



Image courtesy of the Straus Park Development Corp.

Straus Park
Environmental Control Committee
PO Box 580
Arden, NC 28704

Design Manual

Guidelines
Including Application and Approval Procedures, Construction Aspects,
And General Policies

November 2019 Edition

Preface

This Environmental Control Committee (ECC) Design Manual is issued as a living document revised on average every 5 to 8 years with minor revisions occurring as deemed appropriate every 12 to 18 months. Changes are necessary as Straus Park experiences growth, build-out and maturing construction related technology.

The original edition, copyrighted in 1998, was prepared by local Architect Al Platt and planning and Landscape Architect Scott R. Melrose with direction from William McKee, the Developer of Straus Park. The original edition was published by the Straus Park Development Company, which had the rights to amend from time to time parts of the original manual to accommodate change in a growing community. The amending function has now been taken over by the ECC. As the Development Company (the original Declarant) is no longer in business, this edition has been reviewed by the Master Association Board and is approved for distribution and usage.

The guidelines of this Design Manual will, on analysis, be seen to be constructed upon a careful balance of the expectations of existing residential Owners of neighborhood classifications and the unimproved lot Owners within all of Straus Park, including the bridging between commercial and residential classifications.

The ECC engages with prospective new residential Owners and Builder-Architect-Contractors in a fashion that permits a wide latitude of Owner-Builder options while still remaining within these guidelines and requirements. The ECC does not recommend nor endorse solutions to a problem, whether it is aesthetic or technical, but may from time to time suggest several corrective options from which the Owner-Builder may select an acceptable solution.

Further, the ECC reminds Owners, Licensed Contractors and Builders that they are responsible for meeting all necessary requirements of the latest edition of the North Carolina State Building Code, the permitting and inspection process of Transylvania County, the City of Brevard Planning Department, and the City of Brevard's Unified Development Ordinance (UDO).

Any inquiry concerning these Guidelines and Procedures should be addressed to the Straus Park ECC Administrator, info@ipmhoa.com. Phone: 828-650- 6875. Mail may be addressed to the following address: Straus Park Master Association, Attn: ECC Administrator, PO Box 580, Arden, NC 28704.

In this document, Environmental Control Committee, ECC, and Committee are used interchangeably.

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Revisions Page

Revision Topic	Section	Page	Date
Original Issue	All	All	January 1998
Complete	All	All	July 2008
Min. Square Footage	2.2.1. a	3	November 2015
Min. Square Footage	2.2.1. b	5	November 2015
Plans Checklist	Exhibits 7.6	61	November 2015
Tree Location	§§ 3.2.4.1.a, 3.2.4.1.b, 7.1 and 7.6	13, 14, 51, 61	January 2017
Tree Trimming/Removal	Section 6.1	46	September 2017
Issued	All	All	April 2018
ECC Review Fees	3.2.1b 1 and 2	10	July 2018
Reformatting, correction of typographical errors, additions, and deletions	All	All	November 2019

Dates shown may be the ECC origination month and year and may not represent the Straus Park Master Association approval month and year

Section 1

Introduction and Planning Visions

1.1 Planning

Preservation of Straus Park’s existing natural beauty and heritage was the design team’s first priority. Our “vision” was to preserve and enhance the best of the site while designing the finest planned community possible.

The second step in creating Straus Park was to seek public feedback on what the community wanted. Armed with public input and our initial vision of preserving Straus’ best virtues, we examined examples of other successful communities. Neighborhoods from New England to Florida were studied to find the best elements being offered. From these, the optimum elements were then applied to Straus Park.

The third step was to have the plan respond to the unique character of the site. The intent was to maintain large, open, natural spaces for the public, allow higher density on gentle slopes, lower density on steeper slopes, and lastly, avoid disturbance of sensitive ecological areas.

The design team, made up of the Owner and some of the finest Planners, Architects, and Engineers, went to work with the goal of creating the very best community possible. The final result is a community based upon sustainable principles of lasting ideas and materials, while preserving and protecting the environment and ecosystems of Straus Park.

1.2 Architecture

The architectural vernacular sought after for Straus Park and described in this manual has been called Mountain Park Architecture due to the cultural context and the character of the Straus Park site. This architecture is the expression of the intent to sensitively integrate the buildings of Straus Park into the beautiful natural environment of the site and to relate them in an unaffected manner to the rich indigenous and formal architectural heritage of the region.

Mountain Park Architecture, as a style, does not seek to repeat any particular historical expression. It can be pointed out, however, that the English Arts and Crafts Movement and, especially, the early 20th century eclectic style, generally called “Tudor,” but with much American Craftsman Style and Shingle Style borrowing, are its predecessors and best references. Many fine examples of these styles are represented in the estates and the neighborhoods of Asheville and its surroundings. A further source of reference is the indigenous Appalachian mountain culture of the region. The “informal” and “romantic” character of these styles with their irregular shapes and natural materials makes a sharp and important contrast with the contemporaneous and more formal American Colonial Revival Style.

Mountain Park Architecture, as a style, is distinguished by its irregular, non-symmetrical shapes, the integrative relationships with the topography, and the tactile textures and contrasting colors of the applied natural materials. Buildings designed in this manner have connotations of medieval English imagery from rural cottages to manor homes, most with prominent roof shapes. Although these cottages and homes emphasize massive exterior walls with their cladding material, there is, by the design and grouping of the windows, a generous degree of transparency between the outside and the main interior spaces.

The irregular massing of the Mountain Park Architecture style, as opposed to symmetrical and formal massing, allows for flexibility in adapting to mountainous sites and is exemplified by a harmonious assemblage of roof profiles that create differentiation and complexity of appearance. The resulting character of a building’s massing adds to the picturesque quality of its silhouette. Irregular massing also

provides the opportunity to create a hierarchy of interior spaces and makes them legible on the exterior of the building.

The Mountain Park Architecture style is rural and natural in character. It aspires to create an environment which is evocative of the natural landscape and a rich naturalistic experience.

Many housing sites (land parcels) are situated either between two nearly parallel streets or back-up on adjacent properties. Due to this visibility, aesthetic considerations for all sides of the home and garage are important.

Section 2

Environmental Control Committee Guidelines and Procedures

2.1 Introduction and Authority

2.1.1 Authority

The Straus Park Environment Control Committee (hereinafter referred to as the “Committee” or “the ECC”) was established by the Developer/Declarant in accordance with the Declaration of Covenants of Straus Park recorded in the office of the Register of Deeds for Transylvania County, North Carolina, on June 23, 1997, Deed Book 417 at page 667 et seq. The current amendment to the covenants relating to construction is found in the Amended and Restated Declaration of Covenants, Restrictions, Easements and Conditions for Straus Park recorded November 14, 2012, Deed Book 633, page 115 et seq. Paragraph 6.1 states:

“No Construction on any Lot (including commercial lots) or Common Area shall occur, unless the same shall have been previously approved in writing in the manner set forth herein by the ECC. The foregoing approval is required for any Construction on a Lot. The ECC shall publish the Design Manual, and may amend them, from time to time, with Board approval. Without limiting what the Design Manual shall address, it is anticipated that the same shall set forth design and building requirements, Plans review procedures, compliance requirements, administration, and fees which may be charged by the ECC for payment to the Master Association; and compliance deposits (subject to assessment in case of noncompliance), which must be paid prior to the commencement of any Construction on a Lot to reimburse the cost of review and/or to defray the anticipated damage to roadways. No Construction on a Lot or Common Area shall commence or continue if the Plans have not been approved in writing by the ECC, and the required fees paid. The ECC’s approval of the Plans is not a warranty of the architect's or engineer's work that was submitted to it, and the ECC shall have no liability for any deficiencies thereof.”

2.1.2 Purpose

The ECC’s purpose is to assure the orderly development of an environmentally attuned and harmonious community of residences, retail shops, offices, and other community support activities, preserving the natural beauty of Straus Park and thereby enhancing the value of each Property Owner’s investment. This will be accomplished by reviewing all proposed projects for compliance with General Guidelines in Section 5 and the Design Requirements in Section 6. The specifications in this document notwithstanding, in accordance with the Straus Park Covenants, paragraph 6.3, the ECC has sole and absolute discretion to reject a design due to aesthetic considerations alone and for no other reason.

2.1.3 ECC Membership

In accordance with the Straus Park Covenants, paragraph 6.3, ECC members are selected by the Master Association Board of Directors and will consist of an Administrator, three full-time residents, a licensed or professional Land Planner or Landscape Architect, and a licensed Architect or Engineer. When reviewing a project/design, any perception or possible conflict of interest on the part of one of these members shall be disclosed to the ECC Administrator or ECC Chairperson. Conflict of interest shall be construed as a situation in which regard for one duty may lead to disregard of another. ECC members with a conflict of interest must recuse themselves and may not vote or use personal influence on the matter causing the conflict, nor may they

be counted in the quorum for a meeting at which ECC action is to be taken on the interest. In cases where one of the professionals must recuse themselves, an alternate professional without a conflict may be consulted. The minutes of all actions taken on such matters shall clearly reflect whether these requirements have been met.

2.1.4 Meeting Schedule and Minutes

Frequency and scheduling of ECC meetings shall be determined by the ECC Chairperson, depending upon pending project workload. Minutes shall be taken at all meetings. Approved meeting minutes shall be made available for general Homeowner review on the IPM website and shall be retained for a period of not less than three years.

2.1.5 Scope

Plans for any product of construction to be implemented within Straus Park, regardless of scope or size, must be submitted to, and approved by, the ECC prior to beginning a project. Such products include all new construction, additions, renovations with exterior modifications, exterior remodeling, sitework, and landscaping, including but not limited to:

- a. Buildings, garages, sheds, roads, driveways, parking areas, signs, patios, decks, external antennas, or fixed sporting equipment;
- b. Grade modification including cutting, filling, regrading, or any drainage modification work;
- c. Altering the exterior of existing structures in any way, including repainting, re-staining, roofing replacement, replacing windows or doors, etc. Internal remodeling, with no change to the exterior of the building, does not require submission to, or approval by, the ECC;
- d. Any construction or topographic modification of any Straus Park Common Property;
- e. Alteration or removal of any vegetation/live trees, as specified in paragraph 5.5, Tree Trimming and Removal; and,
- f. Landscape features including, but not limited to, water features, extensive additional plantings, walls, fences, walkways, landscape lights, statuary, or any decorative structure.

Failure to request review of a project, as required by the Design Manual, and proceeding with construction or topographic modification as described in paragraphs “a” through “f” above, will result in issuance of fines of up to \$100 per day, after notice and opportunity for hearing, and further may result in legal action against the noncompliant owner to remove any addition, modification, or alteration started or completed without ECC prior approval. If in doubt as to whether a project requires ECC approval, contact the ECC Administrator at info@ipmhoa.com before initiating the project.

2.1.6 Objectives

Architectural design and site reviews shall be directed toward achieving the following objectives:

- a. Preventing excessive or unsightly grading, earth moving, or clearing of property, as well as removal

of trees and vegetation which could cause disruption of drainage and natural water courses, changes to water flow onto adjacent lots, or scars to the existing natural environment;

- b. Ensuring that the actual siting and configuration of structures and landscaping is integrated with the terrain and vegetation of the lot and surrounding areas and does not unnecessarily block scenic views from existing or future structures on unbuilt land, or tend to dominate any structures or natural landscape features in the area;
- c. Ensuring that individual architectural design and construction of all buildings is harmonious in form and exterior materials with the street neighborhood, is in consonance with the Mountain Park Architecture style as described in Section 1, and provides visual coherence from neighborhood to neighborhood;
- d. Ensuring that landscaping plans provide for the following:
 - 1) Immediate “healing” of construction scars on the natural landscape;
 - 2) Minimal elimination or replacement of indigenous plant material; and,
 - 3) Visually pleasing settings for the structure, blending harmoniously with the natural landscape;
- e. Ensuring that any building design, siting, and landscaping complies with the applicable Covenants and this Design Manual.

The actions of the ECC shall in no way relieve the applicant from also complying with all other applicable city, county, state, and national codes, as well as requirements of any other official regulatory agency.

No approval of plans, location, or specifications, and no publication of architectural standards or guidelines by the ECC shall be construed as representing or implying that such plans, specifications, or standards will, if followed, result in properly designed or constructed buildings or that such standards comply with pertinent law. Approval of a singular project’s plans, specifications, or standards shall not be considered to set precedent.

2.2 Initial Project Request

The project approval process is the principal controlling aspect of construction that produces coherent development. The daily business of the ECC is conducted via an interactive software program referred to as “the Portal”. The Portal is maintained by the ECC Administrator and allows private communication between ECC members, as well as communication with Owners and/or the Owner’s Agent (hereafter referred to as the “Agent”). Additionally, the Portal maintains a permanent written record of all documents, construction drawings, and communications relevant to a project. All project review and approval activities are documented within the Portal. Throughout the various review phases, the Owner/Agent will be required to upload various documentation in pdf format to the Portal. Digital or paper documents will be used exclusively for ECC review and will not be available to any other party for review or duplication so as to protect the intellectual property rights of the creator.

2.2.1 Request Initiation

The Owner initiates the review process by uploading initial information to the Portal. This is accomplished as follows:

- a. In a web browser, go to ipmhoa.com and log in at “My Account”. If an Owner has not established an account with IPM, they will need to contact IPM at info@ipm.com to setup a user name and password;
- b. In the navigation bar on the left, go to “Association Business”, then “Architectural Control”, then “Create Request”, then “Submit an Online Request”;
- c. Fill out information blocks, as required, correcting any pre-filled blocks if necessary; and,
- d. Select “Submit Request”.

Depending upon the nature of the project, the ECC Administrator will determine whether the project qualifies for Simplified or Standard Review and Approval, and notify the Owner.

2.2.2 Owner Verification of Intent

Initiation of a project request also serves as acknowledgement of the following:

- a. The Owner has read, and intends to comply with, all portions of the Design Manual; and,
- b. The Owner will ensure that the Architect, Landscape Designer, and Builder have read the Design Manual and intend to comply with all portions thereof. The Owner shall provide the ECC Administrator with a statement to this effect (see Attachment 1) signed by the Owner and any Architect, Landscape Designer, and Builder.

2.3 Simplified Review and Approval

Non-structural exterior alterations that have a visible aesthetic effect but do not modify the structural envelope or foundation may qualify for Simplified Review and Approval. Examples of these types of projects include, but are not limited to, exterior re-staining/re-painting/roofing replacement with no color change, exterior lighting, water features, patios, spas, fire pits, walkways, driveways or driveway modifications, site walls or retaining walls, and other minor external changes or minor landscape revisions/additions. If the ECC determines that Simplified Review and Approval applies, the Administrator will request that the Owner provide the following via pdf upload to the Portal:

- a. A complete description of the proposed alteration to the property;
- b. A computer-generated or hand-drafted drawing (not hand-sketched) showing the proposed project’s location relative to the home and property lines; and,
- c. A picture, drawing, or brochure similar to the alteration.

The General Guidelines in Section 5 and the Design Requirements in Section 6 shall apply to all submissions for approval. Uploaded documents will use the following naming format: “year-month-day (space) last name of Owner (space) subject of document”.

Tree removal requests in accordance with paragraph 5.5, Tree Trimming and Removal, may be accomplished using Simplified Review and Approval.

There is no fee for review of tree removal requests or exterior re-staining/re-painting/roofing replacement with no color change. For other Simplified Review and Approval requests, the fee is \$150 and will be paid via a check made out to “Straus Park Master Association”. Ensure the project lot number or project address is included on the check. Checks should be mailed to the following address:

Straus Park Master Association
 PO Box 580
 Arden, NC 28704

Ensure the project lot number or project address is included on the check.

Upon receipt of the review fee, the ECC will begin review. At its sole discretion, the ECC may request a site visit to the location of the proposed project, exterior color and materials samples, or any other further details/explanations deemed necessary to fully understand the intent of the Owner. Upon final approval by the ECC, the Administrator will provide written notification to the Owner via email. No action may be taken toward completion of a project until final written approval is received from the Administrator.

2.4 Standard Review and Approval

New construction, as well as any addition or exterior modification resulting in a change to the exterior envelope of the structure, will follow Standard Review and Approval procedures. This includes, but is not limited to, projects such as new homes, garages, swimming pools, decks, porches, or additional heated space square footage.

2.4.1 Portal Access and Submission of Fees

For Standard Review and Approval, Owners may choose to delegate upload of documents to an Agent such as their Architect or Builder. Uploaded documents will use the following naming format: “year-month-day (space) last name of Owner (space) subject of document”. The Administrator will assist the Agent in setting up an account for this purpose and provide the Agent with instructions for Portal use. The Administrator will also advise the Owner of applicable non-refundable Standard Review Fees according to the schedule below:

<u>Project</u>	<u>Review Fee</u>
New Residence	\$2500
Commercial Project	\$2500
Change to exterior envelope, including, but not limited to, pools, decks, porches, or addition of heated space, etc.	\$300

The Review Fee must be paid with the submittal of the Preliminary Design Review package. If extensive additional review is required, or if changes are made, additional fees may apply. See also paragraph 2.4.7, Change Requests After Final Design Approval.

In addition to a Review Fee, a Compliance Deposit of \$5,000 must be submitted with Final Design Review. The deposit will be held without interest to the Owner; any interest accrued shall be for the benefit of the Straus Park Master Association. These Compliance Deposits are to assure that the project is completed in accordance

with the ECC-approved plans and specifications including landscaping, that the job site is maintained in accordance with the Design Manual, and that any property damaged by the Builder is repaired. The deposit (less any additional fees or penalties, as stipulated in this document) will be returned to the Owner upon satisfactory completion of all work as described in paragraph 2.7.4, Final Inspection. Failure to satisfactorily complete the project may result in forfeiture of all or any remaining funds in the Compliance Deposit.

