

COOPER FARMS
ARCHITECTURAL
GUIDELINES

COOPER FARMS SUBDIVISION
ARCHITECTURAL GUIDELINES

The Architectural Committee (Committee) was established on February 9, 1998, pursuant to Declaration of Restrictive Covenants and Road Maintenance Agreement of Cooper Farms Subdivision, recorded at Book 1445, Page 699, Johnston County Registry, dated 5/25/95, for the *Purpose* as stated therein under Article 1.

The Covenants, incorporated herein by reference, convey authority to the Committee to review and act upon homeowners' requests for architectural approval and, as such, take priority over each homeowner's general warranty deed by which property ownership was conveyed.

SECTION I - REVIEW PROCEDURES

A *Request for Architectural Approval* form, a copy of which is attached hereto, with an explanation of the proposed change or addition must be submitted to the Committee along with complete accompanying documentation at least ten days prior to a scheduled meeting. Descriptions, samples of paint color, associated drawings and a copy of the lot survey and/or plat plan (with dimensions of the proposed change or addition, including distances to nearest lot lines) must accompany the form so that the Committee may reasonably act on each request. All changes are subject to review and inspection by the Committee. Please note that it is the responsibility of the homeowner to obtain any necessary building permits.

The Committee will meet monthly on the second Tuesday of each month to review and discuss requests for approval. The Committee will evaluate and consider each request on its own merit. No previously approved request shall constitute having established a precedent for approval.

The Committee will discuss the request and respond within 30 days of final committee review thereof. The response will be one of the following:

1. approved as submitted;
2. approved subject to conditions;
3. disapproved for lack of information;
4. disapproved;
5. decision postponed pending a site visit.

Approval is required before any work is begun. If a homeowner disagrees with the Committee's decision, an appeal for further review may be directed to the Board of Directors of the Association.

The request form and supporting documents become the property of the Committee.

SECTION II – ITEMS WHICH REQUIRE COMMITTEE APPROVAL

Some general examples of items that require Committee approval are as follows:

Structural: Any exterior change and/or addition (of any size and/or dimension) including, but not limited to, awnings, decks, patios, garages.

Adjacent Structures: Any change and/or addition (of any size and/or dimension) including, but not limited to, fences, driveways, storage buildings, pools, hot tubs/spas, greenhouses, gazebos, workshops; anything visible from the street and/or visible to neighbors that could possibly be construed as offensive.

Building set backs are 30 feet from the front property line, 10 feet from the interior property lines, 25 feet from the rear property line and 20 feet from a side street right of way.

Utility and maintenance easements are 5 feet from each property line.

Landscaping: Any significant change and/or addition including, but not limited to, removal of large, healthy trees over 6 inches in diameter, shrubs for screening, grading changes, drainage changes.

Miscellaneous: Any change and/or addition (of any size and/or dimension) including, but not limited to, paint color, satellite dish placement, solar collectors, free-standing flag poles.

Please note:

As used herein, “front view” means the perspective from which a house is viewed when being looked at from the street, directly toward the front of the house.

Many items do not require formal approval. However, submission for approval is recommended if there is any doubt that an item would be approved if submitted. For any such item not submitted and subsequently approved, the Committee reserves the right to intervene should it be established that the guidelines have not been followed.

Basketball Goals

Basketball goals that are attached to the house over garage doors or affixed to a pole located at the garage end of the driveway do not require approval.*** If submitting for approval, please specify size and location.

Clotheslines

Clotheslines located in the back yard directly behind the house and not visible from the street (front view) do not require approval.***

Common Areas

No burning, no planting of illegal substances, no dumping of trash or other debris, no spraying of chemicals and no permanent storage of cars, boats, trailers, rv's or other vehicles shall be allowed on the common areas. The costs of removing any of the aforementioned items will be assessed to the homeowner.

Decks – Approval Required

Decks should be attached to the house, constructed of treated lumber and may be left natural or stained or painted to match the trim of the house. Request for approval should specify size, location, design and color.

Dog Pens

Dog pens no larger than 10 x 10 that are located in the back yard directly behind the house and not visible from the street (front view) do not require approval.*** If submitting for approval, please specify size, location, construction materials and proposed screening materials to be used, if any.

Driveways – Approval Required

Driveway extensions or additional parking pads should be constructed of concrete or asphalt to match existing driveway. Request for approval should specify size, location and construction materials.

Fences – Approval Required

Should be constructed of pressure treated lumber with inside supports, attached to the house and may be left natural or stained or painted to match the trim of the house. Fences may not encroach on side and rear lot lines, maintenance easements and rights of way and must be located so that they do not enclose any part of the front yard. Request for approval should specify size, location, design and color.

Chain link fences erected directly behind the house and not visible from the street (front view) may be approved in some instances, depending on lot location and orientation.

Above ground electric fences are prohibited.

