FAIRWOODS ON SEVEN
SCHEDULE B

Revised 01-2022

FAIRWOODS ON SEVEN SCHEDULE B ---- **3**

SECTION 1 ---- 3
PREFACE AND AUTHORITY ---- 3
SECTION 2 ---- 4
AN INTRODUCTION TO THE COMMUNITY ---- *4*
SECTION 3 ---- 5
DESIGN PHILOSOPHY ---- *5*
SECTION 4 ---- 7
THE ARCHITECTURAL REVIEW BOARD (ARB) ---- *7*
PURPOSE: ---- 7
AUTHORITY: ---- 7
MEMBERS: ---- 7
MAJORITY VOTE: ---- 7
MEETINGS: ---- 7
RESPONSIBILITIES: ---- 8
SECTION 5A ---- 9
ARCHITECTURAL REVIEW BOARD POLICIES ---- *9*
APPLICANTS' RESPONSIBILITIES: ---- 9
DESIGN REVIEW APPROVALS: ---- 9
DESIGN REVIEW DECISIONS: ---- 9
APPEAL: (See Section 5d.) ---- 10
VARIANCES: (See Section 5d.) ---- 10
WRITTEN APPROVALS/ORAL STATEMENTS: ---- 10
APPROVAL EXPIRATION: ---- 10
ADDITIONS/REMODELING/IMPROVEMENTS: ---- 10
CONSTRUCTION CHANGES: (See Section 5c.) ---- 10
CONSTRUCTION INSPECTIONS: ---- 11
SECTION 5B. ---- 12
DESIGN APPROVAL PROCESS ---- *12*
STEP ONE: PRELIMINARY ARCHITECTURAL REVIEW ---- 12
STEP TWO: FINAL ARCHITECTURAL REVIEW ---- 13
STEP THREE: SUBMISSION OF PLANS TO APPROPRIATE BUILDING DEPARTMENT ---- 14
STEP FOUR: FINAL LANDSCAPING REVIEW ---- 14
STEP FIVE: REVISIONS AND CHANGES/FINAL INSPECTION ---- 14
SECTION 5C ---- 15
DESIGN DOCUMENT CHANGES ---- *15*
CHANGES TO EXISTING SITE LANDSCAPING AFTER OCCUPANCY ---- 15
EXTERIOR REPAINTING OF EXISTING HOMES ---- 15
EXTERIOR STRUCTURE CHANGES ---- 15
SECTION 5D ---- 16
VARIANCE REQUESTS ---- *16*
SECTION 6 ---- 17
DESIGN GUIDELINES ---- *17*
SECTION 6A ---- 18
DESIGN DOCUMENTS ---- *18*
SECTION 6B ---- 19
DWELLING SIZE AND MINIMUM STANDARDS ---- *19*
SECTION 6C ---- 20
EXTERIOR MATERIALS ---- *20*
SECTION 6D ---- 22
EXTERIOR ELEVATIONS ---- *22*
SECTION 6E ---- 23
GRADING AND DRAINAGE ---- *23*
SECTION 6F ---- 24

OUTDOOR LIVING AREAS/SWIMMING POOLS/SCREEN ENCLOSURES ---------- *24*
SECTION 6G ---------- 25
LANDSCAPING AND IRRIGATION ---------- *25*
IRRIGATION WELL INSTALLATIONS REQUIREMENTS AND GUIDELINES ---------- *27*
SECTION 6H. ---------- 26
UTILITIES/SERVICE AREAS/ACCESSORY STRUCTURES ---------- *26*
SECTION 6I. ---------- 28
GARAGES/DRIVEWAYS/EXTERIOR LIGHTING ---------- *28*
SECTION 6J. ---------- 29
DESIGN DUPLICATION ---------- *29*
SECTION 7 ---------- 30
Intentionally Left Blank for Future Guidelines ---------- *30*
SECTION 8 ---------- 31
CONSTRUCTION PHASE REQUIREMENTS ---------- *31*
SECTION 8a. ---------- *31*
CONTRACTOR RESPONSIBILITIES ---------- *31*
SECTION 8B. ---------- 32
CONSTRUCTION CHANGES ---------- *32*
SECTION 8C. ---------- 32
CONSTRUCTION SITE INSPECTIONS ---------- *32*
SECTION 8D. ---------- 33
Job Site Requirements ---------- *33*
SECTION 9 ---------- 34
APPROVAL AND AGREEMENT DOCUMENTS ---------- *34*
FAIRWOODS ON 7 ARB VIOLATION AND ENFORCEMENT PROTOCOL ---------- *35*
FAIRWOODS ON SEVEN BUILDING APPLICATION ---------- *36*
SECTION 9A. (REVISED JANUARY 2022) ---------- 36
SECTION 9B. ---------- 39
Final Inspection Checklist and Approval ---------- *39*
COMPLETION DEPOSIT AGREEMENT ---------- *40*
HOME ADDITIONS (TO EXISTING HOMES): ---------- *41*

FAIRWOODS ON SEVEN
SCHEDULE B

SECTION 1

PREFACE AND AUTHORITY

The Architectural Review Board, a standing committee of Fairwoods on Seven Homeowners Association, has adopted and approved the design guidelines, procedures, and policies in this manual to ensure the orderly growth of Fairwoods on Seven, establish a continued superior living environment, enhance, and protect the value, desirability and attractiveness of the property and meet the intent of our community covenants and restrictions for the benefit of all community members.

The Architectural Review Board (ARB) for Fairwoods on Seven derives its responsibilities and authority from the Declaration of Restrictions, Conditions, Easements, Covenants, Agreements, Liens, and Deeds dated 1 May 1986. Article VI, Construction and Improvement, and Article VII, Use of Fairwoods on Seven Property, are the principle articles of said document.

By nature of being an owner in Fairwoods on Seven you agree to abide by the restrictions and conditions that are made for the mutual and reciprocal benefit of each and every owner and are intended to create mutual equitable servitudes and reciprocal rights between respective owners.

The policies as set forth in Schedule B will be enforced by any action, including an action in a court of law or equity.

SECTION 2

AN INTRODUCTION TO THE COMMUNITY

The Developers of Fairwoods on Seven and Golf Course Number 7 were committed to the establishment of a private, gated, residential community and golf course of excellent and enduring quality. This is evident in the original design disclosure documents and Declaration of Restrictions and Covenants.

Their planners were committed to creating a community concept with careful attention to the natural attributes of Fairwoods on Seven; with aesthetic concern of the entry statement and streetscapes; and with high standards for architectural design and landscaping.

Each stage of activity has been carefully monitored to assure compatibility with the Declaration of Restrictions, Conditions, Easements, Covenants, Agreements, Liens, Charges and the Schedule B Policies and Procedures. The Architectural Review Board is committed to specific principles and standards to be observed by all builders and homeowners. We are dedicated to the protection of enduring property values and future improvements.

Our commitment to you and Fairwoods on Seven is the reason behind this publication and the spirit in which all of the professionals associated with creating our community have approached their roles and responsibilities. As members of the Fairwoods on Seven Homeowners Association, we encourage you to embrace our commitment to excellence and the standards established herein.

