

# **MIRROR RIDGE HOMEOWNERS ASSOCIATION**

## **ARCHITECTURAL GUIDELINES**

Approved by MRHOA Board of Directors

August 27, 2002

Architectural review is an integral part of a successful homeowners Association, acting on behalf of all property owners in the protection of their property values by preserving and enhancing the architectural integrity of the community.

Architectural controls are included in the Covenants to preserve the integrity of the original community designs. The controls apply only to property exteriors, but not to planting on individual lots.

The Architectural Review Committee is appointed by the Board to develop guidelines and decide on requests for changes. The Board of Directors hears appeals of committee decisions.

The Covenants and Bylaws of the Association establish the rules under which the homeowners association operates. Pursuant to the governing documents, the Board has developed revised guidelines, policies, and procedures for architectural review.

The Architectural Guidelines are the standards by which applications for architectural changes will be reviewed. Exceptions to these guidelines will be considered on a case by case basis. Generally exceptions will not be allowed unless there are extenuating circumstances.

The Covenants and Bylaws require, and always have required, that ARC approval must be obtained before any change in the exterior appearance of the home is made.

## **ARCHITECTURAL GUIDELINES**

### **Windows**

Windows must be made of wood, vinyl, aluminum, or other architectural grade material generally accepted for high quality residential construction. Exterior frames must be white. Materials shall be at least equal in quality to the original windows.

Windows shall be glazed with glass or other architectural grade material generally accepted for high quality residential construction. Plexiglass or other soft glazing material is not permitted. Glazing material shall be clear and non-tinted.

Windows shall have rectangular mullion grids installed. mullion grids shall match exactly in number to the original windows; six panes in the upper and six panes in the lower sash. .

Replacement windows shall be identical in appearance to the original windows in all respects, including the pattern of mullion grids. Single-hung, double-hung or horizontal sliding windows are the only types permitted. All windows installed in a given house must be of the same type.

If storm windows are not an integral part of the window, and a separate feature, they shall be mounted on the interior side of the window and shall have clear glazing material. Construction and glazing material must be the same type and quality as the primary windows.

Homeowners must maintain windows, mullion grids, storm windows, and screen window inserts in 'like new' condition. No covering of any kind shall be permitted on the exterior of the windows.

### **Garage Doors**

Garage doors shall be identical in appearance to the original doors and shall be painted white. Doors shall be maintained in 'like new' condition.

Owners shall maintain the windows in garage doors. Windows shall be glazed with glass or other architectural grade material generally accepted for high quality residential construction.

**Palladian Windows**

Palladian windows shall be maintained in like-new condition, and shall be identical in style to the original windows. Mullions in palladian windows must be maintained in like-new condition and in the same style as the original windows.

Palladian windows may be left clear and free of any covering **OR** be entirely painted (from the inside) one color to match exactly the home's trim color **OR** covered with an acceptable window treatment which will include pleated fabric, paper shades, venetian blinds, or fabric window treatment.

Unacceptable window treatments consist of, but are not limited to, cardboard and foil covered palladian windows.

Palladian windows may not be installed in homes originally built without them.

**Storm/Screen Doors**

Storm Doors may be either security doors or full view glass doors. Storm doors may be constructed of metal or other architectural grade material generally accepted for high quality residential construction.

Full view is defined as: The inside panel (glass or screen) must occupy eighty percent (80%) or more of the door and there is no more than sixteen (16) inches of non-glass (or screen) material on the lower border. Self-storing storm doors which meet this definition are permitted.

Storm doors shall be glazed with glass or other architectural grade material generally accepted for high quality residential construction. Plexiglass or other soft glazing materials are not permitted. Glazing material shall be clear and non-tinted.

Security Doors are defined as storm doors with safety grilles installed. You must submit a picture of the proposed design with your ARC application. Preferred grille designs are rectangular or as simple as possible.

