



MYRTLE TRACE HOMEOWNERS ASSOCIATION

ARCHITECTURAL
GUIDELINES AND RESTRICTIONS
FOR HOMEOWNERS

ISSUED AND APPROVED
BY THE
MYRTLE TRACE
HOMEOWNERS BOARD OF DIRECTORS
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These Guidelines are based on, but not limited to, Article VII of the Master Declaration of Covenants, Conditions, Reservation and Restrictions which has the express purpose of maintaining the original intended appearance of the Myrtle Trace community. The Master Declaration is the basis on which Myrtle Trace was developed and continues to provide a means of control for future modifications, maintenance, and changes in appearance to the residential structures and appurtenances including but not limited to walks, driveways, landscaping and other visible features. In case of conflict between the Guidelines and the Master Declaration, the Master Declaration is the legal document of record for Myrtle Trace.

The Board of Directors has named and delegated the Architectural Review Committee to oversee all the above mentioned modifications/alterations and additions. This is accomplished by submitting a written request to ARC in advance of any planned project. **A PROJECT REQUEST FORM MAY BE OBTAINED BY THE HOMEOWNER AT THE CLUBHOUSE, ONLINE AT MYRTLETRACESC.ORG. OR FROM ANY MEMBER OF THE ARC. ONLY A HOMEOWNER CAN MAKE AN APPLICATION.** Requests from a tenant or contractor, either verbal or written will not be accepted. There are no contractors who are authorized to begin a job without the homeowner first having received ARC approval.

ALL VIOLATIONS OF ARCHITECTURAL REVIEW COMMITTEE (ARC) GUIDELINES CAN RESULT IN A FINE AND OR LEGAL ACTION. PLEASE BE SURE THAT ANY MODIFICATION TO THE EXTERIOR OF YOUR HOME OR PROPERTY IS SUBMITTED TO THE ARC IN A TIMELY FASHION. EACH APPLICATION WILL BE REVIEWED ON AN INDEPENDENT BASIS AND THE ARC WILL PROVIDE A TIMELY RESPONSE. THE ATTACHED SYSTEM OF FINES APPROVED BY THE BOARD OF DIRECTORS IN 2006, MAY BE IMPOSED ON ANY HOMEOWNER IN VIOLATION OF THESE GUIDELINES.

UNLESS OTHERWISE STATED, ALL PROJECTS LISTED WITHIN THIS DOCUMENT REQUIRE WRITTEN ARC APPROVAL. INTERIOR CHANGES DO NOT REQUIRE ASSOCIATION APPROVAL. All approved projects should be completed within six (6) months.

ARC also monitors the parking of commercial vehicles (trucks, recreational vehicles, etc.) as referenced in Article VII, Section 17 of the Master Declaration of Covenants. This article prohibits the parking of such vehicles on homeowner property unless housed in the garage. Recreational vehicles are allowed to be parked in driveways for 48 hours for the purpose of loading, unloading and cleaning.

EXTERIOR EXPANSIONS, ALTERATIONS AND ADDITIONS

The ARC must approve **ALL** changes to house exteriors. This includes, but is not limited to, additions of or modifications to screened porches, external doors, including screen doors or storm doors, windows, skylights, decks, patios and storage areas. It also includes any embellishments to the house, including but not limited to, decorative items visible to others. The color of any painted addition must match that of the house.

The 45-degree rule:

In deciding whether to allow modifications to any property, including additions to bushes, tree plantings, etc. the ARC shall take into account the effect on the view of the property owners neighbors. This will be determined by selecting a logical viewing point at the rear of the neighboring house(s) and drawing imaginary lines at 45 degrees to these homes. The neighbors shall be entitled to a clear view through the 90 degrees between these lines.

Brick Facing:

Addition or replacement of brick facing requires ARC approval. Approved types of brick are “Savannah River” and “Ship Ballast”. Other designs may be approved on a case-by-case basis.

