

RESIDENTIAL DESIGN REVIEW MANUAL
THE PRESERVE AT SHARP MOUNTAIN
Effective 08/12/2026

The Architectural Review Committee (ARC), appointed by the Board of Directors (BOD) of The Preserve at Sharp Mountain, is responsible for upholding the architectural integrity, aesthetic consistency, and overall quality of homes within the community. The ARC reviews and approves all new construction, modifications, and additions to ensure that each project complies with established community standards and maintains the neighborhood's distinctive character. In the event there is new construction, modifications or additions which are being considered for approval in conflict with the existing Covenants or RDRM, the Board of Directors will be made aware and provide guidance to the ARC prior to approval or denial being processed.

This **Residential Design Review Manual** (RDRM) has been developed to complement the neighborhood covenants and provide homeowners, builders, and designers with detailed guidance on acceptable design, materials, and construction practices. These guidelines provide additional specificity and clarity to the minimum architectural standards set forth in Section 9 of the covenants, promoting consistent and thoughtful development throughout the community. As noted in Section 9.3, these guidelines are not the sole basis for Architectural Review Committee (ARC) decisions, and compliance does not guarantee approval.

Adherence to these guidelines helps maintain property values, preserve visual harmony, and ensure that all improvements contribute positively to the community's long-term character and appeal. The ARC encourages homeowners and their design professionals to review this manual early in the planning process to facilitate an efficient and timely review.

NEW CONSTRUCTION AND/OR MODIFICATIONS

Plans for new construction, as well as any modifications or improvements to a property as defined by Section 9.4 of the covenants, shall be submitted to the ARC for approval and before any land disturbance occurs. This includes, but not limited to, all new home construction, any project involving heavy materials, large equipment, or significant impact on the property, as well as painting, additions, renovations, fencing, outdoor kitchens, in-ground swimming pools or hot tubs, hardscaping, and large landscaping projects.

Homeowners shall submit a completed New Construction Application form along with a construction deposit, for projects requiring approval. No work of any kind, including well digging, driveway clearing/installation, etc. can be initiated in any manner without a completed application form and the construction deposit received. The form can be found on The Preserve at Sharp Mountain website.

All new construction or modifications shall fully comply with all applicable federal, state, county, and local laws, regulations, and codes, including, but not limited to, land disturbance, building codes, watershed protection, and erosion control requirements. Property owners are solely responsible for understanding and adhering to these requirements, and the property owner is fully accountable for any violations, damages, fines, or other impacts resulting from failure to comply.

DESIGN REQUIREMENTS AND MINIMUM STANDARDS

All homes constructed within The Preserve at Sharp Mountain shall comply with, and meet or exceed, the minimum design standards established in these Guidelines. Written approval from the Architectural Review Committee (ARC) is required prior to any construction, site preparation, or clearing activity, as outlined in Section B.

1. Square Footage

- Single-Story Homes: Minimum of 2,000 square feet of heated and air-conditioned living area.
- Two-Story Homes: The first floor shall contain a minimum of 1,800 square feet of heated and air-conditioned living area.

Note: Garages, porches, and unfinished areas are not included in the required square footage.

2. Setbacks

The following minimum building setbacks apply to all lots:

- **Front:** 100 feet from the centerline of the street
- **Side:** 75 feet from all side lot lines
- **Side Street (Corner Lots):** 100 feet from the centerline of each side street
- **Rear:** 50 feet from the rear property line
- **Streams:** All construction shall comply with County and State zoning regulations and maintain the following minimum distances:
 - 25 feet from the top of bank of a *warm-water stream*
 - 50 feet from the top of bank of a *cold-water or trout stream*

No clearing, grading, or disturbance of any kind is permitted within the designated stream setback area.

3. Elevations and Exterior Color Schemes

To preserve architectural diversity and visual harmony, duplicate elevations are discouraged. No two homes may have identical or substantially similar elevations within close proximity.

Color schemes may not be repeated on adjacent lots or directly across the street. Each home shall display a unique combination of architectural features and exterior colors that complement the natural setting.

4. Foundations and Slabs

- All foundations shall be poured, reinforced concrete.
- All slabs shall be poured concrete, slab-on-grade, with a minimum one-step elevation from exterior walkway to finished floor level.

