

**RIDGEFIELD FARMS
ARCHITECTURAL STANDARDS, CRITERIA AND DESIGN REQUIREMENTS**

I. ARCHITECTURAL REVIEW BOARD

A. PURPOSE

The Declaration of Covenants, Restrictions, and Easements for Ridgefield Farms recorded in Book 016992, Page 02001-02069 of the Wake County Registry (as amended and/or supplemented from time to time, the “Declaration”) provides for the establishment of the Ridgefield Farms Homeowners Association, Inc. (the “Association”) and attempts to ensure that the quality of the planned community known as Ridgefield Farms (the “Community”) will be maintained.

Pursuant to the Declaration, the Architectural Review Board (the “ARB”) shall seek to ensure that all Subsequent Lot Improvements (as hereinafter defined) in the Community comply with Article 13 of the Declaration and these Architectural Standards, Criteria and Design Requirements (“Architectural Guidelines”). The Association is responsible for administering the covenants of the Declaration and providing administrative support to the ARB. All capitalized terms used but not defined in this shall have the meanings given such terms in the Declaration.

B. AUTHORITY

The ARB is authorized to act under Article 13 of the Declaration.

C. MEMBERS

Declarant shall select the member(s) of the ARB and the powers, rights, and authority of the ARB shall be exercised by the Declarant or its designee as long as Declarant owns any portion of the Community, or until such time as Declarant has relinquished its rights under the Declaration. Thereafter, the ARB shall consist of three (3) members, and the Board of Directors of the Association (the “Board”) shall have the right, power, authority, and obligation to select members of the ARB. Notwithstanding anything herein to the contrary, the Declarant retains the absolute right to review and approve the Initial Lot Improvements (as hereinafter defined).

D. MEETINGS

The ARB shall meet as necessary to review Applications (as hereinafter defined), or, at a minimum, annually.

E. RESPONSIBILITIES

The ARB shall adopt and enforce standards:

1. Governing the form and content of an Application;
2. Establishing the procedure for the review of an Application;
3. Establishing guidelines for: design features, architectural styles, exterior colors and materials, details of construction, location and size of all structures, landscaping, and all other matters requiring ARB approval;

4. Establishing policies, procedures, guidelines governing use of the Common Area and Properties in accordance with the Declaration; and
5. Relating to any other responsibilities as determined by the Board from time to time.

F. LIMITATION OF LIABILITY

ARB approval is based only on the aesthetic features of the approved Application. The ARB and any member of the ARB assume no liability or responsibility for the engineering or structural design or quality of materials or any defect in any Subsequent Lot Improvements constructed from any Application and the plans and specifications and all other documentation submitted therewith. The ARB and its members make no representations or determinations regarding the structural adequacy, capacity, or safety features of any Subsequent Lot Improvements. Neither the ARB nor any member of the ARB shall have any liability to any person submitting an Application to the ARB for approval, or to any Owner by reason of a mistake in judgment, negligence, misfeasance, malfeasance or nonfeasance arising out of or in connection with the approval or disapproval or failure to approve or disapprove any such Application or for the exercise or non-exercise of any other power or right of the ARB provided in the Declaration and/or these Architectural Guidelines.

G. ARB POLICIES

The ARB seeks to foster thoughtful design so that there is harmony among surrounding structures, topography and the general plan of development of the Community. The ARB shall evaluate each Application on its own merits. However, ARB approval of Lot Improvements on any Lot shall not be deemed to be a waiver of the ARB's right to object to the same or similar improvements on another Lot.

H. ARB APPROVAL REQUIRED FOR IMPROVEMENTS

The Declarant retains the absolute right to determine the style and appearance of the initial construction on any Lot, including without limitation any storage sheds, accessory buildings, garages, fences, walls, mailboxes, lawn decorations, structures of any type, grading, landscaping and any other improvements to be built or constructed on any Lot until the issuance of a Certificate of Occupancy for the Unit constructed on any such Lot (hereinafter individually and collectively referred to as the "Initial Lot Improvements").

After occupancy of a Unit as a residence pursuant to a Certificate of Occupancy, no Lot Improvements (including, without limitation, replacement of any Initial Lot Improvements) shall be commenced, erected or maintained upon any Lot, nor shall any exterior addition to or change or alteration thereof be made (including, without limitation, changing materials or color of any exterior portion of any such Initial Lot Improvements), nor shall a building permit for such Lot Improvements or change be applied for or obtained, nor shall any landscaping (other than replacement of grass, plants or trees) or re-landscaping of any Lot be commenced or made (hereinafter individually and collectively referred to as the "Subsequent Lot Improvements") until an application in the form attached hereto as Exhibit A and incorporated herein by reference (the "Application Form") and all plans and specifications showing the nature, kind, shape, heights, materials, color and locations of the same, as submitted with the application or requested by the ARB (the Application Form and all plans and specifications and other documentation or material submitted in connection with the Application Form being hereinafter referred to singularly as, an "Application", and in the plural as, "Applications") shall have been submitted to and approved in writing by the ARB.