In keeping with these objectives, vehicle parking is of community importance. Owners will not be permitted to park any commercial vehicle, boat, truck, van, trailer, camper, mobile home, tractor, bus, farm equipment, recreational vehicle, off-road vehicles, trailer, coach, or similar vehicle for a period over twenty-four (24) hours on any building site or common area unless such vehicle is parked inside a totally enclosed structure. Street parking of any of the above-identified vehicles is also prohibited.

Homeowners are encouraged to work with and on the various committees of the Association to retain the unique character and superior quality of the community.

SECTION 3

DESIGN PHILOSOPHY

To help assure an aesthetically pleasing and compatible residential community at Fairwoods on Seven, the Association has established a standing committee called the Architectural Review Board (ARB).

The design philosophy of the Architectural Review Board is to maintain as much of the open spaces and natural beauty of the existing topography afforded Fairwoods on Seven as possible. The ARB will deter from the traditional suburban development approach that dictates a row effect and attempt to have houses interspersed with the natural lay of the land.

The shapes that a house may take are limited only by imagination, budget, materials, and skills available, and the determination of the owner and his consultants to create a personal environment for living of unique character. Association members are encouraged to engage professional architects or designers in the design of their home and surrounding landscaping.

Of concern to the immediate neighborhood is the exterior appearance of the residence. The owner is frequently more concerned with how a house functions inside. The Architectural Review Board will not promote stylized standards of how a house should look. Individual elements of a house can be put together in endless variations to create an atmosphere of continuity where houses harmonize through common features. The purpose of this manual shall be to explore those individual elements and establish flexible design guidelines.

Two of the most important considerations apply to exterior elevations and landscaping. Design consideration should be given to all elevations of a home. The lay of the land should control what is built on it. The designer should retain the natural beauty of a hillside, allow the house to fit the slope rather than excavate and leave unnatural shapes and scars that are difficult to soften. Extreme vertical lines should be avoided in placing a house on the property. Foundation material used must be appropriate to the site, soil, and structure conditions. Exposed foundation material must blend the structure to the site landscaping in an aesthetically acceptable manner.

External materials shall be selected appropriate to the residence style and the character of the community. The preferred external materials are natural materials such as stone, brick, wood, slate, and high-quality construction materials normally used in superior quality residence construction.

The second area of concern is landscaping to enhance the design of individual residences and the community as a whole. The temptation to landscape Fairwoods on Seven building sites into a suburban housing development format is not in keeping with the Fairwoods on Seven philosophies. Houses built in open spaces are critical. Every effort must be made to retain the feeling of open spaces. To reforest natural areas would completely change the present balance. Planting in open areas should be selectively arranged to the site and assist in integrating the house into the topography of the site.

To receive design approval for new construction or alterations to existing homes, appropriate plans and details must be submitted to the ARB for approval in accordance with the

provisions contained in this manual. Property owners and their architects and builders are encouraged to review the design review criteria and to discuss proposed plans with the ARB prior to undertaking the design of a new home.

The ARB is a standing committee of the Association. It carries out its responsibility on behalf of all residents at Fairwoods on Seven. With the cooperation of property owners and builders, we can achieve a community appearance that will make each of us proud to call Fairwoods on Seven "home" and to establish an aesthetically pleasing environment for the protection of property values for generations to come.

From time to time the Village of Pinehurst will modify its established building codes and appearance guidelines. Every effort will be made by the ARB to incorporate such guidelines into this Policies and Procedures document; however, it is the homeowner's responsibility to obtain the latest revision of any such documents to ensure that their home design plans adequately reflect Village Guidelines. Although the homeowner should acknowledge that the guidelines established in Schedule B are generally more elaborate and supersedes all other approvals.

SECTION 4

THE ARCHITECTURAL REVIEW BOARD (ARB)

PURPOSE:

One of the most effective methods of assuring the protection of the master plan concept, community lifestyle and individual property values is through the establishment of high standards of design review. To accomplish this objective, the Architectural Review Board has been established to review Applications and Design Documents for all new construction, alternations, modifications, or changes to existing properties, including landscaping. Each application is evaluated on its own merits with reasonable flexibility for design function and creativity, using this document as the general basis for review.

AUTHORITY:

The authority of the Architectural Review Board (ARB) is set forth in the Fairwoods on Seven Declaration of Restrictions, Conditions, Easements, Covenants, Agreements Liens and Charges, which encumber every building site. The ARB is responsible for carrying out its duties on behalf of all members of the Association for the benefit of the total community and shall have power to enforce the policies set forth in Schedule B by any action, including an action in a court of law or equity.

The ARB has the exclusive right to reject any site, building or landscaping plan and/or specifications that are in its opinion not compatible with the guidance set forth in these guidelines. This includes rejection for purely aesthetic reasons.

MEMBERS:

The ARB is comprised of a minimum of five appointed by the Board of Directors of the Homeowners Association. Members are selected on a volunteer basis to create a balance of lay people and professionals with experience in architecture, construction, and landscaping. The ARB Lead will be proposed every two years by the ARB members and approved by the HOA Board of Directors.

MAJORITY VOTE:

Each member of the ARB shall have an equal vote and the majority of all members of the ARB shall constitute a decision for approval or denial of an Application.

MEETINGS:

The ARB meets as needed to review applications and usually renders adecision within a 30-day period.

RESPONSIBILITIES:

On behalf of Fairwoods on Seven Homeowners Association, the Architectural review Board is empowered to perform the following services:

1. To establish architectural criteria and exterior design guidelines for the community.
2. To establish design review criteria for the protection of enduring property values and to provide the best possible safeguards for continuing appreciation.
3. To review all Design and Construction Applications for compliance with design review criteria and with the Declaration of Covenants and Restrictions for Fairwoods on Seven.
4. To assure compatible architectural designs and harmonious relationships with neighboring building sites.
5. To require high standards of design and quality construction.
6. To establish fees for the review of applications and construction related costs as may be required.
7. To assure that all properties are properly maintained during the construction phase.
8. To monitor violations of design review criteria and advise the Board of Directors of the Association for appropriate action.
9. To amend design review criteria as may be required from time to time.
10. To contact applicants whose plans and specifications have been disapproved and to provide reasonable assistance and recommendations for adjustments to bring applications into compliance with design review criteria.
11. To maintain a file of copies of applications, design documents and related records.
12. To inform members of the Association regarding activities of the Architectural Review Board and changes in criteria as they may occur.

SECTION 5a

ARCHITECTURAL REVIEW BOARD POLICIES

APPLICANTS' RESPONSIBILITIES:

The ARB assumes no liability for applicant's responsibilities that include, but are not limited to, the following:

1. Performance of quality of work of any contractor or subcontractor.
2. Compliance with all laws, codes and ordinances of any governmental agency or body.
3. Determination of environmental restrictions, drainage and grading requirements and all surface and subsurface soil conditions.
4. Determination of structural, mechanical, electrical and all other technical aspects of a proposed design that can only be determined by competent architects, engineers, contractors, and other similar professionals.
5. Compliance with Covenants and Restrictions, By-Laws and Schedule B of Fairwoods on Seven and ARB criteria.
6. Accuracy of all stakeouts and surveys.