- Exterior foundation surfaces, porch footers, basement/crawl walls, stoops, and chimney stacks shall be veneered with brick, stone, or stucco consistent with the home's primary exterior.
- Open space under any front-facing porch or stoop may not exceed two (2) feet in height.

5. Garages

- Each home shall include a minimum two-car garage.
- Side-entry garages are preferred unless site conditions prevent this configuration.
- Street-facing garages shall have one door per bay, painted or stained to compliment the home exterior.
- Multiple adjacent garage doors shall be identical in appearance and dimensions and should not exceed 10 feet in height.
- If detached, the garage shall:
 - Connect to the home via a breezeway and match the home's materials, colors, and roof pitch.
 - Include windows on at least two sides and exhibit design detailing consistent with the main structure.
 - Refer to Covenants, 9.4(v).

6. Exterior Materials

All exterior materials shall reflect the natural mountain setting and use earth-tone colors that harmonize with the environment.

Approved Materials:

- **Brick:** Earth-tone colors only. *Weeping or black mortar is not allowed.*
- **Stone:** Earth-tone colors with ARC-approved mortar.
- Stonework shall terminate at interior corners or logical trim points.
- **Stucco:** Permitted with substantial trim and detailing on all elevations. Earth-tone colors only; ARC approval required.
- **Siding:** Shall include a brick, stone, or stucco veneer on all foundation walls. Approved materials:
 - Natural wood lap siding or log construction
 - Natural cedar shakes or shingles
 - Cementitious fiber panels (e.g., Hardie Plank or equivalent)*Vinyl and aluminum siding are strictly prohibited.*

7. Retaining Walls

- Retaining walls visible from streets or common areas shall be veneered with masonry materials matching the home foundation.

- Rear retaining walls may be pressure-treated timbers or architectural block.

8. Grading, Topographic Changes, Drainage, and Erosion Control

- Property owners are fully responsible for ensuring that construction, grading, or landscaping on their lot does not adversely affect neighboring properties, common areas, or roadways. Owners shall take all necessary measures to control drainage and prevent erosion, obtaining appropriate engineering guidance when appropriate.
- All disturbed areas shall be stabilized and covered to prevent erosion.
- Erosion Control: The property owner is responsible for installing and maintaining all erosion control measures, including silt fencing and gravel construction pads. Owners shall remove mud and debris deposited on roadways by construction vehicles.
- Drainage: Lots shall be graded to maintain natural water flow and prevent redirection of runoff onto adjacent or common properties. Water shall be directed to ditches or swales, and discharge pipes may not outlet onto roadways or neighboring lots.
- Pursuant to Covenants 9.3, fees may be charged to include the reasonable costs incurred in having any application reviewed by architects, engineers or other professionals if deemed necessary by the ARC.

9. Tree Removal and Landscaping

- As specified in section 9.4(b)(ii) of the covenants, trees may be cleared as necessary to accommodate placement of new construction projects after a County Building Permit and State Septic Permit are obtained. Any such tree removal shall be approved by the ARC.
- A landscape plan shall be submitted to and approved by the ARC prior to installation of plantings.
- Plantings shall not obstruct the clear visual field required for traffic safety.
- A 30-foot buffer zone from each road centerline is common ground under POA management. ANY work or material placement within this zone requires ARC approval.

10. Driveways and Sidewalks

- Driveways shall be hard-surface (concrete, asphalt, or brick pavers) for at least:
 - 100 feet from the road edge, or
 - To the point no longer visible from the road in winter, or
 - Where the driveway no longer drains toward the road.
- Driveways should be curvilinear when possible and graded to prevent erosion.
- Sidewalks shall be concrete, or a combination of concrete and stone/brick, matching the home's materials.
- Driveway paving shall be complete before escrow or bond funds are returned.

- Owners shall ensure water is carried away from the road bed, paving and shoulders into the ditches and does not erode the shoulder of the ditches.

11. Exterior Colors

Exterior colors shall reflect natural earth tones that complement the surrounding landscape.

- Acceptable families: muted browns, greens, and grays.
- Bright/stark white, or highly contrasting colors are prohibited. Subdued and off whites are permitted.
- Blue tones and gray tones with purple undertones are not acceptable.