The ARB may disapprove an Application, and/or may require specific changes to an Application in order to provide approval for any reason (including, without limitation, purely aesthetic reasons) as determined in the sole discretion of the ARB. In addition, the ARB shall have the right to request additional information if, in its opinion, the original submission is incomplete or insufficient, and an Application shall not be deemed “submitted” or “complete” until such time as the ARB determines in its sole discretion.

Notwithstanding anything herein to the contrary, the ARB shall have no power or authority over any Subsequent Lot Improvements to any Lot or other portion of the Properties owned by the Declarant, and these Architectural Guidelines shall not apply to the development, improvement, maintenance and repair of any Lot or other portion of the Properties owned by Declarant.

I. TIME LIMITS

All Subsequent Lot Improvements shall be completed within thirty (30) days from approval by the ARB, unless additional time is allowed by the ARB. However, the ARB may also establish a more specific time for completion as a condition of its approval of an Application.

The ARB shall have forty-five (45) days (or other such time period as may be determined by the Board) after receipt of a complete Application to present its findings regarding such Application. If the ARB disapproves an Application within forty-five (45) days (or other such time period as may be determined by the Board) after receipt of a complete Application, the Owner may appeal said decision to the Board. In the event the ARB fails to approve or disapprove an Application within forty-five (45) days (or other such time period as may be determined by the Board) after receipt of a complete Application, including all information requested for their consideration and review, the ARB shall be deemed to have rejected the Application.

The ARB shall have the right to charge a reasonable fee for receiving and processing each Application, including without limitation, a Compliance Deposit (as defined in the Declaration).

J. INSPECTIONS

The ARB may make inspections while construction is in progress to determine compliance with the approved Application, these Architectural Guidelines, the Regulations (as hereinafter defined) and the provisions of the Declaration. The submission of an Application shall be deemed to authorize the ARB or any agent of the ARB to perform such inspections.

K. JOB SITE CONDITIONS

1. All job sites shall be kept in a neat and orderly condition and in accordance with all rules, regulations, guidelines, policies, procedures or requirements as may be adopted, imposed, amended, modified, or established by the Declarant, Association and/or the ARB from time to time, and the local ordinances, with the more restrictive rules and regulations prevailing (collectively, the “Regulations”).
2. Construction hours are subject to and all construction operations must be performed in accordance with the Regulations.

L. ARB APPROVAL

Upon written approval by the ARB, a copy of an Application bearing such written approval shall be returned to the applicant. Approval of any Application shall be final and the approval may not be thereafter reviewed or rescinded, subject to compliance with all terms and conditions of approval, these Architectural Guidelines, the Declaration and Regulations.

M. VIOLATIONS

Upon any non-compliance or violation of any of the terms and conditions of any approved Application, these Architectural Guidelines, the Declaration, and/or the Regulations, the ARB, the Board and the Declarant shall have the right to enforce its policies, as set forth in these Architectural Guidelines and Article IX, Section 4 of the Declaration by means specified in the Declaration, including an action in a court of law, to ensure compliance.

N. APPLICATIONS

Applications must be submitted to the ARB and Elite Management Professionals, Inc. (“Elite”).

1. Site Plan. Each Application must include one (1) copy of the site plan and property survey showing the location of existing structures, easements, and the boundaries of the property. Proposed changes or additions should be indicated, including dimensions and distances from the house and adjacent properties.

2. Materials and Color. Samples of the materials and colors to be used and an indication of existing colors and materials should be provided. In most cases, a statement that the proposed wall, for example, is to be painted to match the color of the existing house or its trim is sufficient. Where materials or colors are compatible but different from those of the existing structures, samples or color chips should be submitted for clarity.

3. Drawings and Photographs. A graphic depiction of the request should be provided. This may be in the form of manufacturer’s literature or photographs as well as freehand or mechanical drawings. The amount of detail should be consistent with the complexity of the proposal.

4. Other Approvals. After receiving approval from the ARB, a permit may be required from the County of Wake, Town of Cary, or other governmental authorities. The applicant must determine whether this requirement applies to the requested modification. If any such permit is required, the applicant must procure the same before commencing any work.