DESIGN REVIEW APPROVALS:

All new construction and changes, modifications, alterations, and improvements of existing homes must receive final architectural review approval prior to obtaining building permits or commencing work.

DESIGN REVIEW DECISIONS:

Upon receipt of a properly completed application, the ARB will review applicant's plans and specifications and render one of these decisions in writing:

A. APPROVED
B. DISAPPROVED
C. CONDITIONALLY APPROVED

If applications are APPROVED (with or without comments) applicants may submit plans and specifications for final architectural review. "Comments" regarding any specific application may be rendered to encourage changes that the ARB deems desirable, but such "comments" are not binding upon the applicants.

In the event applications are DISAPPROVED at time of preliminary architectural review, final architectural review or final landscaping review, applicants must make appropriate changes and resubmit for the same step for which plans, and specifications were disapproved.

In the event applications are CONDITIONALLY APPROVED, reference Section 5b for step-by-step process.

APPEAL: (See Section 5d.)

If an application has been denied for any reason which the applicant feels is unfair, the applicant may request a hearing before the full ARB. After the hearing, the ARB will review their decision and notify the applicant of their final decision within five (5) days of the hearing.

The Board of Directors of the Association has review powers of denied applications. The applicant may request in writing a hearing before the Board of Directors of the Association to appeal a denied application.

The Board will schedule the hearing within thirty (30) days after receipt of the written request. The Board will notify the applicant of their decision within five (5) days after the hearing.

VARIANCES: (See Section 5d.)

All requests for variances from the requirements in this manual shall be made in writing. A granted variance shall be considered unique and will not set any precedent for future decisions.

WRITTEN APPROVALS/ORAL STATEMENTS:

Applications for preliminary architectural and preliminary landscaping review or final architectural and final landscape review will be returned with the ARB's decision and comments signed by a member of the ARB along with a set of signed design documents.

The foregoing items shall be the sole source of reference regarding ARB approval. Oral statements should not be relied upon unless incorporated into written approvals or noted on design documents and signed by a member of the ARB.

APPROVAL EXPIRATION:

Applicants must begin construction within one hundred eighty (180) days of final Architectural Review approval by the ARB. Failure to do so will automatically revoke approval without prior notice from the ARB. Time extensions may be granted by the ARB if written requests are received prior to or within one hundred eighty (180) days of final architectural review.

ADDITIONS/REMODELING/IMPROVEMENTS:

Applications for changes, modifications, alterations, and improvements to existing homes and landscaping shall consult with the ARB to determine the design documents required for approval. No work shall commence without approval of the ARB. This includes repainting of a home if another color is used other than the originally approved color.

CONSTRUCTION CHANGES: (See Section 5c.)

All construction must be completed in accordance with the application and design documents as approved. Exterior changes to the subject property shall receive prior approval of the ARB. Applicants requesting design change approvals should consult with the ARB to determine design documents required, if any, for approval.

CONSTRUCTION INSPECTIONS:

The committee may make periodic inspections while construction is in progress to determine compliance with the approved design documents and construction site requirements. The ARB is empowered to enforce its policy, as set forth in the Declaration and this manual, by any action, including an action in a court of law to insure compliance.

Section 5b.

DESIGN APPROVAL PROCESS

The following is an outline of the steps involved in the design approval process from preliminary architectural review to final inspection. This step-by-step process will not be shortened unless justified by unusual circumstances and requested in writing by the homeowner.

STEP ONE: PRELIMINARY ARCHITECTURAL REVIEW

Owner or Owner's Agent must contact Cedar Management at the following email address (support@mycmg.com) to place proposed construction or additions subject to ARB review on the agenda. The Cedar Management Group will notify the FW07 ARB Lead of the request.

At least three (3) days prior to the ARB meeting at which the application is to be reviewed, Owner or Owner's Agent must submit the following documents online at (http://www.cedarmanagementgroup.com/arc/):

A. Fairwoods On Seven Building Application Form (Section 9a.)

B. Site Plan, Preliminary Landscape Plan, Topography Survey, and Tree Survey

C. Exterior Elevations (all sides) and Floor Plans. One eighth (1/8") inch or one quarter (1/4") inch is acceptable

D. Exterior Materials, Colors and Finishes

E. MyCMG will bill the owner for a non-refundable $2,500 construction fee as well as a refundable construction deposit (determined by the total square footage of heated living space at $1.00 per square foot).

ALL PLANS MUST BE SIGNED BY PERSON RESPONSIBLE FOR PREPARING THEM

At the preliminary review the Architectural Review Board will meet with the architect or designer without the owner.

The ARB will review the application and design documents within fifteen (15) days and return two (1) set of plans to the Owner or Owner's Agent with the appropriate comments, usually in letter format.

STEP TWO: FINAL ARCHITECTURAL REVIEW

Owner or Owner's Agent must submit one (1) copy of the final construction plans, material samples, product photos and color chips as follows:

A. Application Form(Final Version)

B. Certified Stakeout by licensed surveyor for Site Plan showing finished grade elevation on all comers, Topography, Tree Survey, Signed Landscape Plans in blueprint form are required within sixty (60) days of construction initiation

C. Floor Plans

D. Building Sections and Wall Section Details

E. Exterior Elevations (all sides) with finish grades noted

F. Roofs: structure, materials, manufacturer, color chips

G. Fascia and Trim: construction materials, color chips

H. Window Specifications: manufacturer, type, finish, color

I. Doors/Garage Doors: specifications, materials, color chips

J. Patio/Decks: materials, finish, color chips

K. Fences/Walls: structure, materials, color chips

L. Screen Enclosures: structure, materials, colors

M. Mechanical Equipment: location of all exterior apparatus, including any proposed for the roof, and screening details

0. Exterior Lights Details (Home and Landscape)

P. Driveways: materials, finish, color chips as appropriate

Q. Mailbox Location and Design

R. Location of Satellite Dish

S. Final Stakeout

The ARB shall have final approval of all exterior color submittals and each applicant must submit to the ARB, as part of the Final Architectural Review, a color board showing the color of the roof, exterior walls, shutters, trims, etc. The ARB shall consider the extent to which the color plan conforms with the natural color scheme of and for Fairwoods on Seven.

A color board with manufacturer's name and number, with color/materials "chip" and location of same shall be submitted for approval. This will be retained for record file.

The ARB will review all design documents, sample materials, color chips and return one (1) set of plans to the Owner or Owner's Agent within fifteen (15) days with the appropriate comments and signed as appropriate.

STEP THREE: SUBMISSION OF PLANS TO APPROPRIATE BUILDING DEPARTMENT

Owner or Owner's Agent submits approved plans to the Village of Pinehurst Building Inspector and any other such agencies having jurisdiction for required permits.

STEP FOUR: FINAL LANDSCAPING REVIEW

The Owner or Owner's Agent will submit the following items within sixty (60) days after commencement of construction.

