



# REQUIRED ARCHITECTURAL STANDARDS HAWKSMOOR

## GENERAL NOTES

Revision Date: 12/14/04

1. An architectural site plan for **Hawksmoor** has been prepared for graphic presentation and as an aid to general site location. Any party needing to determine actual commitments, lot dimensions, easements, restrictions, etc. should examine the recorded plats, deeds, grading plans, deed restrictions and covenants.
2. The following **Architectural Guidelines**, **Article VII of The New Albany Country Club Community Design Guidelines** are provided for reference. **Articles I through IX** of the **Design Guidelines** must also be thoroughly referenced for additional information. The **Architectural Review Committee (ARC)** has the express right to provide variances and to modify the content of these requirements at any time. It is the purchasers' responsibility to familiarize themselves with the current required architectural standards and lot requirements.
3. Purchasers of lots are encouraged to meet with an **ARC** representative to ascertain the detailed design requirements prior to starting the design of a house. This is a service offered to all purchasers of lots, builders, and architects. Each lot in **The New Albany Country Club Communities** is unique and may have unique architectural restrictions and guidelines. The **ARC** reserves the right to require a concept meeting for any lot as deemed necessary. The **Hawksmoor** section has unique criteria regarding the submittal process. Prior to any submittal being made to **The New Albany Country Club Communities ARC**, the applicant must obtain a **Letter of Compliance (LOC)** from the **Subdivision Developer Representative (SDR)**.
4. Upon request of a **Letter of Compliance** from the **SDR**, purchasers of lots are required to obtain a **Certificate of Appropriateness** from the **ARC** in order to obtain a **Building Permit** from **The Village of New Albany** for construction and/or alterations in **The New Albany Country Club Communities**. In order to obtain a **Certificate of Appropriateness** for **Hawksmoor**, purchasers will be required to submit a final Architectural plan approved by the **ARC**, an **Application for Certificate of Appropriateness** (listing a builder, in good standing, who is a member of **The New Albany Country Club Communities Participating Builder Program**), and an **Exterior Materials Submission Form**, as well as other documentation that may be requested by the **ARC**.
5. Final architectural and landscape plans, as well as a completed **Exterior Materials Submission Form** are required to be reviewed and approved by the **ARC** prior to commencement of construction and installation of materials. Failure to submit required plans and forms is a violation of the **Design Guidelines** and could result in the issuance of a **Stop Work Order**, legal action, and other measures as deemed necessary by the **ARC**.

# ARCHITECTURAL STANDARDS

(ARTICLE VII of N.A.C.C. DESIGN GUIDELINES, REVISED 5/19/00)

**Section 7.1 Architectural Style.** The approved architectural style is derived from Classical American and English Georgian architecture. Lot owners and designers are encouraged to look at strong examples of these historic styles as they develop a design for a particular home site.

**Section 7.2 Architectural Massing and Scale.** The architectural massing and scale can best be achieved by close adherence to the scale and proportions of the Georgian style as viewed in whole or as detailed in numerous books and studies produced over the years. Particular attention should be given to the basic massing of the elements, the roof forms, the floor to ceiling heights, the window arrangements and proportion, and relationship of each part of the Building to the whole, as well as the general relationship of the Building to its context.

**Section 7.3 Home Size and Height.** The minimum heated and airconditioned area permitted in a dwelling on lots 1 through 18 shall be no less than 3,200 square feet and shall be one and one-half (1 1/2) to two (2) stories in height.

The Architectural Review Committee (ARC) shall have the right to modify these requirements to accommodate unusual shaped Sites and the ARC shall have the express right to provide appropriate Variances. **All purchasers are strongly encouraged to meet with the ARC to ascertain the detailed design requirements prior to starting the design of a house.**

**Section 7.4 Exterior Finish Materials.** Dwellings on lots 1, 7 through 11, and 18 shall be constructed primarily of approved brick, which may be painted. Wood paneling or wood siding, in appropriate styles, may be used on certain hyphens subject to ARC approval. All other dwellings may be constructed of approved brick, painted brick (subject to ARC approval) or traditional wood siding; and may have hyphens with appropriate wood paneling or siding so long as the surface is dominated by an appropriate paint finish. All proposed paint colors, including those for doors, shutters, and trim must be submitted to the ARC for written approval prior to application.