Landscaping

Major changes or additions, including but not limited to, the cutting of large, healthy trees greater than 6 inches in diameter, shrubs for screening, grading or drainage changes, all or any of which would significantly alter the appearance and character of a property, require approval. If submitting for approval, please specify size, location, design and materials.

Mailboxes

Mailbox posts, with or without newspaper slots, must be constructed of white wood or vinyl and be of a style and size consistent with the boxes initially provided by the builder. Mailboxes must be white standard United States Postal Service boxes. Anything other than a white box is not permitted. Separate newspaper boxes supplied by newspapers are not permitted.

Painting Changes – Approval Required

Changes in exterior paint color, trim and/or shutters, different from what was originally approved prior to construction, must be submitted for approval. When submitting for approval, please attach color chip(s) to the request.

Playhouses/Treehouses/Swingsets/Trampolines

Playhouses, treehouses, swingsets and trampolines located in the back yard directly behind the house and not visible from the street (front view) do not require approval.*** If submitting for approval, please specify size, location, design, manufacturer and materials.

Propane Tanks

Small to medium sized propane tanks located in the back yard directly behind the house and not visible from the street (front view) do not require approval.*** Tanks larger than 125 gallons must be submitted for approval. If submitting for approval, please specify size, location and proposed screening materials to be used, if any.

Satellite Dishes

18" satellite dishes attached to the house in an inconspicuous location do not require approval.*** Satellite dishes larger than 18" must be submitted for approval as to location and screening materials. Request for approval should specify size, location and screening materials.

Storage Buildings – Approval Required

Storage buildings must be located in the back yard directly behind the house and should not be visible from the street (front view); building materials, including siding, brick, shingles, trim and paint color(s) must match the house. Request for approval should specify size, location and building materials.

Swimming Pools/Hot Tubs – Approval Required

Swimming pools must be surrounded by an approved fence, should be located in the back yard directly behind the house and not visible from the street (front view). Request for approval should specify size, location and name of contractor or manufacturer.

Disclaimer – All items for which approval is required and which were approved prior to the adoption of these Guidelines or while the subdivision was under the control of the developer may not comply with the precepts set forth herein and should not be construed as standards or precedents.

*****This item does not require formal approval. However, submission for approval is recommended if there is any doubt that the item would be approved if submitted. For any such item not submitted and subsequently approved, the Committee reserves the right to intervene should it be established that the guidelines have not been followed.**

SECTION III - REVISIONS TO GUIDELINES

Upon majority vote by the Committee, these Guidelines may be revised and/or amended as necessary; any revisions/amendments thereto must subsequently be ratified by the Board of Directors of the Association.

SECTION IV - VALIDATION OF GUIDELINES

These Guidelines were adopted by the Committee on April 14, 1998 and were subsequently ratified by the Board of Directors of the Association on July 16, 1998.

Accordingly, these Procedures and Guidelines, as stated herein, are deemed ratified and effective as of July 16, 1998.

COOPER FARMS ARCHITECTURAL COMMITTEE
REQUEST FOR ARCHITECTURAL APPROVAL

Section 1 – General Information

I understand that in addition to review and approval by the Architectural Committee (Committee), local applicable codes may require permits and inspections of the proposed improvements. I understand that it is my responsibility to determine the necessity for a permit and subsequent inspection and to obtain such permits/inspections as needed.

Name of Property Owner	Signature of Property Owner
Address	Lot Number
Telephone Number – Home	Telephone Number – Work

Section 2 – Description of Proposed Improvement

1. _____

2.	Color _____	(Please attach color chip)
	Size _____	
	Location _____	
	Materials _____	(Construction)
		(Screening)
	Design _____	
	Contractor _____	
	Manufacturer _____	

3. Sketch of proposed improvement including all dimensions and elevations. Please attach a copy of any professional plans to be used.

4. Lot survey/plat plan showing the proposed improvement in relation to lot lines, existing structures, landscaping, etc.

Section 3: Builder/Contractor Information (if applicable)

Name: _____
Address: _____
Phone Number: _____

Section 4: The Approval Process

Forms should be submitted to Lessie Scott 132 Amsterdam Dr Clayton, NC 27520.

The Committee has 30 days from review of the COMPLETED form, including all attachments, to notify you of their decision. Forms submitted without complete accompanying documentation will be disapproved for lack of information and must be resubmitted for approval.

Should the Committee disapprove a request, an appeal may be made to the Association's Board of Directors.

The Committee reserves the right to inspect your property within 30 days of completion of construction to verify that all changes were made in accordance with the form and the plans as reviewed and approved.

Section 5: Committee Use Only

Date form received by Committee: _____

Date of Committee meeting(s) during which request was discussed: _____

Date homeowner requested to provide additional supporting information: _____

Date of site visit (if applicable): _____

COMMENTS: _____

COMMITTEE DECISION: _____ DATE: _____

Date homeowner notified of decision: _____

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