A. Final Landscape Plan (Detailed per Section 6g)

B. Irrigation Plan

C. Well Location and Screening (if applicable)

D. Exterior Lighting Plan for Landscaping

STEP FIVE: REVISIONS AND CHANGES/FINAL INSPECTION

The Owner or Owner's Agent will notify the ARB prior to making any changes to approved plans. Upon completion of construction, the following will be submitted to the ARB:

A. As-Built survey (if required by home/building envelope compliance)

B. Request for final inspection by the ARB

Once construction or alteration of the improvements is complete, the property owner shall cause a Final Inspection Checklist, in the form of Section 9b, attached to these guidelines, to be executed and filed with the Review Board. The Final Inspection Checklist shall be signed by the property owner, as well as the architect or builder, or both, as applicable, employed in connection with the construction or alteration of the improvements. The property owner shall not occupy the improvements or that portion being altered, as applicable, until the Final Inspection Checklist has been filed with and accepted by the Review Board, and final inspection is made by the Architectural Review Board.

Inspections by the ARB are for the benefit of the Fairwoods on Seven Homeowners Association in enforcing the ARB policies and procedures and to authorize Village of Pinehurst inspection. The ARB inspection will not reveal any structural or system defects. Further, it is not intended to assure compliance with any construction contract of the owner. Owners cannot rely on the ARB inspection for any purpose other than the home exteriors and site landscaping, as per accepted plans.

AFTER THE FINAL INSPETION CHECKLIST IS APPROVED BY THE ARB, THE OWNER OR HIS AGENT MAY APPLY TO THE VILLAGE OF PINEHURST FOR A CERTIFICATE OF OCCUPANCY. ARB APPROVAL SUPERCEDES VILLAGE APPROVAL.

SECTION 5c

DESIGN DOCUMENT CHANGES

The Owner or Owner's Agent must notify the ARB prior to making any changes to the approved plans. A letter with application and supporting data (as required) must be submitted to the ARB for the file. Any deviations (as solely determined by the ARB) may require full ARB approval prior to commencement of changes. If a homeowner is uncertain of the need for change approval, contact the ARB for discussion on an appropriate course of action.

Changes during construction may occur as a natural process of construction or homeowner desires. Any such changes that alter the exterior appearance of the home or its landscaping from that approved by the ARB **must** receive ARB review and approval prior to change implementation. Final inspection for home occupancy approval will not be conducted until all changes have been incorporated into approved home and landscape plans.

CHANGES TO EXISTING SITE LANDSCAPING AFTER OCCUPANCY

1. Botanical additions to existing landscaping within the "building envelope" are allowed and do not require ARB approval.
2. Landscape removal, significant changes or removal of trees shall require approval of the ARB.
3. Landscape changes or additions outside the "building envelope" shall require approval of the ARB prior to making said changes.

EXTERIOR REPAINTING OF EXISTING HOMES

Repainting of any existing dwelling or property thereon with a color other than previously approved shall require the approval of the ARB. Color chips or samples coded to exterior elevations shall be submitted to the ARB for color change approval.

EXTERIOR STRUCTURE CHANGES

Exterior home changes that alter the exterior appearance of the home (room additions, porch additions, etc.) require ARB review and approval prior to construction. The review and approval process of Section 5b will apply if the change requires a Pinehurst Village building permit. Also, if a building permit is required, a construction fee, to be determined annually, must be paid to the Homeowners Association Maintenance Fund. This fee is payable at the time change plans are submitted to the ARB for review and approval.

SECTION 5d

VARIANCE REQUESTS

The design guidelines, procedures and policies contained in Schedule B and modified from time to time, have been adopted by the Fairwoods on Seven Homeowners Association to insure the orderly growth of Fairwoods on Seven and a continued superior living environment.

It is recognized that unusual building situations, advances in construction technology or unforeseen circumstances could result in an acceptable variance to published design guidelines, policies, and procedures. In recognition of this situation the following variance policy is established by the Architectural Review Board.

It is the policy of the Architectural Review Board to only consider variance requests that result from a special situation. Special situations include:

1. Hardship of performance under current guidelines.
2. Situations requiring excessive cost beyond that experienced by other homeowners due to lot configuration or topography.
3. Material upgrades that are beneficial to the homeowners, the environment, and the community.
4. Unique situations that would hinder the lot owner from building a dwelling that is similar to those in the surrounding community at a reasonable cost.

Should a variance be deemed necessary within the policy stated above, the lot owner must request the variance in writing specifying the reasons for the variance request and obtain a written statement from a registered architect or engineer concerning the necessity of the variance.

SECTION 6

DESIGN GUIDELINES

The following list summarizes those design considerations that the ARB requires in submitted plans.

1. Use of professionals qualified in the fields of planning, architecture, landscape design, engineering, and surveying.
2. Compliance with all deed restrictions as found in the Declaration of Covenants and Restrictions for Fairwoods on Seven.
3. Preservation of the natural character of the site to the maximum extent possible.
4. Emphasis on the aesthetics of exterior architectural and landscape design.
5. Requirements for minimum 5/12 primary roof pitch.
6. Minimum of a two-car garage with automatic door openers.
7. Superior quality construction with emphasis on unique design in keeping with the community and the preferred use of natural materials. Particular attention should be given to the blending of the structure to the site.
8. Consideration is given to adjacent home character and landscape integration to meet the spirit of Section 3, Design Philosophy.
9. Drainage flow provisions of the lot landscaping must consider 24 hours of heavy rain conditions.
10. Interior and exterior lighting, including landscaping, considerations for home safety commensurate with the community and occupant personal situation.
11. Integration of the exterior house lighting and landscape lighting into a system that is aesthetically pleasing and gives full consideration to human safety on and around the premises.

SECTION 6a

DESIGN DOCUMENTS

To provide a systematic and uniform review of the proposed construction, the design documents must adhere to the criteria outline below.

BUILDING APPLICATION: (See Section 9a.)

Site Plan (see also landscaping plan):

Scale: 1" = 20' MINIMUM, property lines, building setback lines, easements, rights-of-way, patios/decks, walkways, pools, culverts, drainage plan, dwelling perimeters (first/second floor), roof line/overhang, trees, and topography (finish and existing grades). Elevation plans should be included.