5. Third Party Comments. Written comments from neighbors and other residents concerning proposed changes, if any, should be furnished to the ARB, but are not required. These comments will be considered during the review process.

O. AMENDMENT. The ARB shall have the right to amend these Architectural Guidelines from time to time upon the written consent of the Declarant (while the Declarant owns any Lot) or all of the members of the ARB, as applicable.

II. ARCHITECTURAL STANDARDS, CRITERIA AND DESIGN REQUIREMENTS

The following are ARB-approved standards, criteria, and design requirements. No restrictions included in the Declaration and/or applicable zoning laws and not listed here have been waived by the Association.

A. KEY ARCHITECTURAL GUIDELINES

The ARB evaluates all submissions based on the individual merits of the Application, which includes consideration of the characteristics of the individual site and Lot size. What may be an acceptable design for one Lot may not be acceptable for another. The following guidelines are general in nature and apply to all of the Lots in the Community.

1. Conformance with Covenants. All Applications are reviewed to ensure that the request is in conformance with all requirements of the Declaration and the requirements contained herein.

2. Validity of Concept. The basic idea of the proposed alteration requested must be sound and appropriate to its surroundings and neighbors.

3. Design Compatibility. The proposed alteration must be compatible with the architectural characteristics of the applicant's house, adjoining houses, and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials, color characteristics, and construction details.

4. Location and Impact on Neighbors. The proposed alteration should relate favorably to the landscape, the existing structure, and the neighborhood. Primary concerns are access, view, sunlight, and drainage. For example, fences or landscaping may obstruct drainage, or access to neighboring properties and decks or larger additions may infringe on a neighbor's privacy.

5. Scale. The size of the proposed alteration should relate well to the adjacent structures and its surroundings.

6. Color. Color may be used to soften or intensify visual impact. Parts of an addition that are similar to the existing house, such as roofs and trim, should match. Like colors of adjacent homes should not be used. No permission or approval is required to repaint, if applicant is keeping with the original approved color scheme.

7. Materials. Continuity is established by use of the same or compatible materials as were used in the original house. For example, an addition with vinyl siding may not be compatible with a stucco house.

8. Workmanship. Good workmanship is essential. The quality of work should be equal to or better than that of the existing improvements.

B. SPECIFIC ARCHITECTURAL CRITERIA AND REQUIREMENTS

The following criteria and requirements are more specific than the foregoing general guidelines and represent areas over which the ARB prefers to maintain more control.

1. Foundations

a. Slabs on grade are not permitted per the Builders Guidelines.

2. Square Footage. As may be required by local ordinance and/or applicable zoning laws.

3. Windows and Doors

- a. Unless installed by Declarant at the time of original home construction, bright-finished or bright-plated (other than white) metal exterior doors, windows, window screens, louvers, exterior trim or structural members shall not be permitted, without the prior consent of the ARB. Only full view storm doors are permitted.
- b. The use of reflective tinting or mirror finishes on windows is prohibited.
- c. Security bars on windows or doors are not permitted.

4. Exterior Walls

- a. Samples of all sidings must be submitted to the ARB for approval.

The use of the following materials may be approved to the extent allowed by local ordinance and/or applicable zoning laws:

- 1. Stucco
- 2. Stone (natural or synthetic)
- 3. Brick
- 4. Wood and Cementitious Siding
- 5. Dryvit

The following is a (non-exclusive) list of inappropriate materials:

- 1. Rough-Sawn Wood Siding
- 2. T-111 Siding
- 3. Aluminum Siding
- 4. Vinyl Siding

The ARB reserves the right to evaluate and approve or disapprove new materials as they are introduced to the market.

- b. In general, exterior colors should be muted. Most paint manufacturers have “traditional” color charts from which selections should be made. All exterior colors and materials must be approved by the ARB, unless conforming with original colors and color scheme of house. Exterior colors that, in the opinion of the ARB would be inharmonious, discordant and/or incongruous to the Community shall not be permitted. Like colors shall not be approved on adjacent houses.

5. Roofs

- a. Roof colors shall be an integral part of the exterior scheme of a building.
- b. No change in color or existing roofing material shall be permitted without the approval of the ARB. Roofing material must be either architectural or fiberglass shingles, with a minimum 25-year warranty.