12. Roofs, Chimneys, and Bays

- Approved roofing materials: dimensional asphalt shingles, cedar shake, slate, raised-seam metal, or architectural steel, factory finished.
- Minimum roof pitches:
 - 10/12 on gables
 - 9/12 front-to-back
 - Porch sheds may be as low as 5/12 with ARC approval.
- Tile, flat, and silver metal roofs are strictly prohibited.
- Plumbing stacks shall be painted black and all penetrations shall not be visible from the front of the house, the street or common areas.
- Front chimneys shall extend to the ground and match the siding color or veneered in stone or brick.
- All chimney tops shall include a black metal shroud.

13. Windows and Doors

- Silver-finish aluminum doors and windows are prohibited.
- Factory-finished or anodized aluminum may be approved if color is specified.
- Front windows shall include architectural detailing such as molding, banding, or brickwork.
- Painted front doors shall complement shutters or accent colors.
- Leaded glass units shall be colorless.

14. Deck and Porch Posts

- Posts shall be 6" x 6" or larger, wood or metal, stained or painted to match the deck.
- Metal pipe columns shall be wrapped with wood, cementitious siding, brick, or stone.

15. Fences and Walls

- ARC approval required for all fence locations and design.

- Approved fence: natural cedar, black, or brown split-rail or equestrian-style, 3–5 feet high with at least 3 rails.
- If wire is added, it shall be on the interior side and ARC-approved color.
- Block, shadowbox, and chain-link fencing are prohibited without express written ARC consent.

16. Propane Tanks

- All propane tanks shall be buried.
- If lot conditions make burial impossible, the installation and location of above-ground tanks require ARC approval and shall be fully screened from view.

17. Water Usage

- Domestic water shall come from an on-site well unless an ARC variance is granted.
- Irrigation systems may only draw from the owner's well, not from lakes, ponds, or streams.

18. Pools

- ARC approval is required for all swimming pools, hot tubs, and related structures. All pools and hot tubs shall be completely behind the house and not visible from common areas or neighboring lots.
- Above-ground pools are prohibited.
- Screened enclosures shall be wood or dark metal, not extending beyond the home's side walls.

19. Solar Panels

- Addition of any solar panels shall be approved by the ARC prior to any installation.
- A request for solar panel approval can be sent to the ARC using the Modification Form found on the neighborhood website.
- Solar panels shall not be visible from the roadways, common areas or neighboring lots during the winter months when foliage has fallen.
- Solar panels shall not be mounted on the ground.

20. Antennae

- Exterior antennae or satellite dishes shall be located where least visible from roads and common areas.
- Proposed locations shall be shown on the ARC submission.

21. Mailboxes

- All mailbox address signs shall be obtained through the ARC-designated provider to maintain consistency. Design example provided in Appendix C

- Mailboxes shall be black, standard USPS type, mounted on the approved Preserve post.
- Posts shall remain natural or neutral brown; stain color requires ARC approval.
- Non-compliant signs will be replaced at the owner's expense

22. Basketball Backboards

- Backboards shall be inconspicuous and, where visible, mounted perpendicular to the street and approved by the ARC.

23. Fire Pits and Outdoor Kitchens

- Shall receive ARC approval and comply with all fire safety regulations, including a spark screen over open flames.

24. Signs

- During construction, only the construction permit sign and one professional builder sign (installed no more than 14 days prior to construction and removed within 14 days after completion) are permitted.
- Contractor/subcontractor signs are prohibited.

25. Accessory Structures

- Accessory structures as outlined in section 9.4(a)(v) of the Covenants shall align with the same design guidelines of the main house structure, and the design and placement of any structure require ARC approval. Please refer to the Covenants for further information.

26. Prefabricated Structures

- Prefabricated or factory-built structures are prohibited
- Mobile homes, trailers, campers, tents or temporary living quarters of any kind are strictly prohibited.

27. Construction Requirements

- **Permits:** Owners shall obtain all required state and local permits (land disturbance, well, septic, and building).
- **Trash Removal:** Construction debris shall be contained in a dumpster that is regularly serviced and not overfilled. The dumpster shall be located on the property and not on the common area or road shoulder.
- **Sanitation:** A portable restroom shall be on-site throughout construction and located entirely on the property (not on road shoulders).