Floor Plans:

Scale 1/4" = 1.0'

Exterior Elevations:

Scale 1/4" = 1.0', existing and final grades, all exterior views of all structures including materials, textures and colors

Building Sections:

Scale: 1/4" = 1.0' MINIMUM, wall/roof sections, roof

Wall Section Details:

Scale 3/4" = 1.0' MINIMUM

Exterior Colors, Finishes, Materials:

Specifications, manufacturer, materials/finishes/models, samples/product photos/color chips

Final Stakeout:

Lot corners, dwelling corners, driveways, patios/decks, walkways, and fences/walls

Engineering Plans:

Utilities and connections, roads, drainage plans

Landscape Plans (see also site plan):

Scale: 1" = 20' MINIMUM, topography, drainage patterns, easements, rights-of-way, existing trees (4" diameter at 3' above grade), plant material, hardscape surface material, irrigation system, time clock location, exterior lighting details

SECTION 6b

DWELLING SIZE AND MINIMUM STANDARDS

All residences shall conform to current Village of Pinehurst building codes and relevant county, state, and federal regulations. In addition, the following standards are required:

1. Square footage (Heated/Cooled)
   a) One Story - 2,000 sq. ft. Minimum
   b) Two Story - 1,800 sq. Ft. Minimum on primary floor
2. Enclosed Garage
   a) Two-car minimum, three-car maximum
   b) One Golf cart storage limit (within garage or home)
   c) No rear entry garages visible to golf course
   d) Street entry garages are not permitted unless unusual conditions exist
   e) Carports and detached garages are not permitted
3. Electrical Garage Door Openers are required
4. Driveways with 16' minimum width at garage entrance required. Blue stone driveways should be tacked down and include a hard surface access pad tying it into the street.
5. Home siting must be within the lot platted "building envelope" unless a variance is approved
6. Landscape and irrigation per standards in Section 6g.
7. Existence of at least one external light on the street side of the residence that is controlled by a manually activated flashing device.
8. Adequate screening of all play equipment or outdoor exercise areas to prevent noise nuisance or unsightliness to neighbors or golf course players.
9. Reflective or lighted house numbers.

SECTION 6c

EXTERIOR MATERIALS

1. Exterior materials and colors shall be complementary to the architectural character of each dwelling unit and the community as a whole. Natural and high-quality man-made construction materials that are in keeping with the Design Philosophy, Section 3 are required. Materials that, in the view of the ARB, do not meet this requirement are subject to individual item review for use approval.

   Requirements for the following building elements have been established by the ARB.

   a) **Prime Trim.** (Includes fascia, frieze boards, rakes, and columns). Approved materials include high quality cypress, cedar redwood, Azek or the equal, Fypon, and Hardi planks or trim.

   b) **Roof Material**. Slate, synthetic slate, high quality fiberglass or asphalt shingles of a minimum of 25 years durability. Tile and metal will be considered on a case- by-case basis.

   c) **Window Trim.** Standard wood, vinyl clad, and aluminum clad windows are acceptable as is stained glass, leaded glass, and etched glass.

   d) **Shutters.** Wood and superior quality synthetic materials will be considered on a case-by-case basis.

   e) **Doors.** Wood doors are required for the front entrance and are encouraged for other outside entrances. Metal and synthetic materials proposed for other doors must be approved on a case-by-case basis. Vinyl fiberglass garage doors are not permitted.

   f) **Siding.** Acceptable materials are stucco, clapboard siding, cedar shingles, Hardi siding board and batten. Cedar shakes are not permitted. Metal, vinyl, asphalt, fiberglass, and log siding are not permitted.

   g) **Masonry.** Brick, natural stone, cultured stone, and cement parged block are acceptable materials.

   h) **Railings.** These may be wood, metal or glass.

ROOF CHARACTERISTICS

a) Primary roofs should slope at a minimum of 5 on 12 pitch. Flat roofs are not permitted. Overhangs are encouraged. Lower pitched roofs may be approved on a case-by-case basis.

b) All roof stacks, flashing and metal chimney caps shall be painted to match the primary roof color. Copper roof apparatus need not be painted. Roof stacks shall be placed on rear slopes of the roofs where possible.

c) Solar roof panels are permitted if designed to be mounted flush with the roof plane and result in a roof surface that is aesthetically acceptable.

d) Designers and builders are encouraged to seal attic space.

e) Vents, skylights, and similar roof protrusions are discouraged on the front elevation.

FIREPLACES - HEATERS - CHIMNEYS

a) All dwellings are required to have at least one chimney of sufficient dimensions and design features to be in aesthetic character with the dwelling. The chimney materials must be the same as the primary masonry materials used in construction of the exterior of the dwelling. Particular attention should be given to the aesthetic impact of the chimney design and capping. Flues must be enclosed in a chimney, with acceptable chimney capping.

b) All heaters are to be vented in a safe and aesthetically pleasing manner preferable with or in conjunction with a chimney design and capping as detailed. Unvented gas heaters and fireplaces are not permitted.

SECTION 6d

EXTERIOR ELEVATIONS

1. Front, rear, and side elevations are required and will be reviewed for architectural design/materials and for aesthetic appearance in terms of the overall dwelling and its relationship to other homes within Fairwoods on Seven. Existing and finish grades must be detailed.

2. Approval of exterior design will be based on overall design themes and will consider mass and scale; materials, extras, colors, and finishes; continuity between primary design, elements, and secondary surface treatments; placement of windows, doors, and openings; vertical and horizontal lines; roof pitches, etc.

3. The exterior architectural style and materials selected must be in design harmony presenting an overall pleasing effect that aesthetically blends with neighboring structures and the site.
   Access doors (for crawl spaces, cart storage, material storage, etc.) shall be of one of the primary building materials of the residence, preferably of the exterior surface of which it is a part. If of a different material, the door(s) shall be painted to blend into the surface of which it is installed.

SECTION 6e

GRADING AND DRAINAGE

1. Some trees under 4 inches in diameter and other undergrowth may be removed prior to construction. In no case shall trees with a diameter of 4 inches or more (measured 3 feet above grade) be removed without approval of the ARB.

2. No bulldozing or clearing of trees shall be commenced until plans and specifications showing the nature, kind, shape, and location of work have been submitted and approved by the ARB. Fill shall not be deposited at any location without prior ARB approval. Cut or fill shall be replanted with plant materials that shall blend with native vegetation. Cuts and fills should be designed to complement the natural topography of the site.

3. All buildings will be completed at a finished floor elevation compatible with its surroundings, site integration, and adequate drainage.

4. Applicant or agent shall be responsible for grading and surface drainage so that surface runoff will not adversely affect adjoining properties. Applicant or agent shall provide construction devices, stepped terraces or other forms of erosion control as may be required by the ARB. The use of sod berms, French drains and catch basins should be considered.

5. Drainage control will consider adjacent lot and existing home situations to provide the best overall water run-off control for all parties concerned.

6. Extensive grading changes from the natural topography will only be approved in unusual building situations.

7. Any materials used for drainage control must be integrated into the overall landscape plan in a manner to provide a natural and aesthetically pleasing design. The adding of curbing to the street is not acceptable unless approved by the Architectural Review Board.

8. Final grade elevations shall be established and shown on all comers of the proposed dwelling on the site plan.

SECTION 6f

OUTDOOR LIVING AREAS/SWIMMING POOLS/SCREEN ENCLOSURES

1. Generously proportioned porches and terraces are encouraged. The use of stone or brick terraces is recommended.
2. The ARB requires careful attention to the design treatment of the underside of decks, balconies and porches exceeding three feet in height from the ground. Extensive use of lattice materials is discouraged. Approval of such treatments will be at the sole discretion of the ARB.
3. The elevation of the top of any swimming pool construction on any lot may not be over two (2) feet above the natural grade unless integrated into terraced construction with ARB approval. **Above ground pools are not permitted.**
4. Swimming pools shall not be permitted on the street side of the residence.
5. Screen enclosure materials and colors must be approved by the ARB. Pool enclosures must be neutral in color.
6. Screen enclosures must not be visible from the street in front of the residence unless approved by the ARB.
7. No swimming pools, pool decks, screen enclosures or patio/decks shall be located outside the building envelope.
8. Full consideration will be given to safety aspects of all outdoor living areas, pools, enclosures, and walks or pathways. This includes use of night lighting and ground/patio/deck elevation level changes.
9. Areas beneath decks are not to be used for storage unless the areas are adequately screened from public view.
10. Any awnings, canopies, screens, or moveable shutters must be designed as an integrated part of the exterior of the home and require ARB approval prior to installation.