Entrance, Screen and Storm Doors:

Phases I through VII- Full view screen and storm doors are to be color coordinated as per the architect’s design and with the house. White is not an approved color.

Phase VIII- Full view screen and storm doors are to be white.

All doors must be approved by the ARC.

Garage Doors:

Phases I through VII Garage Doors must be flat panel or raised panel (4 x 4 single or 8 x 4 double) and painted the color of the house.

Phase VIII Garage Doors must be white, raised panel doors (4 x 4 or 8 x 4).

Windows are not permitted in garage doors.

Screen Panels for Garage Doors

Screen panels for garage door openings must be approved by ARC. In Phases I -VII, the frames must match the trim color of the home and the screen must be black, gray or brown. In Phase VIII, the frame must be white and the screen must be white mesh.

Painting & Staining:

Applicable to Phase I-VII only:

Approved colors for sidings (exterior walls, fences, etc.) include four (4) varieties of brown, (Lot 7- Brown, Lot 27- Reddish Brown, Lot 30- Brown and Lot 23(Shagbark Brown) and seven (7) custom blends, (Monterey Gray, Green-Gray, Blue-Gray, Stonehenge, Beechwood, Plum and Sandcastle #3006.) All trim colors shall be the same color as the house. Trim colors shall be custom blended with Sherwin Williams or Conway Paint & Wallpaper latex semi-gloss stain.

There are samples of these colors at Conway Paint & Wallpaper or in the clubhouse storage room closet. Approval for painting or staining the exterior of a house (including privacy fencing) is required.

If you prefer to use another supplier other than the above mentioned, please follow these procedures: Contact any member of ARC to get an unstained cedar chip, have the dealer of your choice paint the cedar chip the color they have mixed for the approved color you have chosen. Submit this chip to the ARC along with your request for approval. If this color does not match the approved color, the request will be denied, and this procedure will be repeated until it meets the standards of the approved color.

Gutters

Phase I-VII gutter color should match the color of the house.

Phase VIII gutter color is to be white.

If it is necessary to modify, add or eliminate gutters, consideration should be given to the following:

- Size of gutters and down spouts

- Discharge from down spouts and dispersion

- Water flow from down spouts is not to impact neighboring property.

Gutter Guards should closely match the color of the roof shingles.

Applicable to Phase VIII only:

Approved color for vinyl siding include Linen, Almond, Cameo, Champagne, Desert Sand, Classic Cream, Brookstone, Everset, Pebblestone Clay, Sage, Sandstone, Silver Gray, and Victorian Gray. Custom blended paints to match these colors shall be used for attachments to the house.

Approved colors for doors and shutters are custom blended gloss latex in the following Sherwin Williams colors: Boathouse #2265, Tricorn Black #2126, Olympic Range #2385, Greylock #2096, Summit Grey #2127, Forest Berry #2300m Nantucket #2066, Fencepost White #2074, Studio Taupe #2021, and Reflection #2122. Garage doors, garage entry doors, door trims, gutter and downspouts are to be Fencepost White #2074.

Applicable to all Phases:

Any exterior pipe, dryer vent, irrigation control panel, arbor, etc. must match the color of the house. Any items that are attached to the house must be painted to match the house. The sole exception is decks and their adjuncts, which may be painted to match the house color or left to weather.

Paints in all the above colors are available from Sherwin Williams or Conway Paint & Wallpaper, both located in Conway. This statement is for information only and not meant to indicate a preference for any vendor or manufacturer.

Roofing:

Phases I thru VIII approved shingles:

ELK/GAF Architectural- 25 yr. charcoal

Owens-Corning Architectural- 30 yr. Charcoal black

Landmark Certaineed-Architectural-30 yr.-charcoal

DECRA Metal shingles, charcoal, stone coated

Phases I & II only:

The above shingle styles in GAF/ELK Barkwood.

Samples of these colors are available for viewing in the Clubhouse Storeroom.