If an existing home is razed or substantially stripped to its foundation/or and framing, the project will be defined as a new home and a Compliance Deposit will be required.

Review and Compliance fees must be paid via a check made out to “Straus Park Master Association” and mailed to the following address:

Straus Park Master Association
PO Box 580
Arden, NC 28704

Ensure the project lot number or project address is included on the check.

2.4.2 Conceptual Review (Optional)

Prior to the Homeowner procuring detailed construction documents from a design professional, if an applicant has a concern about the acceptability of any planned architectural features, home layout/orientation, or site development under the Design Manual, a Conceptual Design may be submitted to the ECC for informal evaluation and comment. This approach may avoid costly plan revision and/or delay during the approval process. There is no fee for a Conceptual Review.

The ECC strongly encourages applicants to review existing site-specific characteristics and constraints prior to designing the home. Because of the steeply sloping lots in Straus Park, custom-designed building footprints tailored to the specific site in mind are strongly encouraged. Stock home designs not adapted by a design professional to the site-specific conditions of the lot (by grading, site retainage, and foundation wall design) will not be approved by the ECC.

The Owner/Agent will upload required Conceptual Review pdf documents to the Portal in accordance with paragraph 2.8, the “Conceptual Review” column. ECC comments will be provided for Owner/Agent consideration via email.

2.4.3 Modification Design Review

In cases where an existing structure is being modified and Standard Review and Approval applies, the Owner/Agent will provide the following via pdf upload to the Portal:

- a. A complete written description of the proposed alteration to the property;
- b. A computer-generated or hand-drafted drawing (not hand-sketched) showing the proposed project’s location relative to the home and property lines; and,
- c. A picture, drawing, or brochure similar to the alteration.

Uploaded documents will use the following naming format: “year-month-day (space) last name of Owner (space) subject of document”.

At its sole discretion, the ECC may request a site visit to the location of the proposed project, exterior color and materials samples, or any other further details/explanations deemed necessary to fully understand the intent of the Owner. Upon final approval by the ECC, the Administrator will provide written notification to the Owner via email. No action may be taken toward completion of a project until final written approval is received from the Administrator.

2.4.4 New Construction Preliminary Design Review

The Preliminary Design Review is the first detailed review of the proposed design for a new construction project. The General Guidelines in Section 5 and the Design Requirements in Section 6 shall guide all submissions for approval. The Owner/Agent will upload all necessary and required pdf documents to the Portal in accordance with paragraph 2.8, the “Preliminary Design Review” column. Additionally, the appropriate Review Fee specified in paragraph 2.4.1, Portal Access and Submission of Fees, is required at this time. After the Administrator receives the Review Fee, the ECC will review the application, plans, physical color-finished samples of exterior elements, pdf photographs or product cut-sheets from manufacturer catalogs, and other supporting information, and may, at its discretion, visit the proposed site to determine if there are unusual circumstances.

The ECC reserves the right to request additional information in order to review the proposed design. Additionally, the ECC may require a preliminary planting plan at this review in order to show intent of planting scheme, areas intended for open space, and a preliminary plant list.

Upon completion of this stage of the design review process, the Preliminary Design will be approved, rejected, or approved with conditions. If the Preliminary Design is approved, the applicant may proceed to the Final Design Review. If the design is approved with conditions, the applicant may proceed to the Final Design Review provided that design changes are made per the ECC’s requirements. If the applicant does not agree to make the required changes, the design shall be considered rejected.

If the design is rejected, the applicant shall redesign and resubmit the design to the ECC for consideration for approval. No additional fees shall be required with the re-submission. Alternatively, the Owner may appeal the ECC’s decision to the Master Association Board in accordance with paragraph 2.6, Appeals.

2.4.5 New Construction Final Design Review

The Final Design Review has been established to ensure that the applicant’s designs for the project are in compliance with Straus Park Design Requirements. In addition, this step in the review process is to verify the incorporation of recommendations made by the ECC during the Preliminary Design Review. The General Guidelines in Section 5 and the Design Requirements in Section 6 shall guide all submissions for approval. The Owner/Agent will upload all necessary and–required pdf documents to the Portal in accordance with paragraph 2.8, the “Final Design Review” column. Documents must be uploaded a minimum of 15 days prior to a scheduled ECC meeting in order to be added to the agenda for discussion. The \$5000 Compliance Deposit is due at this time. After the Administrator receives all required fees, the ECC will conduct a final review of all required documents via the Portal, as well as at a scheduled meeting. The ECC reserves the right to request

additional information in order to review the proposed design. Final approval will occur after all Committee questions have been satisfactorily answered and the design has been approved by the ECC via the Portal. Owners will receive written notice of final approval via email from the Administrator.

Following Final Design Review, if the applicant does not agree to make changes required by the ECC, the design shall be considered rejected, and the applicant shall redesign and resubmit the design to the ECC for consideration for approval. No additional fees shall be required for this re-submission. Alternatively, the Owner may appeal the ECC's decision to the Master Association Board in accordance with paragraph 2.6, Appeals.

Following final approval, construction work must start within ninety (90) days of the date of Final Design Approval, unless the ECC approves an extension. Construction must be completed within one (1) year of the Final Design Approval date, unless an extension is applied for via the Portal and approved in writing by the ECC. Failure to complete the project within one (1) year or within the approved extension will result in the imposition of fines of up to \$100 per day until the project is completed.

2.4.6 Final Landscape Review

In general, the landscape plan should reflect an attempt to preserve, as much as possible, the indigenous vegetation, removing only those trees necessary for construction. Some clearing or thinning will be acceptable for the health of the remaining trees. Brush should be cleared judiciously, keeping in mind the need for reasonable screening from adjoining properties. Clearing of large areas will not be approved, and the ECC must approve removal of trees in writing, in accordance with paragraph 5.5, Tree Trimming and Removal.

The object of the final landscape plan will be to integrate the home/hardscape into the existing landscape, preserving existing vegetation as much as possible, while adding materials, variety, size and textures to provide an interesting design. All bare and scarred areas must be covered by mulch, groundcover, lawn, or other plant material.

The Owner/Agent must upload the final landscape plan for review via the Portal no later than the commencement of home building framing. Uploaded documents will use the following naming format: "year-month-day (space) last name of Owner (space) subject of document". Items included in the plan shall be in accordance with paragraph 2.8, the "Final Design Review" column. Plans must be developed by a Landscape Architect or by a Landscape Contractor licensed in the State of North Carolina. Hand-sketched plans are prohibited.

2.4.7 Change Requests After Final Design Approval

Any change resulting in a revision to the exterior appearance after Final Design Approval requires additional ECC review and written approval. This includes changes to grading or to the Landscaping Plan. The Owner/Agent must submit plan and specification changes via the Portal, along with modified or marked-up plans defining the proposed change(s). Uploaded documents will use the following naming format: "year-month-day REVISED (space) last name of Owner (space) subject of document". The subject of the Portal input will include the words "Change Request". If the proposed change constitutes a variance, the Owner/Agent will also submit a variance request via the Portal in accordance with paragraph 2.5, Variances, but no additional fee is required. Internal changes, with no effect on the exterior shape or appearance of the

project, must also be submitted for file correction, but require no ECC approval.

If any exterior construction or landscaping not shown on the approved plans and specifications is discovered by the ECC prior to project Final Inspection, the ECC will give ten (10) days' notice to bring the violation into compliance if no extension has been granted. A change request must be submitted via the Portal and a Review Fee of \$50.00 will be applied. If the change constitutes a variance to the Design Manual which was not specifically authorized by the ECC, it must be submitted via the Portal in accordance with paragraph 2.5, Variances. A Review Fee of \$100.00 will be applied. Construction on that section of the project that involves the change and/or variance shall cease until the ECC approves it in writing. If the ECC disapproves the change and/or variance, it must be restored to the original approved condition. Should the Builder not begin restoration within 10 days of the ECC decision, the ECC will, after notice and opportunity for hearing, pursue fines of up to \$100.00 per day until the violation is corrected, or injunctive relief or damages, as appropriate. The Owner may appeal the ECC's decision to the Master Association Board in accordance with paragraph 2.6, Appeals.

2.5 Variances

A variance is defined as any deviation from what is specifically permitted by the Design Manual. Variances may be categorized as either "Major" or "Non-Major". If the structural envelope or foundation, including, but not limited to, overhangs, porches, decks, etc., or horizontal construction (driveways, parking areas, walkways, spas, pools, patios, water features, firepits, etc.) violates depicted setback lines, a Major Variance must be requested. All other proposed deviations from the Design Manual or setbacks shall be considered Non-Major Variances, including deviations from Section 5 (General Guidelines), Section 6 (Design Requirements), and setback variances resulting from grading requests. If the proposed construction includes any variances, each variance must be separately identified and requested via the Portal. The subject of the Portal input will include the words "Variance Request". The request will include a complete description of, and rationale for, the proposed variance.

A Major Variance will be considered only when practical construction difficulties or unnecessary economic hardships would result from strict adherence to the Design Manual under site-specific conditions, and the proposed variance from the Design Manual is substantially consistent with the general spirit and intent of the Design Manual. No prior instance of a Major Variance for any lot in Straus Park shall be a precedent for a proposed variance. The Straus Park Master Association Board is the approval authority for Major Variances.

Non-Major Variance approval will be based on architectural merit, the positive impact of the item to the Property Owner, the street, the neighborhood, and the natural environment on a case-by-case basis. Regardless of ECC approval of a variance, the Owner/Builder is responsible for complying with City of Brevard Uniform Development Ordinance requirements. Approval of a variance shall not be considered to set precedent. Similarly, no prior instance of a Non-Major Variance for any lot in Straus Park shall be a precedent for a proposed variance.

The ECC is the approval authority for Non-Major Variances. Non-Major Variance requests will be reviewed and approved via the Portal. The ECC may, but is not obliged to, seek input from adjacent Property Owners when considering Non-Major Variances. Owners will be notified of variance approval by the Administrator via email. The Owner may appeal ECC disapproval of a Non-Major Variance in accordance with paragraph 2.6, Appeals.

The approval process for Major Variances is as follows:

- a. The ECC will notify the Master Association Board President as soon as a Major Variance request is received through the Portal;
- b. In accordance with current Bylaws, Article II, Section 3, abutting Homeowners, their Homeowner Association, and the membership at large shall be given email notice at least 30 days prior to the Master Association Board meeting that a Major Variance will be under consideration. Notice shall contain a brief description of the nature of the variance;
- c. The ECC will review the request for variance and provide a recommendation to the Master Association Board, along with their rationale for approval/disapproval;
- d. The Master Association Board shall review the request, along with the ECC recommendation. Homeowners will also be afforded the opportunity to voice their opinions at the Master Association Board meeting;
- e. Following the Homeowner input session, the Master Association shall meet in closed session for further discussion and vote on the variance. The Master Association Board's vote on Major Variance approval shall be final.

It should be noted that the Straus Park Bylaws governing the Major Variance process may be amended in accordance with North Carolina General Statute 55A-10-21. Therefore, the above Major Variance approval process notwithstanding, the process outlined in the current Straus Park Bylaws will take precedence.

During Final Review, if the ECC discovers a variance that was not requested by the Owner/Agent, the ECC will proceed no further in the review process pending clarification or submittal of a variance request by the applicant. Variances discovered during construction are addressed in paragraph 2.4.7, Change Requests After Final Design Approval.

It is a requirement that in granting a variance, the ECC imposes upon a Builder the obligation to alert the ECC:

- a. When beginning to incorporate the variance in the project; and,
- b. Upon completion of work involving the variance.

The ECC Administrator will visit the building site on both notifications to confirm that the approved variance is not/has not been exceeded.

2.6 Appeals

Following ECC rejection of Preliminary or Final Designs, the applicant may resubmit amended designs to comply with changes required by the ECC.

If the applicant believes the ECC has not adequately considered an issue, the applicant has 15 days to petition the Straus Park Master Association Board by letter for a final hearing and decision. The applicant will have the right to appear before the Board in person to present his/her case. The Straus Park Master Association Board's ruling shall be considered final.

2.7 Inspections

2.7.1 Initial Site Check

After Final Design Approval, the applicant must contact the Administrator via the Portal to arrange an inspection of the site layout staking along with batter board, string-lined limits of site disturbance, and tagged trees. The applicant must have 4 ft tall stakes and string-lines placed to indicate property lines (as determined by a North Carolina Registered Land Surveyor) and the location of the horizontal limits of all proposed vertical and horizontal construction including the driveway. The Administrator may require stake-out and string lines for on-site review at any time during the review process, before Final Design Approval.

Trees to be removed must be tagged in red, with no markings on the other trees. No other clearing will be allowed without ECC approval. Erosion control measures must be installed and mud mat must be in place.

2.7.2 Grading Inspection

When the applicant has completed preparations for the pouring or laying of the driveway, the applicant must contact the Administrator via the Portal to request an inspection of the drainage swale(s) and/or culvert(s), and grading. Forms or lines on the ground must clearly delineate the areas to be paved. The driveway shall not be poured or laid until the Administrator approves the grading and drainage.

2.7.3 In Progress Inspections

During the course of construction, the Administrator and ECC may routinely inspect the site to ensure that work is proceeding in compliance with approved project plans and documents, and that construction site requirements are met. If deficiencies or non-compliance areas are noted, the Builder or applicant, as appropriate, will be notified of needed corrective actions. The ECC or Administrator's failure to note deficiencies or non-compliance areas does not relieve the Owner, Architect, or Builder of their ultimate obligations under this Design Manual.

2.7.4 Final Inspection

Once the construction of the home is complete, the Owner/Agent will submit a copy of the Certificate of Occupancy via the Portal and request a Final Inspection. This inspection must be requested within 90 days after the date of the Certificate of Occupancy. Failure to request Final Inspection within this period will result in fines of up to \$100.00 per day, commencing upon the date of issuance of Certificate of Occupancy. The ECC members and Administrator will visit the site to check for compliance with the approved plans. If all items specified in paragraph 2.8, the "Final Inspection" column, are in compliance, the ECC will approve release of 75% of the Compliance Deposit. If items are lacking or not in compliance with the approved design and the Design Requirements, the construction Compliance Deposit or a portion of it may be withheld. The Owner may also be required to correct or modify the non-compliance as the ECC may determine. The remaining 25% of the Compliance Deposit shall be withheld pending final inspection of landscaping. See also paragraph 3.5, Fines and Penalties.

For landscaping, the ECC encourages Homeowners to use more mature plants of at least 18 to 24 months of maturity. Actual planting may be postponed to the next optimal planting season upon approval of the ECC; however, landscape planting must be completed within six months of Final Inspection, unless an extension is granted in writing by the ECC Administrator.

Homeowner Name: _____

Lot Number: _____

2.8 New Construction Project Checklist

<i>Straus Park ECC New Construction Project Checklist</i>	<i>Conceptual Review (optional)</i>	<i>Preliminary Design Review</i>	<i>Final Design Review</i>	<i>Final Inspection</i>
1. General Design Submittal/Review Requirements:				
<ul style="list-style-type: none"> Owner/Architect/Builder must have read ECC Design Manual and Owner must submit appropriately signed Owner Verification of Intent (see paragraph 2.2.2, Owner Verification of Intent, and Attachment 1). 				
<ul style="list-style-type: none"> Owner/Architect/Builder registered for Portal access (see paragraph 2.4.1, Portal Access and Submission of Fees). 				
<ul style="list-style-type: none"> Review Fee paid prior to Preliminary Review (see paragraph 2.4.1, Portal Access and Submission of Fees). 				
<ul style="list-style-type: none"> \$5,000 compliance deposit paid with Final Design Review Submittal (see paragraph 2.4.1, Portal Access and Submission of Fees). 				
<ul style="list-style-type: none"> All drawings are to be generated by computer aided design/modeling (BIM/Civil)/drafting or manually drafted, not hand-sketched, unless otherwise noted in the Conceptual Review column. 				
<ul style="list-style-type: none"> North arrows are to be indicated on all floor plans, Site Plan, and Landscape Plan. 				
2. Proposed Site Plans				
Minimum Scale 1" = 20'-0" (1" = 10'-0" preferable), showing:				
<ul style="list-style-type: none"> Conceptual site plan showing general house location and driveway layout. House layout to include, as accurately as possible, the building footprint, garages, porches, and roof overhangs shown as dashed lines. 	Hand-drafted plans are acceptable.			
<ul style="list-style-type: none"> Topographical plan with two-foot (2') contours showing existing and finished grades, surveyed by a licensed NC land surveyor with seal shown on survey. 	Drawings over NC GIS maps are acceptable.			
<ul style="list-style-type: none"> A professional survey of accurate lot lines including dimensions, angles and amount of curvature prepared by a registered surveyor. 	NC GIS lot lines are acceptable.			
<ul style="list-style-type: none"> Required setback lines, recorded easements and street right of ways. 				
<ul style="list-style-type: none"> All existing utilities, including public utility structures above ground. 				
<ul style="list-style-type: none"> All existing trees within all areas of site to be developed or disturbed over six (6) 				