SECTION 6g

LANDSCAPING AND IRRIGATION

It is the owner's responsibility to provide a landscape plan to the ARB for approval at the final architectural review to ensure that the final approved landscape plan can be implemented according to the owner's desired schedule. Approval delays may result in Certificate of Occupancy delays.

The ARB strongly suggests the use of competent landscape design professionals in planning the landscape. The minimum requirements below are provided for the guidance of the designer. The ARB encourages creative landscape designs, unique to the home site, that soften the elevations and integrate with the natural surroundings.

The intent of these guidelines is basically where to start, not necessarily that the minimum will be acceptable.

The ARB requires that the owner/designer provide the following:

a) The landscape plan with placement of trees, shrubs, and plants including an identification table.

b) An irrigation plan showing sprinkler layout and location of a well, if any.

c) A drainage plan indicating the anticipated run-off paths with French drains and collection basins shown.

d) Lighting in compliance with section 6i. on garage and driveway lighting.

All the above may be incorporated in one layout.

The following are the minimum design requirements to be met:

1. All easements and rights-of-way shall be landscaped. The homeowner is responsible for the landscaping and landscape maintenance of their entire lot.

2. Plants indigenous to the area should be utilized.

3. Provide an automatic irrigation system of sufficient size and capacity to irrigate all landscaped areas. Drip irrigation for shrubs and trees should be considered.

4. The connection point to the irrigation system and location of the time clock shall be identified on the final landscape plan.

5. Trees with a diameter of four (4) inches or more (measuring three feet above grade) must be noted on the site plan and the final landscape plan. Specimens scheduled for removal must be tagged with colored ribbons on-site for inspection. In no case shall trees with a diameter of four (4) inches or more, not within the footprint of the structure, be removed without approval of the ARB. All owners and owner's agents shall make a diligent effort to protect trees during construction, to provide staked-off areas to protect root systems from heavy vehicles and equipment, to install tree wells and to take other precautions in cases where fill is required around trees. Plant sizes must be proportionate to wall-

foundation exposure and plants must be layered around all elevations (front, rear, and sides).

6. Minimum plantings for Type A golf course sites:

   a) Shrubs - 45 three gallon or greater, 45 five gallon or greater.

   b) Trees - 20 ornamental 8 to 10 feet, designed to integrate the structure to the surrounding lot.

   c) Sod - coverage of 4000 sq. Ft.

   d) The landscape design will include the replacement of mature (8" diameter or larger) long leaf pines that have been removed as part of the lot clearing and home construction process. The minimum replacement plant size is 3 gal. A "one for one" replacement plan is desired, but the actual replacement ratio will be determined by mutual agreement in the approval of theproposed landscape plan.

7. Minimum plantings for Type B non-golf course sites:

   a) Shrubs - 25 three gallon or greater, 34 five gallon or greater.

   b) Trees - 11 ornamental 6 to 10 feet designed to integrate the structure to the surrounding lot

   c) Sod - coverage of 4000 sq. Ft.

   d) The landscape design will include the replacement of mature (8" diameter or larger) long leaf pines that have been removed as part of the lot clearing and home construction process. The minimum replacement plant size is 3 gal. A "one for one" replacement plan is desired, but the actual replacement ratio will be determined by mutual agreement in the approval of theproposed landscape plan.

8. Utilize shrubbery (minimum five-gallon size) to screen all mechanical equipment, raised decks and garage doors.

9. All landscaping shall be completed according to the approved final landscape plan. Any additions or changes to the approved plan are subject to approval by the ARB prior to installation.

10. It is the homeowners' responsibility to maintain the landscaping in an appropriate manner after installation or be subject to whatever penalties are established by the Board of Directors.

IRRIGATION WELL INSTALLATIONS REQUIREMENTS AND GUIDELINES

Wells will be permitted for irrigation and/or "non-potable" use only. Drinking water from wells is not permitted in any case.

The ARB recognizes that different standards may exist for different well sites depending on the location of the well and the visibility of the well from either neighbors, the golf course or the road. The following are general guidelines and suggestions on what to consider when planning to install a well and making your submission to the ARB.

The landscaping around the well head cover should be of sufficient size and quantity to properly shield it from view.

Consideration should be given to any neighbor that has a view of the installation.

Different types of covers and enclosures are available. The cover should be only of sufficient size to house the wellhead and cannot be sized or utilized for storage, and it must aesthetically blend into the landscaping.

It is preferred that wells be located in the rear of the lot. Depending on the individual lot configuration, the well may be outside the building envelope but within the property lines. Use of simulated rock covers are discouraged.

The Village requires an electrical permit be secured prior to construction and an electrical inspection be made when the installation is completed.

When submitting your well request to the ARB, the homeowner must provide:

1. A plot plan of the property and the location of the well site.
2. A detailed drawing of the cover to include a specification sheet with dimensions, materials to be used and colors of same.
3. On plot plan, mark the location, size, and type of plants to be installed around cover/enclosure.
4. Notify your neighbors of your intended well installation and in your request state whether they have any concerns about it or its location.
5. The preferred location of the pressure tank, if used, is within the residence structure. Exterior locations will be considered on a case-by-case basis.
6. The well installation may not be situated within 10 ft. of an adjacent lot/property line. Unusual site conditions will be considered on a case-by-case basis.
7. There must be a minimum of 25 ft. from foundation of home to irrigation well.
8. Should two or more lot owners agree to share an irrigation well, it is strongly recommended that a formal agreement between users be properly executed, and the well be situated in a manner that the location will meet single owner/user requirements. The

specifics of the arrangement must be presented to the ARB at the time of request for irrigation well installation approvals.

SECTION 6h.

UTILITIES/SERVICE AREAS/ACCESSORY STRUCTURES

1. Accessory structures, such as playhouses, tool sheds, doghouses, or dog runs shall not be permitted unless specific written approval of the ARB is obtained.

2. All playground equipment shall be placed to the rear of the residence and only with approval of the ARB. Equipment must be neutral colors and screened from neighbors.

3. Decorative objects such as sculptures, birdbaths, fountains, and the like shall not be placed or installed on the building site without approval of the ARB.

4. A flagpole for the display of the American flag, the North Carolina State flag, or other official state flags only shall be permitted, subject to ARB approval of the size, placement, color, finish, and design. No flagpole shall be used as an antenna.

5. No clotheslines shall be allowed in areas viewable from streets or adjoining properties.

6. All garbage containers, AC compressors, water softeners, oil/gas tanks, pool pump equipment, etc. shall be located in rear yards or side yards within the "building envelope" and shall be screened or walled from front streets and adjoining properties.

