



Architectural Standards and Guidelines

For Decatur Ridge



INTRODUCTION

As provided in the Declaration of Covenants, Conditions and Restrictions (CC&Rs), an Architectural Review Committee (ARC) has been formed with the right and duty to promulgate reasonable standards by which to examine and request made pursuant to Article IV of the CC&Rs. Article IV charges the Committee with the obligation to consider and act upon any and all plans and specifications submitted for its approval under the terms of the CC&Rs and perform other duties, including inspection of construction in progress to assure its conformance with plans approved by the ARC. The CC&Rs give the ARC thirty (30) days from the date of receipt to review and respond to a complete architectural review request. Please take into consideration this time frame, when planning your improvements.

The Decatur Ridge Architectural Standards and Guidelines have been created to assure the Preservation of the architectural style, to ensure that proposed plans conform to the exterior design and existing materials of the buildings established by the builder in the construction of the homes in the Decatur Ridge community and to assist property owners in the architectural review process.

These guidelines are intended as a supplement to the requirements of Article IV of the CC&Rs. They do not embody the CC&Rs in its entirety. **YOU ARE ADVISED TO READ THE DECATUR RIDGE CC&Rs** before developing and submitting your package to the ARC for review.

PURPOSE

The ARC must review all plans for exterior improvement contemplated for homes in the Decatur Ridge community. "Improvement" would include, but not limited to, paint or stain colors to residential dwellings, fences, patio slabs, patio covers, decks, above ground spas, play and sports equipment, as well and landscape planting, sidewalks and other concrete work.

The ARC meets on an "as-needed" basis to review requests. Forms must be completed and submitted to the committee with improvement plans. ALL required documentation must be attached.



1. CC&R's -- VIOLATION & ENFORCEMENT

Failure to submit complete plans to the ARC for review and approval prior to beginning construction, or failure to complete improvements according to approved plans and in compliance with governing codes are violations of the Homeowners' Association. Work may not commence until the ARC has granted written approval of the improvements. The installation of construction of improvements which have not been approved is a violation of the CC&Rs.

2. GENERAL GUIDLINES

Any condition or material not specifically defined herein shall become a matter for the consideration and determination of the ARC.

Approval by the ARC does not constitute waiver of any requirements by applicable governmental agencies.

ARC approval does not constitute acceptance of any technical or engineering specifications, structural safety, or conformance with building codes or other City of County codes or governmental requirements. The function of the ARC is to review each submittal for conformity to the intent and provisions of the CC&Rs.

Approval of plans is not authorization to proceed with improvements on any property other than the applicant's.

An oversight by the ARC regarding CC&Rs or the Standards and Guidelines does not constitute a waiver.

All work must be performed in a manner consistent with the standards of the original residence construction and appearance. Any work performed that is of substandard quality to the established community of Decatur Ridge will be reworked to an acceptable appearance at the owner's expense. Submittal of color samples of any paint or stain are required when they deviate from the original colors of the residence.



3. FENCING

Ornamental fences or continuous shrub plantings which would in any way serve the purpose of a fence shall not be erected until approved by the Committee.

4. ARCHITECTURAL DESIGN AND MATERIAL STANDARDS

Proposed improvements must be designed in general conformance with the original architectural style of the residence and the community at large. The ARC will evaluate plans based on the overall benefit or detriment which would result to the immediate vicinity and the community generally.

This section further defines appropriate materials for use in modifications and other improvements which are considered typical and may be “pre-approved” by the ARC. Plans for items that meet the following criteria **EXACTLY** need not be submitted to the ARC. However, any deviation from these items requires written ARC approval.

A. LANDSCAPING

1. Your landscaping should be done in a manner that insures proper drainage so that your property, as well as your neighbors, is protected from surface waters. Maintain drainage from the rear yard through the side yard to the street, utilizing drainage pipes, rock, ground covers or grasses to prevent erosion along the side yard.
2. Swales which have been graded around your home should not be blocked. These shallow ditches have been put there for the purpose of quickly removing water toward the driveway, street or other positive outlet.
3. Do not let water gather against the foundation or retaining walls. These walls are built to withstand the ordinary moisture in the ground. If water is permitted to pond against them, it may cause structural damage due to erosion or expansion.
4. Do not create depressed planter boxes or areas next to foundations such that irrigation or rainwater collects in them.
5. Avoid planting shrubbery too close to foundations. Three feet (3') is a good minimum. When preparing flowerbeds or planting areas adjacent to foundations, make sure that the ground surface slopes away from the foundation.
6. Never water toward the foundation of your house or water more that is necessary for the growth and maintenance of your landscaping improvements. Remember, less water is more desirable than too much.