- c. Flat roofs are not permitted except as described in subparagraph (d) below. All roof pitches shall have a minimum ratio of 6:12 per Builders Guide.
- d. Flat deck first floor patio roofs, which also serve as second floor balconies, may be approved by the ARB.
- 6. **Chimneys.** Chimneys may be constructed with siding to match the house or otherwise shall be constructed with brick or stone.
- 7. **Solar Panels.** Solar water heating panels shall be reviewed on an individual basis, and if approved by the ARB, must be installed so as to be as unobtrusive as possible.
- 8. **Attic vents, Skylights, Gutters, and Downspouts**
 - a. Attic vents or other improvements on the roof should be as small in size as functionally possible and should be painted to match the roof color. They should be located generally on the area of the roof least visible from the street, and not extend above the ridgeline, unless as may be required by building code. The ARB must approve all roof protrusions.
 - b. Gutters and downspouts shall either match or contrast the house and shall be as inconspicuous as possible. Run-off must not adversely affect the drainage on adjacent properties. All gutters and downspouts must be approved by the ARB.
- 9. **Patios, Patio Enclosures, and Decks**
 - a. Patio enclosures are an extension of a house and may have a significant impact on its appearance. All enclosures should be designed to conform to the architecture of the house. Color and materials should be compatible with the house to which it is attached and with surrounding houses. All patio enclosures must be approved by the ARB. Screened enclosures shall not be permitted on the front or sides of units.
 - b. The roof of the patio enclosure should conform to the roof of the house as closely as possible. Insulated aluminum roofs will not be permitted. All screen enclosures must have a roof compatible with the main structure.
 - c. All patios, patio slabs, and courtyards, not installed by Declarant at time of original house construction, must be approved by the ARB prior to installation.
 - d. All decks shall be constructed on the rear of the house. Material shall be pressure-treated lumber of grade 2 or better or approved composite decking in natural colors.
- 10. **Garages, Driveways, Walkways and Exterior Lighting**
 - a. Any changes to an existing garage door must be approved by the ARB.
 - b. No curbside parking areas are to be created by altering existing curb or street paving. Parking is not permitted on lawns.

- c. All proposed exterior lighting should be detailed on a request for architectural modification. No exterior lighting including, without limitation, motion sensitive lighting shall be permitted that, in the opinion of the ARB, would create a nuisance to the adjoining property owners.
- d. Driveways and walkways for Lots shall be constructed of a hard-impervious material such as concrete, brick, pavers or stamped concrete and must be approved by the ARB. No asphalt drives or walkways will be permitted on Lots.
- e. Driveway aprons for Lots must be concrete and may not be widened without the approval of the ARB and local governing authorities.
- f. Any proposed walkway must be approved by the ARB and local governing authorities prior to installation. This includes concrete walkways, stepping stones or paver bricks. Walkways should be consistent with the grading of the property so as to prevent improper drainage. Walkway locations should generally be limited to the side and rear of the house. The front yard walkway is limited to natural color concrete, as installed by the Declarant. More flexibility of materials may be allowed for walkways on the sides and rear of the house (e.g. flagstone, slate, stone, or brick).
- g. Any addition to driveways, sidewalks, patios, etc. may be subject to impervious surface requirements, which are governed by local authorities. Their approval is a pre-requisite to ARB approval.

11. Awnings and Shutters

- a. Any proposed awning must be approved by the ARB. Awnings will only be approved for the rear of the house to cover a deck or patio. Awnings should be canvas, nylon, or other fabric in the same color as either the sides or the trim of the house. Metal, fold-down awnings and canopies shall not be permitted.
- b. Permanent and fixed shutters are permitted. The design, location, and color of the shutters must be approved by the ARB.

12. Permanent Barbecues and Outdoor Cooking Areas

- a. Permanent barbecues and outdoor cooking areas may be permitted but should not be a dominant feature on the landscape and should be located so they will blend as much as possible with the surrounding area. Supplemental planting should be provided to soften the visual impact of the barbecue, particularly when little or no natural background or screening is available.
- b. No permanent barbecue or cooking area may be installed without prior ARB approval, unless included in the original construction of the house by Declarant.

13. Landscaping

- a. Any proposed landscaping, including, without limitation, the following items that are commonly requested, must first be submitted to the ARB with a survey or plot plan prior to installation. Proposed landscaping must be shown on a Lot survey, which must include the house, all impervious surfaces, and existing landscaping. The following list is not all inclusive, and should there be a concern, please submit and ARC request prior to installation:

I. Tree Removal

- II. Gardens (flower, water, vegetable)
- III. Bushes and Shrubbery
- IV. Gazebos/Pergolas
- V. Planters
- VI. Retaining Walls
- VII. Landscape beds (natural areas)

In general, when planning landscaping for any element (including those listed above), one should limit the change in grading of the property to insure proper drainage away from the foundation as well as away from the neighboring properties. Additionally, planting of shrubs and trees should be made in such a manner that they will not impede the vision of motorists on the street nor adversely affect neighboring property owners (e.g. planting a tree too close to the property line). Also, consideration should be given to the size and height of plant materials at full maturity and its effect on neighboring properties. No plantings of any size shall be permitted within the street sight triangles at road intersections.