Homeowner Name: _____

Lot Number: _____

<i>Straus Park ECC New Construction Project Checklist</i>	<i>Conceptual Review (optional)</i>	<i>Preliminary Design Review</i>	<i>Final Design Review</i>	<i>Final Inspection</i>
<ul style="list-style-type: none"> • inches in diameter measured at four feet (4') above the ground; groups of three or more trees within three feet (3') of each other, each of which exceeds three inches (3") in diameter measured four feet (4') above the ground; and, tree species. 				
<ul style="list-style-type: none"> • Specific trees to be removed marked with an "X". 				
<ul style="list-style-type: none"> • Clearing limits delineated. No grading or vegetation removal is permitted outside this area. 				
<ul style="list-style-type: none"> • Specimen trees requiring protective barriers marked. 				
<ul style="list-style-type: none"> • Major stands or groupings of vegetation, such as massings of rhododendron. 				
<ul style="list-style-type: none"> • Building footprint showing the furthest protruding finished wall faces 18" above final grade including, but not limited to, the exterior finished faces of cladding, roof overhangs (eave and rake fascia), porch and deck edges, and service yards, dimensioned to the property lines. 	Hand-sketched plans are acceptable.			
<ul style="list-style-type: none"> • Roof overhangs shown as dashed lines indicating the vertical faces of the furthest protruding eave and rake fasciae from the building. 	Hand-sketched plans are acceptable.			
<ul style="list-style-type: none"> • Finished first floor elevation of the house, garages, carports, breezeways, terraces, patios, gazebos, spas, and pool decks. 	Hand-noted plans are acceptable			
<ul style="list-style-type: none"> • All proposed house or site construction less than 18" above final grade including, but not limited to, driveways, parking areas, paths, walkways, planters, spas, pools, decks, patios, water features, fire pits, landscape areas and other hardscape areas with dimensions and materials indicated. 	Hand-sketched plans are acceptable.			
<ul style="list-style-type: none"> • Major site features on adjacent properties within forty feet (40') of the property line including the edges of adjacent lot structures, roads, paths, waterways, drainage features, sewer or collection basins or culverts (with sizes and inverts), etc. 	Hand-sketched plans are acceptable.			
<ul style="list-style-type: none"> • Grading drainage and erosion and sedimentation control plan by a registered professional indicating all planned changes from existing grade, tree protection, culverts and swales with flow direction. Location and details of erosion control measures must 				

Homeowner Name: _____

Lot Number: _____

<i>Straus Park ECC New Construction Project Checklist</i>	<i>Conceptual Review (optional)</i>	<i>Preliminary Design Review</i>	<i>Final Design Review</i>	<i>Final Inspection</i>
also be indicated; silt fencing, and temporary sediment control features (sediment basins, inlet protection, check dams, erosion control blankets, etc.)				
<ul style="list-style-type: none"> Existing and proposed drainage structures (catch basins, drainage pipes, culverts, etc.) Include culvert specifications. 				
<ul style="list-style-type: none"> Location of existing and proposed permanent stormwater control features (bioretention cells, bio-swales, raingardens, level spreaders, rock aprons, etc.) 				
<ul style="list-style-type: none"> Fences with dimensions, heights and materials. 				
<ul style="list-style-type: none"> Proposed clearing or corridor for utility services to lot for water, sewer, electrical, gas, communications services. 				
<ul style="list-style-type: none"> Proposed limits of construction activity within 15'-0" from the exterior face of the building footprint (no construction, traffic, or storage of material will be permitted beyond these limits). 				
<ul style="list-style-type: none"> Exterior landscape light locations, including driveway/walkway lighting. 				
<ul style="list-style-type: none"> Location of all external equipment, including, but not limited to, electric meter, hvac equipment, spa/pool equipment, generators, satellite dish, etc. 				
<ul style="list-style-type: none"> The location of any other fixed structures, not directly related to the residence, sited on the property. 				
3. Proposed Floor Plans				
Scale 1/4" = 1'-0", showing:				
<ul style="list-style-type: none"> Computation of heated and enclosed floor area per floor, excluding attics. 				
<ul style="list-style-type: none"> Computation of un-heated and enclosed floor area per floor, including attics and crawl spaces. 				
<ul style="list-style-type: none"> Computation of unenclosed area, per floor, of covered porches, screened porches, decks, breezeways, and patios. 				
<ul style="list-style-type: none"> Fully dimensioned floor plans including decks, terraces, spas, pools, porches, breezeways, and patios. 				
<ul style="list-style-type: none"> All windows. All exterior doors with swing direction shown in plan. 				

Homeowner Name: _____

Lot Number: _____

<i>Straus Park ECC New Construction Project Checklist</i>	<i>Conceptual Review (optional)</i>	<i>Preliminary Design Review</i>	<i>Final Design Review</i>	<i>Final Inspection</i>
<ul style="list-style-type: none"> Overhangs of cantilevering floors, decks, covered porches, and roof rakes and eaves shown as dashed lines. 				
<ul style="list-style-type: none"> Finished floor material of all exterior areas. 				
<ul style="list-style-type: none"> Finished floor elevations. 				
4. Elevations				
Scale 1/4" = 1'-0", showing:				
<ul style="list-style-type: none"> Elevations of all sides of the house and all built structures. Note all exterior materials. 				
<ul style="list-style-type: none"> Building elevations facing street(s) clearly denoted (primary and secondary streets). 				
<ul style="list-style-type: none"> Proposed finished grades clearly denoted on all elevations. 				
<ul style="list-style-type: none"> Roof ridge(s) dimensioned to the lowest and highest finished exterior grade at each side. 				
<ul style="list-style-type: none"> All finished floors dimensioned in relation to the lowest and highest finished exterior grade. 				
<ul style="list-style-type: none"> All roof pitch(es). 				
<ul style="list-style-type: none"> Note all window and door swings with dashed lines. Note all louvered vents and openings. 				
<ul style="list-style-type: none"> Garage doors with material and style accurately depicted. 				
<ul style="list-style-type: none"> All trim, fascia, bands, brackets, braces, and decorative details. 				
<ul style="list-style-type: none"> Porches, decks, columns, and railings. 				
<ul style="list-style-type: none"> All wall and roof penetrations, including mechanical/plumbing vents/exhausts. 				
<ul style="list-style-type: none"> Show stone cladding as it will be installed and provide notes on the Elevations specifying natural or cultured stone. Specify the exposure (the visible clear width) of all types of siding. 				
<ul style="list-style-type: none"> Corner boards and house trim width, rake trim dimensions, and water tables. 				
<ul style="list-style-type: none"> Provide dimensions from the bottom siding to grade on the Elevations. 				
<ul style="list-style-type: none"> Exterior building-mounted lighting. 				
5. Building Sections				
A minimum of one Building Section is required in each direction, at least one through the main living				

Homeowner Name: _____

Lot Number: _____

<i>Straus Park ECC New Construction Project Checklist</i>	<i>Conceptual Review (optional)</i>	<i>Preliminary Design Review</i>	<i>Final Design Review</i>	<i>Final Inspection</i>
area or Great Room. At least one Building Section is required through the Garage in the direction of the steepest slope.				
Minimum Scale 1/4" = 1'-0", showing:				
<ul style="list-style-type: none"> Finished floor elevations dimensioned to exterior finished grades. 				
<ul style="list-style-type: none"> Ceiling heights. 				
<ul style="list-style-type: none"> Eave and roof ridge(s) dimensioned in relation to the finished exterior grades. 				
<ul style="list-style-type: none"> Roof pitch(es). 				
<ul style="list-style-type: none"> Graphically illustrate the site cut and fill outside the building envelope. Show the existing slope of the existing grade in all crawl spaces and basements, and show the proposed cut and fill, and new retaining (if any) at downhill foundation walls. Dimension the cut and fill. 				
6. Typical Wall Section				
Minimum Scale 3/4" = 1'-0", showing:				
<ul style="list-style-type: none"> Finished floor to finished ceiling heights. 				
<ul style="list-style-type: none"> Floor structure of Main Floor and/or Basement/Crawl Space dimensioned to proposed finished grade. 				
<ul style="list-style-type: none"> Wall, floor and roof assemblies' structure. 				
<ul style="list-style-type: none"> Window head and sill heights. 				
<ul style="list-style-type: none"> Roof/wall sections including eaves, rakes and cornice sections. 				
<ul style="list-style-type: none"> Eaves dimensioned in relation to the finished exterior grade. 				
<ul style="list-style-type: none"> Roof pitch(es). 				
<ul style="list-style-type: none"> Material designations - labeled and exposures of siding dimensioned. 				
7. Exterior Details				
Minimum Scale 1" = 1'-0", fully dimensioned and noted showing:				
<ul style="list-style-type: none"> Typical eave and rake details. 				
<ul style="list-style-type: none"> Front Porch exterior timber truss details. 				
<ul style="list-style-type: none"> Front Porch column details. 				
<ul style="list-style-type: none"> Chimney cap details. 				
<ul style="list-style-type: none"> Porch, deck, and breezeway railing details. 				

Homeowner Name: _____

Lot Number: _____

<i>Straus Park ECC New Construction Project Checklist</i>	<i>Conceptual Review (optional)</i>	<i>Preliminary Design Review</i>	<i>Final Design Review</i>	<i>Final Inspection</i>
<ul style="list-style-type: none"> Exterior trim details at window-head, jamb and sill details. 				
<ul style="list-style-type: none"> Exterior siding details (corner boards, foundation, jointing, brick bonds, etc.) 				
<ul style="list-style-type: none"> Include pictures of the Front Door and Garage doors directly onto the detail sheets (import as JPEGs). 				
8. Proposed Exterior Elements				
<ul style="list-style-type: none"> Provide physical color-finished samples of exterior elements, including (but not limited to) roof materials, siding, and trim materials (including stone and timber). Minimum size of samples will be 6" x 6" each. Include separately the manufacturer URLs. 				
<ul style="list-style-type: none"> Upload pdf photographs or cut sheets from manufacturer catalogs of proposed windows, exterior doors, garage doors, timber frames at front porches, fences, gutters, downspouts, roofing appurtenances, foundation finish, columns, decks and railings, band boards and fascia, building-mounted lighting fixtures, etc. Include manufacturer URLs. 				
9. Fences and Garden Walls/Retaining Walls				
Minimum Scale 3/4" = 1'-0", fully dimensioned and noted on Site Plan and Landscape Plan showing:				
<ul style="list-style-type: none"> Label all materials, species of wood, and stain colors. Dimension the extent of the walls horizontally on the Site Plan. 				
<ul style="list-style-type: none"> Dimension the top of wall and bottom of wall for retaining walls, and top of fence for fences, on a separate elevation detail. 				
10. Final Landscape Plan (must be submitted by start of framing and approved prior to any landscape work being initiated. Plans must be computer-generated. Hand-sketched plans are prohibited.)				
Minimum Scale 1" = 20'-0" (1" = 10'-0" preferable), showing:				
<ul style="list-style-type: none"> Location, size, and species of all existing retained trees and shrubs. 				
<ul style="list-style-type: none"> Location, species, and planting size of landscape materials. 				
<ul style="list-style-type: none"> Upload pdf photographs or cut sheets from manufacturer catalogs of proposed landscape lighting and landscape horizontal 				

Homeowner Name: _____

Lot Number: _____

<i>Straus Park ECC New Construction Project Checklist</i>	<i>Conceptual Review (optional)</i>	<i>Preliminary Design Review</i>	<i>Final Design Review</i>	<i>Final Inspection</i>
surfaces: steps, patios, hardscapes (including specialty paving materials), retaining wall and driveway materials, etc. Include manufacturer URLs.				
11. Final Inspection				
<ul style="list-style-type: none"> • Lateral vents (clothes dryer, pan drains, radon reduction) color molded-through or painted on all elevations to match siding. 				
<ul style="list-style-type: none"> • Utility enclosures/junction boxes (electric meter base, telecom junction, cable/satellite junction) color molded-through or painted to match siding. 				
<ul style="list-style-type: none"> • Vestigial house wrap trimmed back at all exterior points. 				
<ul style="list-style-type: none"> • Exposed wires/gas lines/piping beneath decks are hidden from view. 				
<ul style="list-style-type: none"> • All silt fence removed. 				
<ul style="list-style-type: none"> • All MSD clean-outs cut to ground level and capped with a low-clearance cover. 				
<ul style="list-style-type: none"> • Road shoulders in designated parking zone (any other inadvertently disturbed areas) damaged from construction parking/staging are seeded/"strawed". 				
<ul style="list-style-type: none"> • Broken curbing replaced. 				
<ul style="list-style-type: none"> • All construction debris removed from site. 				
<ul style="list-style-type: none"> • All vent stacks painted black or to match roof. 				
<ul style="list-style-type: none"> • Chimneys caps are the approved design. 				
<ul style="list-style-type: none"> • Property line stakes & flags removed. 				
<ul style="list-style-type: none"> • Tree flags/ribbons removed. 				
<ul style="list-style-type: none"> • Adjacent properties undisturbed. 				
<ul style="list-style-type: none"> • All exterior elements, including but not limited to retaining walls, foundation walls, siding, stone, veneer, stucco, trim, windows, doors, and roofing, are installed and finished to approved specifications. Note: No painted exterior foundation walls are permitted and will be required to be remedied to the approved design. 				

Section 3 Builder Instructions

3.1 Applicability and Scope

This section identifies the site construction rules and requirements for New Construction, Additions, Alterations (Exterior Structural and Non-Structural Changes to Existing Homes), and Landscape projects. The term “Builder” refers to the General Contractor, licensed by the State of North Carolina, as well as all subcontractors, sub-builders and tradesmen working under the General Contractor or directly for an Owner. Owners shall require that any Builder hired by them comply with these rules and requirements, and shall be responsible for all violations. Failure to comply could result in a stop work notification until action is taken to correct the deficiency and the issuance of fines.

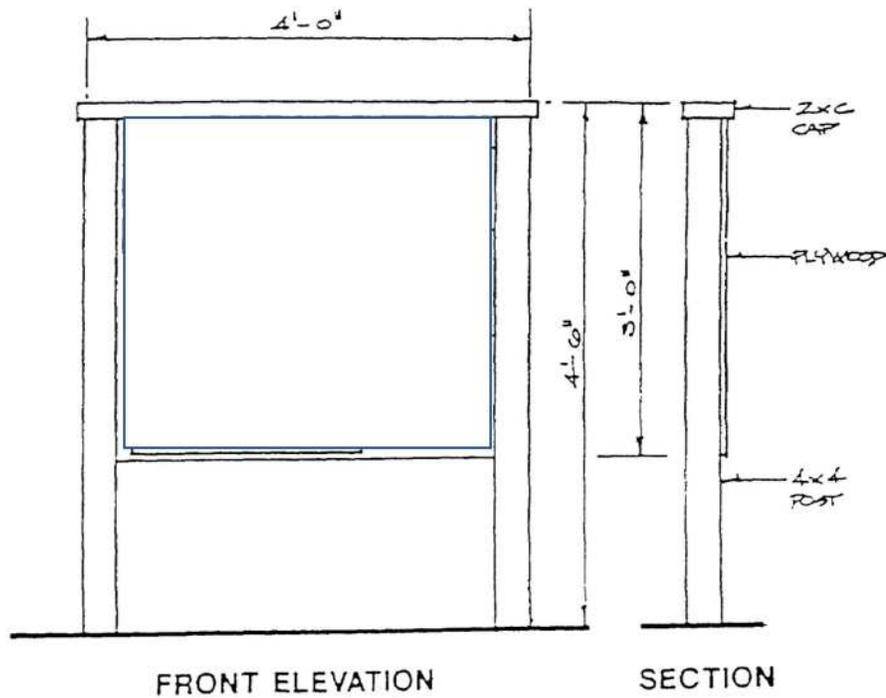
A copy of this section, Builder Instructions, shall be posted on the construction site and all people working on the site shall be required to comply and be familiar with these requirements.

Failure to comply with specifications of this section will result in fines of up to \$100/day until corrected in accordance with paragraph 3.5, Fines and Penalties.

3.2 Responsibilities

3.2.1 Signage

A single earth tone color sign board facing the roadway at the construction site shall be erected on every Lot where work is being performed. The sign may not be placed until all building permits are granted and must be removed prior to final inspection. The sign board shall approximately conform in size to the illustration below:



A protective plastic enclosure similar to the one found at this website, <https://www.docbox.com/products/commercial-doc-box>, shall be attached to the sign and used to protect required information. Similar plastic enclosures are readily available from local sources. The enclosure shall include required permits, as well as the name, address, and phone number of the Builder. Optionally, the name, address, and phone number of the Architect or Design Professional and Landscape Contractor may be included.

3.2.2 Temporary Utilities

The Owner or their Builder is responsible for arranging for temporary water and electric service availability at the job site.

3.2.3 Construction Equipment and Structures

Temporary structures may be placed on the job-site during construction with prior written consent of the Administrator. This structure must not be used as temporary living quarters and must be removed when intended use has ended but before commencement of landscaping. Tool trailers may remain on site during construction but prior approval must be granted to leave large equipment overnight.

3.2.4 Control of Subcontractors

The Owner or their Builder is responsible for insuring all subcontractors and tradesmen comply with these guidelines and requirements.

3.2.5 Exercise Due Care

The Owner may be held financially responsible to the ECC or to the City of Brevard for damage to roads,

common areas, or any property that is beyond normal wear and tear caused by construction on their Lot. The Owner will be responsible for prompt and approved repairs to curbs, paving, utility lines, mailboxes, adjacent properties, and other common property damaged as a result of construction or other site improvement or non-approved clearing of any type. Roads and curbs shall not be cut without prior approval of the ECC. Any modification to existing utility lines and facilities required by construction are the responsibility of the Owner and must be coordinated with the appropriate utility company. Owners are responsible for ensuring utility lines are appropriately marked prior to construction. It should be noted that the City of Brevard must be contacted separately for marking of electrical lines associated with street lights.