B. PATIO SLABS, CONCRETE SLABS, PATIO COVER.

All plans and specifications for patio and concrete slabs, patio covers and gazebos must be submitted to the ARC for review and approval.

1. **PATIO AND CONCRETE SLABS:** Sometimes it is desirable to install concrete patios at the rear or sides of the house. In order that such installations do not have a detrimental effect on your house, the following guidelines should be observed:
 - a. Patio slabs should be poured up to the foundations, wherever possible, and a planting strip between the patio slab and foundation should not be left unless proper under slab drainage away from the foundation is provided.
 - b. Since patio slabs are usually much larger than sidewalks, there is more chance that drainage patterns will be obstructed, particularly at the rear of the residence. It is therefore emphasized that positive drainage be restored around the perimeter of the slab by constructing drainage swales or other means.

C. PATIO COVERS:

Preferred material for patio covers is wood. All natural wood surfaces must be finished with stain or paint. Design, surface colors and finish materials must match or harmonize with the architectural design, existing colors and materials of the original residence.

Materials Prohibited by the ARC are as follows:

1. Plastic or fiberglass
2. Plastic webbing, bamboo, reed woven bender board

The minimum size for a wood support post is 4"x6" unless otherwise approved by the ARC.

D. SPAS AND RELATED EQUIPMENT

1. Submittal of a complete construction plan showing placement of the above ground spa and equipment on the property is required.
2. Waterfalls and other features may not exceed the lowest point of the property line fence and may not be built against a property line fence.
3. Standard setback requirements established by the governing municipality must be met.



E. OTHER MODIFICATIONS

1. EXTERIOR LIGHTING: Landscape accent lighting must be approved by the ARC. No modification to lighting installed by Developer may be modified, enhanced or removed. Holiday lighting that does not create an annoyance to neighbors is permitted without ARC approval but must be removed at the close of the holidays.
2. SCREEN DOORS: Installations colored to match the exterior residence color or window frames do not require approval of the ARC.
3. WINDOW TINTING AND STAINED GLASS: All window tinting requires the approval of the ARC and must be properly installed and maintained so as not to become damaged, scratched, discolored, or otherwise unsightly. Mirror or reflective finishes are prohibited.
4. SKYLIGHTS: The installation of any roof-modification system to accommodate skylights, of any other equipment must be approved by the ARC. Any modification to the roof shingle color, or any utility equipment must match the surface on which it is mounted. Concerns of the committee will include the color of the materials being used in relation to the roof and residence color, and visibility from streets, neighboring properties and common area.
5. WINDOW AWNINGS: All window awnings require the approval of the ARC. The design, material and color must be harmonious with the existing architecture. Metal awnings are prohibited.
6. AIR CONDITIONING UNITS OR EQUIPMENT: Any exterior air conditioning equipment other than the equipment installed as apart of the original residence must be approved by the ARC. Proposed evaporative coolers and window mounted air conditioning units may not be visible from the street view or extended above the height of the property line fence.
7. ANTENNA / SATELLITE DISHES
 - a. Roof-mounted equipment: Article 8.5 of the CC&Rs prohibit roof mounted Antenna and Satellite dishes unless approved by the ARC.
 - b. Ground-mounted equipment: Ground-mounted equipment may only be installed in the rear yard and may not extend above the property wall.
 - c. Colors: Mounted equipment must be painted to match the residence. Owners should review Article 8.5 of the CC&Rs prior to purchasing such equipment. Written approval from the ARC is required on all requests for antenna/satellite dish installation.

F. DRAINAGE

Each owner is responsible for providing proper drainage on their lot if the grade established by the developer during the original construction is altered during the construction of improvements. Approval of plans granted by the ARC will be based upon the assumption that the owner has provided for proper drainage.

It is imperative that you maintain the integrity of the drainage system installed for your lot. Improper drainage of staining water next to your home can cause serious damage to the foundation or structure.

THE ARC WILL ASSUME NO RESPONSIBLITY THEREFORE.



5. AMENDMENTS TO ARCHITECTURAL STANDARDS AND GUIDELINES

The architectural Standards and Guidelines may be modified from time to time pursuant to the following:

- A. A property owner may submit recommended changes to the ARC for consideration.

- B. Amendments must be approved by the ARC.
- C. Recommendations shall be reviewed by the ARC and, if approved by two-thirds of the ARC members, the recommendations shall be forwarded to the Board of Directors of the Decatur Ridge Homeowners' Association for their consideration.
- D. Upon approval and adoption by the Board of Directors of the Association, the changes shall be incorporated into the Architectural Standards and Guidelines. Notice of such adopted amendment will be given to the property owners within the Community and copies of the amendment will be available to the property owners upon request.
- E. All Amendments shall become effective upon adoption by the Board of Directors, but shall not be retroactive.
- F. In the event of any conflict between and amended provision of the Architectural Standards and Guidelines and the provisions of the CC&Rs, the CC&Rs shall prevail.