Each residence is required to construct a minimum 4'-0" wide x 4'-0" tall brick sample wall with accurate depictions of the wall materials. An integral cornice and sloping roof section that depict the proposed colors, material, and roof material are required.

**Section 7.4.1 Exterior Materials Submission Form.** Each lot owner is required to complete the required **Exterior Materials Submission Form** and submit it to the **Architectural Review Committee (ARC)** for approval prior to construction. Owners and designers may contact the ARC to obtain current information. Forms and exterior material specifications required by the ARC are updated periodically. It is the lot purchasers' responsibility to familiarize themselves with the current specifications and standards.

This section has identified a specific palette of exterior materials selected by the SDR that must be thoroughly referenced by the purchaser.

**Section 7.4.2 Roofing.** Dwellings on lots 1, 7 through 11, and 18 shall have slate roofs. All other dwelling roofs shall be constructed of ARC approved Architectural Grade asphalt shingle or slate with a minimum of a 40 year Limited Warranty. **Purchasers should contact the ARC for a current Pre-approved Slate and Shingle List.** This list is not intended to be exclusive. The Owner and/or designer may present alternate manufacturers' sample boards and colors to the ARC for approval. Standing seam metal roofs in copper and galvanized metal will be considered on a case by case basis for all lots.

**Section 7.4.3 Gutters/Downspouts.** Dwellings on lots 1, 7 through 11, and 18 shall have copper or aluminum gutters and copper downspouts on all elevations. All other dwellings may have aluminum gutters and aluminum or copper downspouts. The pre-finished color of the aluminum gutters and downspouts should match the trim color of the dwelling.

**Section 7.4.4 Brick.** All dwellings which utilize brick shall use oversize bricks in the traditional shapes and sizes as approved by the SDR/ARC. Colored mortar is required. The use of special bond patterns such as Flemish or English bond is encouraged, as well as the use of water table brick, bullnose sills and treads, and other shaped brick as deemed appropriate for the design.

Jack arches are encouraged to be factory made on a radius and shall be four or five courses in height with the use of optional brick or limestone keystones. Optional brick or limestone keystones may not be permitted on some dwellings relative to the design approval of jack arches for adjacent dwellings. If brick keystones are approved, they must be used on all jack arches. If limestone keystones are approved, they may be used on all jack arches, or on selected jack arches as indicated on the approved drawings.

**Section 7.4.5 Brick Chimneys.** Dwellings on all lots are encouraged to have brick chimneys symmetrically positioned around the main center axis within the forward two-thirds of the main house block.

**Section 7.4.6 Stone.** Natural stone with colored mortar laid in traditional patterns is permitted below the line of the first floor of residences, on minor ancillary structures, and on selective site elements (piers, walls, bridges) when approved by the ARC. A sample wall must be constructed by the lot owner and approved by the SDR/ARC.

**Section 7.4.7 Windows.** Approved windows constructed of wood with "TRUE DIVIDED LITES" (TDL) or "SIMULATED DIVIDED LITES" (SDL) with muntins measuring a minimum of 0.875" in width are required for dwellings on all lots in **Hawksmoor**.

Mixing of window type and/or manufacturer on the same dwelling is prohibited. Window manufacturers and distributors are required to meet certain criteria and are required to be approved by the ARC. Purchasers should contact the ARC for a current **Approved Window Manufacturer and Distributor List**. **Computer generated window drawings are required to be submitted to the ARC for review and approval for each lot.**

All windows are required to have a minimum 3" brickmold with traditional profiles.