3.3 Builder Site Compliance Areas

During the construction process, the Administrator and/or ECC members will conduct routine and required inspections and monitoring. In addition to required inspection items, monitoring will include the areas below. Complaints by Homeowners concerning alleged violations of these compliance areas will be investigated.

- a. Site work may not begin until all required permits are issued, all Review Fees and Compliance Deposit are paid, and the ECC has provided written Final Design Approval;
- b. Construction or finish work at variance with the ECC approved design must cease until approval is granted in accordance with paragraph 2.4.7, Change Requests After Final Design Approval. Restoration to the approved state may be required;
- c. Landscape material installation shall not begin until sign-off on the final grade has been granted. It shall be in accordance with the approved landscape plan and specifications. It shall be in place no later than thirty (30) days after the completion of the home or other structure, unless an extension is approved in writing by the ECC Administrator.
- d. Work hours are as follow:

Monday – Friday	7:30 am – 6:30 pm
Saturday	8:30 am – 4:30 pm
Sunday	Prohibited
Holidays	Prohibited on the following: New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day

Exceptions to these hours must be requested via the Portal and approved in writing by the ECC Administrator.

- e. Trash containers (dumpsters) shall be on site prior to any construction activity;
- f. Trash hauling truck loads must be covered;
- g. Roads and private drives may not be blocked for any reason;
- h. A portable toilet is required at the job site during construction;
- i. The lot may be cleared only to the extent of the approved construction area. No trees, bushes, or

underbrush may be removed from the lot, easements, adjacent lot, or common property without written approval from the ECC;

- j. Builder must coordinate with utilities prior to any trenching work near road or other right-of-way or easement areas;
- k. All construction activity, materials, equipment, facilities, etc., must be located within the property boundaries, and only within the approved clearing limits. Clearing limits must be clearly delineated and remain so during construction;
- l. Protective tree barriers will be maintained as defined in paragraph 3.4.3, Protecting Designated Trees at Construction Sites;
- m. Except for Mountainside lots, the side and rear lot property lines must remain strung at all times throughout construction. The ECC will not conduct required inspections if the lot lines are not delineated;
- n. The job site is to be organized and free from litter and trash container(s) emptied regularly. A reasonable cleanup shall occur before departure from the site on each working day;
- o. Disposal of paints, chemicals or other substances harmful to the environment must be in accordance with State and local laws. They may not be disposed of on site, on other vacant lots, or on common areas;
- p. Trash and “cutoffs” burning on job sites is prohibited;
- q. Job sites are to be free from nuisance behavior or noise such as loud radios, loud and/or objectionable behavior or language (including profanity), and use of horns by workers;
- r. Hunting or fishing on Straus Park property is not permitted by Builder or subcontractor personnel;
- s. Alcohol or drug use by construction personnel is prohibited on the job site or anywhere on Straus Park property. Violators will be required to leave the premises; and,
- t. Compliance with the relevant speed limits as well as stop and yield signs as required by the City of Brevard is mandatory.

3.4 Additional Builder Information

3.4.1 Gutters and Outflow Terminations

Gutter downspouts shall be terminated into underground ducts with outflow water discharged into dissipaters on the Owner’s property. No outflow shall permanently or temporarily alter the drainage pattern of adjacent lots during construction. Splash blocks at the base of downspouts are prohibited.

3.4.2 Erosion Control (See also paragraph 5.3, Grading, Drainage, and Erosion Control)

- a. Lot grading shall not alter grading within the street right-of-way, nor shall it obstruct views for motorists within or entering the right-of-way;
- b. Owners/Builders shall provide all erosion and sedimentation control measures required to comply with government regulations, as well as any other measures necessary to prevent sediment from leaving a lot;
- c. Drainage swales, culverts, etc., will be installed whenever construction adversely affects the drainage of the natural water shed or causes excessive runoff to adjacent properties. Temporary erosion control measures must be in place by the time of batter board/forms inspections (generally Initial Site Check). Any damage during construction to the drainage of the natural water shed will be repaired by the Owner. Once the Owner has been notified of the damage to the drainage of the natural water shed, the Owner shall have one day within which to repair said damage. Failure to repair may result in a fine in accordance with paragraph 3.5, Fines and Penalties, or forfeiture of compliance deposit, as the ECC determines;
- d. Prior to any soil disturbance, temporary silt fences must be properly installed along property lines according to existing and expected drainage patterns to prevent run-off debris from entering natural drainage areas, street drainage, or adjoining property. The edge of all silt fencing must be buried a minimum of 6". For slopes greater than fifteen (15) percent, commercial grade silt fencing with wire grid backing and plastic or metal stakes shall be installed and maintained. The ECC may require that double silt fences or multiple silt fences be installed on steeply sloping sites at its discretion;
- e. As clearing progresses, temporary diversions must be installed along with, but not limited to, check dams, mulch, etc., to reduce erosion;
- f. Soil surfaces must be stabilized as required by applicable government regulations, but in no case may soil be left exposed longer than 30 days following building, driveway, and other hardscape construction completion. Temporary seeding or mulch must be used to stabilize exposed soil until final landscape improvements are installed;
- g. Erosion and sedimentation control measures shall be monitored throughout the various phases of construction. Builders are responsible for ensuring the removal of collected sediment. Builders are also responsible for inspection and maintenance of all erosion and sedimentation control practices on a weekly basis and after appreciable rain events. Repairs directed by the ECC are to be completed within 24 hours. Failure to do so will result in fines and no further construction work can occur until repairs are made;
- h. Utilities must be installed early in the construction process and slopes must be stabilized immediately thereafter;
- i. Once construction is completed and final approval has been granted, temporary erosion and sedimentation control measures are to be removed with proper disposal of all materials and accumulated sediments, along with final soil/site stabilization as necessary.

3.4.3 Protecting Designated Trees at Construction Sites

In order to protect trees at construction sites, a Critical Root Zone (CRZ) will be established and marked for trees which are adjacent to a 15-foot buffer region surrounding the foundation footprint, or a 5-foot buffer region adjacent to a paved walkway/driveway footprint. The ECC may also specify that other specimen trees require protection of the CRZ. The CRZ will be established and maintained as follows:

- a. Establish a circular area CRZ surrounding a tree with the center of the tree trunk as the center of the zone and with a radius equal to 1.00 to 1.50 feet per inch of the tree diameter at a height of four feet (48”) above ground level. As an example, a protected tree with a trunk diameter of ten (10) inches would have a CRZ radius of 10 to 15 feet;
- b. The CRZ will be defined with temporary fencing;
- c. Construction equipment and building materials shall not be stored within the above defined area;
- d. The ECC may expand or partially retract the CRZ depending on the tree species and site-specific situations to reduce the chances that the tree(s) would be damaged during construction.

3.4.4 Mailboxes (Mountain Park and Mountainside)

The Builder is responsible for installing mailboxes, mailbox supports, painting and lettering in accordance with paragraph 5.2, Mountain Park and Mountainside Standard Mailbox Design.

3.5 Fines and Penalties

3.5.1 Applicability

Fines or penalties may be imposed for violations of the provisions in this section in accordance with the process outlined below and as stipulated in Section 47F-3-107.1 of the North Carolina Planned Community Act. The fine schedule shall be imposed on an accrued basis for cited infractions of these rules while carrying out new and/or ongoing major build projects. The requirements listed in this section are not all-inclusive and may be updated from time to time, with due notice to all Owners.

3.5.2 Fine Schedule

The fine schedule being imposed, based upon the above citations, shall be one hundred dollars (\$100) per day for each cited occurrence.

3.5.3 Fine Process

- a. Upon gathering supportive evidence of an infraction, a citation may be initiated by the ECC Administrator and one Straus Park resident ECC member, provided neither are members of the Master Association Board;
- b. A grace period of five (5) working days for remedial repair and/or compliance action will be granted from the day of citation (except for silt fences/erosion control which require repair within 24 hours). During this same period, the lot Owner may request a hearing with an adjudicatory panel consisting

of the ECC Administrator, either professional (discipline dependent), and one resident ECC member; No member of the adjudicatory panel may be a member of the Master Association Board. Fines shall not begin until five calendar days after the adjudicatory panel's decision that a violation has occurred;

- c. The Owner may appeal the decision of an adjudicatory panel to the Master Association Board of Directors by delivering written notice of appeal to the Board President within fifteen (15) calendar days after the date of the adjudicatory panel decision;
- d. The Owner may appeal a specific citation for just cause in construction difficulty or economic hardship cases. The appeal must be uploaded via the Portal within fifteen (15) calendar days of the citation. Such appeal shall not be considered as prejudicial against the Builder. The ECC Administrator will provide written approval of the appeal.
- e. Levied fines will be deducted from the project's Compliance Deposit. When the compliance account reaches or approximates an eighty-five (85) percent reduction in level, reimbursement must be made within seven (7) business days to bring it back to the full \$5000 level. Failure to do so may initiate a stop work order.

If any provision of this policy is declared unconstitutional, such action shall not affect the validity of any other provision thereof.

Section 4
Summary of Fines, Fees, and Deposits

The following table summarizes various fines, fees, and deposits found in Section 2, Environmental Control Committee Guidelines and Procedures, and Section 3, Builder Instructions:

	<u>Fine</u>	<u>Reference</u>
Failure to request ECC Project Review	\$100 per day/\$700 per week maximum	Para 2.1.5
Builder Fines	\$100 per day/\$700 per week	Para 3.5
Failure to request ECC approval for tree removal. Limbing or topping trees.	\$100 per day/tree (\$500 per tree maximum)	Para 5.5
Home not completed within 1 year and no extension requested	\$100 per day/\$700 per week maximum	Para 2.4.5
No Final Inspection requested within 90 days of Certificate of Occupancy	\$100 per day/\$700 per week maximum	Para 2.7.4
	<u>Fee</u>	<u>Reference</u>
Simplified Review	\$150	Para 2.3 (note exclusions)
New Residence Review	\$2500	Para 2.4.1
Commercial Project Review	\$2500	Para 2.4.1
Review of change to exterior envelope, including, but not limited to, pools, decks, porches, or addition of heated space, etc.	\$300	Para 2.4.1
Review of change discovered by ECC	\$50	Para 2.4.7
Review of variance discovered by ECC	\$100	Para 2.4.7
	<u>Deposit</u>	<u>Reference</u>
Compliance Deposit- New Construction	\$5000	Para 2.4.1 (see also Para 3.5.3)

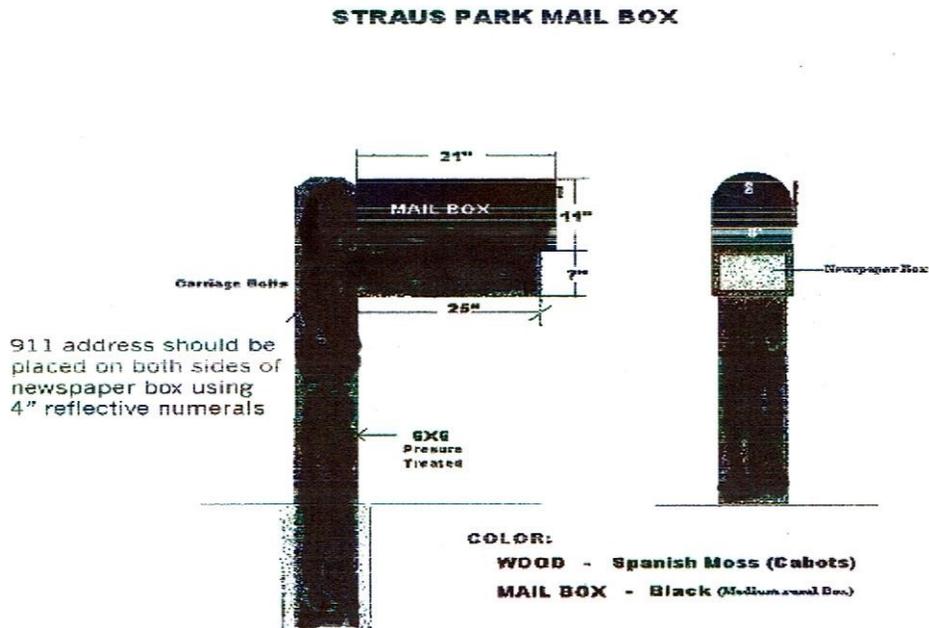
Section 5 General Guidelines

5.1 Streetscapes

Streetscapes in Straus Park vary to reflect each neighborhood's personality and to respect physical land constraints. Streets were intentionally depressed into the ground to create the illusion that the roads disappear and blend with the adjacent landscape. The street patterns were developed to interconnect and flow together generating neighborhood cohesion. Roads were also placed, whenever possible, within previously cleared areas to minimize tree removal. Lastly, the streets at lower elevations are intended to be pedestrian friendly by using greenways or sidewalks whenever possible.

5.2 Mountain Park and Mountainside Standard Mailbox Design

Prior to final inspection, a USPS approved mailbox will be erected at the proper height and setback as defined by the postal service. The design format is illustrated below.



Note: The ECC has approved secure mailboxes provided they closely match this design standard. Variations of this design must be submitted to the ECC for approval.

5.3 Grading, Drainage, and Erosion Control

5.3.1 General Guidelines

All building sites in Straus Park must be carefully graded to blend-in with and preserve the natural setting. The intent of the Design Guidelines is to promote grading, drainage, and erosion control designs and procedures that minimize both on-site and off-site environmental disturbance. It should be noted that ECC

approval of any drainage plans shall be not construed as representing or implying that such plans or specifications will, if followed, result in proper drainage. The Owner remains responsible for any problems or issues resulting from improper drainage from their Lots, both during and after construction.

The following apply at all times in Straus Park. Additional construction considerations are found in paragraph 3.4.2, Erosion Control.

- a. Following review of preliminary plans, the ECC, at its sole discretion, may require from the Property Owner a drainage plan prepared by a licensed Civil Engineer;
- b. The Owner is responsible for ensuring the Builder provides proper site drainage during construction. The Owner is also responsible for site drainage upon construction completion. If surface drainage flows onto adjacent lots, adequate erosion controls are solely the Owner's responsibility. If, in the judgement of the ECC, a lot is deemed to need remedial erosion control, the Owner will be required to immediately remedy the situation. If the Owner fails to make necessary corrections, the ECC may order repairs, charging the Owner for all associated costs in accordance with the governing documents.
- c. No Owner shall unreasonably divert or increase the flow of surface water onto the lot of another Owner. All Owners shall provide for adequate drainage from their lots in a reasonable and careful manner, and all such drainage facilities and equipment shall be kept clear and operating by the Owner at all times;
- d. A natural drainage way traversing a lot shall be assumed to continue carrying water after construction is complete. Owners shall maintain existing drainage ways, and reroute existing drainage ways only with approval of the ECC. Owners must reasonably take into account the amount of water the drainage way will need to accommodate when upstream development is complete;
- e. Streets and all drainage structures (culverts, drainage pipes, catch basins, retention basins) are to be kept clean of dirt and debris at all times, both during and after construction.

5.3.2 Edging of Streets

The cross section of a crowned roadway includes the center of the street as the highest part of the road sloping out toward the outside edge of pavement or curb. When rain falls on the roadway, the water runs off of the pavement edge, ideally into a concrete gutter or a roadside ditch or swale. If the system is functioning correctly, water contact with the pavement is minimal as the runoff flows away from the roadway and into a drainage system. Edging of streets, done improperly, results in a condition where runoff is forced back onto the road surface, leading to eventual transverse and longitudinal erosion and/or degradation of road surfaces and edges.

In Mountainside only, within property lines, landscaping may extend to the edge of the street. If edging is proposed, it must be natural stone (not cultured concrete) and shall run uninterrupted along the street property line (other than driveway or walkway entrances), be set upon a stable base with a mortar mix behind the stone, and be no more than four (4) inches in random pattern heights from the paved street. Natural stone edging shall exhibit subdued earth tone colors.

In accordance with the City’s UDO and proper engineered street design, any edging must shift water onto the Owner’s property or ditches, swales, and/or culverts on common property. Designs may not result in water being directed back into the street or downhill onto other private properties.

5.4 Landscape Architecture

Overall landscape architecture design goals are as follow:

- a. To hold soil on steep slopes;
- b. To complement site elements and building architecture;
- c. To provide visual screening consistent with the natural landscape;
- d. To create variety within an overall planting theme; and,
- e. To blend naturalistic plantings with the surrounding landscape.

The Mountain Park Landscape style, as envisioned by the Landscape Architect, seeks to “create landscape without evidence of man’s role in its creation” using the timeless principles of natural design.

Non-invasive native plants shall be used whenever possible. When non-native plants are used, they shall blend in with, and complement, native plantings. No single plant or site element shall draw attention to itself but shall unify and enrich the whole scene. The use of bright non-native plant colors and exotic or foreign elements are prohibited. Formal arrangements and groupings of “specimen” type plants are prohibited, as are non-natural plant forms such as topiaries, spiral trees, box trimmed hedges, etc. Informal, non-symmetrical arrangements with natural materials and colors shall be used. Landscape architectural designs shall emphasize and mirror the natural beauty of Straus Park and the Blue Ridge Mountain environment.

A list of native plants and further information about the plants is available on the North Carolina State University Extension website by clicking on the “Native Plants” link at the following URL: <https://plants.ces.ncsu.edu>.

Homeowners can sort plants according to various desired specifications by checking boxes to the far left. Additional information on each plant is available by clicking on the “Scientific Name” link.

5.5 Tree Trimming and Removal

The Straus Park Homeowners Association encourages the preservation of trees to the greatest extent possible. The protection of healthy mature hardwood and evergreen trees throughout Straus Park is a high priority to the overall design concept, as well as to preservation of property values. Owners and their Builders must be aware of this goal of the Association and of their individual responsibilities to protect and enhance tree growth within individual lots.

