

BROCKTON MANOR
GUIDELINES FOR ARCHITECTURAL APPROVAL
AND CONSTRUCTION

INTRODUCTION

Pursuant to the Declaration of Covenants, Conditions, Easements and Restrictions of Brockton Manor as amended and supplemented (herein referred to as the "Declaration"), the Brockton Manor Architectural Control Committee (herein referred to as the "Committee") is charged with the responsibility of preserving and enhancing the values of properties subject to the Declaration, of maintaining a harmonious relationship among structures and the natural vegetation and topography of said properties, and of providing for the proper functioning of the storm drainage system for said properties. For these purposes, the Committee has the right to promulgate and enforce rules, regulations and guidelines to regulate the exterior design, appearance, use, location and maintenance of lands, and improvements thereon, subject to the Declaration. In order to satisfy this responsibility, the Committee has the right to take the following actions:

- (a) Approve or disapprove plans and specifications for all proposed construction on land subject to the Declaration, and
- (b) Approve or disapprove plans and specifications for improvements of property on land subject to the Declaration.

The following guidelines for all construction on and improvement of the land subject to the Declaration are hereby adopted by the Committee for guidance to property owners in preparing and submitting plans and specifications to the Committee for its consideration. These guidelines may be changed, modified and amended by the Committee at any time, in accordance with the procedure therefore set forth in the Declaration.

NOTE: NO NEW CONSTRUCTION OR IMPROVEMENT TO AN EXISTING STRUCTURE MAY BE INITIATED WITHOUT PRIOR WRITTEN APPROVAL FROM THE COMMITTEE.

While the Committee shall have up to fifteen (15) days for the approval or rejection of submitted plans, every effort will be made to complete the review process in a shorter period when necessary to accommodate the needs of property owners.

I. CONSTRUCTION APPROVAL

In order to create and maintain a high quality residential development on the subject property, certain criteria for all construction has been established by the Committee.

The owner or owners of a lot shall be responsible for the performance of all requirements of these guidelines by builders and contractors employed by or through such owners. In the case of a builder constructing a speculative home the builder will be held responsible for meeting the requirements.

1. METHOD OF APPROVAL

The Committee shall review plans within fifteen (15) days of complete submittal. A "Checklist

of Compliance", attached to these Guidelines, shall be returned with one (1) set of plans stamped "Approved", signed and dated by at least two (2) members of the Architectural Review Committee. The Committee shall retain one (1) set of plans with the Checklist for its files. If the Committee disapproves the plans, written notice of such shall be given to the lot owner and shall specify the reason or reasons for such disapproval. Construction may not start until all plans have received "approval" from the Committee.

2. RESUBMITTAL

If the Committee has disapproved any of the submitted plans it is the responsibility of the owner to see that corrections or modifications are made in compliance with the Committee comments. One set of corrected plans shall then be resubmitted with changes "noted". The Committee will make every effort to review and approve the plans as quickly as possible.

3. GENERAL REQUIREMENTS FOR CONSTRUCTION

While detailed construction requirements may vary by specific areas or sections of the property, the general requirements are set forth below.

- (a) Builder Deposit. Each builder shall be required to deposit a \$ 1000 security deposit with the developer for the faithful compliance with the Architectural Guidelines contained herein and the Covenants and Restrictions. The deposit shall be held in escrow and promptly returned upon completion of the requirements by the builder. In the event Builder fails to comply with the terms contained herein and the covenants and restrictions, the security deposit shall be applied to any cost that may be incurred by the Developer for corrective work.; provided however the Developer shall not be obligated to perform any corrective work made necessary by Builder.
- (b) Square Footage. All single family residences have minimum square footage requirements which are specified as follows: 1,700 square feet for single level and 2,200 square feet for multi-level (1,200 square feet - first floor). The square footage of a residence as referred to shall not include porches, terraces, garages, carports, accessory buildings or basements.
- (c) Tree Preservation. No existing tree 15' outside of the building, and 10' outside the driveway and parking areas of a lot shall be removed without the prior written approval of the Committee and such approval shall only be granted upon proof of unusual hardship in the practical utilization of the lot. Accordingly, all plot plans submitted to the Committee for approval shall designate thereon all trees outside of the building, driveway and parking areas. The removal or destruction of any such trees without the consent of the Committee shall result in liability of the owner of such lot to replace said trees with trees of like kind, quality and size.
- (d) Construction Trash. All builders will be required to utilize a thirty (30) cubic yard trash receptacle for each home during periods of construction in order to properly dispose of debris and to preserve the overall appearance of the community while under construction.
- (e) Temporary Driveway To further preserve the overall appearance of the community during home construction, each builder is required to install and maintain a temporary stone drive on each lot. Such temporary drive shall consist of #2 and/or #53 stone and shall provide for construction access from the public street to the building area.

