view of oncoming obstacles. A diagonal from points 20' back from the corner creates the view triangle. Landscape materials over 3' in height are not allowed as measured from the top of the curb at the corner. Trees are allowed if the bottom of their canopy is kept up to 6'. Landscaping requests shall provide sketches of the yard showing the proposed location including names and sizes of trees, plants, and shrubs.

8.2 Ground cover !

Minimum required ground cover is grass or sod. with mulch for planter beds and natural areas. Bare ground is not acceptable. Front yard landscape shall consist of a combination of aesthetically appealing material and have the minimum requirement of landscape materials for enhancement. Any grass or ground cover plants must be kept neatly trimmed and not encroach upon the hardscape to the extent that they have an unkempt appearance. If grass is used, it will be required to be kept neatly trimmed, weed free, and green and healthy with no dead patches from April through September.

8.3 Trees, Plants, and Shrubs !

New trees that completely shed leaves seasonally shall not be planted where the leaves will drop directly into an adjoining neighbor's property (this applies to trees planted in yards visible from the street, not back-yards). Factors such as wind carrying leaves shall not be grounds for disapproval of a tree's location.

8.4 Walls and Fenc (SEE CC&R'S ARTICLE VI, Sec 5)

Patio and courtyard, as well as landscape walls should be designed as a part of the architecture and must follow these guidelines. Fences or pony walls along sidewalks or at entries should not exceed 3' (three) feet. No bright colors permitted for decorative fencing.

8.5 Berming

Berming should be limited and should appear as a natural extension of the existing grades - gentle and free form. The steepest slope allowed will be 4:1. Exceptions may be considered where extreme site conditions occur. Berming should not cause runoff to neighboring properties or street, nor should it interrupt the overall community drainage in any way.

**For questions or concerns,
please contact Four Seasons HOA
704-536-2551 or
fourseasonscharlotte@yahoo.com**