Glazing material shall be clear and non-tinted. Full Panel screen inserts shall be permitted. No covering shall be permitted on the exterior of the storm door.

The color of the storm or security door shall match the color of the primary door or the surrounding trim.

### **Exterior Doors and Hardware**

Exterior doors may be constructed of metal, wood or other architectural grade material generally accepted for high quality residential construction. Materials shall be at least equal in quality to the original doors.

Front doors shall be of the six panel style with the small top panels either glazed or the same material as the rest of the door. Owners of homes with palladian windows may select a front door style with semicircular glazing. Rear doors shall be the same style as originally installed.

Exterior doors shall be painted in conformity with exterior paint guidelines.

Any change in the existing style or material composition must be submitted to the ARC for approval. Homeowners must provide pictures and a detailed description of style and composition. Factors such as ease of maintenance and harmony with nearby homes will be factors in the ARC's decision.

Exterior hardware, including doorknobs, locks, door knockers, and kick plates shall be polished or antique brass finish. Front exterior lights may be polished or antique brass finish or black metal finish. Rear exterior lights shall be polished or antique brass finish or black metal finish. Door knockers shall be permitted if installed in the center of the door below the top set of panels of a (6) six paneled door. All front hardware shall match in finish and appearance. All hardware shall be maintained in like-new appearance.

House numbers shall be displayed at the front of all homes, and shall be clearly visible from the street. Style, size, and materials shall match that of originally installed house numbers.

Transom windows above front doors shall be maintained in like new condition. Transom windows may either contain a window treatment or remain bare of a window treatment. A stained-glass window insert may be installed in transom windows.

### **Awnings**

Awnings may be installed over a deck or a patio only at the rear of the home. Installation will not be approved for any other location.

Awnings shall be made of fabric and shall be retractable. Color shall be green or beige or shall match the existing paint scheme.

Permanent structures consisting of wood, aluminum, plastic, etc shall not be permitted. Color scheme of the home and color example of fabric awning must be submitted at the time of application.

**Concrete Structures on the Homeowner's property.**

All concrete stoops, sidewalks, steps, landing pads, and driveways on homeowners property shall be well maintained with no sizable cracks (over 1/8 inch thick) and without major pitting and chipping. Design and finish shall match the original appearance

Painted concrete stoops, sidewalks, steps, landing pads, and driveways shall not be permitted. No exceptions and no grandfather clauses will be permitted.

Carpet shall not be permitted over concrete stoops, sidewalks, steps, landing pads, and driveways.

**Fences**

Fences shall be constructed of wood or other architectural grade wood substitute material generally accepted for high quality exterior residential construction. Wood substitute materials must present the appearance of natural wood. Wire or other materials are not permitted. All materials must comply with applicable government regulations, including local building codes.

Fences shall be of vertical board design. All attached fence sections shall be identical in design. All posts shall be capped or chamfered to shed water.

Fence height shall be six (6) feet in height at the point of attachment to the house. Thereafter, fences will follow the natural contour of the land in a step like manner, with each section maintaining a level top. Height of the fence at any point is to be not less than five (5) feet and not more than seven (7) feet.

All posts will be set securely according to best practices for residential fence construction.

Common use of corner posts shall require written approval of the adjoining homeowner. If the adjoining homeowner's approval cannot be obtained, the applicant may install a corner post entirely within the boundaries of his property. All fence sections, including common fencing, must be entirely within the homeowners' property lines and not on common property.

The homeowner shall assume responsibility for securing permission from all adjacent property owners prior to constructing or maintaining any fence attached to a common fence line.

Maintenance of common fence sections is the joint responsibility of both homeowners. It is the responsibility of the homeowners to ensure that the fence line is within their property boundaries.

Fences must conform to all county codes. Permits are required for the property's permanent file.

**Gates**

Fences shall be constructed with either 1 or 2 gates; 1 gate in the front of the property and one gate in the back. Gates shall be single width not to exceed 48 inches.

