

# CROSSWINDS HOA

## ARCHITECTURAL REVIEW COMMITTEE *SUBMISSION GUIDELINES*

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## MINIMUM PAPERWORK SUBMISSION

1. Submission must include
  - a. Completed form (both sides signed and initials.)
  - b. Form should be completed as much as possible.
  - c. Plot plan, does NOT have to be a formal survey plat
    - i. (Hand drawn on printer paper is fine)
  - d. Should show relative location of house, driveway, sheds, pool, patio, any additional impervious spaces, SHOW ALL EASEMENTS on PLOT drawing.
2. Fence, pool, shed and new impervious space location should be indicated on plat.
3. Pictures, sketches of improvement, provide as much detail as possible
  - a. Color samples (pictures are okay)
  - b. Building material
4. Any additional requested drawings or forms that may be beneficial to evaluating request.
  - a. If the ARC requests it, the application requires it.

## FENCES

1. Maximum height – 6 feet
  - a. Fence height increase has been allowed in the past on a **case-by-case basis** by using a retaining wall or landscape timbers as a base.
  - b. **THIS APPROVAL IS NOT AUTOMATIC AND IS RARELY DONE.**
2. Fences SHALL be no less than 5 feet from the front corner of the house.
3. Fences may be wood, vinyl or aluminum.
  - a. They may **NOT EVER BE**:
    - i. chain link
    - ii. barbed wire
    - iii. razor wire
    - iv. welded wire
    - v. chicken wire
4. May be most styles, example, shadow box, stockade, picket, split rail.
5. Not allowed **within** a drainage easement
  - a. **EXCEPTION**: MAY (case by case) be allowed through a drainage easement **ACROSS** a buried pipe.
    - i. Must be offset so as to allow access to pipe or easement
    - ii. Must have gates installed as directed by Drainage Committee.
    - iii. SHALL NOT center a post over any pipe and should be no less than 2 feet from the center of the pipe.
  - b. **Drainage Committee sign off REQUIRED.**
6. **IN NO INSTANCE SHALL FENCING OF ANY KIND BE ALLOWED THAT OBSTRUCTS ACCESS within a drainage easement that prevents or inhibits stormwater or drainage inspection or maintenance activities.**
7. Fences blocking access to easements MUST have sufficient gates to allow HOA access to easement and to allow owner maintenance of easement behind fence.
  - a. **Drainage Committee signoff REQUIRED.**
8. Consult with ARC Chair or HOA President if unsure and add Drainage Chair if a drainage easement is involved.

## SHED

1. Sheds shall be behind a 6-foot fence or vegetative screen of at least 6 feet.
2. HOA preference, Barn style (four-sided roof) will **NOT** be approved.
  - a. Stick builds are preferred but prefabs have been approved.
    - i. **(CASE BY CASE, picture of proposed prefab MUST BE INCLUDED IN PACKAGE)** Sales brochure or printouts from website are acceptable for this item.
3. Sheds should **MATCH/COMPLEMENT** the house appearance.
  - a. **We DO NOT EXPECT BRICK SHEDS**, the paint color SHALL **MATCH/COMPLEMENT** the house trim color.
  - b. Shingles **SHALL** match or complement the house roof as closely as possible.
4. Relative position of shed **SHALL** be indicated on the plot plan.

## POOL

1. The pool itself is **NOT** impervious space and does **NOT** count against impervious limits.
2. The concrete skirt around the pool **IS** impervious space and counts against the limit.
3. Any portion of the pool, skirt or equipment may **NOT** be inside **ANY** easement on the property.
  - a. New Hanover County **will deny** a permit for any violation of item 3.
4. Plot plan for application **MUST** show pool, skirt and equipment locations along with the house, driveway, sidewalks, patio, sheds and any other impervious space. Easements **MUST** be indicated on plot plan.

## SOLAR PANELS

While we lack the authority to deny solar panels as per the North Carolina Supreme Court, we can offer guidance on preferable locations. We cannot guide anyone away from the optimal performance location for solar generation.

That said,

1. Solar panel shall be of a non-reflective, preferably flat black construction.
2. Solar panels shall be mounted utilizing low profile brackets.

## IMPERVIOUS SPACE

1. **ALL OUTDOOR ARC PROJECTS MUST BE EVALUATED FOR IMPERVIOUS SPACE COMPLIANCE!**
2. **Includes but NOT LIMITED TO:**
  - a. Driveways
  - b. Driveway Extensions
  - c. Sidewalks
  - d. Patios
  - e. Pool Skirt
  - f. Flowerbed curbing
  - g. Catchall, **ANY PROJECT DEEMED BY ARC TO INCREASE IMPERVIOUS SPACE NOT ALREADY LISTED!**
  - h. As per NCGS 143-214.7:
    - i. ..."Built-upon area or impervious space" **does not include** a slatted deck; the water area of a swimming pool; a surface of number 57 stone, as designated by the American Society for Testing and Materials, laid at least four inches thick over a geotextile fabric; a trail as defined in G.S. 113A-85 that is either unpaved or paved as long as the pavement is porous with a hydraulic conductivity greater than 0.001 centimeters per second (1.41 inches per hour); or landscaping material, including, but not limited to, gravel, mulch, sand, and vegetation, placed on areas that receive pedestrian or bicycle traffic or on portions of driveways and parking areas that will not be compacted by the weight of a vehicle, such as the area between sections of pavement that support the weight of a vehicle.
3. Use the limits below for all projects:
  - a. Section 1: 30-35% of lot square footage, SW8 930710 page 1
    - i. NCDEQ requested limits be imposed on Section 1, guidance is in I, Design Standards, 2. The overall tract built-upon area percentage.
  - b. Section 2: 4500 SQFT, SW8 930710 page 2
  - c. Section 3: 3500 SQFT, SW8 930710 page 2
  - d. Section 4: 3850 SQFT, SW8 930710 page 2
  - e. Section 5: 4650 SQFT, SW8 930710 page 2
4. If anyone cannot meet their impervious limit, recommend abatement options such as installing pervious cement pavers or a rain garden, we have access to a contractor that can quote the installation of a rain garden.