- b. Tree Removal: The Association would like all Owners to preserve and protect the trees on the properties in the Community. However, there will be circumstances when tree removal is necessary. It is recommended that living trees with a diameter greater than six-inches when measured at five (5) feet above the ground, not be removed unless they adversely affect the Owner's or neighboring owner's home/property. Trees which are dead and/or present an imminent hazard to life or property may be taken down by the Owner without ARB approval, as the case may arise.
- c. Gardens (vegetable or water): These types of gardens should be located in the rear of the yard and out of view from the street and from neighboring properties to the extent possible. Vegetable gardens should be kept clean and clear of high-growing weeds and should be cut back during the off-season. Water gardens should be planned in such a manner as to limit the potential for accidents (e.g. drowning by small children or pets). Requests for water gardens will require that the rear yard also be fenced in.
- d. Gardens (flower): Flower gardens are highly encouraged and do not require prior ARB approval. However, if the plantings exceed 30" in height at maturity, then the types of material and placement of such must have ARB approval prior to installation.
- e. Bushes & Shrubbery: Accenting the home with bushes and shrubs can add to the street appeal of a home through color, massing and texture contrast. As with any landscaping plan, take into consideration the mature height and width of the plantings and their final placement in the yard. Provided that the mature height of the bushes or shrubs does not exceed 48' at maturity and they do not constitute a hedgerow along a property line or are not planted in the street right-of-way front the Lot, prior ARB approval is not required (hedgerows must have prior ARB approval).
- f. Landscape beds: Natural areas (landscape beds) should be made in proportion to the home and property. All front yards, though, should have a minimum of 50% grassed area (some exceptions to this rule will apply on certain shaped lots and the ARB will take those circumstances into consideration).
- g. All landscaping installed with approval by the ARB must be maintained to the standards set forth by the Association.

- h. No landscaping may be planted within any storm water management feature/facility, sight easements or utility easements.
- i. Each Owner is responsible for verifying the location of all underground utilities prior to installation.
- j. All plantings should be well within property lines so that, with growth, plants do not infringe on a neighbor's property.

14. Fences

- a. No fence may exist without prior ARB approval, unless installed at the time of construction by the Declarant. All applications for fence approvals must include: i) the materials to be used; ii) the proposed height of the fence; iii) a survey of the subject property that clearly identifies the area where the fence is to be erected; and iv) a description of the fences on any adjoining Lots, if any.
- b. No fence may be constructed within any storm water management feature/facility or sight easements.
- c. The height of the fence shall not exceed five (5) feet at the highest point and shall have a four (4) feet wide gate opening.
- d. Black aluminum or wood are the only materials allowed. Chain link and split rail fences are prohibited. Please see attached acceptable fence styles and specifications. Acceptable heights for black aluminum fences are 4 ft. and 5 ft.; acceptable height for wood fences is 5 ft. No other fence heights will be accepted. Wood fences are to be stained using **Banyan Brown from Sherwin Williams**. No other stain will be allowed.
- e. Once an approved fence exists on a common boundary line, the existing style, design and material of the existing fence will be the only allowable fence on adjacent Lots.
- f. Each Owner is responsible for obtaining permission of installing a fence located in any utility easements with the appropriate utility companies and/or governing agencies.
- g. Fencing is only permitted in the rear yard of a lot and shall not extend forward of the rear wall of the house.
- h. Freestanding dog runs and pens are not permitted.

15. Basketball Goals

- a. All basketball goals, portable, permanent pole-mounted, and permanently mounted to the house, must be approved by the ARB.
- b. Lights for night basketball play shall not be permitted.
- c. Portable basketball goals are to be sufficiently secured when in use to prevent injury or property damage. No sandbags, concrete blocks or other similar weighted materials shall be used to secure

the portable goals in place; only sand or water placed directly inside the base support shall be permitted. Portable goals should be positioned only in those locations that avoid impact to adjoining properties, streets, and personal safety. When not in use, portable goals are to be stored out of sight.

- d. Permanent pole-mounted goals are to be placed to maximize child safety and to minimize impact to lawns and neighboring properties. Final placement will be determined by the ARB using the above guidelines. The pole structure is to be black in color and the back board is to be see-through clear.
- e. Goals permanently mounted to the house are to be see-through clear.
- f. Worn nets shall be replaced or removed in order to maintain a neat appearance.
- g. Under no circumstances shall a homeowner place a basketball goal in the street, in a cul-de-sac or on common property.
- h. As basketballs can roll onto neighboring properties, please be considerate as to the placement of the goal and consider a means to keep a basketball on your property. Depending on placement of basketball goals, landscape screening may be required prior to ARB approval.