Gates shall be hung securely in order to provide stability to help the gate remain plumb.

Gates shall be compatible with fencing in design, material, height and color. Gate hardware shall be unobtrusive and rust resistant.

Double gates will be considered only in cases where accessibility for public utility trucks may be needed. This will require visual inspection of the site by the management agent to confirm that such access is required.

**Shutters**

Shutters shall be constructed of vinyl, wood, or other architectural grade material generally accepted for high quality residential construction.

Shutters shall be the same color, style, and length as the original shutters. The length of the shutters shall be the same as the length of the window. Shutters the same width as originally installed, or widths ranging from 15-18 inches will be permitted.

Replacement shutters will be of the horizontal louvered style with one horizontal divider. Raised panel shutters shall not be permitted.

Replacement shutter style shall match all other shutters on the home. Replacement shutters must be replaced on all originally shuttered windows.

**Sheds and Exterior Structures**

Sheds shall be constructed of wood, vinyl, or other architectural grade material generally accepted for high quality residential construction.

The exterior height of the shed at the eaves of the roof shall not exceed six (6) feet six (6) inches, and height at the peak of the roof shall not exceed eight (8) feet including the roofing. Area of the shed shall not exceed six (6) feet by eight (8) feet (forty-eight (48) square feet).

Colors shall be a natural wood finish matching the fence or shall conform to exterior paint guidelines.

**Skylights**

Skylights shall be permitted on the rear roof surface only. Skylights shall be constructed of architectural grade material generally accepted for high quality residential construction.

Skylights shall conform to the slope of the roof and shall not exceed 6 inches in height.

### **Outdoor Playground Equipment**

Outdoor playground equipment such as swing sets are allowed only in back yards fully enclosed by fences. Only playground equipment suitable for small children shall be permitted.

### **Decks**

Decks shall be constructed of wood or other architectural grade wood substitute material generally accepted for high quality exterior residential construction. Wood substitute materials must present the appearance of natural wood.

Decks must be set back ten (10) feet from the rear property line and must conform to all county building, setback, and zoning codes. Permits are required for the property's permanent file.

### **Exterior Paint Guidelines**

Exteriors shall be painted no more than two colors, generally a neutral color with a contrasting accent color, both of which are designed to harmonize with the aesthetic theme of the homes in the Association. Garage doors, gutters, rainspouts, soffitts and fascia boards must be painted white, this not being included as one of the two allowable colors above. Painting of brick, siding or concrete on the exterior of the homes and properties is not permitted.

Examples of acceptable neutral colors are white, beige and gray. Accent colors generally used are dark red; dark blue, dark green and black, but others will be considered. Any paint finish, from flat to glossy, is permitted, depending on the preference of the homeowner.

Decks and Fences: Only semi-transparent pigmented stains (i.e. not paint) which fall within the normal range of natural wood colors are allowed. Only one color stain will be used for both the deck and fence, if both are being stained,

Screen and/or storm doors: Screen and/or storm doors shall be painted to match the paint scheme of the home, using one of the colors approved for the rest of the home, white or black, Bare metal or mill finish doors are not permitted.

Homeowners may repaint their homes as necessary with the original or previously approved paint scheme without farther approvals, as long as any color variations are minor and unnoticeable after the entire home is painted. However, if a partial repainting is contemplated, the new paint colors must exactly match the old, or the entire home must be repainted.

Wrought iron rails in the front of homes must remain black in color.

Metal roofs are intended to simulate copper and must be painted verdigris green, metallic copper, or metallic bronze.

**Bay Windows and Bumpouts**

Bay windows and bump outs shall be finished as originally built or may be covered with 4 inch white clapboard style siding.

Siding shall be vinyl or other architectural grade material generally accepted for high quality exterior residential construction.

**General Property Appearance**

The exterior of all dwellings and yards must be properly maintained in an orderly and like-new condition at all times;