***Note:** Other manufacturers may offer shingles of similar design and color. The homeowner must submit an appropriate sample for ARC review before approval.

Replacement Siding:

T 111 vertical Smart Board siding may be used in place of milled vertical siding in instances where entire sections of siding must be replaced. Contact ARC for details.

Winterized Screen Porches:

Plastic, acrylic, Plexiglas, or any similar material may not be attached to the exterior of the house for weatherproofing.

If plastic sheeting, etc. is used, it must be installed in the inside of the screen and of a material sufficient thickness and tautness to eliminate wrinkles. It must be completely inconspicuous from the outside, and is allowed only for the period of Nov. 1st through March 1st.

Prior approval of the ARC is required for any installation.

EXTERIOR ATTACHMENTS

Air Conditioners:

Installation of window type air conditioners to supplement heat pumps requires prior ARC approval. A sketch showing the proposed location of the unit must be submitted with the request.

Air Conditioner/Heat Pump Enclosures:

Air Conditioner/Heat pump enclosures should be of sufficient height to conceal the unit and painted to match the color of the house.

Dog Runs:

Dog runs are permitted with ARC approval providing they are not visible from the street, and providing that the size is kept to a minimum considering the size of the dog. Fencing shall be of standard Myrtle Trace design, and shall be painted to match the house unless it is close in proximity to an unpainted deck. In this case, it may be left to weather. Notification of affected neighbors is also required prior to approval.

House Numbers:

House numbers attached to the houses shall be of standard format and size and color coordinated with the house. (The house numbers are made by Signature Custom Signs.)

Hurricane Panels/Shields:

Hurricane panels may be installed **only** during times of a hurricane warning or watch. All externally mounted hardware must be painted the same color of the house.

Lightning Rods:

Installation of lightning rods requires prior ARC approval. A qualified professional must make the installation. Only the simple spike type is allowed. The ARC may require that the cables be painted to match the house or roof, as applicable.

Propane Tanks:

Installation of Propane Tanks requires ARC approval. A sketch showing the relationship of the proposed tank to the house should be submitted with the approval request. Propane tanks are permitted only for the purpose of fueling gas burning fireplace logs. Tanks should not be placed between houses, but rather to the rear of the house. Maximum size allowed for above ground installations is 24 inches in diameter and 48 inches long or high. Tanks must be totally shielded from view, either by fencing or by living shrubbery fence. Fencing must adhere to the Myrtle Trace standards, be of sufficient height to conceal the tank, and be painted to match the house. Notification of affected neighbors is required prior to installation, and must be made prior to requesting ARC approval. It is the homeowner's responsibility to insure that the installation is in compliance with all local, state and federal code requirements. This includes pressure testing and location. Because of the complexity and legal requirements, professional installation is required.

Satellite Dishes and Compact VFH Receivers:

Satellite dish installations are subject to review and approval of the ARC. Eighteen (18) inch dishes are preferred. However, no dish larger than one (1) meter, (39.2) inches, will be approved.

The homeowner is required to provide a written description of the satellite dish, accompanied by a diagram depicting the proposed location in relation to the home and property boundaries.

The location of the dish will be reviewed based on:

Maintaining the original intent of the community as a pleasant place to live and visually pleasing to its residents and visitors.

Provision for adequate screening to camouflage the installation.

Provide the homeowner with optimum placement for good reception.

Solar Tubes:

Solar tube installation requires ARC approval. Maximum allowable projection above the roof is 12 to 13 inches. However, in no case will it be above the ridge line of the roof section on which it is installed.

Window Boxes:

Attached window boxes and garden windows are allowed with prior ARC approval. Window boxes must be painted the same color as the house.

PROPERTY IMPROVEMENTS/MAINTENANCE

Border Block:

All Border Block installation must be approved by ARC. Earth tone colors or gray are acceptable. White is not an acceptable color. Installation may be only two layers in height.