6. NON-LIABILITY FOR APPROVAL OF PLANS

ARC approval of plans shall not constitute a representation, warranty, or guarantee that such plans and specifications comply with engineering design practices or zoning and building ordinances, or other governmental agency regulations or restrictions. The ARC shall not be responsible for reviewing, nor shall its approval of any plan or design, be deemed approval from the standpoint of structural safety or conformance with building or other codes. By approving such plans and specifications, neither the ARC, the members thereof, the Decatur Ridge Homeowners' Association, any member thereof, the Association, the Board of Directors of the Association, nor the Declarant or Developer shall be liable to any member, owner, occupant, or other person of entity of for any damage, loss or prejudice suffered or claimed on account of (i) the approval or disapproval of any plans, drawings, or specifications, whether or not defective, or (ii) the construction or performance of any work, whether of not pursuant to the approved plans, drawings, or specifications.

7. ARCHITECTURAL REVIEW COMMITTEE SUBMITTAL CHECKLIST

Pursuant to the provisions of Article IV of the CC&Rs detailed drawing, site plans, specifications, topographic elevations, drainage plans and requests for approval must be submitted to the ARC for approval.

AN INCOMPLETE SUBMITTAL PACKAGE WILL DELAY THE REVIEW PROCESS



- A. ARCHITECTURAL REVIEW REQUEST FORM: The form must be complete in its entirety.
- B. PLANS: Plans include elevation drawings of the improvement, size and types of materials to be used, a site plan depicting the improvement on the lot and in conjunction with property lines, the residence, and any other existing pertinent improvements. Accurate dimensions (height, length, width) must be shown. Exterior colors and finishes must be specified.
- C. LANDSCAPING PLANS: Landscaping plans must be drawn to depict the lot, residence, property lines, and existing fences. Landscape materials, such as sod, tree and shrub types and sizes (installation size and maturity size) must be specified, as well as their location. Irrigation and lighting must be shown. Samples of decorative rock or the size and color of the rock must be included. Proposed hardscape area (patio, concrete slabs, and sidewalks/walkways) must be shown.
- D. MATERIAL SAMPLES: Color paint chips, type of rock to be used, pictures of patio covers and above ground spas should accompany the detailed drawings when available.



Residential Fencing Guidelines

1. Maximum fence height - six feet (6'), except for lake front lots, which may have fencing no taller than 4', and corner lots as described in paragraph 5.a.ii. below.
2. Acceptable types of fencing - black vinyl-coated chain link, board on board, or shadow box, picket fencing, decorative metal fencing (similar to wrought iron), split rail, extruded vinyl. A sample photograph (or brochure) of the fence material will be required.
3. All wooden fencing to be waterproofed, stained and/or painted. Such stain or paint must be uniform for the entire fence and maintained in good condition.
4. Acceptable paint/stain colors - white, off-white, neutral and earth tone colors.
5. Location relative to home -
 - a. Fencing may not be extended any further forward than the rear corners of the home, except as follows:
 - i. In the case of a corner lot, fencing is allowed to follow the building setback line along its side yard that fronts on a street.
 - ii. Corner lot fencing that extends to the building setback line in its side yard facing a street may be no taller than 4 feet in height.
 - iii. Any house may match the forward fence line of any abutting house so long as the abutting home's fence extends from its rear corners.
6. Fencing may not be extended into any Landscape Easement as shown on the plat of the Lot.
7. Any fencing encroaching into any other easement shown on the plat of the Lot shall neither be approved nor denied by the Architectural Review Committee (the "ARC"). The release by the ARC implies that the owner places any fencing within an easement at his/her own risk and that such fencing is subject to removal without notice by the entity or entities that enjoy the easement access rights. The Owner shall be responsible for any fence reinstallation.
8. An accurate dimensioned site plan including the following information must be submitted for approval by the ARC:
 - a. Location of the house, deck and other structural improvements on the Lot.
 - b. Location of the fence relative to the house and the property boundaries, showing dimensions.
 - c. Easements.We recommend using a copy of your mortgage survey from your closing, since it should show all the necessary information except for the fence.



Architectural Approval Form

- Please follow all steps listed below to ensure prompt approval from the Architectural Review Committee. The approval process may take up to 45 days. If you have not received a response in that timeframe, your change has not been approved.

- Step One** - Complete this form in its entirety.
- Step Two** - Attach plot plan or survey of your property.
NOTE: Blueprints of the home and its layout are not acceptable.
NOTE: Homeowners are responsible for obtaining any necessary building permits
- Step Three** - Attach a photo, image or drawing of planned materials for clarification when a word picture may not be clear enough.
NOTE: The addition of photos, images or drawings can assist in a timely approval.