Except in Straus Park common areas which come under the approval authority of the Grounds Committee, all tree matters fall under the jurisdiction of the ECC. Tree removal or trimming of trees that are greater than six (6) inches in diameter at a height of four (4) feet above ground level, or groups of three or more trees in close proximity with diameters of 4” or more, without ECC/Grounds Committee approval (as applicable) shall result

in fines being levied by the Master Association to include, but not limited to, costs to remove and/or replace damaged or downed trees. “Limbing”, “topping”, or removal of trees solely to improve view corridor is prohibited and will not be approved. A fine of up to \$100 per day (per tree) will be assessed for unapproved tree removal, limbing, or topping, with a maximum of \$500 per tree. Dead branches may be removed without ECC approval.

5.5.1 Application Process

Tree removal requests are made in accordance with Simplified Review and Approval Procedures (see paragraph 2.3, Simplified Review and Approval).

Each application for tree removal or tree trimming shall be reviewed by the ECC with a decision rendered on the basis of the following criteria:

- a. The condition of the tree with respect to disease, danger of falling, the diameter of the leaf canopy and root system, proximity to existing or proposed structures, proximity to public right-of-way, and/or interference with existing utility services. The ECC may require the services of a Certified Arborist to report on the overall condition of the tree(s) in question at Owner’s expense;
- b. The topography of the land and the effect of the tree removal upon erosion, soil retention, and the diversion or increased flow of surface waters;
- c. The number, species, size and location of existing trees in the area and the effect the removal would have upon shade, sunlight, privacy, scenic beauty, wildlife, noise, air quality, wind, health, safety, property historic values, and general welfare of the area and the neighborhood as a whole;
- d. The preservation and planting of trees on site to maintain and enlarge the tree canopy cover across private lots and common areas.

5.5.2 Fees and Additional Information

Dead and heavily diseased tree removal is encouraged to promote safety and overall well-being of the surrounding vegetation. ECC approval is required for this type of removal except in instances where the tree in question directly threatens structures or rights-of-way. In cases where a tree presents imminent danger to property, the ECC Administrator or ECC Chairperson has the authority to approve removal.

No fees are required for ECC review of tree removal requests by individual Homeowners.

Trees removed without ECC approval must be replaced in locations to be determined at the sole discretion of the ECC. Such replacement may require planting of multiple replacement trees in multiple locations, including Straus Park common areas. In addition, a fine of up to \$100 per day (\$500 maximum) will apply for each tree if no ECC review is requested prior to removing the tree.

5.6 Permanent Fences

The ECC requires that above ground fences shall be reviewed on a case-by-case basis. Each site is unique and requests for approval of fences shall be reviewed based on the project’s site-specific conditions and its compliance with general objectives and site planning concepts and goals of Straus Park. Approval of any fence

does not establish precedent or have bearing on future requests. Generally, Straus Park is intended to be a natural, open landscape, emphasizing the natural over the manmade.

- a. Fences shall not be permitted in front yards or side yards, except for small wooden fences serving to obscure HVAC equipment. These fences require ECC authorization.
- b. Functional fences shall be as unobtrusive as possible and shall be allowed only when they are not visually prominent. Setbacks for fences are equal to the required building setbacks.
- c. Maximum fence height shall be sixty (60) inches.
- d. Functional fences shall be black or bronze vinyl-coated steel chain link. Generally, no other materials will be allowed. Decorative fences are discouraged but may be considered as part of an overall landscape plan. Materials shall be natural and shall blend with the natural landscape and the overall architecture of the house. Overly formal or grand fences are prohibited.

The presence and maintenance of existing vegetation visually screening the fence is strongly encouraged and will be considered in the review of any request. Maintenance of such landscape buffers is an on-going condition for fence approval. Removal of landscape buffers will revoke approval of a fence and the ECC may require the Owner to remove the fence.

5.7 Landscape Structures and Site Amenities

According to the original Straus Park Design Manual paragraph 1.3.1, Planning, “Preservation of Straus Park’s existing natural beauty and heritage was the design team’s first priority”. The current amendment to the covenants for Straus Park recorded on November 14, 2012, paragraph 5.4 states:

“Proper Condition. No part of Straus Park shall be used in a manner, nor shall any condition be allowed to exist thereon, which would constitute a fire hazard, a nuisance or which would produce or allow emanating therefrom noxious odors or fumes, excessive noise or vibrations.”

A goal of Straus Park is to promote and protect the subtle sounds of the outdoors, such as birdsong, the rustling of wind through the trees, and the trickle of flowing streams. This is in keeping with the overall intent of the Design Guidelines to create and maintain a Mountain Park Architecture evocative of the natural environment.

In accordance with Straus Park’s covenants regarding lessening noise while enhancing our natural environment, permanent private basketball courts, platform tennis courts, one-wall paddleball courts, or the like are prohibited. Permanent or temporary basketball, soccer, or football goal posts (or similar) within public view are prohibited on private property. Likewise, amenities not deemed by the ECC to blend-in with our natural setting, such as putting greens or synthetic turf dog runs, etc., may be prohibited at the sole and absolute discretion of the ECC. See also paragraphs 6.1.10 and 6.2.10, Landscape Structures and Site Amenities.

Section 6 Design Requirements

6.1 Design Requirements: Townhomes and Mountain Park Homes

The streetscape for the Townhomes and Mountain Park Homes has a uniform, cohesive residential expression. The placement of trees, streetlights, fences and porches follows a more defined rhythmic urban pattern reflective of neighborhoods of old. Homes and porches are located closer to the sidewalks and streets to encourage social interaction. Streets have curbs and gutters with sidewalks and street-tree plantings that help unify the neighborhoods.

The Townhomes and Mountain Park Homes are close to Lake Straus and the Long Meadow. These walkable neighborhoods feature a variety of unique homes. The Mountain Park Homes focus on warmth and charm and exhibit large windows and front porches to create a bright and neighborly open atmosphere.

The landscape character of Straus Park is described as “Mountain Park Landscape” style. The overall character of the Townhomes and Mountain Park Homes is governed by a more cohesive, uniform, tree-lined, “neighbor friendly” streetscape. Fences, street lighting, porches and walkways support and encourage pedestrian use and social interaction.

The landscape site elements and plantings reflect and reinforce this concept of Mountain Park Landscape style and architecture. Plantings are to be more uniform, i.e., a landscape where evenly spaced street trees and hedges are appropriate, especially along the Mountain Park Home streetscapes. Yet the plantings in and around the homes shall be more informal and natural in appearance.

Plantings in the Mountain Park Homes areas shall create and define outdoor private, semi-private, and public common green spaces, thus creating a greater degree of personal privacy for interior spaces and encouraging use of common spaces.

The minimum size (square footage) of the heated and enclosed residential living areas shall be 1850 square feet for Mountain Park Homes.

6.1 Design Requirements: Townhomes and Mountain Park Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
1. <u>Exterior walls</u>	<ul style="list-style-type: none"> ◆To integrate the building in the existing topography and the natural environment. ◆To create varied wall characteristics through the use of multiple exterior materials within each building, and among buildings. 	<p>Foundations:</p> <ul style="list-style-type: none"> ◆Foundation walls shall be designed as part of the exterior wall materials scheme. ◆Foundation walls shall enclose crawl spaces. ◆Foundations for porches on street-facing facades shall be continuous walls and/or a system of piers with continuous screening, except when at second floor and there are habitable spaces below which require windows and doors. 	<p>Foundations:</p> <ul style="list-style-type: none"> ◆Stucco. ◆Exposed concrete or concrete masonry unit (CMU) foundation walls shall be stuccoed or parged with cement plaster. ◆Brick—medium to dark earth tones. May not be the predominant building material. ◆Natural or cultured stone in muted earth tone colors. ◆Automatic vents and access panels shall be coordinated with wall finishes, trim, and design patterns. <p><u>PROHIBITED:</u></p> <ul style="list-style-type: none"> ◆Vinyl, aluminum, or metal siding. ◆EIFS. ◆Painted or exposed concrete or CMU. ◆Painted brick.
		<p>Walls:</p> <ul style="list-style-type: none"> ◆Exterior walls above the foundation shall be fitted as best as possible to finished grade. ◆Walls shall be 1 to 1.5 stories max with exterior horizontal house trim between floors. ◆More than one exterior wall plate height shall be provided. ◆Overhanging/cantilevering walls shall be supported by decorative or structural brackets where proportionally appropriate. ◆A minimum of two materials and finishes shall be applied at each building face. 	<p>Walls:</p> <ul style="list-style-type: none"> ◆Wood weatherboards with trim. ◆Wood shakes or shingles. ◆Board and batten (Townhomes only) and board on board siding. ◆Brick—medium to dark earth tones. May not be the predominant building material. ◆Natural or cultured stone in muted earth tone colors. ◆Stucco. ◆Parged cement plaster. ◆Fiber-cement or composite siding (Hardie-board or SmartSide, or equivalent).

6.1 Design Requirements: Townhomes and Mountain Park Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
1. <u>Exterior walls (cont.)</u>		<p>Walls (cont):</p> <ul style="list-style-type: none"> ◆No material change shall occur on an outside corner. The technique of “shirt fronting” masonry veneer (i.e., ending the veneer at an outside corner) is prohibited. Masonry and other veneer materials must “turn the corner” and must run to the nearest inside corner or a minimum of six feet if an inside corner does not exist (Mountain Park only). 	<p>Walls (cont.):</p> <p><u>PROHIBITED:</u></p> <ul style="list-style-type: none"> ◆Vinyl, aluminum, or metal siding. ◆EIFS. ◆Painted or exposed concrete or CMU. ◆Painted brick.
2. <u>Roofs</u>	<ul style="list-style-type: none"> ◆To articulate and differentiate the building’s massing and the profile of the building’s shape. ◆To accommodate upper floor rooms and/or changes in ceiling configuration of the main level spaces. 	<p>Roofs:</p> <ul style="list-style-type: none"> ◆Roof pitch of the primary roof shall be 10 in 12. Non-primary roof slopes may be utilized based on integration into overall design and will be evaluated on a case-by-case basis. ◆Roof shape shall incorporate gable, hip, half-hip, shed, or a combination thereof. Shed roofs may not be the primary roof. ◆A minimum of three gables shall be provided (not including dormers built entirely on the roof). If more than one gable is located on the front façade, one gable shall be at least 1.5 times larger than, and may overlap, the other gable. ◆Eaves and rakes shall be extended to protect walls and openings. ◆Soffits may be open or closed (exposed or concealed rafter tails). ◆Gable ends may overhang lower stories. 	<p>Roofs:</p> <ul style="list-style-type: none"> ◆Architectural grade asphalt shingles (Certaineed Weathered Wood, etc). ◆Metal roofing, except on the primary roof. May be used on non-primary roofs. ◆Wood shakes and shingles. ◆Concrete tiles. ◆Slate shingles. ◆Composition shingles. ◆Materials and treatment of eaves, rakes and soffits shall be complementary with exterior wall treatment and color scheme, and with the overall house design. ◆Roof accessories such as vents, flashing, gutters and down-spouts shall be of good quality and their coloring shall match with roofing materials, fascia, soffits, and exterior wall treatment. Roof vents should be located on the backside of the roof to reduce visibility to the greatest extent possible. <p><u>PROHIBITED:</u></p> <ul style="list-style-type: none"> ◆Contrasting colors.

6.1 Design Requirements: Townhomes and Mountain Park Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
2. <u>Roofs (cont.)</u>		<p>Solar Panels:</p> <ul style="list-style-type: none"> ◆Solar panels and related equipment shall be an integrated part of the roof design and placed on roof surfaces where they are not visible from any other property or common area. This includes building-integrated photovoltaics (BIPVs). ECC pre-approval is required for any associated tree removal and/or trimming. 	
3. <u>Porches and Terraces</u>	<ul style="list-style-type: none"> ◆To integrate the porch within the building volume and roof scheme. ◆To be complementary to the building design. 	<ul style="list-style-type: none"> ◆Covered porches at the street façade shall be located under the main roof of the building. ◆Roof pitches of covered porches may break or sweep at the eaves. ◆Porch steps shall be closed riser type. Open porch risers are prohibited. ◆Porches at street façade shall be a minimum of 6’-0” deep. ◆Uncovered porches or decks shall not be permitted at street façade. Uncovered landings and ramps are permitted. 	<ul style="list-style-type: none"> ◆Columns, posts, rails, balusters, newels and stairs shall be constructed to be coherent and complementary with the exterior wall treatment and color scheme, and with the overall home design.
4. <u>Exterior Openings</u>	<ul style="list-style-type: none"> ◆To provide a cohesive and integrated language of the building’s exterior, and among building exteriors within the community. 	<p>Entrances:</p> <ul style="list-style-type: none"> ◆Main entrances shall be combined with covered porches, and may be arched. 	<p>Entrances:</p> <ul style="list-style-type: none"> ◆ Heavy wood entry doors will be stained. Heavy painted steel entry doors will be permitted on a case-by-case basis. Mountain Park entrances will have broad natural or cultured stone or stone-like trim.

6.1 Design Requirements: Townhomes and Mountain Park Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
<p>4. <u>Exterior Openings</u> (cont.)</p>		<p>Windows: ♦ Shall be of tall and narrow proportions and arranged in groups of three or more in prominent places on the building's exterior. Single windows are discouraged. Windows at Garages shall be of tall and narrow proportions and arranged in groups of two or more. ♦ Shall be of casement-type as opposed to double-hung (Townhomes only). ♦ Multi-story bays are recommended in ceremonial spaces. ♦ Skylights and light tubes shall be located away from street façade.</p>	<p>Windows: ♦ Architectural grade wood exterior or aluminum clad units with matching simulated or true divided light muntins. <u>PROHIBITED:</u> ♦ Grilles-between-glass muntins. ♦ Exterior fiberglass or vinyl windows.</p>
			<p>Shutters: ♦ Shutters shall appear to be operable, sized and installed appropriately for window to which they are attached. Shutters on multiple or ganged windows are prohibited. ♦ Shutters shall be of painted or stained wood.</p>
			<p>Garage Doors: ♦ Garage doors shall be of steel, or painted or stained wood. If garage doors include windows, they must have matching simulated or true divided light muntins.</p>

6.1 Design Requirements: Townhomes and Mountain Park Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
5. <u>Building Supplements</u>	♦To complement the overall design of the building.	<p>Chimneys:</p> <ul style="list-style-type: none"> ♦Shall be massive, with elaborated terminations, tall, and prominent (Townhomes only). ♦Chimney and fireplace masses on the exterior of homes, including porches, shall appear to be constructed as load bearing with masses carried to the ground. Floating chimney and fireplace are prohibited. ♦Caps, crown, and flashing shall be finished to complement associated elements. Caps shall be large (Townhomes only). 	<p>Chimneys:</p> <ul style="list-style-type: none"> ♦Masonry with stucco, cement plaster, or cladding over wood framing with masonry accessories, metal shrouds or other features. ♦Natural or cultured stone.
		<p>Exterior Mechanical/Plumbing/Electric:</p> <ul style="list-style-type: none"> ♦All mechanical, plumbing, and electrical installations on pads or otherwise shall not be permitted on the street side of the building. In any case, they shall be hidden from view with screens or fences. 	<p>Exterior Mechanical/ Plumbing/ Electric:</p> <ul style="list-style-type: none"> ♦Constructed or landscaped screening. Constructed screening materials and finishes shall be complementary with the exterior walls. <p><u>PROHIBITED:</u></p> <ul style="list-style-type: none"> ♦Vinyl lattice. ♦Diagonal lattice screening.
		<p>Satellite Dishes:</p> <ul style="list-style-type: none"> ♦Satellite dishes, including all cabling and wiring, must be mounted in such a way as to minimize visual impact from the street. 	<p>Satellite Dishes:</p> <ul style="list-style-type: none"> ♦Only satellite dishes 39 inches in diameter or smaller shall be permitted.
		<p>Mailboxes:</p> <ul style="list-style-type: none"> ♦Individual mailboxes may not be permitted (Townhomes only). 	

