

ARCHITECTURAL DESIGN GUIDE

HERITAGE



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HERITAGE LAKES

ARCHITECTURAL DESIGN GUIDE

INTRODUCTION

This Architectural Design Guide has been developed to help home buyers, builders, designers, and architects understand and participate in the professional planning and maintenance of **HERITAGE LAKES**. It is intended to provide broad guidelines for home construction and to encourage the use of professional talent and to assist in assuring long term excellence at **HERITAGE LAKES**.

All residential construction must be approved in advance by the **HERITAGE LAKES ARCHITECTURAL REVIEW COMMITTEE (ARC)**. The ARC had this guide prepared primarily to assist those who are planning to (1) construct a new residence, (2) make additions to or any exterior alterations to an existing residence or (3) to re-stain, re-roof or otherwise modify the exterior appearance of their home.

HERITAGE LAKES CONCEPT

HERITAGE LAKES will be developed to enhance and respect the natural terrain features and enjoy the views and vistas presented by the adjoining golf course. The streets and homesites have been designed to preserve wooded areas to create a rural feeling of spaciousness in harmony with the natural environment. Many housing styles will be encouraged in this setting. The changing landscape, with wooded areas and golf vistas, offers an opportunity to relate to many architectural precedents. The large lot sizes will allow versatility to the builder in siting homes to take full advantage of the property. The creation of a harmonious, quality environment is the goal. We look forward to the contributions of the fine builders and other professionals who will combine to create outstanding living opportunities in **HERITAGE LAKES**.

DEFINITIONS

“Architect”: Any person holding a valid and effective license to practice Architecture in the State of Ohio.

“Association”: The **HERITAGE LAKES HOMEOWNERS ASSOCIATION**, an Ohio non-profit corporation.

"Buffer": An area of land with plantings, structures or other landscape features which are used to minimize or reduce conflicts.

"Building": A structure permanently affixed to the land with one (1) or more floors and a roof supported by columns or walls, used or intended to be used for shelter or enclosure of persons, animal and/or property.

"Building Lines": The setback line established by the City of Hilliard Zoning Ordinance, generally parallel with and measured perpendicularly from the front lot line, defining the limits of a front, rear or side yards in which no building or structure may be located. ●

"Corner Lot": Any lot at the junction of and abutting on two (2) or more intersecting streets, where the angle of intersection is not more than 135 degrees.

"Declaration": That certain DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR HERITAGE LAKES, as amended from time to time.

"Development": Any man-made change to improved or unimproved real estate, including but not limited to, buildings or other structures, dredging, filing, grading, paving, excavation or drilling operations and tree removal.

"Designer": or **"Residential Designer"**: Any person approved by the ARC to provide construction drawings for homes to be built in HERITAGE LAKES.

"Front of lots": The front of a lot shall be considered to be that side of the lot which fronts on a street. In the case of a corner lot, the narrowest side fronting on the street shall be considered to be the front of the lots. In case the corner lot has equal frontage on two or more streets, the lot shall be considered to front on that street on which the greatest number of buildings have been erected on that side of the street within the same block.

"Front Yard": That portion of a lot extending across the front of the lot, between the side lot lines and being the minimum horizontal distance between the street right-of-way and the front of the building or structure.

"Height of Building": The vertical distance from the mean elevation of the finished grade at the foundation along the side(s) of the building facing a street to the highest point of the roof, excluding chimneys.

"Interior Lot": Any lot other than a corner lot.

"Lot": A division of land separated from other divisions for purposes of sale, lease or separate use, described on recorded subdivision plat, recorded map or by metes and bound, and includes the terms "plat" and "parcel".

"Lot Depth": The mean distance between front and rear lot lines.

"Lot Lines": A line bounding a lot as shown on a survey or plat of the subdivision.

"Lot Width": The distance between the side lot lines at the setback line measured along a straight line parallel to the front lot line or parallel to the chord thereof.

"Main Building": A building in which is conducted the principal use of the lot in which it is situated. In any residential district, any dwelling shall be deemed to be a main building on a lot on which the same is situated.

"Rear Yard": That portion of a lot extending across the rear of the lot, between the side lot lines and being the minimum horizontal distance between the rear lot line and the rear of the building or structure.