- (f) Damage Control. Each builder shall be responsible for damage to adjacent lots caused by its suppliers, agents, delivery men, subcontractors, etc.
- (g) Colors and Materials of Homes. Materials used on the exterior of homes and improvements are subject to the approval of the Committee, and all exterior colors are, generally, to be subdued, earthen tones or white and compatible with other structures in or planned for the immediate area.
- (h) Yards. By applicable zoning ordinance, the "front yard" of a lot is considered to be that area between the public street frontage and the house regardless of how the house is faced and minimum front yard and rear yard setbacks must comply with the requirements therefore referred to in the Plat Restrictions. The side yard setbacks are a 25' aggregate with a 10' minimum required. Front setbacks are 30' from the property line. All setbacks are subject to approval by the Johnson County Planning and Zoning Department.
- (i) Erosion Control and Tree Protection Measures. The owner or owners of a lot shall be responsible for the performance of all requirements of these guidelines by builders and contractors employed or engaged by or through such owner or owners. During periods of construction of a home or improvements on a lot, the builder shall provide adequate physical barriers such as straw bales or snow fencing in order to protect trees from damage by construction equipment and related activities. In addition, builders shall be required to exercise erosion control measures to prevent silt transportation to the main drainage ways. Builders shall provide appropriate temporary seeding of disturbed earth areas and temporary wood or straw bale dams to restrict silt-sediment transportation.
- (j) Storm Water Drainage. To aid in the efficient operation of the storm water drainage system of the entire property subject to the Declaration, all water discharged from improvements on such lot including, but not limited to, water discharged from or through roofs, down spouts, sump pumps, gravity drains, water treatment and geothermal devices, patios, pool decks and tennis courts, shall be directed into existing storm drainage facilities. The site plan or plot plan for a lot submitted to the Committee for its approval shall reflect compliance with the foregoing provisions. The builder is responsible for maintaining proper lot drainage between homes as they are constructed per drainage plan.
- (k) Utilities. All utilities shall be installed underground.

4. PLANS AND SPECIFICATIONS

In order to properly review proposed construction, the Committee has established the following drawings as a minimum for submittal to the Committee. Submittal for approval shall include all items below. Clarification drawings and details may be requested by the Committee prior to approval if adequate details are not included in the plans.

- (a) Plot Plan. The plot plan shall include location of all existing trees, proposed structure, driveways, walks, terraces, decks, pools, fences, etc. The plan shall also include all existing and proposed elevations, contours, finished floor elevations, proposed and existing utilities.
- (b) Foundation Plan.
- (c) Floor Plans.

- (d) Elevations. Front, rear, sides.
- (e) Details. Exterior
- (f) Specifications. For all exterior building colors, finishes and materials.

All site related plans shall be drawn at a scale of not less than 1" = 30'. All architectural plans are to be drawn at a scale of not less than 1/4" = 1'. All plans shall be full dimensioned and presented in duplicate (two sets).

II. ARCHITECTURAL GUIDELINES

As noted previously, any new building or improvement or any addition to an existing building or an exterior alteration or change to an existing building must have the prior written approval of the Committee before any work is undertaken. The Committee has established the following guidelines for specific types of construction and improvements on land subject to the Declaration. Any addition, exterior alteration or change to an existing building shall be compatible with the design character or the original building. Any new detached structure (if permitted) shall be compatible with the existing structure.