16. Swimming Pools

- a. No private above-ground or in-ground pools or hot tubs will be permitted.
- b. Portable kiddie pools, not to exceed a diameter of 6 feet and a height of 18 inches, are permitted but must be emptied and removed from the yard daily.

17. Trash and Recycling Containers

- a. All trash and recycling containers shall be placed in the garage or an enclosed or landscaped area approved by the ARB so as not to be seen from the street except on days of garbage pick-up. Open storage refuse containers are prohibited.
- b. On the days of scheduled trash and recycling pick-up, refuse containers shall be placed near the roadway in trash and recycling receptacles.

18. Antennas, Flagpoles, and Mailboxes

- a. Exterior television and radio masts, towers, poles, antennas, aerials and satellite dishes may not be erected without ARB approval. Placement and landscape buffering requirements must be determined by the ARB. If at any time the ARB rules regarding the foregoing are more stringent than allowed by the Federal Communication Guidelines, then the more relaxed guidelines of the Federal Communication Commission shall prevail.
- b. A flagpole for display of the United States and North Carolina flags only shall not be permitted per the North Carolina Planned Community Act. The prohibition of model homes and sales flags does not apply to the Declarant or its assigns. No flagpole shall be used as an antenna unless approved by the ARB.

- c. Satellite dishes may be no larger than 39 inches in diameter. If mounted on a roof, the dish must be painted to match the roof color. No wires may be exposed.

19. Accessory Structures, Play Equipment, and Decorative Objects

- a. Storage sheds are to be of the same or similar color scheme as the house. The shed must be in proportion to the house and lot, and incorporate the same or similar exterior materials and finishes. The ARB may require that the shed be accompanied with some landscape screening in order to buffer its impact to adjacent properties or from the street or common areas, depending on its location on the lot. Each request for a shed shall be reviewed by the ARB on a case-by-case basis.

Sheds are to be located in the rear yard. No sheds will be permitted in the front or side yard areas. When possible, the shed may become an addition to the rear of the house. It is up to the Owner to check for easement or setback restrictions that may affect placement of the shed prior to application submission.

Sheds are to be constructed of the same materials as the house and be permanently affixed to the ground via a concrete slab floor or footings (or as prescribed in the building code for such structures). Prefabricated, store-bought shed will be reviewed by ARB on a case-by-case basis. Please submit a color picture or brochure and any other details describing the shed at time of application submission.

REMINDER: Please submit an application request and RECEIVE ARB APPROVAL FIRST before purchasing a prefabricated shed. The ARB will NOT be swayed by the fact that a shed was purchased and is awaiting ARB approval. Approval of a shed is in the sole discretion of the ARB and the monetary risk of purchasing one prior to ARB approval is upon the homeowner.

- b. No clotheslines or similar structures shall be permitted on any portion of a Lot.
- c. Above-ground fuel tanks are not permitted.
- d. All playground equipment or playhouses shall be subject to the approval of the ARB and shall be placed to the rear of the Lot with proper anchoring. Location on the Lot and screening requirements may be a condition of ARB approval.
- e. No decorative objects such as sculptures, birdbaths, fountains and the like shall be placed or installed on the street side of any Lot without the approval of the ARB.
- f. Firewood may be stored in rear yard only.

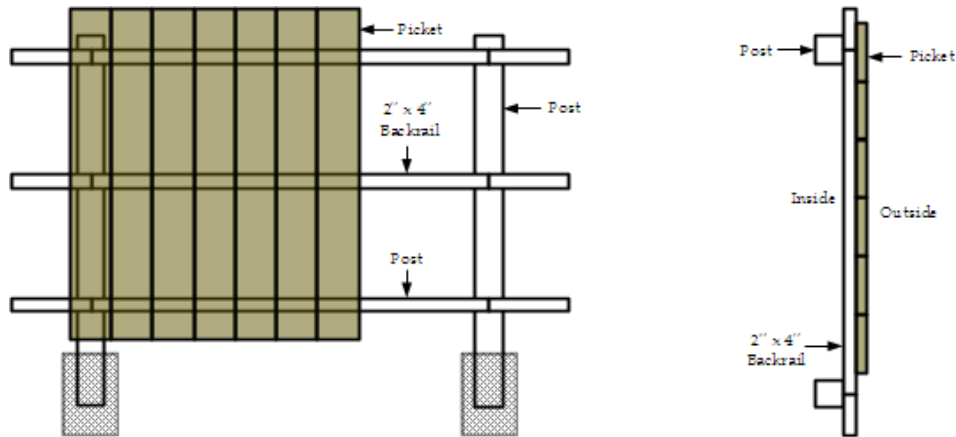
20. Major Exterior Alterations

- a. The design of major alterations should be compatible in scale, materials, and color with the applicant's house and adjacent houses.
- b. The location of major alterations should not impair the views or amount of sunlight and natural ventilation on adjacent properties.
- c. Roof pitch of additions to the main structure should match the type used in the applicant's house.