7. No mailbox, light post, entrance structure or similar device or structure shall be erected on any lot unless approved by the ARB. Structure or device design and location specifics must be incorporated into plot and landscape plans submitted for ARB approval.

8. Fences:

   a) An attempt to establish property lines through individual fencing is not permitted. Fences must encompass general areas and not small yards. Every effort must be made to retain the feeling of open space.

   b) No wall, fence, or coping exceeding three feet, six inches in height may be constructed on any lot that adjoins a golf course.

   c) No wall, coping, fence, or boundary planting may be constructed or maintained in such a manner as to interfere with vision of drivers at any intersection of streets or roads.

9. Outside antennas and satellite dishes shall not be permitted except when installation shall be permitted by federal law. In any permitted case, no antenna shall exceed eighteen (18) inches in diameter. Permitted installations require ARB review and approval of specific installation site for aesthetic screening compliance with the objectives of the Design Philosophy Section 3.

10. Applicant shall be responsible for all utility services from the point of utility company connections underground to the applicant's home. All utilities shall be underground except temporary electrical service for homes under construction. Meters, transformers

and other utility service equipment/gear shall be shielded by screening, walls or landscaping approved by the ARB. The homeowner is encouraged to paint all utility service equipment/gear to blend into the home exterior.

11. Tennis courts are not permitted on any lot within Fairwoods on Seven.

12. "Invisible Fencing" is encouraged for appropriate control of domestic animals owned by the homeowner.

SECTION 6i.

GARAGES/DRIVEWAYS/EXTERIOR LIGHTING

1. Garages must conform to Dwelling Size/Minimum Standards (Section 6b2e).
2. No street side parking areas may be created by extending any portion of the street pavement. Large parking areas are discouraged.
3. All homes shall have an approved exterior light in the driveway area. All proposed exterior lighting shall be detailed on the Final Landscape Plans. No exterior lighting shall be permitted which, in the opinion of the ARB, would create a nuisance to the adjoining property owners. (Section 6 - Design Guidelines)
4. Driveways should curve and follow the contours of the site. Right angle turns are to be avoided. Material selection subject to ARB approval with consideration for drainage control.
5. When possible, driveway access to comer lots shall be from the least traveled street.

SECTION 6j.

DESIGN DUPLICATION

1. Applicants should select home plans and exterior designs so as not to construct repetitious designs within the community.
2. Elevations that are similar in appearance are prohibited on the four adjacent building sites, the three building sites immediately across the street, or three building sites on a cul-de-sac.
3. The approval of plans for a specific site does not automatically imply approval on another building site by the ARB.
4. The determination of acceptable design similarity is solely that of the ARB and will be assessed on a case-by-case basis.

SECTION 7

Intentionally Left Blank for Future Guidelines

SECTION 8

CONSTRUCTION PHASE REQUIREMENTS

SECTION 8a.

CONTRACTOR RESPONSIBILITIES

1. All job sites will be kept in a clean and orderly condition. No materials will be stored or placed in the swell or right of way areas. Debris shall be removed weekly as a minimum. Care shall be exercised on storage of materials (and debris) on golf course frontage.

2. During construction the use of on-site dumpster is required.

3. No signage is permitted on the construction site except for one construction permit/plan box.

4. All builders are required to keep on record with the ARB a 24-hour emergency phone number.

5. No alcoholic beverages or illegal substances are permitted on the job sites.

6. General contractors are responsible for any damages to Fairwoods on Seven property and roads caused by their actions or by any builder, builder's agent, subcontractor, or supplier.

7. The playing of loud music or vocal communications that may be annoying to residents is prohibited.

8. Any agents, subcontractors, and employees or participating builders who violate construction site requirements or any other ARB criteria may be removed and prohibited from entering Fairwoods on Seven by the ARB.

9. Erosion control measures shall be installed as necessary to control erosion or runoff on adjoining properties, golf course, and streets. Silt screens must be installed on areas that will wash unto adjacent properties and must be maintained through the completion of landscaping. All erosion or sediment caused by construction activities shall be cleaned immediately and/or removed from adjoining property, streets, and/or drainage ditches and drainage structures by the owner or owner's agent.

10. Contractors shall reseed all disturbed right of way areas upon completion of construction an prior to final approval of the ARB.

Vehicles of construction workers are to be parked on the construction site in a manner to minimize roadway congestion and damage to roads and landscaping. Any alternate parking arrangements must receive ARB approval.

SECTION 8b.

CONSTRUCTION CHANGES

All changes during construction must follow the procedures of Section *Sc* of Schedule B, Policies and Procedures, Issue #2.

SECTION 8c.

CONSTRUCTION SITE INSPECTIONS

The ARB reserves the right to make periodic inspections of construction sites for compliance to requirements in this section. The ARB will work with the general contractor to acceptably resolve any unusual site operating conditions.

Section 8d.

Job Site Requirements

NEW CONSTRUCTION/REMODEL

1. One construction permit/plan box is approved, indicating address, and placed facing the street. **No other signage/builder sign is allowed.**
2. Construction driveway and silt/construction fencing locations to be shown on site plan. Construction driveway to have washed stone base and maintained at all times. Silt/construction fencing to be maintained at all times.
3. Any silt, mud, rock, trash, or debris on the streets to be removed prior to the end of the construction day. Sweeping and/or washing may be necessary to maintain a clean street.
4. Portable Toilets are to be placed 20' from the street and the side property line, with the door facing to the interior of the site. An enclosure must be erected on 3 sides, around the portable toilet, at a minimum of 7' tall. (material may be either wood or plastic.)
5. The job site is to be maintained in an orderly fashion. A dumpster/trash trailer are required. No trash boxes or piles. All building materials should be stacked neatly on the site.
6. Parking must be on site, if possible. Street parking, on one side is acceptable, as long as the street is not blocked, or causes a safety hazard.
7. Construction hours are 7:30am-6:00pm M-F and 8:00am-5:00pm Saturday. No construction work on Sunday. Request for alternate hours must be approved by the ARB 48 hours in advance.
8. Prior to the final ARB inspection, and CO issuance, a street and surrounding site inspection will be made. Should any repairs be needed, as determined by the ARB, it is the responsibility of the owner to complete the repairs, prior to final ARB approval.
9. Before final ARB approval, the Owner, contractor, and an ARB representative to meet onsite for a site review.

SECTION 9

APPROVAL AND AGREEMENT DOCUMENTS

It is the homeowner's or his designated agent's responsibility to assure themselves that they have the most current version of the document examples contained in Section 9.

FAIRWOODS ON 7 ARB VIOLATION AND ENFORCEMENT PROTOCOL

The purpose of this document is to set protocol for
ARB inspections and enforcement of the Job Site Guidelines.

1) Following ARB plan approval and prior to construction, an ARB representative will meet, on site, with the Homeowner or representative and the Builder to review the site plan and discuss any special conditions.
2) Periodic inspections will be made by an ARB representative to determine adherence with the approved plans and buildsite.
3) Prior to the Certificate of Occupancy issuance, an ARB representative shall be contacted to do a final inspection based on submitted plans and/or any changes approved by ARB.
4) All retainage funds will be released, less any fines or damage charges to HOA property, upon the satisfied final inspection.