1. FENCES, WALLS, AND SCREENING

Fencing, walls and screening will be designed and installed to be as harmonious as possible with the architectural character of the community. No fence or screen will be approved if it's installation will obstruct necessary site lines for vehicular traffic. Undue obstruction of view or other amenities from adjoining properties will be taken into consideration by the Committee when reviewing for approval. Fences in general shall not be located any closer to the front of the home than the rear foundation line of the home. The Committee discourages fencing of the entire back yard due to the effect that this fencing may have on the feeling of spaciousness desired by other property owners. The Committee shall have the right to require additional landscaping on the exterior side of all solid fencing on a lot (i.e. on the sides of such fencing facing away from the house on such lot). Fences may be privately installed but must be constructed to professional levels of quality.

(a) Height Restriction. The Committee is of the opinion that the environmental integrity of the community will be materially lessened if the open nature of the community is damaged by a proliferation offences of excessive height. The Committee, therefore, will approve fences up to four (4) feet in height which otherwise meet these guidelines. The Committee will give consideration, however, to a variance in this height limit where clearly unique circumstances exist. The use of six (6) foot fences around small patio areas or pools in a backyard of a home in order to secure privacy for the immediate area will be permitted. The fence height for a pool must meet the local ordinance requirements.

(b) Materials and Finish.

- (1) Wrought Iron, wood fencing, or screening will be approved if the design is in conformity with the architectural design of the community, subject to the Committee's right to require landscaping on the exterior sides thereof.
- (2) The Committee will not approve an application for the installation of a chain link or other galvanized metal fencing unless it is vinyl coated or covered with similar

coating material and black in color and located in an area where the environmental integrity of the community is not lessened.

- (3) All fencing or screening should preferably have finished material on both sides. If only one side has finished materials, that side must face the public side of the adjoining property.
- (4) Walls above grade should be constructed of natural stone, masonry or attractive timber. (Railroad ties will not be allowed.)

2. LANDSCAPE MATERIALS

Each home is required to have a minimum planting requirement of:

Front and Side Yard

2 Deciduous shade trees	2-2 1/2" caliper
1 Flowering tree	1-1 1/2" caliper
3 Conifer trees	8-10' height
6 Shrubs	3-4' height
10 Shrubs	18-24" spread

3. LAWNS

All front and side yards will be required to be sodded. All rear yards are to be seeded as the minimum requirement. All established lawns are required to be fertilized and weeded as necessary to insure a quality lawn appearance at all times.

4. SWIMMING POOLS

Swimming pools must have the approval of the Committee before any work is undertaken. No above ground pools shall be allowed. Permanent backyard pools will be approved by the Committee only after careful consideration of the potential effect of such a pool in neighboring properties. An application for the construction of a swimming pool will not be considered unless the application is accompanied by an application for acceptable fence and landscape design approval. The design of such fence shall conform to county or municipal regulations for such fencing. Use of plantings in the vicinity of the proposed pool will be required to soften the effect of sound and required pool fencing on adjacent properties.

5. TENNIS COURTS, RACQUETBALL COURTS, PADDLE BALL COURTS, BASKETBALL GOALS, ETC.

Tennis courts, racquetball courts, paddle ball courts, squash courts, and other recreational or sporting facilities will be approved by the Committee only after thorough consideration of the potential effect of such a structure or use in neighboring properties. The Committee will not approve non-baffled lighted courts or facilities. An application for the construction of any such facility will not be considered unless the application is accompanied by an application for an acceptable fence and landscape design approval. It is recommended by the Committee that any such fencing be of an open composition in order to blend in with the surrounding properties and soften the effect on adjacent properties.

Basketball goals will not be allowed in the front driveways of any homes. Backboards of all basketball goals shall be translucent fiberglass with a black pole (or an approved equal). The Committee reserves the right to approve or disapprove the location of all basketball goals. No

basketball goals shall be attached to any structure.

6. PLAY EQUIPMENT

Children's play equipment such as sandboxes, swing and slide, and tents shall not require approval by the Committee provided such equipment is not more than six (6) feet high, maintained by the lot owner in good repair (including painting) and every reasonable effort has been made by the lot owner to screen or shield such equipment from view of adjacent lot owners. Equipment higher than eight (8) feet shall require approval of the design, location, color, material and use by the Committee.