- d. New windows and doors should match the type used in the applicant's house and should be located so that they relate well with the location of exterior openings in the existing house.
- e. If changes in grade or other conditions that will affect drainage are anticipated, they must be indicated. Generally, approval will be denied if adjoining properties are adversely affected by changes in drainage. Notwithstanding the foregoing, the ARB assumes no liability whatsoever for any erosion, even if due to improvements that were approved by it.
- f. Construction materials should be stored so that impairment of views from neighboring properties is minimized. Excess material and debris should be promptly removed after completion of construction.

THIS DOCUMENT MAY BE REVISED
FROM TIME TO TIME WITHOUT PRIOR NOTIFICATION

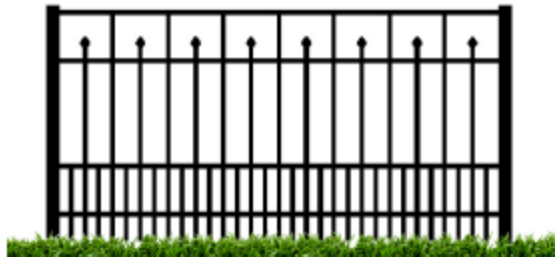
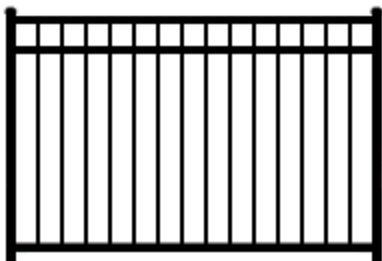
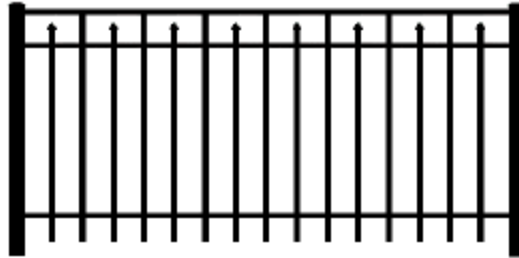
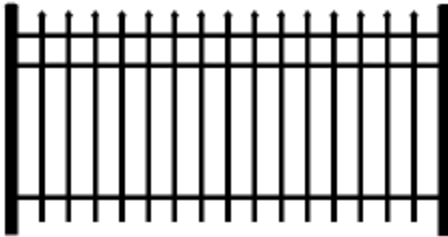
Acceptable Ridgefield Fence Styles



- Fence height is 5' tall as measured from the ground to the top of the cap
- 8' distance between 4"x4" Gothic-style posts
- 4"x4" posts are set in concrete
- Three (3) rows of horizontal 2"x4" nailer boards
- 1"x6" pickets with no spacing between pickets
- At least one 4' access gate per fenced yard (gate size and quantity may vary per request/need)

Aluminum Fencing. Aluminum fencing is allowed at a maximum height of 60 inches (5 feet) and must be located wholly within the property lines of the lot. A copy of the plat plan with the location of the fence denoted must be submitted with the architectural application. If any proposed fence line is located within a public easement (sewer, drainage, etc.) of any type, the Lot owner must submit a letter from the municipality governing this area, which authorizes placement of the fence into the easement.

Samples of approved fencing styles:



Example of approved fence with 18" puppy panel

At least one 5' access gate per fenced yard (gate size and quantity may vary per request/need).

Other black aluminum fence designs will be considered on a case-by-case basis.

RIDGEFIELD FARMS
HOMEOWNERS ASSOCIATION
Request For Architectural Approval

Name: _____ Date: _____

Address: _____ Phone: _____

Email: _____

Lot #: _____

Type of Modification:

_____ Addition _____ Fence _____ Exterior Painting
_____ Deck _____ Outbuilding _____ Porch
_____ Landscape Modification (Describe) _____
_____ Accommodation for Disability/Disability-Related Need (Describe)* _____
_____ OTHER (Describe) _____

HAVE YOU DISCUSSED YOUR PLANS WITH YOUR ADJOINING NEIGHBORS?