Poured cement border color must be approved prior to installation.

Driveways/Walkways:

Any change or addition of shape, size, surface material or location requires approval of the ARC. Approval is required for resurfacing driveways with the same material as presently applied. In addition, the following guidelines apply:

Paving material shall not protrude above the sod on either side of the driveway, as a ridge would interfere with grass cutting of the MTHOA right-of-way. Paving material shall not protrude above the edge of the existing roadway. Paving material should not be deposited and left on the roadway, as roads are MTHOA property.

Approved coating materials for Phases I through VII are Color Crown Acrylic Pearl Gray, and H & C Silicone Acrylic Concrete Stain (Gull Gray) & Champagne. Materials approved for Phase VIII are the same as Phases I through VII. Additionally, Smoke, Silver Screen Plus (Brick Accent) Color Crown #10 are approved for Phase VIII. Brick stenciling is approved only along the sides of the driveways, walkways, etc. and along expansion joints, but not along the street.

Edging/Ground Cover:

Edging: Concrete, wood (pressure treated) Polypropylene materials are acceptable. Colors shall be predominately subdued earth tones that blend in with the natural landscape.

Ground Cover: stone/mulch (white is not acceptable). Synthetic mulch and pine straw may be used upon approval.

Exterior Lighting:

White lighting fixtures and globes are not allowed in Phases I-VII. Addition of external lighting fixtures requires ARC Approval.

Flag and Flagpoles:

Flagpoles which comply with all of the following criteria are acceptable and require ARC approval:

Material shall be steel, aluminum or fiberglass.

Height shall not exceed eighteen (18) feet.

Flag size shall not exceed 4' x 6'.

Non-obtrusive lighting is required for 24 hour display.

Only the flag of the United States may be flown.

Flagpoles attached to houses or garages may fly seasonal or recreational flags.

Gardens:

Hot tubs, ponds, fences, walls, screens, trellises and arbors all require prior ARC approval. For any gardening requiring significant landscaping change, refer to the section entitled Landscaping, Drainage and Drainage systems.

Landscaping, Drainage, Drainage Systems:

When planning a new or the modification of a landscaping project, the design and plant types should be in harmony with both our natural geographical environment as well as the existing landscapes within our community. Prior ARC approval is necessary in any of the following instances:

Berm or mound construction

Any action that will create or alter swales, installation of drainage lines/grates, or any project which could impact the drainage process.

Installation of artificial grass. Samples must be submitted for approval.

New irrigation systems or addition to existing systems.

When considering a landscaping project, the homeowner is also directed to the guideline items covering (1) Trees, (2) Gardens, (3) Lawn Ornaments, (4) the 45 degree rule, and (5) Drainage systems.

ARC approval is not needed for:

1. Re-planting of aged or dead shrubbery
2. Planting of annual or perennial flowers in an established bed.

Lawn Ornaments:

Lawn ornaments, which comply with all of the following criteria, are acceptable. References to lawn ornaments are interpreted in the broadest possible sense. However, they do not include functional lawn furniture, excepting for color restrictions mentioned below.

- +Ornaments shall be a maximum of two (2) feet in the largest dimension.
- +Birdbaths may be no taller than three (3) feet.
- +Fountains may be no taller than four (4) feet.
- +No more than two (2) such ornaments on any property shall be visible from the front of the property. There is no limit on the number of ornaments not visible to others
- +The subject matter shall adhere to the requirements of the Declaration of Covenants. That is, they should not be unsightly, unpleasant or of a nature which would diminish the enjoyment of other property owners.
- +Colors shall be predominately subdued earth tones that blend in with the natural environment.

Holiday decorations on display during appropriate times of the year are exempt from the restrictions other than those concerning good taste.