28. Variances

The ARC may grant a variance for specific requirements based on justifiable site conditions or other relevant factors. In such cases, the ARC and Board will review the request jointly and render a final decision.

APPLICATION FOR APPROVAL

All construction and modification projects within The Preserve at Sharp Mountain require prior written approval from the Architectural Review Committee (ARC) as per section 9.3 of the covenants. Applications for review shall be submitted via email to the ARC at architecture@sharp-mountain.com. Incomplete applications will not be accepted for review.

Pursuant to 9.1 of the Covenants, all dwellings constructed on any portion of the Properties shall be designed by and built in accordance with the plans and specifications of a licensed architect or other qualified building designer, unless otherwise approved by the Reviewing Body in its sole discretion.

In accordance with Section 9.3 of the Covenants, the ARC's decisions may be based solely on aesthetic considerations, and compliance with these Guidelines or any minimum standards does not guarantee approval. The ARC reserves the right to exercise discretion in all matters relating to design, materials, and overall harmony with the community.

1. Required Submittal Materials for a new house construction

A complete application shall include the following:

- i. **Builder Guidelines** – Signed by both the property owner and contractor, acknowledging their review and agreement to comply with all requirements in both the *Builder's Guideline* and the *Design Review Manual*. *Signatures shall appear in the designated acknowledgment blocks on the final page of the Builder Guidelines Form.*
- ii. **Proof of Insurance** – As outlined in the Builder's Guideline Form naming *The Preserve at Sharp Mountain* as an additional insured.
- iii. **Construction Deposit** – Payment of the construction deposit in accordance with the current fee schedule found on sharp-mountain.com owner login, Helpful Information, Neighborhood Documents, Schedule of fines.
- iv. **Property Survey or Plat** – A current survey or recorded plat showing a scaled footprint of the proposed structure, with all front, rear, and side setbacks clearly labeled with dimensions.
- v. **Site Plan** – A detailed site plan showing:
 - Orientation of the home with front elevation clearly labeled
 - Driveway alignment from street to home and any paved parking areas
 - Location of stand-alone garages (if proposed) – such structures shall be positioned to the rear of the house to minimize street visibility (see *Section A.5*)
 - Location of septic system, well, and propane tank (if applicable)

- All retaining walls and hardscape elements, including walkways and patios
- Areas to be cleared beyond the house and driveway footprint, including yards or view corridors, with dimensions clearly marked
- All trees to be removed for construction shall be clearly marked. Any trees not specifically approved as part of the site plan are not permitted to be removed.
- Drainage, water runoff, and erosion control provisions, designed and submitted to prevent any negative impact on streets, shoulders, or adjacent lots.
- Any material alteration to a lot's topography—whether during initial construction or later improvements—shall receive prior ARC approval, separate from general building or landscape approvals. Such approval does not relieve the owner of responsibility for ensuring that the changes function properly. Owners remain liable for any damage or erosion resulting from their actions or from ineffective drainage management.
- Property owners may engage qualified professionals to ensure proper grading and stormwater management. Owners are fully responsible for any damage, erosion, or drainage impacts caused by improper site work.

vi. **Architectural Plans** – One (1) hard copy of detailed architectural drawings, showing:

- Exterior elevations with roof pitches, overhangs, and all exterior details
- Material specifications including siding, brick or stone locations, doors, windows, trim, railings, and porch elements

These drawings become part of the permanent ARC review record.

vii. **Exterior Materials and Color Samples** – A labeled presentation board containing actual material samples, where practical, including but not limited to:

- Base and trim paint colors
- Shutter and door colors
- Siding, stucco, and roofing materials
- Stone and brick selections
- Window, lighting, and garage door finishes

Photographs or color chips alone are not recommended. Applicants are encouraged to test paint or stain samples on-site under various lighting conditions prior to final selection.

viii. **Landscape Plan** – A full landscape plan shall be submitted and approved prior to installation of vegetation/plantings. The plan shall identify the species, size, and location of all plantings, including trees, shrubs, and turf. Minor landscape maintenance or small updates do not require ARC approval, but major landscape modifications do.

