

Castlerock Residential Improvement Guidelines

The Castlerock Architectural Control Committee (“ACC”) has put together the following guidelines to aid in reviewing residential home improvement requests.

This paper is a guide for Castlerock homeowners. It is hoped that it will increase homeowner’s awareness of their obligation to abide by the Declaration of Covenants. Every homeowner should have received a copy of the covenants at closing or from your block representative. However, all too often the seller does not provide this information or it is simply not read by the homeowner. Since these covenants “run with the land”, they are binding to all Castlerock homeowners and should be understood and followed.

According to Article VII of the covenants, a Design Control Committee (Architecture Control Committee) has been established and is active in our community. The President of the Executive Board of the Castlerock Homeowners Association appointed this committee. Article VII is reprinted for your information.

Article VII

- 7.1.1 No structure, whether residence, accessory building, tennis court, swimming pool, antenna (on a structure or on a lot), flag poles, fences, walls, tree houses, platforms, exterior lighting, or other improvements, shall be constructed or maintained upon any lot and no alteration or repainting to the exterior of a structure shall be made and no landscaping performed unless complete plans, specifications, and lot plans therefore, showing the exterior design, locations, of the structure plotted horizontally and vertically, the location and size of drive ways, the general plan of landscaping, fencing, walls, and windbreaks, and the grading plan shall have been submitted to and approved in writing by the Architectural Control Committee, here by referred to as the ACC. Only house numbers, which are furnished by the Declarant, shall be used and maintained on the property. All mailboxes used must be approved by the ACC. The ACC shall be composed of three or more representatives and appointed by the Executive Board of the Association.
- 7.1.2 The ACC shall exercise its best judgment to see that all improvements, construction, landscaping and alterations with the property conform to and harmonize with existing surroundings and structures.
- 7.1.3 The ACC shall approve or disapprove all plans and requests within thirty (30) days after submission. In the event the ACC fails to take action within thirty (30) days after requests have been submitted, approval will not be required, and this Article will be deemed to have been fully complied with.
- 7.1.4 A majority vote of the ACC is required for approval or disapproval of proposed improvements.
- 7.1.5 The ACC shall maintain written records of all applications submitted to it and of all actions it may have taken.
- 7.1.6 The ACC shall not be liable in damages to any person submitting requests for approval or to any owner by reason of any action, failure to act, approval, disapproval, or failure to approve or disapprove with the regard to such request.
The role of the Castlerock ACC is to:

- a. increase resident awareness and understanding of the protective covenants
- b. provide uniform guidelines to be used in the review of applications to make external changes
- c. approve exterior alterations which are in harmony with the immediate neighborhood and the community as a whole
- d. ultimately maintain or improve the property values of Castlerock

The intent of this committee is to assure residents that standards of quality will be maintained. This, in turn, protects property values and enhances the overall environment. It is our hope that cooperation with the ACC will benefit all owners and protect your financial investment. We hope that when you purchased your home, Castlerock looked like a nice place to live. Whether it stays nice depends on constant maintenance. If you think that our covenants don't make a difference in your property values, just take a close look at the non-covenant communities around us.

These guidelines are just that—a guide—and do not constitute a complete list of concerns. However, they do seek to focus on major areas of concern.

According to the covenants, exterior changes to your property must be approved by the ACC. It is important to understand that the requirement for committee approval is not limited to major alterations. Exterior changes such as those outlined below must also be approved. Such changes include but are not limited to:

Room Additions:

Must match the lines, colors and style of your home. Conversion of garages to dens is not allowed. Covenant Paragraph 8.1.3 states: "Garage conversions are prohibited. Garages may not be structurally altered as an extra room addition or for the purpose of any residential or commercial use."

Roof Colors:

All roofs must be 30-year Timberline Gray shingle, weatherwood or equal.

Fences:

No front yard fences. The developer has set the standard for wood stockade fences of no more than six (6) feet above ground level. Visibility from the street shall conform to established standards. Chain link fences are prohibited. Black wrought iron fencing can be approved in certain locations by the ACC. Designated lake properties have specific fence requirements.

Decks and Patios:

These must match the style and flow of existing home.

Storage Buildings, Playhouses:

Shall not be visible from the street and will not be built in the easement/s and should match the architecture of your home. The maximum height for these accessory buildings shall be no more than nine (9) feet above the ground. No metal buildings are allowed.

Solar Equipment/TV Antennas/Satellite Dish:

These shall not be visible from the street or neighbors house. Those homes with cable vision antennas before cable was available to the local area are grandfathered. Ham radio antennas are not allowed.

Swimming Pools, Hot tubs:

These should be deck level or below ground level.

Exterior Lighting:

Shall not be disruptive to your neighbor. For example: flood lights that shine into the neighbor's windows.

Exterior Paint Color:

Colors, which will most likely be approved, are best described as those, which do not offer harsh contrast with your neighbors. Unusual garage door colors or artwork is not allowed.

The proposed alterations must be compatible with the characteristics of adjoining houses. Compatible is defined as similar in color architectural/style, material and quality of workmanship. The effect of your plans on the property values of neighboring properties is an important consideration. Any plans that make your home strikingly different than other Castlerock homes are not acceptable. Uniformity is a value, which the ACC views as a means of protecting our property values.

In addition to approving exterior changes, the ACC monitors routine maintenance of Castlerock properties. This includes, but is not limited to, items such as lawn and landscape care, trash removal, and structural repairs. Proper maintenance increases the visual character and property values of our community.

Additional guidelines that we set for Castlerock are:

Holiday Decorations:

Do not put up more than 30 days in advance and must be taken down not later than two weeks after the holiday

Signs:

Signs shall not be placed at Castlerock entrances or on common areas owned by the association. Signs are defined as Real Estate, builders, for sale by owner, campaign, etc.

Vehicles:

Discourage extended parking of inoperable vehicles in the streets. This also includes campers, boats, and mobile homes. Paragraph 8.1.2 of our covenants addresses this issue and is reprinted for your information here: "Boats, trailers or other vehicles, including, but not limited to recreational vehicles, which are not normally used as daily transportation may be kept on a lot provided that they are totally concealed in a garage. Under no conditions may a detached structure or a trailer of any type be occupied, temporarily or permanently, as a residence." If there is a requirement for extended parking, of longer than 72 hours, then the ACC will issue permits. Extended permits to leave these types of vehicles at a residence for the summer is not permitted. If you are planning to use a recreational vehicle of this nature, you may temporarily park it over night in your driveway to load and unload. Do not block the sidewalks, however. Seasonal permits may be issued but the intent is to facilitate frequent loading and unloading of these vehicles in conjunction with frequent holiday or weekend travel. However, seasonal permits will not allow this type of vehicle to remain on your lot for a single period of time longer than 24 hours. Driving it around the block does not count.

Please contact the ACC if you are aware of a neighbor's plans that have not been approved. If you disapprove of unapproved changes that neighbors have already made, please feel free to contact us. Such contacts will be kept confidential.

When a proposed alteration has possible impact on adjacent properties, it is suggested that you discuss the alteration with those adjacent neighbors. The committee may occasionally require additional information and reserves the right to delay your request until all additional information has been submitted. Please allow up to 30 days for approval or denial of your plans. Each application is reviewed on an individual basis.

The ACC may monitor the progress of work being done by an applicant to insure that it is being performed in accordance with the request and approval. If improvements are done without obtaining approval or were not done with compliance of approved plans, the ACC will notify the owner in writing of failure to comply. It will also request that the owner take such action as may be necessary to remedy the noncompliance.

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