

The Lakes at Indian Springs
Board of Directors
Architectural Policy

The Lakes Board of Directors hereby establishes the following Policies to help clarify procedures for new home construction, home improvement requests and covenant variance/waiver requests.

It is the desire of the Board of Directors that every home for construction in the Lakes at Indian Springs be architecturally unique and individual in its appearance. To help achieve this desire and to ensure the covenants of the neighborhood are upheld an Architectural Committee has been established.

The primary purpose of the Architectural Committee (AC) is to review and approve new home construction plans and home improvement requests that are in compliance with the covenants. The AC is composed of resident homeowners who are appointed by the Board of Directors. The AC is not an enforcement entity.

New Home Construction Approval:

For new home construction, the lot owner and/or builder will submit the required plans and documentation to Green Country HOA Management for intended home construction. Green Country HOA will forward this information to the AC for review. All Required Documents must be received by Green Country before they will be forwarded to the AC. (see list below)

The AC, within ten (10) days from time of receipt, will review the plan and determine an approval or denial based upon compliance with the covenants. A written response from the AC will be forwarded back to the homeowner/builder, through Green Country HOA Management.

Once a new home plan is approved construction may begin. If, after construction begins, infractions occur, a "Cease and Desist" order may be enacted on the authority of the Board of Directors until a resolution is agreed upon with the homeowner/builder.

Completed homes built must exactly replicate the home rendering as submitted and approved by the AC. Any home not built to this specification is required to complete or correct the missing or deficient elements from the rendering submitted for the home plan within the one (1) year original approval.

Any intended or consequential variation of a home's exterior elements from the original approved home plan requires a written submission to the AC of a "Change Order Request" that must include an explanation for the change, and a clear rendering of the proposed change/s. Written approval from the AC will be required to proceed with such change.

Home Improvement Requests:

For home improvement requests (fence, pool, back yard kitchens, etc.) the home owner will submit a diagram, plot plan, material lists, concrete wash out area, and description of improvement to Green Country HOA. Green Country HOA will forward this information to the AC for review.

The AC within ten (10) days from the time of receipt will review the plan and determine an approval or denial based upon compliance with the covenants. A written response from the AC will be forwarded back to the homeowner through Green Country HOA.

In instances where the improvement is not in compliance, Green Country HOA along with the Board of Directors will address the matter with the homeowner and help bring the homeowner's action into compliance.

Approval/Denials:

The AC shall have discretion in approving or disapproving plans and specifications. The AC may deny any submission based purely on "aesthetic grounds". However, if a submitted plan does not violate the covenants or restrictions of the neighborhood and the AC denies the plan solely on aesthetic grounds, the AC will notify the Board Liaison to the AC in writing of their reasons for the denial. The Board Liaison will then notify Green Country HOA Management and the Board President of the denial.

Any homeowner or builder who disagrees with a decision rendered by the AC has the right to appeal the AC's decision to the Board of Directors. A homeowner or builder who wishes to appeal a decision made by the AC, who after being notified of said decision, will have ten (10) working days to notify Green Country HOA of his/her decision to appeal to the Board. After being notified of an appeal, the Board will conduct a hearing as soon as practical for all parties concerned. Upon hearing all of the evidence, the Board will decide whether or not to support the AC's decision.

The Board of Directors, upon a written request, may consider or approve a "Waiver/Variance of a Building Restriction" in such cases where the request does not conflict with the intention of the covenants or building and use restrictions. The Board may consider and entertain dialogue or suggestions from the AC and Green Country HOA but the decision to approve or deny a waiver/variance remains solely with the Board of Directors.

This Policy implemented by the Lakes at Indian Springs HOA Board of Directors November 2014.
Revised to reflect New Management Company-Green Country HOA Management-September 2017.
Revised October 2020.

Document Check list:

New build

- Site Plan *
- Floor Plan
- Roof Plan
- Elevations
- Drainage and Grading
- Exterior materials List
- Color scheme
- Designated Concrete Wash out area

Improvement Build

- Plot / Site Plan *
- Detailed Diagram
- Materials List
- Detailed Description
- Concrete Wash out area (if needed)

[Site Plan – Shows exact location of the house, property lines, and any feature this lot may have (Example- Pool, Patios, Walls, and Fences)]

Request for Architectural Change

No residence or other permanent structure shall be erected, placed or altered on any lot in the Subdivision until the plans and specifications have been approved in writing by the Architectural Committee. For each building, the required plans and specifications shall be submitted include a site plan, floor plan, exterior elevations, drainage and grading plans, concrete wash out area, exterior materials and color scheme.

The purpose of this form is to assist you in preparing your request to the committee. Please check the appropriate boxes and attach supporting documentation. The written request should then be forwarded to Green Country HOA Management at greencountryhoa@gmail.com. The coordinator of the Architectural Committee will process it and return a signed approval form back to the requestor.

Address of Requested Change: _____

Phase of Requested Change: _____ Lot of Requested Change: _____ Block of the Requested Change: _____

Person Requesting Change: _____

Name of Primary Contractor: _____

Type of architectural and/or landscaping improvement

<input type="checkbox"/> Remodeling / Additions	<input type="checkbox"/> New Build
<input type="checkbox"/> Garage Doors / Exterior Doors	<input type="checkbox"/> Driveway / Parking Pads
<input type="checkbox"/> Decks / Patios/ Pergolas	<input type="checkbox"/> Fences / Fence Additions / Retaining Walls
<input type="checkbox"/> Swimming Pool	<input type="checkbox"/> Arbors / Overhangs
<input type="checkbox"/> Roofing Replacement	<input type="checkbox"/> Other _____
<input type="checkbox"/> Painting: <input type="checkbox"/> Paint house new color	<input type="checkbox"/> Paint trim new color <input type="checkbox"/> Painting fence

(If needed) Concrete wash out area _____

Attach new paint color samples, and all other required plans to this PDF.

Architectural Committee recommendations and rules must be adhered to. In the event the homeowner does not keep up with the plans set forth in this waiver the architectural committee may revoke this waiver at their discretion if the project detracts from the overall beauty or causes disruption or destruction to the subdivision. Approval subject to the following conditions: _____

I am requesting a waiver in the current Restrictive Covenants. I have attached a full explanation as to the justification for the waiver.

I have read and understand the covenants and believe that my request conforms to the existing requirements and am making this request for permission to proceed with the change.

Submitted By: _____ Date: _____

Approved By _____ Date: _____

Approved By: _____ Date: _____

CONSTRUCTION AND PROJECT SITE CONDITION AND REQUIREMENTS

1. The Lakes does not provide a concrete truck “wash-out” area, or dumping area for construction debris and trash.
2. Concrete trucks must **wash-out on the lot they are delivering material to**, or return to their place of business and wash-out.
3. Each builder and lot owner is responsible for disposal of all materials during and after the construction phase.
4. Each builder or lot owner must provide a trash and construction waste receptacle that is to **be kept on their lot during construction** where all debris can be collected regularly during the project. Any trash and materials that end up on another lot are the responsibility of the project builder and their crew, and must be picked up immediately and properly disposed of.
5. A properly installed silt fence must be erected and maintained during the project to keep loose dirt from being washed onto the street and into the storm drains or on to adjoining lots. Any silt, dirt or debris that gets past the silt fence must be shovel cleaned by the builder or their crew immediately to prevent washing into, and clogging the storm drains.
6. The builder or lot owner, per covenant section 3.16, must remove all construction debris, trash, materials, and equipment from the lot within 30 days of completion of the project.