VIOLATION DEFINITIONS

1) Minor (trash, silt, rock/other debris on the street, parking, or noise issues)
2) Repeated (subject to fines)
3) Major (stop work order for non-ARB changes)

ENFORCEMENT ACTIONS

Notification of a violation will be communicated to the Homeowner via letter, email and phone call stating the violation and what remedy must be taken. It is the Homeowner's responsibility to communicate with the Builder to resolve the violation. The Fairwoods on 7 HOA Board may take the following enforcement actions:

1st Offense---letter and solve the issue

2nd Offense--$250 fine

3rd Offense--$500 fine

4th **Offense**--$1,000 fine and STOP WORK ORDER. Work may not continue until an onsite meeting with Homeowner/Representative, Builder and the ARB has occurred.

FAIRWOODS ON SEVEN HOMEOWNERS 'ASSOCIATION

Administered by Cedar Management Group

https://cedarmanagementgroup.com/arc/

FAIRWOODS ON SEVEN BUILDING APPLICATION

SECTION 9a. (Revised January 2022)

Type of Activity (Check all that apply): New Construction ____ Addition ____ Landscaping _____

Hardscape (Driveways, Fountains, Outdoor Fireplaces, etc.) _____

Porch/Patio _____ Ext Painting _____ Roof _____ Other _____

- **For new home construction** attach 1 set of house plans, topography survey, tree survey, landscape plan, site plan and the Fairwoods On Seven Building Application, to the Cedar Management at the above online site. MyCMG will bill you for a non-refundable $2,500 construction fee as well as a refundable construction deposit (determined by the total square footage of heated living space at $1.00 per square foot).
- **For exterior home improvement** projects attach 1 set of plans (if applicable) the Fairwoods On Seven Building Application, as well as a comprehensive list of the scope of the project (the ARB will determine if more detail is required). For existing home additions MyCMG will bill you for a non-refundable fee equal to ½% of the construction cost not to exceed $2,500.

Section 9a.1

Homeowner and Builder Contact Information:

Date Submitted _____ Homeowner _____

Lot Number _____ FWO7 Street Address _____

Homeowner's Current Contact Information:

Mailing Address _____

Phone _____ Email Address _____

Contractor Information:

Proposed Contractor _____ Architect _____

Mailing Address _____

Phone _____ Email Address _____

For New Construction – Is your home going to be your personal residence? Yes _____ No _____

Do these plans comply with the ARB's Building Guidelines? Yes _____ No _____

Section 9a.2

New Construction:

Square footage of living space _____ First Floor _____ Second Floor _____

Garage _____ Porch(s) _____Deck(s) or Patio(s) _____

Setbacks in feet facing house: Front _____ Rear _____ Right _____ Left _____

Any drainage problems on your lot? _____

New Construction Continued - Exterior Materials

Walls _____ Color _____

Trim _____ Color _____

Chimneys _____ Color _____

Roof _____ Color _____

Windows _____ Color _____

Shutters _____ Color _____

Doors _____ Color _____

Foundation Facing _____ Color _____

Materials to be used for the driveway _____

Landscape Architect and or Contractor _____

Landscape Plan Attached? Yes _____ No _____

I agree not to make any changes in exterior plans, materials, and colors submitted or make any exterior additions without written permission from the Architectural Review Board.

Lot/Homeowner's Signature _____ Date _____

ARB Committee Approved on _____

Section 9a.3

Existing Home Exterior Addition, Improvement, Replacement, Changes, or Other

Describe the work being done (Drawings & Pictures are helpful)

_____

_____

_____

_____

Approximate square footage of work area being changed _____

Design Plans Attached Yes _____ No _____

Materials List Attached Yes _____ No _____

Estimated Project Budget _____

I agree not to make any changes in exterior plans, materials, and colors submitted or make any exterior additions without written permission from the Architectural Review Board.

Homeowner's Signature _____ Date _____

ARB Committee Approved on _____

For help or more information contact

Ralph Newman, Chairman
Fairwoods on 7 ARB
rsnewman@mindspring.com • (910) 690-9001
ARB Committee Approved on _____

SECTION 9b.

Fairwoods on Seven Homeowners Association
Architectural Review Board
Final Inspection Checklist and Approval

Date: _____

Lot#: _____

Items	YES	NO
1. Plans (House and Landscape) completed		
2. All Changes Documented		
3. House Exterior Plans of Record and Acceptable		
4. Landscape Installation Complete, per Plans, and Acceptable		
5. Water Control Provisions Appear Adequate		
6. Utility Boxes and Service Lines Well Screened and Blend to Structure		
7. Street Free of Visible Construction Traffic Damage		
8. Well Screening Acceptable		
9. Golf Course and Neighbor Views Considered and Landscape Screening Adequate		
10. Overall House and Landscape Pleasing and Acceptable		
11. Construction Material Removed and Excess Materials, if any, Properly Stored		
12. Stucco Construction Discussed with Owner/Owner Agent		
13. Final Inspection Contingent Items: _____ _____ _____		

Date of Inspection: _____

FWO7 ARB Approval: _____

Owner /Agent Acceptance: _____

FAIRWOODS ON SEVEN HOMEOWNERS' ASSOCIATION

Architectural Review Board
COMPLETION DEPOSIT AGREEMENT

The construction of a home, including landscaping or any extensive remodeling of a home on a lot in Fairwoods on Seven requires a bond from the homeowner to guarantee a satisfactory completion of the project as approved by the Architectural Review Board of Fairwoods on Seven.

The amount of the bond will be $1.00 per square foot of heated space in the home as shown on the approved plans with the minimum being $3,000.00. The monies will be held in a non-interest bearing account and no interest will be paid.

The full amount of the bond will be returned provided the following conditions have been met:

1. The home and landscaping have been completed and all corrections, additions, and changes cited in the final inspection application certificate have been met. The homeowner(s) assume the responsibility to see that all contractors (construction and landscaping) adhere to the requirements outlined in the manual of the Fairwoods Architectural Board Policies. (Schedule B).

2. A final inspection certificate has been issued by the Architectural Review Board.

3. No damage to the common property of Fairwoods on Seven has occurred. The cost to repair any such damage will be deducted from the amount of the bond.

Any forfeiture assessed under these provisions shall be determined by the HOA Board of Directors whose decisions shall be final.

_____ _____

HOMEOWNER'S SIGNATURE **DATE**

_____ _____

FOR THE ARCHITECTURAL REVIEW BOARD **DATE**

HOME ADDITIONS (TO EXISTING HOMES):

CONSTRUCTION FEE FOR EXTERIOR HOME REMODELING IS SET AT 0.005% OF THE ESTIMATED COST WITH A MINIMUM OF $50.00 AND A MAXIMUM OF $2,500.

ROUTINE MAINTENANCE SUCH AS REPLACING DAMAGED SIDING, ROOFING AND PAINTING ARE NOT CONSIDERED REMODELING UNLESS COLORS ARE CHANGED.

FOR EXAMPLE:

ESTIMATED COST FOR AN ADDITION:	$350,000
	% 0.005
	$1,750