6.1 Design Requirements: Townhomes and Mountain Park Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
<p>5. Building Supplements (cont.)</p>		<p>Ancillary Structures: ♦Ancillary structures such as spas, pools, gazebos, garden sheds, etc., shall be sited in close proximity to the main home and their designs, materials, and colors shall be coherent and complementary to the home design, color scheme, and siting. ♦In ground swimming pools and spas are allowed in the rear of the lot and shall be enclosed with fences or walls as required by applicable codes. ♦Above ground spas, including pumps, filters, heaters, etc., are allowed, provided they are skirted with wood panels and not visible from adjacent streets. Owner is responsible for loadbearing considerations for elevated spas.</p> <p><u>PROHIBITED:</u> ♦Above ground swimming pools (portable or permanent).</p>	<p>Ancillary Structures: ♦Shall be identical or complementary to the main building.</p>
<p>6. <u>Grading and Drainage Features</u> <u>(See also paragraphs 3.4.2, Erosion Control, and 5.3, Grading, Drainage, and Erosion Control)</u></p>	<p>♦To design ditches so as to be both visually pleasing and easily maintained. ♦To disturb existing landforms and drainage patterns as little as possible. ♦To encourage percolation rather than increased surface or piped subsurface water flow.</p>	<p>♦The Owner/Builder is responsible for providing positive drainage away from the buildings on a lot. ♦The grading and drainage design for a lot shall not result in concentrated flows of runoff onto adjacent private properties. ♦The Owner/Builder is responsible for maintaining or rerouting any natural drainage ways traversing the lot. The Owner/Builder must take into account the possible extent of upstream runoff when rerouting and/or maintaining the natural drainage course through the lot. ♦Bank of ditches (swales) properly sloped and stabilized with grass or native stone.</p>	<p>♦Metal grates and drain covers. ♦Stone drainage material. ♦Muted tones, rustic textures, organic colors.</p> <p><u>PROHIBITED:</u> ♦Above grade and visible precast or in situ concrete elements. ♦Rip rap.</p>

6.1 Design Requirements: Townhomes and Mountain Park Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
<p>6. <u>Grading and Drainage Features (cont.)</u></p> <p><u>(See also paragraphs 3.4.2, Erosion Control, and 5.3, Grading, Drainage, and Erosion Control)</u></p>		<ul style="list-style-type: none"> ◆All swales, drains, culverts, and drainage materials shall be designed to remove storm drainage efficiently and in an environmentally responsible fashion. ◆Maximize percolation of storm drainage by sheet flow and swales. 	
<p>7. <u>Landform Design and Retaining Walls</u></p>	<ul style="list-style-type: none"> ◆Retaining walls to complement architecture. ◆To integrate berming with natural topography. 	<ul style="list-style-type: none"> ◆Retaining walls to tie into architectural building features with similar material usage, e.g., a stone retaining wall tying into a water table or stone skirt of a building. ◆Integrated landform shall be finished with grades. ◆Berming shall be naturally planted. ◆Per Code, individual retaining walls, including boulder walls, taller than five feet must be engineered by a registered design professional. Multiple retaining walls within a horizontal distance of 50'-0" that are, combined, taller than 5'-0" must be engineered by a registered design professional. 	<ul style="list-style-type: none"> ◆Stone/boulders. NOTE: Walls taller than four feet must be constructed of boulders. ◆Brick or veneer (cultured) stone for walls up to four feet only. ◆Stucco covered concrete or stucco covered CMU block for walls up to four feet only. ◆Muted tones, rustic textures, organic colors. ◆Berm planting. ◆Mulch shall not become a predominant visual design element. <p><u>PROHIBITED:</u></p> <ul style="list-style-type: none"> ◆Pressure treated timbers for walls and associated steps. ◆Railroad ties. ◆Large scale precast concrete blocks. ◆Unit wall blocks.

6.1 Design Requirements: Townhomes and Mountain Park Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
8. <u>Pavement and Curbing</u>	<ul style="list-style-type: none"> ◆To complement all plantings, buildings and existing landscape features. 	<ul style="list-style-type: none"> ◆Irregular, natural flows of circulation pavements are encouraged. ◆Allow sheet flowing where practical. 	<ul style="list-style-type: none"> ◆Asphalt (pavement). <p>For Trails:</p> <ul style="list-style-type: none"> ◆Gravel. ◆Mulch. ◆Muted tones, rustic textures, organic colors. <p><u>PROHIBITED:</u></p> <ul style="list-style-type: none"> ◆Decorative pavers. ◆Concrete or pre-cast pavers.
9. <u>Guest/Additional Parking</u>	<ul style="list-style-type: none"> ◆To reduce the visual impact of vehicles. ◆To minimize the number of parking spaces. ◆To screen with plant materials and/or site elements. ◆To properly place parking spaces away from visual lines. 	<ul style="list-style-type: none"> ◆Minimize view from the street or adjacent properties. 	<ul style="list-style-type: none"> ◆Curbing (stone or concrete). ◆Muted tones, rustic textures, organic colors. <p><u>PROHIBITED:</u></p> <ul style="list-style-type: none"> ◆Railroad ties. ◆ Concrete wheel stops. ◆Pressure treated timbers.
10. <u>Landscape Structures and Site Amenities</u> <u>(See also para 5.7, Landscape Structures and Site Amenities)</u>	<ul style="list-style-type: none"> ◆Elements to harmonize with the environment. 	<ul style="list-style-type: none"> ◆Sited to augment and complement overall design concept. ◆All elements shall be integrated with the buildings into finished grade and existing topography. 	<ul style="list-style-type: none"> ◆Stone. ◆Wood (stained, rough, finished). ◆Brick. ◆Stucco covered concrete or stucco covered CMU block. ◆Any roofs to match related architecture regarding material selection.

6.1 Design Requirements: Townhomes and Mountain Park Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
<p>10. <u>Landscape Structures and Site Amenities (cont.)</u></p> <p><u>(See also para 5.7, Landscape Structures and Site Amenities)</u></p>			<p>◆Organic materials, rustic look of mountain park architecture, muted colors, tones, and textures.</p> <p><u>PROHIBITED:</u></p> <p>◆Pressure treated timbers.</p> <p>◆Railroad ties.</p>
		<p>Exterior Lighting:</p> <p>◆Private lighting installed on individual properties shall not cause distraction, nuisance, or spillover light to others.</p> <p>◆Fixtures for security lights are to be located such that they are not visible from the street or other properties. Security lights may not be pole mounted and must be mounted on the home.</p> <p>◆No un-hooded floodlights may be used on or above second story eaves.</p> <p>◆Motion detectors or timers are encouraged to avoid continuously operating exterior lights.</p> <p>◆Up-lights or ground mounted lights intended to shine upward onto a tree are not generally allowed; however, a submission would be reviewed upon request.</p> <p>◆Low wattage/lumens driveway and walk lighting that directs light downwards (including solar lights) shall be soft and strategically placed within landscape areas.</p> <p><u>PROHIBITED:</u></p> <p>◆Exterior spot or flood illumination to accent architectural features such as columns, entries, chimneys, or full elevations.</p>	<p>Exterior Lighting:</p> <p>◆Exterior lighting fixtures shall be of high-quality materials & workmanship, and shall be in scale and style of the home. Finish of all exterior light fixtures shall match or coordinate with other exterior materials.</p> <p>◆Acceptable exterior light types include: incandescent, low voltage incandescent, LED, CFL, and quartz.</p> <p><u>PROHIBITED:</u></p> <p>◆High Intensity Discharge (HID) lights such as mercury vapor, high-pressure sodium, and metal halide.</p>

6.1 Design Requirements: Townhomes and Mountain Park Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
<p>10. <u>Landscape Structures and Site Amenities</u></p> <p><u>(See also para 5.7, Landscape Structures and Site Amenities)</u></p>		<p>Garden and Yard Items:</p> <ul style="list-style-type: none"> ◆Garden and yard items such as sculptures, statues, water features, sports equipment, etc., are not allowed in areas within the public view (e.g., in front yards or in rear/side yards facing roadways or other public areas). 	<p>Garden and Yard Items:</p> <p><u>PROHIBITED:</u></p> <ul style="list-style-type: none"> ◆Brightly colored garden sculptures, structures, or ornaments (e.g. garden gnomes, flamingos, gazing balls on pedestals, etc.)
		<p>Flags and Flagpoles:</p> <ul style="list-style-type: none"> ◆Flags are limited to US state or national emblems, although decorative flags appropriate to a specific season are permitted, provided they are in good repair and are only displayed during the specific season. 	<p>Flags and Flagpoles:</p> <p><u>PROHIBITED:</u></p> <ul style="list-style-type: none"> ◆Freestanding flagpoles. ◆Roof-mounted flagpoles.
		<p>Holiday Decorations:</p> <ul style="list-style-type: none"> ◆Holiday decorations, including string lights, wreaths, and garlands are acceptable but must not be in place more than 30 days prior to an event and must be removed 30 days after an event. 	
		<p>Outdoor Fireplaces/Firepits:</p> <ul style="list-style-type: none"> ◆Outdoor fireplaces or firepits shall be located out of public view. ◆No combustible vegetation, structures, or other elements that may present a fire hazard shall be within 20' of a fire, and the ground surface within 8' of a fire shall be non-combustible. ◆No construction debris, leaves, trash, plastic, or pressure treated wood shall be burned, and fires shall comply with all applicable local or state regulations and prohibitions. 	<p>Outdoor Fireplaces/Firepits:</p> <ul style="list-style-type: none"> ◆Metal, stone, or masonry fireplace, fire ring, or chiminea. ◆Materials and colors must complement the architecture of the home <p>Surrounding ground surface materials:</p> <ul style="list-style-type: none"> ◆Stone. ◆Brick. ◆Gravel fines or pea gravel.

6.2 Design Requirements: Mountainside Homes

The streetscape for Mountainside Homes is a winding natural low impact “mountain roadscape” expression reflective of a rural mountain scene. Streets are visually subordinate to the naturally planted road “edges” and the dominant woodland landscape. Lighting and signage merely assist with directional travel and safety. Plantings look as if they “had always been part of this mountain lane scenery”. The roads are reminiscent of the Blue Ridge Parkway.

The buildings of Straus Park are to be what has been called Mountain Park Architecture style. In accordance with this varied style, the Mountainside Homes should have an informal and irregular design (as opposed to a symmetrical composition) with a picturesque, romantic quality of appearance. The styles within this context, which may be most appropriate as references, are the domestic versions of what is called Medieval (Post-medieval English, Shingle, Richardsonian Romanesque and Tudor) and Arts and Crafts (Prairie or Craftsman). Due to the nature of the steep and wooded sites in this area, the Mountainside Homes on the higher elevations of Straus Park are sited with less density than the neighborhood homes. Therefore, the Mountainside Homes may have a higher degree of individuality in their design and their siting. These homes shall be carefully designed with sensitivity to the existing natural environment and care in the actual siting of the building in the landscape. The Mountainside Homes’ final appearance is to “always have been there” by integrating with the natural landscape.

The overall character of the Mountainside Homes’ landscape is expressed through and governed by existing natural site features such as the woodland, under-story vegetation, steep slopes, rock outcroppings, coves, streams, sun/shade aspects, views, and wildlife. These features form and determine the site planning, i.e., how the homes are settled into the landscape and become an integral part of the overall landscape character surrounding the Mountainside Homes and their planned site elements.

The roads are rural in character, downplaying the impact of vehicular traffic and creating a “woodland” feeling to the built environment.

The clearing of trees and site vegetation, as well as the altering of the existing landforms, is kept to an absolute minimum. The planting design should be “restrained, understated and less-is-more”. Native or ecologically appropriate plant species are used to heal the scars incurred by site clearing and grading.

A welcoming siting of homes typically has main entrance doors viewable from the street from which the driveway enters the property. However, siting due to optimizing views from within the home may result in a home presenting its “back” or side façade to the primary street. This is acceptable, only by approval of the ECC, and only if the “back” or side façade is highly articulated in elevation planes with multiple window openings and roof shapes.

The minimum size (square footage) of the heated and enclosed residential living areas shall be 1850 square feet.

6.2 Design Requirements: Mountainside Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
1. <u>Exterior Walls</u>	<ul style="list-style-type: none"> ◆To minimize the impact of the building on the existing natural environment and to integrate the building with the existing topography. ◆To create varied wall characteristics through the use of multiple exterior materials within each building, and among buildings. 	<p>Foundations:</p> <ul style="list-style-type: none"> ◆Foundation walls shall be designed as part of the exterior wall materials scheme. ◆Foundation walls shall enclose crawl spaces. ◆Foundations for porches on street-facing facades shall be continuous walls and/or a system of piers with continuous screening except when at second floor and there are habitable spaces below which require windows and doors. <p>Walls:</p> <ul style="list-style-type: none"> ◆ Exterior walls above the foundation shall be fitted as best as possible to finished grade. ◆Walls shall be 1 to 1.5 stories max with exterior horizontal house trim between floors. ◆More than one exterior wall plate height shall be provided. ◆A minimum of two materials and finishes shall be applied at each building face. 	<p>Foundations:</p> <ul style="list-style-type: none"> ◆Stucco. ◆Exposed concrete or concrete masonry unit (CMU) foundation walls shall be stuccoed or parged with cement plaster. ◆Brick—medium to dark earth tones. May not be the predominant building material. ◆Natural or cultured stone in muted earth tone colors. ◆Automatic vents and access panels shall be coordinated with wall finishes, trim, and design patterns. <p><u>PROHIBITED:</u></p> <ul style="list-style-type: none"> ◆Vinyl, aluminum, or metal siding. ◆EIFS. ◆Painted or exposed concrete or CMU. ◆Painted brick. <p>Walls:</p> <ul style="list-style-type: none"> ◆Wood weatherboards with trim. ◆Wood shakes or shingles. ◆Board and batten and board on board siding. ◆Brick—medium to dark earth tones. May not be the predominant building material. ◆Natural or cultured stone in muted, earth tone colors. ◆Stucco.

6.2 Design Requirements: Mountainside Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
1. <u>Exterior Walls (cont.)</u>		<p>Walls (cont.):</p> <ul style="list-style-type: none"> ◆No material change shall occur on an outside corner. The technique of “shirt fronting” masonry veneer (i.e., ending the veneer at an outside corner) is prohibited. Masonry and other veneer materials must “turn the corner” and must run to the nearest inside corner or a minimum of six feet if an inside corner does not exist. 	<p>Walls (cont.):</p> <ul style="list-style-type: none"> ◆Parged cement plaster. ◆Fiber-cement or composite siding (Hardie-board or SmartSide, or equivalent). <p><u>PROHIBITED:</u></p> <ul style="list-style-type: none"> ◆Vinyl, aluminum, or metal siding. ◆EIFS. ◆Painted or exposed concrete or CMU. ◆Painted brick.
2. <u>Roofs</u>	<ul style="list-style-type: none"> ◆To articulate and differentiate the building’s massing and the profile of the building’s shape. ◆To accommodate upper floor rooms and/or changes in ceiling configuration of the main level spaces. 	<p>Roofs:</p> <ul style="list-style-type: none"> ◆Roof pitch of the primary roof shall be a minimum 6 in 12. Non-primary roof slopes may be utilized based on integration into overall design and will be evaluated on a case-by-case basis. ◆Roof shape shall incorporate gable, hip, half-hip, shed, or a combination thereof. Shed roofs may not be the primary roof. ◆A minimum of three gables shall be provided (not including dormers built entirely on the roof). If more than one gable is located on the front façade, one gable shall be at least 1.5 times larger than, and may overlap, the other gable. ◆Eaves and rakes shall be extended to protect walls and openings. 	<p>Roofs:</p> <ul style="list-style-type: none"> ◆Architectural grade asphalt shingles (Certaineed Weathered Wood, etc.). ◆Metal roofing, except on the primary roof. May be used on non-primary roofs. ◆Wood shakes and shingles. ◆Concrete tiles. ◆Slate shingles. ◆Composition shingles. ◆Materials and treatment of eaves, rakes and soffits shall be coherent and complementary with the exterior wall treatment and color scheme, and with the overall home design.

6.2 Design Requirements: Mountainside Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
2. <u>Roofs (cont.)</u>		Roofs (cont.): ♦Soffits may be open or closed (exposed or concealed rafter tails). ♦Gable ends may overhang lower stories.	Roofs (cont.): ♦Roof accessories such as vents, flashing, gutters and downspouts shall be of good quality and their coloring shall match with roofing materials fascia, soffits, and exterior wall treatment. Roof vents should be located on the backside of the roof to reduce visibility to the greatest extent possible. <u>PROHIBITED:</u> ♦Contrasting colors
		Solar Panels: ♦Solar panels and related equipment shall be an integrated part of the roof design and placed on roof surfaces where they are not visible from any other property or common area. This includes building-integrated photovoltaics (BIPVs). ECC pre-approval is required for any associated tree removal and/or trimming.	
3. <u>Porches and Terraces</u>	♦To integrate the porch within the building volume and roof scheme. ♦To be complementary to the building design.	♦Covered porches shall be located under the main roof of the building. ♦Porch steps shall be closed riser type. Open risers are prohibited.	♦Columns, posts, rails, balusters, newels and stairs shall be constructed to be coherent and complementary with the exterior wall treatment and color scheme, and with the overall home design.
4. <u>Exterior Openings</u>	♦To provide a cohesive and integrated language of the building's exterior, and among building exteriors within the community.	Entrances: ♦Main entrances shall be combined with covered porches or recessed in building volume. ♦Other than the main entrance door, exterior door units are preferably of the French window style.	Entrances: ♦Heavy wood entry doors will be stained. Heavy painted steel entry doors will be permitted on a case-by-case basis.

6.2 Design Requirements: Mountainside Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
<p>4. <u>Exterior Openings</u> (cont.)</p>		<p>Windows:</p> <ul style="list-style-type: none"> ◆Windows shall be of tall and narrow proportions and arranged in groups of three or more in prominent places on the building’s exterior. Single windows are discouraged. Windows at Garages shall be of tall and narrow proportions and arranged in groups of two or more. ◆Multi-story bays are recommended in ceremonial spaces. ◆Skylights and light tubes shall be located away from street façade. 	<p>Windows:</p> <ul style="list-style-type: none"> ◆Architectural grade wood exteriors or aluminum clad units with matching simulated or true divided light muntins. Where there is a large glazed opening, likely dominating the room or wall in which it is located and often designed or placed to present an attractive view, those large windows shall not have divided lights. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Grilles-between-glass muntins. ◆Exterior fiberglass or vinyl windows.
			<p>Shutters:</p> <ul style="list-style-type: none"> ◆Shutters shall appear to be operable, sized and installed appropriately for window to which they are attached. Shutters on multiple or ganged windows are prohibited. ◆Shutters shall be of painted or stained wood.
			<p>Garage Doors:</p> <ul style="list-style-type: none"> ◆Garage doors shall be of steel or painted or stained wood. If garage doors include windows, they must have matching simulated or true divided light muntins.