2. Pre-Construction Site Review

Following preliminary ARC review, a pre-construction site review shall be conducted to confirm house placement, driveway alignment, and clearing and tree plans prior to final approval. The ARC reserves the right to require adjustments to protect adjacent properties, common areas, or the natural character of the lot.

3. Approval and Construction Commencement

If the application is approved, written notification will be provided to the property owner within seven (7) days following the monthly ARC meeting. If the application is not approved, the ARC will provide written notice outlining specific deficiencies or concerns requiring correction before resubmission.

Construction shall begin within ninety (90) days of ARC approval. Failure to begin within this time frame will result in expiration of the approval, and re-submittal will be required prior to starting work.

COMPLIANCE AND ENFORCEMENT

All property owners within The Preserve at Sharp Mountain are fully responsible for ensuring that all construction, site work, and improvements comply with approved plans, this Residential Design Review Manual, and the Builder Guidelines.

ARC members, or their authorized representatives, may enter the property and construction site at reasonable times and with prior notice to verify compliance with approved plans.

Any deviation, omission, or noncompliance with approved plans or this manual is strictly prohibited and shall be promptly corrected at the property owner's sole expense. Failure to remedy such noncompliance may result in enforcement by the Architectural Review Committee (ARC) and/or the Board of Directors, including fines and/or corrective measures with Specific Assessments in accordance with Sections 9.9 and 5.3 of the Covenants.

Owners are also accountable for any negative impacts arising from construction activities, including water runoff, drainage issues, erosion, or damage to adjacent properties, streets, or common areas. Property owners are liable for the full cost of repairing any damage to roads, drainage systems, utilities, or other community infrastructure caused by their construction activities or contractors. Failure to correct violations promptly may result in additional enforcement actions by the ARC and/or Board including:

- Fines,
- Suspended construction activities, or

- Claims against the property owner, contractor, or insurance provider to ensure compliance and restoration of affected areas.

1. Construction Deposit (Escrow)

To ensure compliance and protect community infrastructure, a Construction Deposit in accordance with the current fee schedule [found on sharp-mountain.com owner login, Helpful Information, Neighborhood Documents, Schedule of fines} shall be paid to *The Preserve at Sharp Mountain POA* upon submission of plans to the ARC. No construction or site work may begin until the deposit has been received.

Construction shall be completed within 18 months of building permit issuance. For each 30-day period beyond 18 months, 10% of the refundable balance will be deducted. The ARC may grant a variance for extraordinary circumstances (e.g., death, builder insolvency).

Funds from the deposit may be used by the ARC or POA to cover damage, violations, or corrective actions, including but not limited to repairs to:

- Roads and drainage systems
- Utilities and signage
- Landscaping and gates
- Other community property

If any portion of the deposit is used, the owner shall replenish the balance immediately upon request. This deposit requirement applies to:

- New construction,
- Additions,
- Major hardscape projects, or
- Any work involving heavy equipment or material deliveries.

Minor projects (e.g., repainting or small repairs) may receive a waiver at the ARC's discretion; however, the property owner remains fully responsible for any resulting damage and will be charged the actual cost of repairs.

The portion of the construction deposit not used pursuant to the current fee schedule shall be returned upon completion of construction and final approved inspection by the ARC.

2. Plan Modifications

Any change to approved plans that affects the exterior appearance, materials, or building placement shall be submitted to the ARC for written approval before implementation. Unauthorized changes constitute a violation subject to fines and mandatory correction.

3. Progress Reviews

The ARC will conduct follow-up reviews at key construction stages to verify compliance with approved plans and protect the community's standards. Required review points include:

- **Foundation Footers** – Verification of setbacks, foundation placement, and preliminary grading to prevent drainage or runoff issues.
- **Siding and Finishing Stage** – Final review of design elements, including elevations, roofing, paint colors, finishes, grading, and preliminary landscaping.

Additional site visits may be scheduled at the ARC's discretion to ensure continued compliance.

The intent of these requirements is to preserve the natural character, safety, and integrity of The Preserve at Sharp Mountain, ensuring that all construction and improvements harmonize with the environment while protecting the community's infrastructure and property values.