Name _____ Lot # _____
 Address _____ Phone # _____
 Email _____ Fax # _____
 Today's Date _____

Does your property border a pond? _____
 What is the proposed start date? _____
 Who will be performing the work? _____

As marked on your plot plan, does this improvement extend into any Common Area, Drainage, Utility or Sewer Easement, Landscape or Lake Easement?

Are any building permits required? _____

Please describe the proposed change in detail including the proposed structure, material, size (height and width), square footage, etc.

I understand that I am required to obtain a Board approval before making any improvements/additions to my home and that I will abide by the covenants/restrictions. I also acknowledge my obligation to allow sufficient time for the processing of my request.

Signature _____ Date _____

- Please mail your completed Architectural Review Packet to: DRCA, Attn: Architectural Review Committee, P. O. Box 432, Camby, IN 46113
- Questions, call (317) 713 0739 or email decaturridge@hotmail.com



This page serves as only a reference guide. For full guidelines to your community, please refer to the "Declaration of Covenants, Conditions and Restrictions of Decatur Ridge Subdivision".

Article VI, Architectural Review Committee:

6.2 **Purposes and Powers of Architectural Review Committee.** The ARC shall review and approve the design, appearance and location of all residences, structures or any other improvements placed or modified by any person on any Lot and the installation and removal of any trees, bushes, shrubbery and other landscaping on any Lot, in such manner as to preserve the value and desirability of the Real Estate and the harmonious relationship among Residence Units and the natural vegetation and topography. (I) In General. No residence, building, structure, antenna, walkway, fence, deck, pool, tennis court, basketball goal, wall, patio or other improvement of any type or kind shall be erected, constructed, placed or modified, changed or altered on any Lot without the prior written approval of the Architectural Review Committee."

Article IV, Use Restrictions:

- 4.1 G. **Diligence in Construction.** Every building whose construction or placement on any residential Lot in the Development shall be completed within nine (9) months after the beginning of such construction or placement."
- I. **Prohibition of Used Structures.** All structures constructed or placed on any numbered lot in the Development shall be constructed with substantially all new materials and no used structures shall be relocated or placed on any such lot."
- J. **Maintenance of Lots and Improvements.** The Owner of any lot in the Development shall at all times maintain the lot and any improvements situated thereon in such a manner as to prevent the lot or improvements from becoming unsightly and, specifically, such Owner shall: (i) Mow the lot at such times as may be reasonably required in order to prevent the unsightly growth of vegetation and noxious weeds; (ii) Remove all debris or rubbish; (iii) Prevent the existence of any other condition that reasonably tends to detract from or diminish the aesthetic appearance of the Development; (iv) Cut down and remove dead trees; (v) Keep the exterior of all improvements in such a state of repair or maintenance as to avoid their becoming unsightly; (vi) Within sixty (60) days following completion of a house on a lot, the Owner shall landscape the lot, weather permitting."
- M. **Fencing.** Exposed galvanized chain link fencing is prohibited. However, fences constructed of black vinyl-coated chain link, split rail, picket, shadow box or wrought iron shall be permitted, subject to prior approval by the Committee. No shadow box or fences taller than 4 feet will be approved on lake lots."
- O. **Satellite Dishes.** No television satellite antenna dishes any larger than 24' in diameter shall be permitted on any lot. All allowed dishes must be screened from adjoining neighbor's primary view."
- P. **In General.** No noxious or offensive activities shall be permitted on any lot in the Development, nor shall anything be done on any of said lots that shall become or be an unreasonable annoyance or nuisance to any Owner of another lot in the Development."
- Q. **Signs.** No signs or advertisements shall be displayed or placed on any lot or structures in the Development, except entry signs and home or lot sales signs."
- W. **Open Drainage, Ditches and Swales.** (I) Drainage swales (ditches) along dedicated roadways and within the right-of-way, or on dedicated drainage easements, are not to be altered, dug out, filled in, tiled, or otherwise changed, without the written permission of the appropriate authority. (ii) Any property owner altering, changing, or damaging these drainage swales or ditches will be held responsible for such action and will be given ten (10) days' notice, by registered mail, to repair said damage, after which time, if no action is taken, the Town will cause said repairs to be accomplished and the bill for such repairs will be sent to the affected owners for immediate payment."
- Z. **Dusk-to-Dawn Lighting.** Each Lot shall maintain continuous dusk-to-dawn lighting to be controlled by the photocell. Said dusk-to-dawn lighting shall be placed either in the front yard on a free-standing pole located not more than ten (10) feet from the edge of the driveway; or twin carriage lights mounted on either side of the garage door if fronting the street."