6.2 Design Requirements: Mountainside Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
<p>5. <u>Building Supplements</u></p>	<p>◆To complement the overall design of the building.</p>	<p>Chimneys: ◆Shall be massive, with elaborated terminations, tall and prominent. ◆Chimney and fireplaces masses on the exterior of homes, including porches, shall appear to be constructed as load bearing with masses carried to the ground. Floating chimney and fireplace are prohibited. ◆Caps, where visible, shall be large, and along with crown and flashing, finished to complement associated elements.</p>	<p>Chimneys: ◆Masonry with stucco, cement plaster, or cladding over wood framing with masonry accessories, metal shrouds or other features. ◆Natural or cultured stone.</p>
		<p>Exterior Mechanical/Plumbing/Electrical: ◆All mechanical, plumbing and electrical installations on pads or otherwise shall not be permitted on the street side of the building. In any case, they shall be hidden from view with screens or fences.</p>	<p>Exterior Mechanical/ Plumbing/ Electrical: ◆Constructed or landscaped screening. Constructed screening materials and finishes shall be complementary with the exterior walls. PROHIBITED: ◆Vinyl lattice. ◆Diagonal screening.</p>
		<p>Satellite Dishes: ◆Satellite dishes, including all cabling and wiring, must be mounted in such a way as to minimize visual impact from the street.</p>	<p>Satellite Dishes: ◆Only satellite dishes 39 inches in diameter or smaller shall be permitted.</p>
		<p>Mailboxes: ◆Mailboxes shall be provided by the builder.</p>	

6.2 Design Requirements: Mountainside Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
<p>5. <u>Building Supplements</u> (cont.)</p>		<p>Ancillary Structures: ♦Ancillary structures, spas, pools, gazebos, garden sheds, etc., shall be sited in close proximity to the main home and their designs, materials, and colors shall be coherent and complementary to the home design, color scheme, and siting. ♦In ground swimming pools and spas are allowed in the rear of the lot and shall be enclosed with fences or walls as required by applicable codes. ♦Above ground spas, including pumps, filters, heaters, etc., are allowed, provided they are skirted with wood panels and are not visible from adjacent streets. Owner is responsible for loadbearing considerations for elevated spas.</p> <p>PROHIBITED: ♦Above ground swimming pools (portable or permanent).</p>	<p>Ancillary Structures: ♦Shall be identical or complementary to the main building.</p>
<p>6. <u>Grading and Drainage Features</u></p> <p><u>(See also paragraphs 3.4.2, Erosion Control, and 5.3, Grading, Drainage, and Erosion Control)</u></p>	<p>♦To design ditches so as to be both visually pleasing and easily maintained. ♦To disturb existing landforms and drainage patterns as little as possible. ♦To encourage percolation rather than increased surface or piped subsurface water flow.</p>	<p>♦The Owner/Builder is responsible for providing positive drainage away from the buildings on a lot. ♦The grading and drainage design for a lot shall not result in concentrated flows of runoff onto adjacent private properties. ♦The Owner/Builder is responsible for maintaining or rerouting any natural drainage ways traversing the lot. The Owner/Builder must take into account the possible extent of upstream runoff when rerouting and/or maintaining the natural drainage course through the lot. ♦Bank of ditches (swales) properly sloped and stabilized with grass or native stone.</p>	<p>♦Metal grates and drain covers. ♦Stone drainage material. ♦Muted tones, rustic textures, organic colors.</p> <p>PROHIBITED: ♦Above grade and visible precast or in situ concrete elements. ♦Rip rap.</p>

6.2 Design Requirements: Mountainside Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
<p>6. <u>Grading and Drainage Features (cont.)</u></p> <p><u>(See also paragraphs 3.4.2, Erosion Control, and 5.3, Grading, Drainage, and Erosion Control)</u></p>		<ul style="list-style-type: none"> ◆All swales, drains, culverts, and drainage materials shall be designed to remove storm drainage efficiently and in an environmentally responsible fashion. ◆Maximize percolation of storm drainage by sheet flow and swales. 	
<p>7. <u>Landform Design & Retaining Walls</u></p>	<ul style="list-style-type: none"> ◆Retaining walls to complement architecture. ◆To integrate berming with natural topography. 	<ul style="list-style-type: none"> ◆Retaining walls shall tie into architectural building features with similar material usage, e.g., a stone retaining wall tying into a water table or stone skirt of a building. ◆Integrated landform shall be finished with grades. ◆Berming shall be naturally planted. ◆Per Code, individual retaining walls, including boulder walls, taller than five feet must be engineered by a registered design professional. Multiple retaining walls within a horizontal distance of 50'-0" that are, combined, taller than 5'-0" must be engineered by a registered design professional. 	<ul style="list-style-type: none"> ◆Stone/boulders. NOTE: Walls higher than four feet must be constructed of boulders. ◆Brick or veneer (cultured) stone for walls up to four feet only. ◆Stucco covered concrete or stucco covered CMU block for walls up to four feet only. ◆Muted tones, rustic textures, organic colors. ◆Berm planting. ◆Mulch shall not become a predominant visual design element. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Pressure treated timbers for walls and associated steps. ◆Railroad ties. ◆Large scale precast concrete blocks. ◆Unit wall blocks.

6.2 Design Requirements: Mountainside Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
8. <u>Pavement & Curbing</u>	<ul style="list-style-type: none"> ◆To complement all plantings, buildings and existing landscape features. 	<ul style="list-style-type: none"> ◆Irregular, natural flows of circulation pavement is encouraged. ◆Driveway and paths should be curvilinear and integrated with natural topography. ◆Minimize guest parking spaces. ◆Allow sheet flowing where practical. 	<ul style="list-style-type: none"> ◆Gravel. ◆Stone. ◆Brick. ◆Asphalt (except curbing). ◆Concrete (except colored or stamped). ◆Concrete with exposed aggregate. ◆Muted in color and tone, and understated. <p>For Trails:</p> <ul style="list-style-type: none"> ◆Gravel. ◆Mulch. ◆Muted tones, rustic textures, organic colors. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Decorative pavers. ◆Concrete or pre-cast pavers.
9. <u>Guest/Additional Parking</u>	<ul style="list-style-type: none"> ◆To reduce visual impact of vehicles. ◆To minimize number of parking spaces. ◆To screen with plant materials and/or site elements. ◆To properly place parking space away from visual lines. 	<ul style="list-style-type: none"> ◆Minimize view from the street or adjacent properties. 	<ul style="list-style-type: none"> ◆Curbing (stone or concrete). ◆Muted tones, rustic textures, organic colors. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Pressure treated timbers. ◆ Railroad ties.
10. <u>Landscape Structures and Site Amenities</u> (See also para 5.7, <u>Landscape Structures and Site Amenities</u>)	<ul style="list-style-type: none"> ◆Elements to harmonize with the environment. 	<ul style="list-style-type: none"> ◆Sited to augment and complement overall design concept. ◆All elements shall be integrated with the buildings into finished grade and existing topography. 	<ul style="list-style-type: none"> ◆Stone. ◆Wood (stained, rough, finished). ◆Brick. ◆Stucco covered concrete or CMU block. ◆Any roofs to match related architecture regarding material selection.

6.2 Design Requirements: Mountainside Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
<p>10. <u>Landscape Structures and Site Amenities (cont.)</u></p> <p><u>(See also para 5.7, Landscape Structures and Site Amenities)</u></p>			<p>◆Organic materials, rustic look of mountain park architecture; muted colors, tones, textures.</p> <p>PROHIBITED:</p> <p>◆Pressure treated timbers.</p> <p>◆ Railroad ties.</p>
		<p>Exterior Lighting:</p> <p>◆Private lighting installed on individual properties shall not cause distraction, nuisance, or spillover light to others.</p> <p>◆Fixtures for security lights are to be located such that they are not visible from the street or other properties. Security lights may not be pole mounted and must be mounted on the home.</p> <p>◆No un-hooded floodlights may be used on or above second story eaves.</p> <p>◆Motion detectors or timers are encouraged to avoid continuously operating exterior lights.</p> <p>◆Up-lights or ground mounted lights intended to shine upward onto a tree are not generally allowed; however, a submission would be reviewed upon request.</p> <p>◆Low wattage/lumens driveway and walk lighting that directs light downwards (including solar lights) shall be soft and strategically placed within landscape areas.</p> <p>PROHIBITED:</p> <p>◆Exterior spot or flood illumination to accent architectural features such as columns, entries, chimneys, or full elevations.</p>	<p>Exterior Lighting:</p> <p>◆Exterior lighting fixtures shall be of high-quality materials & workmanship, and shall be in scale and style of the home. Finish of all exterior light fixtures shall match or coordinate with other exterior materials.</p> <p>◆Acceptable exterior light types include: incandescent, low voltage incandescent, LED, CFL, and quartz.</p> <p>PROHIBITED:</p> <p>◆High Intensity Discharge (HID) lights such as mercury vapor, high-pressure sodium, and metal halide.</p>

6.2 Design Requirements: Mountainside Homes (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
<p>10. <u>Landscape Structures and Site Amenities (cont.)</u></p> <p><u>(See also para 5.7, Landscape Structures and Site Amenities)</u></p>		<p>Garden and Yard Items:</p> <ul style="list-style-type: none"> ◆Garden and yard items such as sculptures, statues, water features, sports equipment, etc., are not allowed in areas within the public view (e.g., in front yards or in rear/side yards facing roadways or other public areas). 	<p>Garden and Yard Items:</p> <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Brightly colored garden sculptures, structures, or ornaments (e.g. garden gnomes, flamingos, gazing balls on pedestals, etc.)
		<p>Flags:</p> <ul style="list-style-type: none"> ◆Flags are limited to US state or national emblems, although decorative flags appropriate to a specific season are permitted, provided they are in good repair and are only displayed during the specific season. 	<p>Flags:</p> <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Freestanding flagpoles. ◆Roof-mounted flagpoles.
		<p>Holiday Decorations:</p> <ul style="list-style-type: none"> ◆Holiday decorations, including string lights, wreaths, and garlands are acceptable but must not be in place more than 30 days prior to an event and must be removed 30 days after an event. 	
		<p>Outdoor Fireplaces/Firepits:</p> <ul style="list-style-type: none"> ◆Outdoor fireplaces or firepits shall be located out of public view. ◆No combustible vegetation, structures, or other elements that may present a fire hazard shall be within 20' of a fire, and the ground surface within 8' of a fire shall be non-combustible. ◆No construction debris, leaves, trash, plastic, or pressure treated wood shall be burned, and fires shall comply with all applicable local or state regulations or prohibitions. 	<p>Outdoor Fireplaces/Firepits:</p> <ul style="list-style-type: none"> ◆Metal, stone, or masonry fireplace, fire ring, or chiminea. ◆Materials and colors must complement the architecture of the home <p>Surrounding ground surface materials:</p> <ul style="list-style-type: none"> ◆Stone. ◆Brick. ◆Gravel fines or pea gravel.

6.3 Design Requirements: Mixed Use (Retail, Office, and Apartment Living)

The streetscape for the Mixed Uses areas has a public and village feel. They are linked to the other neighborhoods by Straus Parkway, common areas and pedestrian greenways. The streetscapes are characterized by a commercial public appearance with wider walks, parking and public plazas. Street trees and site elements have a village community feel but still embrace the natural surroundings.

The overall character of this area will have a more commercial/retail public feeling. The buildings become larger in scale and more public in their expression and the landscape character follows suit. Yet plantings shall still reflect a natural, informal planting scene. The landscaping shall help soften and integrate the buildings into the natural surroundings.

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
1. <u>Exterior Walls</u>	<ul style="list-style-type: none"> ◆To create varied wall characteristics through the use of multiple exterior materials. 	Foundations: <ul style="list-style-type: none"> ◆Foundation walls shall be designed as part of the exterior wall materials' color scheme. ◆Foundation walls shall enclose crawl spaces. 	Foundations: <ul style="list-style-type: none"> ◆Stucco. ◆Exposed concrete or concrete masonry unit (CMU) foundation walls shall be stuccoed or parged with cement plaster. ◆Brick—medium to dark earth tones. May not be the predominant building material. ◆Natural or cultured stone in muted earth tone colors. ◆Automatic vents and access panels shall be coordinated with wall finishes, trim, and design patterns. <p><u>PROHIBITED:</u></p> <ul style="list-style-type: none"> ◆Vinyl, aluminum, or metal siding. ◆EIFS. ◆Painted or exposed concrete or CMU. ◆Painted brick.

6.3 Design Requirements: Mixed Use (Retail, Office, and Apartment Living) (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
1. <u>Exterior Walls (cont.)</u>		<p>Walls:</p> <ul style="list-style-type: none"> ◆ Exterior walls above the foundation shall be fitted as best as possible to finished grade. ◆ Walls shall be 1 to 1.5 stories max with exterior horizontal trim between floors. ◆ More than one exterior wall plate height shall be provided. ◆ A minimum of two materials and finishes shall be applied at each building face. 	<p>Walls:</p> <ul style="list-style-type: none"> ◆ Wood weatherboards with trim. ◆ Wood shakes or shingles. ◆ Brick—medium to dark earth tones. May not be the predominant building material. ◆ Natural or cultured stone in muted earth tone colors. ◆ Board and batten and board on board siding. ◆ Stucco. ◆ Parged cement plaster. ◆ Fiber-cement or composite siding (Hardie-board or SmartSide, or equivalent). <p><u>PROHIBITED:</u></p> <ul style="list-style-type: none"> ◆ Vinyl, aluminum, or metal siding. ◆ EIFS. ◆ Painted or exposed concrete or CMU. ◆ Painted brick.
2. <u>Roofs</u>	<ul style="list-style-type: none"> ◆ To create a uniformity of building profiles. ◆ To articulate and differentiate the building’s massing and the profile of the building’s shape. ◆ To accommodate upper floor rooms and/or changes in ceiling configuration of the main level spaces. 	<ul style="list-style-type: none"> ◆ No specific roof slope or shape is directed. ◆ Roof slopes may be utilized based on integration into overall design. ◆ Roof pitches of entrances may break or sweep at the eaves. ◆ Roof shape shall incorporate gable, hip, half-hip, shed, or a combination thereof. Shed roofs may not be the primary roof. ◆ The use of parapeted gables is recommended at prominent locations. ◆ A minimum of one gable shall be facing street and parking. If more than one gable is located on a front façade, one gable shall be at least 1.5 times larger than and may overlap the other gable 	<ul style="list-style-type: none"> ◆ Architectural grade asphalt shingles (CertainTeed Weathered Wood, etc.). ◆ Metal roofing, except on the primary roof. May be used on non-primary roofs. ◆ Wood shakes or shingles. ◆ Concrete tiles. ◆ Slate shingles. ◆ Composition shingles. ◆ Materials and treatment of eaves, rakes and soffits are to be complementary to exterior wall treatment and color scheme, and with the overall building design.

6.3 Design Requirements: Mixed Use (Retail, Office, and Apartment Living) (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
2. <u>Roofs (cont.)</u>		<ul style="list-style-type: none"> ◆Eaves and rakes shall be extended to protect walls and openings. ◆Soffits may be open or closed (exposed or concealed rafter tails). ◆Gable ends may overhang lower stories. ◆Solar panels are prohibited. 	<ul style="list-style-type: none"> ◆Roof accessories such as vents, flashing, gutters and down-spouts are to be of good quality and their coloring is to match with roofing materials fascia, soffits, and exterior wall treatment. Roof vents should be located on the backside of the roof to reduce visibility to the greatest extent possible. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Contrasting colors.
3. <u>Entrances</u>	<ul style="list-style-type: none"> ◆To provide a weather protected zone of transition between the street and the interior of the building. ◆To provide a cohesive and integrated language of the building’s exterior. 	<ul style="list-style-type: none"> ◆Entrances at the street façade shall be located under a gable and/or main roof of the building. ◆The size and design of entrances and lobbies shall be appropriate to their semi-public function. ◆Entry doors shall have pronounced trim, which may be arched. ◆Porch steps shall be closed riser type. Open risers are prohibited. 	<ul style="list-style-type: none"> ◆Columns, posts, rails, balusters, newels shall be constructed to be coherent and complementary with the exterior wall treatment and color scheme, and with the overall home design. ◆All structural steel members at street and/or parking facades shall be clad with materials complementary to the exterior wall and roof materials. ◆Entry doors shall be of painted or stained wood or steel, or aluminum storefront.
4. <u>Exterior Openings</u>	<ul style="list-style-type: none"> ◆To establish visibility of the building interiors to the pedestrians. 	<p>Windows:</p> <ul style="list-style-type: none"> ◆Shall be of tall and narrow proportions and preferably of casement-type as opposed to double-hung. ◆Shall preferably be arranged in groups of three or more in public rooms or in prominent places on the exterior. Single windows are discouraged. ◆Multi-story bays are recommended in ceremonial spaces. 	<p>Windows:</p> <ul style="list-style-type: none"> ◆Wood or aluminum clad architectural grade window units with matching tone simulated or true divided light muntins. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Grilles-between-glass muntins. ◆Exterior fiberglass or vinyl windows.