All basement windows are required to match the other windows used on the house. Window wells, where appropriate, are required to be of an ARC approved material. Metal window wells are prohibited. Special care should be used to minimize the exposure of any window well by the use of approved fencing, walls, and landscaping. It is the responsibility of the lot purchaser or builder to meet the safety standards required for window wells. If a guardrail or grill is required, a drawing must be submitted to the ARC for design approval.

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**Section 7.4.8 Doors.**

**A. Front Doors.** Front doors shall be traditionally styled and shall be consistent with the architectural character of the residence. Metal insulated doors are not appropriate for front doors in **Hawksmoor**. Single panel and flush wood doors are not permitted. Hardware should be a subtle natural finish. Scaled drawings of front entry system showing the door panel, transom, and sidelights are required to be submitted to the ARC along with the window drawings for review and approval.

**B. Secondary Doors.** Secondary doors shall be traditional paneled doors or "French Door" style doors with muntins measuring a minimum of 0.875". All variations of the "French Door" style must be constructed of wood with "**TRUE DIVIDED LITES**" (TDL). Metal or fiber glass doors with glass panels are prohibited unless specifically approved by the ARC. Door manufacturers and distributors are required to meet certain review criteria and are required to be approved by the ARC. Scaled drawings of secondary doors are required to be submitted to the ARC along with the window drawings for review and approval.

**Section 7.4.9 Skylights and Accent Elements.** Skylights are not permitted unless properly screened from offsite views. Detailed drawings of the proposed skylight and screening are required to be submitted and approved by the ARC for all skylight applications. Cupolas, dormers, lanterns, belvederes, window bays, and traditional glass conservatories are permitted, provided they are consistent with the architectural theme and approved by the ARC.

**Section 7.4.10 Paint Colors.** The following paint manufacturers and color lines are recommended for doors, shutters, fascias, cornices, soffits, siding, and other miscellaneous trim. Variations of white and off-white are typically required for facias, cornices, soffits, and siding. However, comprehensive color palettes for exterior trim that utilize dark color schemes will be permitted. Final color selections must be approved by the ARC. Application for approval shall be made on the Exterior Materials Submission Form. The owner may present alternate manufacturers' color samples to the ARC for review and approval.

<b>MANUFACTURER</b>	<b>COLORS</b>
SherwinWilliams Paint Co.	"Heritage Colors" "Preservation Palette"
Coronado Paint Company	"Chesapeake Bay" "Restoration Colors" "Supreme Collection"
Benjamin Moore Paints	"Historical Color Collection" "Exterior Expressions"

**Section 7.4.11 Shutters.** Exterior shutters shall be painted wood or an approved composite material and may be raised panel or louvered. All shutters shall be fully operative and mounted on traditional shutter hardware (operable hinges and approved shutter clips). When used, shutters must be used consistently and be sized to fully cover the adjacent windows. (Each shutter should equal one-half the width of the window frame in wood walls or one-half the width of the masonry opening in masonry walls.) Shutters may be required for homes with wood siding or painted brick. Shutter design and location must be approved by the ARC.

**Section 7.5 Exterior Lighting and Mailbox.** A standard New Albany Country Club Communities yard light and mailbox is required for each lot. The SDR will define a consistent location for the yard light and mailbox at the time of preliminary design submittal.

Lighting of the Front Entry Court and Rear Yard area for the safety and convenience of the homeowner may be permitted upon review and approval of a lighting plan by the ARC. Spotlights that accent the architecture are prohibited. Decorative accent low voltage style lighting of any type is prohibited. The location of any security lighting must be indicated on the final design submittal or the landscape submittal for review and approved by the ARC. If any additional ground lighting is desired, a lighting plan is required to be submitted to the ARC for specific review and approval.

**Section 7.6 Garages.** Garages with vehicular doors facing the street shall be 30'-0" behind the front Building face. Garages with vehicular doors facing the rear Property Line shall be set back a minimum of 30'-0" from the rear Property Line and shall have a minimum of a 5'-0" wide landscape buffer area. Garages with vehicular doors facing the side Property Line shall be set back a minimum of 30'-0" from the side Property Line and shall have a minimum of a 5'-0" wide landscape buffer area.