"Right-of-Way": A strip of land taken or dedicated for use as a public way. In addition to the roadway, it normally incorporates the curbs, lawn strips, sidewalks, lighting and drainage facilities, and may include special features required by the topography or treatment such as landscaped areas.

“Side Yard”: That portion of a lot that is located between the side lot line and the nearest building or structure.

“Signs”: Any structure, device or contrivance and all parts thereof which are entered or used for advertising, directional or identification purposes or any poster, bill, bulletin, printing, lettering, painting, device or other advertising of any kind whatsoever, which is placed, posted or otherwise fastened or affixed to the ground and/or structures within the boundaries of the property.

“Site”: A contiguous area of land within the property which is owned of record by the same owner, whether or not shown as one parcel of real property or whether shown as a combination of parcels or portions of parcels or as one lot or whether shown as a combination of contiguous lots or portions on any recorded subdivision or parcel map or survey map of all or any portion of the property.

“Street”: A public way for the purpose of vehicular travel, including the entire area within the right-of-way.

“Utilities”: All service, including sanitary sewer, storm sewer, pressured water, natural gas, electricity, telephone, cable television, etc. All utilities, unless otherwise approved, are located in road rights-of-way or designated easements and meet governmental standards.

“Variance”: A modification from the strict terms of the relevant regulations where such modification will not be contrary to the public interest, and where owing to conditions peculiar to the property and not the result of action by the applicant, a literal enforcement of the regulations would result in unnecessary and undue hardship.

“Yard”: A required open space other than a court unoccupied and unobstructed by any structure or portion of a structure from three (3) feet above the general level of the graded lot upward.

ARCHITECTURAL REVIEW COMMITTEE

HERITAGE LAKES ARCHITECTURAL REVIEW COMMITTEE (ARC) will serve to judge conformance with the overall concept of individual homes. Certain basic criteria have been developed towards this goal as design guidelines. These criteria have been purposely kept to a minimum by the developers in order to encourage professional design creativity. The design guidelines may be amended from time to time by a majority vote of the ARC, recognizing changing styles and product innovation.

The ARC will consist of three members who will be architects, designers, planners, engineers or developers by profession. The ARC will function under the direction of the Association.

The Committee will review plans at the schematic design stage and at the completion of working drawings.

Plans will be reviewed according to the guidelines hereinafter included. No construction, including grading, clearing or landscaping, shall commence on any lot without the written approval of the ARC. No exterior alteration or addition, including exterior staining involving a color change, shall commence without written approval of the ARC. The basis for approvals must be submitted in writing to the ARC.

PLAN SUBMISSION PROCEDURE

The ARCHITECTURAL REVIEW COMMITTEE requires only that the final working drawings be submitted for review, however, for builders, designers and architects working in HERITAGE LAKES for the first time it is recommended that they provide a preliminary submittal. This is done to avoid unnecessary expense and time delays for the builder and owner. Preliminary submittals are encouraged for all applicants.

PRELIMINARY DESIGN REVIEW

Three (3) sets of preliminary plans shall be submitted. This review will evaluate the proposed project at the schematic design phase. The following drawings and information shall be submitted:

SCALED SITE PLAN delineating:

Existing Conditions:

- Property lines
- Building setbacks and easements
- Trees

Proposed Conditions:

- Building location within the building envelope
- Proposed patio or deck conditions
- Curb cut and driveway access
- Auto court development
- Proposed materials
- Views from adjacent roads, lots and golf course

FLOOR PLANS at 1/8" or 1/4"= 1'.0"

FRONT ELEVATION* at 1/4"= 1'.0" delineating:

- Architectural character
- Proposed materials

*** For golf course lots, rear elevation also.**

Design review, response and suggested revisions will address proposed design for creative and aesthetic conformity to site context, theme of the overall development and stated architectural and site guidelines.

FINAL DESIGN REVIEW

Three (3) sets of complete building and site plans with completed Architectural Review application for the building and other permitted structures shall be submitted for review and compliance with the design guidelines. The following list of drawings must be submitted as part of this package at the scales requested.