6.3 Design Requirements: Mixed Use (Retail, Office, and Apartment Living) (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
4. <u>Exterior Openings</u> (cont.)		<p>Windows (cont.):</p> <ul style="list-style-type: none"> ◆A major portion of the street façade on the main level shall be opened with windows to create a high degree of transparency. ◆Top of rough opening for all windows on main level of street and parking facades shall be 8 (eight) feet. ◆Skylights and light tubes shall be located away from the street façade. ◆On street facades, bracketed bay windows and/or window boxes are encouraged. 	
5. <u>Building Supplements</u>	<ul style="list-style-type: none"> ◆To complement the overall design of the building. ◆To integrate with the existing and planned built environment. 	<p>Chimneys:</p> <ul style="list-style-type: none"> ◆Shall be massive, with elaborated terminations, tall, and prominent. ◆Caps, where visible, shall be large and along with crown and flashing, finished to complement associated elements. 	<p>Chimneys:</p> <ul style="list-style-type: none"> ◆Masonry with stucco, cement plaster, or cladding over wood framing with masonry accessories, metal shrouds or other features. ◆Natural or cultured stone.
		<p>Exterior Mechanical/Plumbing/Electrical:</p> <ul style="list-style-type: none"> ◆All mechanical, plumbing and electrical installations on pads or otherwise shall be permitted only on the alley side of building. In any case, they shall be hidden from public view. 	<p>Exterior Mechanical/ Plumbing/ Electrical:</p> <ul style="list-style-type: none"> ◆Constructed or landscaped screening. Constructed screening materials and finishes shall be complementary with the exterior walls. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Vinyl lattice. ◆Diagonal screening.
		<p>Satellite Dishes:</p> <ul style="list-style-type: none"> ◆Satellite dishes, including all cabling and wiring, must be mounted in such a way as to minimize visual impact from the street. 	<p>Satellite Dishes:</p> <ul style="list-style-type: none"> ◆Only satellite dishes 39 inches in diameter or smaller shall be permitted.

6.3 Design Requirements: Mixed Use (Retail, Office, and Apartment Living) (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
5. <u>Building Supplements (cont.)</u>		Mailboxes: ◆Mailboxes shall be located within the covered street entrance area on the exterior wall.	
		Ancillary Structures: ◆Ancillary structures are prohibited.	
		Signage: ◆Shall be appropriate in design and scale to overall design of building. ◆Shall not be permitted above roof line of building. ◆Signage for directions on site shall be coordinated with overall signage concept for the development. PROHIBITED: ◆Non-static or mobile signage.	
6. <u>Grading & Drainage Features</u> (See also paragraphs 3.4.2, Erosion Control, and 5.3, Grading, Drainage, and Erosion Control)	◆To disturb existing landforms and drainage patterns as little as possible.	◆The Owner/Builder is responsible for providing positive drainage away from the buildings on a lot. ◆The grading and drainage design for a lot shall not result in concentrated flows of runoff onto adjacent private properties. ◆The Owner/Builder is responsible for maintaining or rerouting any natural drainage ways traversing the lot. The Owner/Builder must take into account the possible extent of upstream runoff when rerouting and/or maintaining the natural drainage course through the lot. ◆Bank of ditches (swales) properly sloped and stabilized with grass or native stone.	◆Metal grates and drain covers. ◆Stone drainage material. ◆Muted tones, rustic textures, organic colors. PROHIBITED: ◆Above grade and visible precast or in situ concrete elements.

6.3 Design Requirements: Mixed Use (Retail, Office, and Apartment Living) (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
<p>6. <u>Grading & Drainage Features</u></p> <p><u>(See also paragraphs 3.4.2, Erosion Control, and 5.3, Grading, Drainage, and Erosion Control)</u></p>		<ul style="list-style-type: none"> ◆All swales, drains, culverts, and drainage materials shall be designed to remove storm drainage efficiently and in an environmentally responsible fashion. ◆Maximize percolation of storm drainage by sheet flow and swales. 	
<p>7. <u>Landform Design & Retaining Walls</u></p>	<ul style="list-style-type: none"> ◆Retaining walls to complement architecture. ◆To integrate berming with natural topography. 	<ul style="list-style-type: none"> ◆Retaining walls to tie into architectural building features with similar material usage, e.g. a stone retaining wall tying into a water table or stone skirt of a building. ◆Integrated landform shall be finished with grades. ◆Berming shall be naturally planted. ◆Per Code, individual retaining walls, including boulder walls, taller than five feet must be engineered by a registered design professional. Multiple retaining walls within a horizontal distance of 50'-0" that are, combined, taller than 5'-0" must be engineered by a registered design professional. 	<ul style="list-style-type: none"> ◆Stone/boulders. ◆Brick or veneer (cultured) stone. ◆Stucco covered-concrete or stucco covered CMU block. ◆Large scale precast concrete blocks. ◆Unit wall blocks. ◆Muted tones, rustic textures, organic colors. ◆Berm planting. ◆Mulch shall not become a predominant visual design element. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Pressure treated timbers for walls and associated steps. ◆Railroad ties.
<p>8. <u>Pavement & Curbing</u></p>	<ul style="list-style-type: none"> ◆To complement all plantings, buildings, and existing landscape features. ◆To create a cohesive streetscape. 	<ul style="list-style-type: none"> ◆Paving and curbing shall complement other site elements and architecture. 	<ul style="list-style-type: none"> ◆Stone. ◆Brick. ◆Asphalt (except curbing). ◆Concrete (except colored or stamped). <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Decorative pavers. ◆Concrete or pre-cast pavers.

6.4 Design Requirements: Special Uses (Condominiums, Lakehouse, Pump Houses, etc.)

The streetscape for the Special Uses areas has a public and a village community or service feel as a specific function requires. They are unlinked to specific neighborhoods. The overall character of this area becomes more commercial and more prominent due to building scale, proportions, and site locations. The landscape character of the Special Uses shall reinforce and reflect this unique expression.

Site plantings soften the impact of pavement, buildings and parking, yet support and reinforce pedestrian/bicycle circulation routes and define views. Additionally, it assists in creating and defining “people places”, providing shade and screening site utility elements while highlighting and complementing the Mountain Park Architecture style as a link to the existing natural landscape.

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
1. <u>Exterior Walls</u>	<ul style="list-style-type: none"> ◆To integrate the building in the existing topography. ◆To establish a building envelope which is in scale and configuration appropriate to the building function and its siting. ◆To create varied wall characteristics through the use of multiple exterior materials. 	Foundations: <ul style="list-style-type: none"> ◆Foundation walls shall be designed as part of the exterior wall materials’ color scheme. ◆Foundation walls shall enclose crawl spaces. ◆Foundations for porches and terraces shall be continuous walls and/or a system of piers and continuous screening. 	Foundations: <ul style="list-style-type: none"> ◆Stucco. ◆Exposed concrete or concrete masonry unit (CMU) foundation walls shall be stuccoed or parged with cement plaster. ◆Brick-- medium to dark earth tones. May not be the predominant building material. ◆Natural or cultured stone in muted, earth tone colors. ◆Automatic vents and access panels shall be coordinated with wall finishes, trim, and design patterns. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Vinyl, aluminum, or metal siding. ◆EIFS. ◆Painted concrete or CMU. ◆Painted brick.
		Walls: <ul style="list-style-type: none"> ◆A minimum of two materials and finishes shall be applied at each building face. 	Walls: <ul style="list-style-type: none"> ◆Stucco. ◆Brick-- medium to dark earth tones. May not be the predominant building material.

6.4 Design Requirements: Special Uses (Condominiums, Lakehouse, Pump Houses, etc.) (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
1. <u>Exterior Walls (cont.)</u>			<p>Walls (cont.):</p> <ul style="list-style-type: none"> ◆Natural or cultured stone in muted, earth tone colors. ◆Parged cement plaster. ◆Wood weatherboards with trim. ◆Wood shakes or shingles. ◆Board and batten and board on board siding. ◆Fiber-cement or composite siding (Hardie-board or SmartSide, or equivalent). <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Vinyl, aluminum, or metal siding. ◆EIFS. ◆Painted concrete or CMU. ◆Painted brick.
2. <u>Roofs</u>	<ul style="list-style-type: none"> ◆To articulate and differentiate the building’s massing and the profile of the building’s shape. ◆To accommodate upper floor rooms and/or changes in ceiling configuration of the main level spaces. 	<ul style="list-style-type: none"> ◆The overall roof design shall articulate the building volume in distinctive parts with hip, half-hip, shed or combination thereof with multiple large-scale gables. Shed roofs may not be a predominant shape. ◆The use of parapeted gables is recommended at prominent locations. ◆Eaves and rakes shall be extended to protect walls and openings. ◆Soffits may be open or closed (exposed or concealed rafter tails). ◆Gable ends may overhang lower stories. ◆Solar panels are prohibited. 	<ul style="list-style-type: none"> ◆Architectural grade asphalt shingles (Certainteed Weathered Wood, etc.). ◆Metal roofing, except on the primary roof. May be used on non-primary roofs. ◆Wood shakes and shingles. ◆Concrete tiles. ◆Slate shingles. ◆Composition shingles. ◆Materials and finishes of eaves, rakes and soffits shall be coherent and complementary with the exterior wall treatments.

6.4 Design Requirements: Special Uses (Condominiums, Lakehouse, Pump Houses, etc.) (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
			<p>Roofs (cont.):</p> <ul style="list-style-type: none"> ◆Roof accessories such as vents, flashing, gutters and down-spouts shall be of good quality and their coloring is to match with roofing materials fascia, soffits and exterior wall treatment and color scheme. Roof vents should be located on the backside of the roof to reduce visibility to the greatest extent possible. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Contrasting colors.
3. <u>Porches and Terraces</u>	<ul style="list-style-type: none"> ◆To provide generous places for social functions which converge the interior of the building with the natural environment and the public realm. 	<ul style="list-style-type: none"> ◆The scale and design of porches and terraces shall be appropriate to their function as well as their location relative to the building volume, the topography, and the natural environment. ◆Porch and terrace steps shall be closed riser type. Open risers are prohibited. 	<ul style="list-style-type: none"> ◆Columns, posts, rails, balusters, newels and stairs shall be constructed to be coherent and complementary with the exterior wall treatment and with the overall building design.
4. <u>Exterior Openings</u>	<ul style="list-style-type: none"> ◆To create formal entrances which are in scale and location appropriate to the function and siting of the building complex. ◆To provide articulation and hierarchy of scale for the exterior of the building volume. 	<p>Entrances:</p> <ul style="list-style-type: none"> ◆Entrances shall be combined with covered porches and/or porte-cocheres. 	<p>Entrances:</p> <ul style="list-style-type: none"> ◆Entry doors shall be of painted or stained wood or steel.
		<p>Windows:</p> <ul style="list-style-type: none"> ◆Shall be preferably of tall and narrow proportions. ◆Shall be arranged in groups of three or more in inhabited rooms or in prominent places on the exterior. Single windows are discouraged. ◆Multi-story bays are recommended in ceremonial spaces. 	<p>Windows:</p> <ul style="list-style-type: none"> ◆Wood or aluminum clad window units with matching simulated or true divided light muntins. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Grilles-between-glass muntins. ◆Exterior fiberglass or vinyl windows.

6.4 Design Requirements: Special Uses (Condominiums, Lakehouse, Pump Houses, etc.) (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
4. <u>Exterior Openings</u> (cont.)		◆Skylights and light tubes shall be located away from the public view.	
			Shutters: ◆Shutters shall be appear to be operable, sized and installed appropriately for window to which they are attached. Shutters on multiple or ganged windows are prohibited. ◆Shutters shall be of painted or stained wood.
5. <u>Building Supplements</u>	◆To complement the overall design of the building and its exterior spaces.	Chimneys: ◆Shall be massive, with elaborated terminations, tall and prominent. ◆Caps, where visible, shall be large and, along with crown and flashing, finished to complement associated elements.	Chimneys: ◆Masonry, stucco, cement plaster, or cladding over wood framing with masonry accessories, metal shrouds or other features. ◆Natural or cultured stone.
		Exterior Mechanical/Plumbing/Electrical: ◆All mechanical, plumbing and electrical installations on pads or otherwise shall be hidden from public view with constructed or landscaped screening.	Exterior Mechanical/ Plumbing/ Electrical: ◆Materials and finishes shall be identical with the exterior walls of the building complex. PROHIBITED: ◆Vinyl siding. ◆Vinyl lattice. ◆Diagonal screening.
		◆Satellite dishes, including all cabling and wiring, must be mounted in such a way as to minimize visual impact from the street.	◆Only satellite dishes 39 inches in diameter or smaller shall be permitted.
		Signage: ◆Shall be appropriate in design and scale to overall design of building	◆Shall complement exterior wall and roof finishes.

6.4 Design Requirements: Special Uses (Condominiums, Lakehouse, Pump Houses, etc.) (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
<p>5. <u>Building Supplements (cont.)</u></p>		<p>Signage (cont.):</p> <ul style="list-style-type: none"> ◆ Shall not be permitted above roof-line of building. ◆ Signage for directions on site shall be coordinated with overall signage concept for the development. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆ Non-static or mobile signage. 	
		<p>Ancillary Structures:</p> <ul style="list-style-type: none"> ◆ Ancillary structures, pools, etc. shall be placed on a side away from the main entrance and street. 	<p>Ancillary Structures:</p> <ul style="list-style-type: none"> ◆ Shall be identical to the main building.
		<p>Service Facilities/Waste Disposal:</p> <ul style="list-style-type: none"> ◆ If these are not integrated within the main building volume, such facilities shall be sited and designed to be protected from public view and access. ◆ The design shall be such that these facilities are perceived as an integral part of the building complex. 	<p>Service Facilities/Waste Disposal:</p> <ul style="list-style-type: none"> ◆ Shall be identical to the main building.
<p>6. <u>Grading & Drainage Features</u></p> <p>(See also paragraphs 3.4.2, Erosion Control, and 5.3, Grading, Drainage, and Erosion Control)</p>	<ul style="list-style-type: none"> ◆ To minimize disturbance of existing landforms and drainage patterns 	<ul style="list-style-type: none"> ◆ The Owner/Builder is responsible for providing positive drainage away from the buildings on a lot. ◆ The grading and drainage design for a lot shall not result in concentrated flows of runoff onto adjacent private properties. ◆ The Owner/Builder is responsible for maintaining or rerouting any natural drainage ways traversing the lot. The Owner/Builder must take into account the possible extent of upstream runoff when rerouting and/or maintaining the natural drainage course through the lot. 	<ul style="list-style-type: none"> ◆ Metal grates and drain covers. ◆ Stone drainage material. ◆ Muted tones, rustic textures, organic colors. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆ Above grade and visible precast or in situ concrete elements.

6.4 Design Requirements: Special Uses (Condominiums, Lakehouse, Pump Houses, etc.) (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
<p>6. <u>Grading & Drainage Features (cont.)</u></p> <p><u>(See also paragraphs 3.4.2, Erosion Control, and 5.3, Grading, Drainage, and Erosion Control)</u></p>		<ul style="list-style-type: none"> ◆Bank of ditches (swales) properly sloped and stabilized with grass or native stone. ◆All swales, drains, culverts, and drainage materials shall be designed to remove storm drainage efficiently and in an environmentally responsible fashion. ◆Maximize percolation of storm drainage by sheet flow and swales. 	
<p>7. <u>Landform Design & Retaining Walls</u></p>	<ul style="list-style-type: none"> ◆Retaining walls to complement architecture. ◆To integrate berming with natural topography. 	<ul style="list-style-type: none"> ◆Retaining walls shall tie into building features with similar material usage, e.g. a stone retaining wall tying into a water table or stone skirt of a building. ◆Integrated landform shall be finished with grades. ◆Berming shall be naturally planted. ◆Per Code, individual retaining walls, including boulder walls, taller than five feet must be engineered by a registered design professional. Multiple retaining walls within a horizontal distance of 50'-0" that are, combined, taller than 5'-0" must be engineered by a registered design professional. 	<ul style="list-style-type: none"> ◆Stone/boulders. ◆Brick or veneer (cultured) stone. ◆Stucco covered-concrete or stucco covered CMU block. ◆Large scale precast concrete blocks. ◆Unit wall blocks. ◆Muted tones, rustic textures, organic colors. ◆Berm planting. ◆Mulch shall not become a predominant visual design element. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Pressure treated timbers for walls and associated steps. ◆Railroad ties.

6.4 Design Requirements: Special Uses (Condominiums, Lakehouse, Pump Houses, etc.) (Cont.)

<i>Elements</i>	<i>Goals</i>	<i>Design and Configuration</i>	<i>Materials and Finishes</i>
8. Pavement & Curbing	<ul style="list-style-type: none"> ◆Materials to complement all other site elements, plantings, architecture. ◆To minimize pavement area. 	◆Paving and curbing shall complement other site elements and architecture.	<ul style="list-style-type: none"> ◆Stone. ◆Brick. ◆Asphalt (except curbing). ◆Concrete (except colored or stamped). <p>For Walks:</p> <ul style="list-style-type: none"> ◆Stone. ◆Concrete. ◆Concrete with exposed aggregate. ◆Muted tones, rustic textures, organic colors. <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Decorative pavers. ◆Concrete or pre-cast pavers.
9. Parking	<ul style="list-style-type: none"> ◆To reduce the visual impact of vehicles. ◆To coordinate with pedestrian circulation. 	◆Paving and curbing shall complement other site elements and architecture.	<ul style="list-style-type: none"> ◆Muted tones, rustic textures, organic colors. <p>Encouraged:</p> <ul style="list-style-type: none"> ◆Curbing (stone or concrete). <p>PROHIBITED:</p> <ul style="list-style-type: none"> ◆Railroad ties. ◆Pressure treated timbers.

Attachment 1

Owner Verification of Intent

I hereby certify that I have read the current Design Manual and that I have complied with (or intend to comply with) all applicable parts of this manual. (This verification must be signed by the Owner, Architect, Builder, and Landscape Designer, as applicable.)

Owner Signature

Printed Name

Date

Architect Signature

Printed Name

Date

Builder Signature

Printed Name

Date

Landscape Designer

Printed Name

Date