_____ YES _____ NO Lot # _____ Neighbor Name _____ Date Discussed _____ Initials _____
_____ YES _____ NO Lot # _____ Neighbor Name _____ Date Discussed _____ Initials _____
_____ YES _____ NO Lot # _____ Neighbor Name _____ Date Discussed _____ Initials _____

Initials from all property owners that are adjacent to Applicant's lot and from any homeowners who would have a reasonable view of the improvement(s) from their property are required. If any adjacent lot is occupied by a tenant, the initials of the actual owner of the lot must be obtained. Please obtain all required initials prior to submitting this request.

IF REQUIRED, HAVE YOU BEEN ISSUED A PERMIT? _____ YES _____ NO _____ N/A

IS THIS SUBMISSION CONSISTENT WITH THE DECLARATION AS IT PERTAINS TO THE PROPOSED IMPROVEMENTS? _____ YES _____ NO

Important: PLEASE ATTACH ONE (1) COPY OF A DETAILED DESCRIPTION OF IMPROVEMENTS-MODIFICATIONS, INCLUDING THE FOLLOWING INFORMATION, IF APPLICABLE.

Detailed Information:

(1) Location	(6) Copy of Property Survey, with proposed changes/addition shown
(2) Size	(7) Plans or Drawings
(3) Color	(8) Exterior Finish
(4) Materials	(9) Type of Plantings
(5) Contractor	

Estimated start Date: _____ Estimated completion date: _____

The Architectural Review Board reserves the right to request more information to clarify your request. Requests for multiple changes should be submitted separately. Any requests that require additional information shall be automatically denied. The Architectural Review Board has 45 days (or such other time period as may be determined by the Board) to render a decision on this request.

Applicant hereby agrees and acknowledges as follows:

- (a) Applicant shall replace and/or repair, at their sole expense, any damage to common areas and/or other lots as a result of making the approved modifications, including, without limitation, walking areas, trees, buildings, and roads.
- (b) All improvements and/or modifications shall be performed in a good and workmanlike manner, with no less than good quality materials, free from faults and defects and in compliance with any and all applicable laws, regulations, and ordinances. Any deficiencies in workmanship and/or materials, as determined by the Association, shall be corrected upon request of the Association at the cost of the Applicant. Such corrections shall be performed within thirty (30) days of written notice from the Association or its duly appointed representative.

- (c) Applicant shall be responsible for contacting any applicable municipality and for the cost to obtain any permit(s) and/or inspection(s), if required. Upon transfer of ownership of the subject property, Applicant agrees to inform the new owner of any maintenance agreements that have been set up prior to the transfer.
- (d) Applicant understands that approval from the Architectural Review Board does not constitute approval of the local building department, and Applicant may be required to obtain a building permit.
- (e) Applicant understands that any work that begins prior to written approval from the Architectural Review Board may result in fines and/or penalties assessed by the Association.
- (f) Applicant has obtained all required initials from adjacent and/or surrounding homeowners.
- (g) Applicant has read, understands and has complied or will comply with all additional requirements set forth in the current Architectural Standards, Criteria and Design Requirements for Ridgefield Farms, as may be amended from time to time. This includes, but is not limited to, Section H ("ARB Approval Required for Improvements"), Section I ("Time Limits"), Section K ("Job Site Conditions") and Section N ("Applications") and the current Fee Schedule for applications to the ARB that are incorporated by reference. In the event of a conflict between the Architectural Standards, Criteria and Design Requirements and this Application, the Architectural Standards, Criteria and Design Requirements shall control.

Applicant Signature(s): _____

This request should be mailed or delivered to: Ridgefield Farms Association, Inc.
c/o Elite Management Professionals, Inc.
4112 Blue Ridge Road, Suite 100
Raleigh, NC 27612

Conditions of Approval: _____

Approved By: _____

Rejected By: _____

Reason: _____

Date: _____

***NOTE:** Ridgefield Farms Homeowners Association, Inc. is committed to compliance with, relevant federal and state fair housing laws and all state and local anti-discrimination and fair housing laws which prohibit discrimination against persons with disabilities. Ridgefield Farms Homeowners Association, Inc.'s, policy is to provide reasonable accommodations and to allow residents to make reasonable modifications to the housing and/or common areas to allow its residents full and equal use and enjoyment of their home and community. If this request is related to a disability or disability-related need, please request from the Board and complete a separate Verification of Disability and/or Disability Related Need for Reasonable Accommodation/Modification form.

THIS DOCUMENT MAY BE REVISED
FROM TIME TO TIME WITHOUT PRIOR NOTIFICATION