SITE PLAN-Scale to be 1"=20' or larger. The site plan is to indicate all special assets of your lot and all proposed improvements:

- Building footprint
- Location of proposed decks and terraces with finish materials specified
- Driveways, auto courts with specified finishes
- Walls and /or fences with sufficient detailing to describe the character intended
- Grade elevations on all corners of the lot, at the major corners of the house, and the first floor and lower level elevations
- Location of all utilities
- Sidewalks as per City approved location

FLOOR PLAN-Scale 1/4"=1'.0"

BUILDING ELEVATIONS-Scale 1/4"= 1'.0"
(Front & Rear only - Balance @ 1/8"= 1'.0")

- These elevations should show all sides of your home, including detached buildings, garages, etc.
- Indicate all finish materials and colors and typical detailing of windows, eaves and transitional corners.
- Actual grade conditions must be reflected on the elevations

LANDSCAPE PLAN-Tree locations, patios, retaining walls, etc. must be indicated. This may be submitted at a later date. Landscape plans should be submitted 45 days before planned installation.

One copy of the final approved documents will be retained by the HERITAGE LAKES ARCHITECTURAL REVIEW COMMITTEE.

LANDSCAPE DESIGN REVIEW

Prepare to 1/8"= 1'0" scale showing the location, bounds and sizes for all plant materials, mulches, planting beds, non-living ground covers, other miscellaneous landscape materials and lighting. For all plant materials including trees, shrubs and ground covers, graphically depict each in a scale representation equal to a mature plant and label each type using the botanical name for genus, species and variety. Provide a separate listing on the landscape plan or detached, that associates plant symbol with specified plant size, in height, spread and container, botanical name, common name and quantity used. HVAC compressors are to be indicated on the plan and method of screening indicated. It is important to note that the golf course side of the lot is just as important as the front.

CONSTRUCTION REVIEW

The builder and/or homeowner shall be responsible to insure conformance with the approved plan documents and the standards set forth in the DECLARATION and this ARCHITECTURAL DESIGN GUIDE.

SITE DEVELOPMENT

All residences shall be setback 40 feet from the property line unless such requirement is waived by the ARC. The minimum building setback requirements may be waived for such reasons as preserving trees or in order to enhance the overall streetscape. No residence, however, shall be located on any lot in violation of building setback lines as shown on the plat of the property or as required by any governmental entity. All builders shall comply with the sideyard requirements as set by the City of Hilliard.

Terraced banks and planted slopes should be utilized to minimize grade changes. Retaining walls shall not be faced with concrete or concrete block.

Storm water from buildings and pavements shall be directed to the nearest storm sewer or swale. Storm water originating from natural watersheds of adjacent property shall be accommodated and transmitted through each building lot to an acceptable outlet.

Every effort shall be made to maintain existing trees and vegetation. Builders should consult with their landscape professionals in order to minimize the impact of man-modeled lawns and decorative plantings. Existing trees shall be preserved wherever possible and protected against cut or fill within the drip line of the branches.

Sidewalks are required on all lots with the exception of lots numbered 23 through 32 on Heritage View Court and 63 through 75 on Heritage Point Court.

Structures shall be sited to complement the natural environment. Homes should be located with attention to neighboring structures regarding orientation to views and privacy. Garages should be oriented so as not to dominate facades, and rear or side entry garages are required unless specifically waived by the ARC.

Architects, designers and builders are encouraged to respect the natural assets of each particular site and to utilize them to enrich their home design.

TREE PRESERVATION

Owners and builders may not remove any trees or brush prior to final approval of plans by the ARC. Trees may be cut and brush cleared after such approval only to clear for driveways and building pads. All other cutting and thinning must be approved as part of the landscape plan. The cutting of trees six inches in diameter or greater will be discouraged and may be prohibited in most areas.

BUILDING SETBACKS

Minimum front setback - 40 ft.

Minimum rear setback - 40 ft.

Encroachments of up to 8 feet may be allowed in both the front and rear setback areas for decks, stoops, porches and patios. Further, in order to accommodate unique characteristics of lots such as preservation of trees, shorter front and rear setbacks may be allowed. However, in no event shall they be less than 30 feet each.

Minimum side yard setbacks:

One side minimum - 8 ft.
Both sides total - 30 ft.

} THIS HAS BEEN
MODIFIED ON
SOME LOTS. - TO
ALLOW
THE
COURTYARD
STYLE
DRIVE.