7. RETAINING WALLS

Retaining walls must be architecturally compatible with the exterior of the home (i.e. stone, brick or milled timber). Railroad tie retaining walls will not be approved.

8. ROOFS

All roofing materials must be of either wood shingle or a dimensional asphalt shingle as approved by the Committee.

9. DRIVEWAYS

All driveways must be concrete or an acceptable alternate as approved by the Committee. Extensions, widening or re-routing of existing driveways must have the approval of the Committee prior to construction.

10. SIDEWALKS

The owner/builder is responsible for providing all sidewalks on subject lot as shown on the submitted and approved plot plan. Plans are available from the Committee upon request.

11. MAILBOXES

In order to preserve the overall aesthetic appearance of the properties subject to the Declaration, all mailboxes will be provided by builder or owner and shall meet the standard mailbox design, type and color as required by the Developer.

12. AIR COOLING UNITS

Air cooling units or other like utilities that are outside of the residential structure must be located at the side or rear of the home.

13. EXTERIOR ANTENNAS

Unless specifically authorized by the Committee, no television, radio or other antennas (including, without limitation, satellite receiving dishes) may be erected by any lot owner on the exterior of a house or on a lot.

14. MISCELLANEOUS

- (a) All construction trades performing work on any structure or other improvement on any lot in the property subject to the Declaration will be expected to do their work in a professional manner, and in accordance with all standards published by the recognized trade

councils of their respective industries, and it shall be understood that all work performed in such property shall be of high quality. It is not the duty or the responsibility of the Committee to supervise or inspect the quality of construction performed by the construction trades, but should the Committee discover what it considers "low quality work" or work being performed which is not in accordance with the plans approved by the Committee, the owner of the lot and the holder of the building permit for the work in question (if known) may be notified and the work shall be corrected to a professional standard and made to conform to the approved plans.

- (b) Should the determination of the Committee in this regard be challenged by the owner of the lot or the holder of the building permit, such challenge shall be in writing and served upon the Committee accompanied by a certified letter from an architect registered to practice in the State of Indiana and bearing his signed seal stating that, in his professional opinion, the work in question is in accordance with the plans approved by the Committee and meets the quality standards herein required.
- (c) Should the Committee still disagree and feel the work is substandard or not in accordance with the approved plans, a panel of three architects will be chosen to review the work and their majority vote shall constitute the final determination as to what, if any, action is required. Should such panel of architects rule the work substandard or not in accordance with the approved plans, then the work shall be re-executed to professional standards and in accordance with the approved plans within thirty (30) days. In any case in which such a panel of architects is to make a determination hereunder, one such architect shall be selected by the Committee, one by the owner of the lot (or his builder), and the third by the two so selected. If either party fails to select its architect and advise the other of such selection within five (5) days after the date upon which the Committee notifies the owner of the lot or the holder of the building permit that the Committee still feels the work is substandard or not in accordance with the approved plans, then the single architect selected by one of the parties shall serve alone as the panel of architects to make such final determination. The costs and expenses of the architectural review panel selected to determine any such dispute shall be borne and paid in equal shares, one-half (1/2) by the Association and one-half (1/2) by the owner of the affected lot.
- (d) Neither the developer of the property subject to the Declaration nor any member of the Committee shall at any time have any liability whatsoever to the owner of any lot in such property or to any holder of a building permit for any improvements to be located thereon nor to any other person for any determination or decision made by the Committee in the exercise of its duties and responsibilities or for any actions taken or attempts made by the developer or the Committee to enforce quality construction practices in the subject property.
- (e) **Energy Conservation Equipment.** No solar energy collector panels or attendant hardware or other energy conservation equipment shall be constructed or installed on any Lot unless it is an integral and harmonious part of the architectural design of a structure, as determined in the sole discretion of the Committee pursuant to Article IX of this Declaration.

The manufacturer's printed instruction and directions for the application or installation of their products shall always constitute the minimum standard for the application or installation of that product.

By my signature below I certify that I have read the entire contents of this document and agree to comply with the requirements contained herein.

Builder

Lot Owner

Date

Date