Within the required landscape buffer area, there shall be a minimum of a 6'-0" tall evergreen hedge or ARC approved evergreen tree row that screens the vehicular doors from adjacent properties. Plant material is required to be touching at the time of installation. It is the responsibility of the property owner to maintain proper drainage per the master grading plan. Drain tile may be required, at the expense of the property owner, for certain site conditions.

Special care shall be exercised to minimize the exposure of any garage doors by the use of fencing, walls or landscaping regardless of which Property Line the doors face. The use of windows, doors, and recessed panels in the walls of the garages is encouraged and, in some cases, may be required. Designers are encouraged to consider dedicating sufficient storage space for tools, landscaping supplies, lawn care equipment, trash receptacles, and auto accessories within the total garage area.

**Section 7.6.1 Garage Doors (Pedestrian).** All pedestrian garage doors shall meet the secondary door requirements and be consistent with the architectural theme of the dwelling. Secondary doors shall be traditional paneled doors or "French Door" style doors with muntins measuring a minimum of 1.125". All variations of the "French Door" style shall be constructed of wood with "**TRUE DIVIDED LITES**" (TDL). Metal or fiberglass doors with glass panels are prohibited unless specifically approved by the ARC. Door manufacturers and distributors are required to meet review certain criteria and are required to be approved by the ARC. Scaled drawings of pedestrian doors are required to be submitted to the ARC with the window drawings for review and approval.

**Section 7.6.2 Garage Doors (Vehicular).** All vehicular garage doors shall be traditional paneled doors in a style appropriate to the architectural theme of the dwelling. The use of glass panels in vehicular doors must be specifically approved by the ARC. Eight (8) or nine (9) feet wide individual bay doors are permitted. Double wide garage doors are not permitted.

**Section 7.7 Driveways, Entry Courts, and Drive Aprons.** The appearance of driveways and entry courts should be consistent throughout the neighborhood. Driveways shall be made of a durable material. Suggested materials are brick or asphalt. Poured concrete driveways are not permitted. Railroad tie edging of driveways is not permitted. Driveways shall be limited to one lane width (12 feet) between the street and the Building Line, but may then be widened to provide a turnaround area with adequate space for guest parking.

Entry courtyards shall be limited to the Front Yard area of the Site. Courtyards shall be screened from the street and adjoining views by walls and/or appropriate plantings. The recommended paving materials include brick, stone aggregate topped bituminous pavement, or asphalt. All drive and courtyard materials must be submitted for ARC approval.

The drive apron material shall be determined by the presence or absence of a public concrete sidewalk. Where public concrete sidewalks occur, the drive apron shall be poured concrete from the curb to the public sidewalk. Where there is no public concrete sidewalk, the driveway surface shall extend to the roadway curb.

**Section 7.8 Private Walkways.** Private walkways shall be constructed of pavers such as brick or bluestone. Lot owners on lots 1 through 6 and 12 through 18 are required to provide a 4'-0" wide walkway from the front entry to the street unless a front auto court exists. Railroad tie edging of walks and/or steps is not permitted. All private walkway locations, designs, and paver materials must be submitted for ARC approval prior to or at the time of landscape submission.

**Section 7.9 Public Sidewalks.** Public sidewalks, where required, shall be constructed of concrete and shall be 4'-0" wide with approved ramps and terminations.

**Section 7.10 Screened Porches.** Screened porches are encouraged on the rear or sides of the dwelling but are not permitted on the front. Detailing shall be traditional wood with a break in screening at the rail height. Columns or full height vertical wood members shall be in proper proportion to the height of the space. All screen porch trim shall be painted to match the trim color of the dwelling. Rooflines of screen porches shall conform to the architectural style of the house and compliment the massing of the main house block. Porches on the sides of the house are required to have a brick base to match the main house block. Porches on the rear of the house, depending on their location, may be required to have a brick or stone base.