For side entry garages, the garage/turnaround side minimum is encouraged to be 25' with a 3' minimum landscape buffer. In no event shall the turnaround be less than 22' and the landscape buffer be less than 1'.

LANDSCAPE STANDARDS

The cutting and clearing of existing vegetation understory may be done to open views if approved as part of the landscape plans, but cutting and clearing should be kept to a minimum to leave the vegetation as a buffer and for privacy and landscape definition. In some areas such cutting and clearing may be strictly limited. In cases where understory is not present, the addition of small flowering tree groups and shrubs should be considered. Planting in Right-of-Way shall be limited to grass and street trees unless otherwise provided by the developer.

Homes must be landscaped by a landscape architect or professional nurseryman approved by the ARC. A minimum of \$3,500.00 must be used to landscape each residence, not including ground covers.

SITE DETAILS

Accessory Buildings. Pre-fabricated storage buildings are not permitted. Storage buildings that are an integral part of the architecture may be permitted, subject to approval by the ARC.

Antennas and Satellite Dishes. Exterior antennas and satellite dishes are not permitted.

Basketball Backboards. All backboards shall be placed at the rear of the turnaround when possible. Transparent backboards are preferred.

Driveway Entrance Gates. Driveway entrance gates normally will not be permitted. However, such gates may be approved by the ARC, on a case-by-case basis, for decorative purposes only. If a gate is so approved, it must remain in a full open position at all times and may be required to be permanently affixed in the open position. No driveway gate equipped with automatic or remote actuation controls or with any power actuation mechanism (i.e., hydraulic or pneumatic cylinders, or electric drive) will be approved. No gate will be approved within the building setbacks.

Fences. Perimeter yard fencing, where necessary, on any lot that is contiguous to the golf course and where the white 3-rail fence has been erected or is planned to be erected by the **HERITAGE GOLF CLUB**, shall match the white 3-rail fence. Elsewhere, matching white 3-rail fence is encouraged in order to maintain and preserve a feeling of harmony. Wire screening, as approved by ARC, is permitted on rail fences. Fences shall not exceed four feet in height, except that fences located in the back yard of any lot which enclose a deck, patio or in-ground swimming pool may be up to six feet in height, however, the enclosed area shall not exceed 1,200 square feet. Garden walls constructed of materials to match the home will be considered if compatible with the residence. No fence or wall shall extend beyond the front setback line (or front and side setback line [street side only] on any corner lot) of each residence constructed or to be constructed, with the exception of that fencing constructed and erected by the developer. There shall be no chain link fences installed on any lot. The use of natural materials (i.e., hedges) is encouraged for screening. All fences and enclosures are subject to approval by the ARC.

THIS GUIDELINE
HAS BEEN
MODIFIED

Garages. Garages should be oriented so as not to dominate facades, and rear or side entry garages are required unless specifically waived by the ARC.

Garbage Cans. All garbage cans and other waste containers shall be kept in the garage, storage buildings or within approved screened areas.

Landscape Lighting. Lighting should be used to provide for safety and ingress and egress only. Fixture lamps should be incandescent and should be shielded by planting or other methods as approved by the ARC.

Mailboxes. Location of private individual mailboxes shall be as approved by the ARC, and normally shall be adjacent to the curb for easy access by mail carriers. Mailboxes shall be standard for all houses and be provided by the builder/owner. The owner shall install the mailbox in the post office approved location.

Patios and Decks. Patios and decks shall be professionally designed and may not be constructed or installed without the written approval of the ARC.

Security Lighting. Pole mounted yard lights and large flood lights mounted to the house are subject to approval of the ARC. Landscape lighting may be used as outlined above subject to approval by the ARC.

Site Planning. Structures should be sited to complement the surrounding environment. Homes should be located with attention given to the site lines from the golf course and neighboring homesites.

Street Trees. Unless the Association has or assumes responsibility for maintenance of street trees, in accordance with the Declaration, each lot owner is responsible for protection and maintenance of the trees on their lot during construction and thereafter.

* → **Swing Sets.** No outdoor swing set, playground toy, trampoline or other similar structure may be constructed or installed on any lot without the written approval of the ARC.