Perimeter Boundary Fencing:

Installation of fencing along the perimeter of the Myrtle Trace community is allowed. Only the properties backing up to future developments and/or roads of the community, i.e., Burning Ridge Road, Highway 501, West Ridge and Myrtle Ridge Road will be considered on an individual basis and must have prior ARC approval. Other locations may be considered, however, in no case will perimeter fencing be allowed on properties backing up to the golf course and/or lakes.

These perimeter fences should be wood and be constructed of vertical boards as in the case of air conditioner fences. They are to conform to Myrtle Trace standards; that means a height of 6 1/2 feet and painted Burnt Umber or equivalent,(the same color as the mail box posts.) Burnt Umber is manufactured by Pittsburgh Paints. The rule of privacy screening, as indicated below, still applies.

In Phase VIII, solid white vinyl fences, the same height as above, are the approved perimeter fencing.

Privacy Screening:

Installation of fences along property lines is no longer permitted. Privacy screening may be provided by planting of shrubbery. The 45 degree rule is to be observed. Prior ARC approval is required.

Retaining Walls:

Retaining walls for lake banks require approval from ARC. This can be accomplished by submitting the required ARC Project Request Form. Upon submission of the form, some members of ARC will meet with the homeowner to determine the appropriate retaining wall style for the lake. If there is a pre-existing retaining wall on the lake, the type wall to be constructed must match or closely match that pre-existing wall. __

Wall types are as follows:

- A. Type A- Wooden wall nearly 1 foot high
- B. Type B- Wooden wall nearly 2 feet high
- C. Type C- Concrete Block (Split Wall face)*
- D. Type D- Architectural Block- garden wall style*
- E. Type E- Architectural Block- terrace wall type*

When the wall type has been determined, the homeowner and the ARC sub-committee will work together to develop detailed plans, based on these guidelines, for construction of the retaining wall. These plans will be submitted to the full ARC committee for approval. After approval, construction will be monitored by the homeowner and the ARC sub-committee. Failure to construct the retaining wall as approved will result in a violation, subject to removal, reconstruction and a fine as defined by the System of Fines approved by the Myrtle Trace Homeowners Association Board of Directors.

* Used on perimeter lakes only

Trees:

The planting of trees or bushes in areas affecting other resident's enjoyment of their property requires approval from ARC. Planting of trees on the MTHOA right-of-way or on lake banks is prohibited. The 45 degree rule is to be observed.

Requests for tree removal from homeowner property must be submitted to ARC.

No more than 4 trees may be removed during any 6 month period. This limit may be waived in the event of special circumstances. (See Below)

Approval for tree removals will be granted for the following reasons:

1. Diseased or wind damaged.
2. Tree thinning* where clustered trees have grown too close.
3. Tree roots* are causing damage to sidewalks, driveways, etc.
4. Trees* where roots have undermined the house foundation.
5. Trees* which have become overgrown with branches laying on roofs or gutters.

*NOTE: Subject to City, County or State Regulations

Each written request will be reviewed on site by a member (s) of the ARC and the homeowner. Written approval will be granted where appropriate. When trees are approved for removal, the homeowner is required to discuss replanting, if feasible, with the committee, for continuance of proper screening and community appearance, or to replace the tree with a new planting.

Special Circumstances:

When a tree (s) have fallen or have become a danger to the residence due to a hurricane, high winds, or winter storm, they may be removed without approval. The resident must complete a Project Request Form in this case to establish record of the removal.

Penalty for Unauthorized Tree Removal:

The penalty for unauthorized tree removal is consistent with the System of Fines for any other homeowner violation of the guidelines. In addition, a tree replacement fee may be levied against the offending homeowner at the discretion of the ARC.

PROHIBITED ITEMS

Free Standing Storage Sheds

Gazebos

Large external antennas

Laundry:

The drying of laundry, towels, etc. on lines, poles or any exterior surface of the house or deck/patio is prohibited.

Private swimming pools

Retractable Awnings:

Plastic, Vinyl or similar fabric awnings are prohibited.

Tents and Tent Enclosure

These include portable screen rooms and pergolas.