**Section 7.11 Front Porches, Balconies and Platforms.** Extended front porches, balconies or other constructed platforms above grade are discouraged. All such structures must be submitted to the ARC for specific variance approval. Antebellum style porticos with two story columns are prohibited.

**Section 7.12 Utilities.** All utilities shall be installed underground where possible. Screening for above ground utility structures, meters, and heat and cooling units is required, and is the responsibility of the lot purchaser. Utility screening must be shown on the landscape submission and is subject to ARC approval.

**Section 7.13 Pools/Spas, Fountains/Ponds.** All water features shall be of inground construction. The pool/spa/fountain equipment shall be located within an enclosure and completely screened from adjoining properties. Exterior spas shall be integrated with the architecture and landscape incorporating terraces, walls and structures. Swimming pools and spas shall be screened from adjoining properties by fencing or landscaping. "Aboveground" spas are typically prohibited. All proposed screening, fencing, and other such structures shall be submitted to the ARC for review and approval.

**Section 7.14 Service Courts.** Service courts shall be provided to shield certain outdoor facilities from neighboring properties, including air conditioners/heat pumps, approved miniature satellite dishes, trash receptacles and carts, irrigation controllers and meters, and other utilities. All such facilities on a Site shall be enclosed within a service court which is attached to the house and entirely enclosed by a privacy wall or landscaped fence that is a minimum of 4' 0" high. Service courts shall be located away from adjoining residences where possible. They may be located in Side or Rear Yards, but not in the Front Yard. All proposed screening, fencing, and other such structures shall be submitted to the ARC for review and approval.

**Section 7.15 Ancillary Structures.** All exterior structures shall be either free standing or attached to the main structure of the house or garage. These ancillary structures must be specifically approved by the ARC and shall be constructed of the same materials as the house. The colors, walls, roof and trim shall match those used on the house and shall be reviewed and approved by the ARC prior to installation.

**Section 7.16 Equipment Storage.** Storage of all trash receptacles and maintenance equipment shall be within garages, garden walls or storage structures. Such items should not be visible from streets, common open spaces or adjacent Lots.

**Section 7.17 Vehicle Storage.** All campers, offroad vehicles, pickup trucks or boats must be parked within an enclosed garage. No undrivable vehicles or parts of vehicles may be stored outside. Owner or guest vehicles which cannot be accommodated in garages must be parked on designated courtyards and/or driveways. Under no circumstances are vehicles allowed to be parked on lawn or landscaped areas.

**Section 7.18 Sport and Recreational Equipment.** Basketball backboards and supports, swing sets and other children's play facilities are subject to ARC approval. When locating sports and recreational equipment on the site, the property owner shall consider views from adjoining properties and provide adequate screening. Sketches indicating types of structures, locations within the site, materials and colors to be used, and methods of screening are required to be submitted to the ARC for approval prior to installation.

**Section 7.19 Warranty Disclaimer.** Neither the Declarant nor the Master Association, by establishing architectural standards and establishing covenants, conditions, and restrictions, in any way warrant or guarantee the quality, merchantability, or fitness for a particular purpose of any items, products, goods, or materials that have been approved or are from time to time approved pursuant to architectural standards established under the Declaration of Covenants, Conditions, Restrictions and Easements, dated December 3, 1990. ANY EXPRESS OR IMPLIED WARRANTIES THAT MAY HAVE BEEN MADE ARE HEREBY DISCLAIMED, INCLUDING THE WARRANTY OF MERCHANTABILITY AND THE WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE, AND NEITHER THE DECLARANT NOR THE MASTER ASSOCIATION SHALL BE LIABLE FOR ANY LATENT, HIDDEN OR PATENT DEFECT THEREIN OR THE FAILURE OF ANY ITEMS, PRODUCTS, GOODS, OR MATERIALS THAT HAVE BEEN APPROVED OR MAY FROM TIME TO TIME BE APPROVED PURSUANT TO THE DECLARATION.

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