Utilities. All Utilities shall be underground.

DESIGN GUIDELINES

BUILDING SPACE, STYLE, AND HEIGHT

Following is the minimum heated and air conditioned area permitted in a home, exclusive of attics, porches, basements and garages. The areas shown are to be treated as guidelines only. The ARC shall have the express right to allow a variance to the minimum areas required.

- | | |
|----------------------|---|
| One story | - 2400 square feet (minimum) |
| One & One-Half story | - 2800 square feet (minimum),
with first floor of 1800 square feet |
| Two story | - 2800 square feet (minimum), with
first floor of 1400 square feet |

The maximum height permitted shall be 35 feet as measured from the grade at the front door to the highest point of the house, excluding the chimneys.

Consideration should be given in the design to compatibility with the character of neighboring homes. Emphasis is placed on building "form" rather than on building "style". Form is determined by building height, number of stories, roof pitch, width of overhangs, etc. Note that many house forms, even though each may appear to be a specific "style", may become, with selection of proper details, either "traditional" or "contemporary". Please note that no bi-level homes will be approved.

EXTERIOR FINISH MATERIALS AND COLORS

All exterior materials and colors should complement the surrounding environment. The principle use of wood, masonry, and stucco is encouraged. Plywood, fiberboard, aluminum, and vinyl siding are not acceptable. Stucco stone and "Dryvit" type products are acceptable providing they appear as natural materials, i.e. the stucco stone should be of an Ohio limestone variety.

All sides of a home should be detailed and finished. Homes will be seen from many sides and each side is important. Mixing materials on the side of the house or material changes from side to side are discouraged, but if material changes are necessary, special detailing (like cornerboards) must be used. All fascia board must be 1"x 8" minimum. All frieze board must be 1"x 6" minimum.

WINDOWS, DOORS AND SKYLIGHTS

Areas with major fenestration should be oriented to afford privacy while taking advantage of special views, such as water bodies or golf fairways. Windows should be carefully proportioned and located to enhance both the exterior appearance and interior light quality and views. Glazed windows and doors are encouraged to be designed and used consistently in the house.

The use of vinyl-coated or aluminum clad window and door frames is increasing markedly in the design/construction of new houses and in alterations or additions to existing buildings, principally because of their superior weathering/maintenance characteristics. The ARC concurs with the use of these coated building materials, but only on a basis which does not conflict with existing guidelines for exterior colors.

Window glass shall be plain in color, although small decorative stained glass windows appropriate to the house design may be acceptable. Glass or glass with coatings or films shall not reflect over 50 percent of ambient external light. Mirror-type glass is not appropriate.

The number of different window configurations (sizes and shapes) should be held to a minimum, typically two or three, on any single elevation of the house. Windows on the rear of the house must align the same as you would align those on the front of the house. All windows will be wrapped with trim boards or be detailed to match the house style. Variances from this trim requirement may be allowed on the rear elevation only for homes not exposed to golf course views. (A "Dryvit" limestone lintel and sill are acceptable providing they are consistent around the home). Skylights are acceptable providing they are not used on the front of the house.

GARAGES

Place your garage so that the door does not dominate your house. Rear or side entry garages are required unless specifically waived by the ARC. The design should incorporate the garage into the house so that it doesn't project out in front of the main body of the house by an extreme amount. The minimum garage size shall be for two vehicles.

DRIVEWAYS

Access from the street should be as easy and direct as possible. Ideally, garage doors, even though located on the side or rear of the residence, are screened with planting or set back from the face of the house. Curved driveways and driveways to detached garages at the rear of homes are possible.

The ideal driveway links strongly with the front entrance, making it easy for a person to use the front door before reaching the rear. A perfection of this idea makes the driveway part of the entry garden, partially enclosing it with shrubs or a wall creating a real "auto entrance". Special driveway

paving is encouraged but not necessary (brick, combination brick and concrete, textured concrete, etc.). On flat sites, mounding may be considered to help driveways blend with their sites. All driveways must be at least 1' from the property line. A 3' landscape buffer, however, is encouraged.

MASONRY

All masonry used on the home shall wrap a minimum of 2' on exterior corners. The only exception to this will be the use of quoins. Turning the corner with quoins will be an acceptable termination of masonry. Ideally, all materials would terminate on inside corners.

Stucco "Dryvit" limestone details and stucco stone are acceptable masonry materials.

WALKWAYS AND SIDEWALKS

The ideal walkways should link with the driveway possibly through the entry garden. Ideally the walks should be curving to match the gently sweeping lot features, preferably edged in brick or all brick. Sidewalks are to be constructed or installed by the lot purchaser or builder upon or adjacent to any lot as required by the appropriate governmental authority. No sidewalks are required for lots numbered 23 through 32 on Heritage View Court and 63 through 75 on Heritage Point Court on the plat of Heritage Lakes Section One.

ROOFS

The roof, its shape and material, must be carefully designed. In general, major roof slopes should be from a minimum of a 8/12 to a maximum 12/12 pitch. The roof forms throughout the community should be compatible with one another to help achieve a pleasant, homogenous character. Gable and hip roofs and minor variations and combinations of these two roof types are preferred. Shed and gambrel roofs when designed in a sensitive manner (ideally by a qualified design professional) are acceptable. Flat roof elements are limited to 10% of the foot print. Generally, a simple roof design is preferred over a more complex design.

Roof materials and colors should be compatible throughout the community. The use of wood shingles or wood "shakes" left to weather naturally is acceptable. Asphalt shingles, when used, should be heavily textured (minimum 30 year dimensional shingle - only exception is 25 year Certainteed Horizon Shingle) and medium brown to gray in color to simulate the appearance of a natural weathered wood shingle roof. Roofs of slate, or tile may also be used. No white roofing materials will be permitted.

CHIMNEYS

The ARC believes that the traditional use and richer appearance of a brick, stone, stucco stone or detailed stucco chimneys greatly enhances the aesthetic appearance and market value of a home. Therefore, the proposed use of wood sided or plain stucco chimneys will result in application disapproval.

Additionally, chimneys on an exterior wall should be extended to grade level, for appearance sake, rather than terminating at the first floor elevation.

Exposed metal flues must be painted to match roof color.

Gas direct vent fireplaces without chimneys are acceptable, provided the vent is landscape screened.

SWIMMING POOLS AND SPAS

Above ground swimming pools are strictly prohibited. In ground swimming pools and hot tubs may be permitted if appropriate approvals have been obtained from the ARC in accordance with the provisions of the DECLARATION and this ARCHITECTURAL DESIGN GUIDE.

EXISTING HOME GUIDELINES

The primary purpose of the DECLARATION and this ARCHITECTURAL DESIGN GUIDE is to regulate the creation of a community which is aesthetically pleasing and functionally convenient for all residents and visitors. These restrictions, governing proposed homes, homes under construction and existing homes, require every home in HERITAGE LAKES to be maintained in a manner conforming with these Guidelines.

Repainting or Restaining: A letter requesting approval must be submitted to the Committee along with color samples. When approved, the applicant will be notified by letter. Repainting or restaining may not take place until the approval letter has been issued. This includes repainting and restaining a house the same color. It should be clearly understood that colors of some houses that have been approved in the past may in the future be found to be inappropriate.

Reroofing: A letter requesting approval must be submitted to the Committee along with color samples. When approved, the applicant will be notified by letter. Reroofing may not take place until the approval letter has been issued. This includes reroofing a houses the same color. It should be clearly understood that colors of some houses that have been approved in the past may in the future be found to be inappropriate.

Improvements: No alteration, including painting or staining affecting the exterior appearance of any building, structure or landscape shall be made without prior approval of the ARC. A request for approval must be submitted to the ARC including a completed Review Committee application form, all drawings necessary to define the proposed improvement, color samples and site stake out. When approved, a **HERITAGE LAKES'** building permit must be issued prior to commencement of any clearing, material deliver or construction.

Landscaping: Every property owner is responsible for preventing the development of any unclean, unsightly or unkept conditions of buildings or yards which shall reduce the beauty of the neighborhood as a whole or the specific area. In formal landscaped areas, bed and lawn areas must be maintained. In natural areas, weed growth must be controlled. Any proposed changes in landscaping such as fences, fountains, lighting, game structures, drives, walks, landscape structures and statuaries must be approved by the ARC.