

Joe Hill

Final Copy

KNIGHTSBRIDGE ARCHITECTURAL GUIDELINES

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- * Lots Backing up to Hwy Rd and North Old Canton Road are required to have metal Fencing along the rear property line that matches the Existing metal Fencing.
- * ALL Lots with rear property line along the Exterior Boundary of the Subdivision must provide wood Fencing that matches the existing Wood Fence style.
- * Work hours are as follows: Monday through Friday 7:00AM-5:00pm. Saturday: 8:00am to 4:00pm. No work permitted on Sunday ~~and~~ or the following holidays: Thanksgiving day, Christmas day, New Years day or July 4th. A \$250.00 fine will be imposed to violators.

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Architectural Review Checklist

The Knightsbridge Architectural Guidelines certify that the thought and quality that you put into your home will not be compromised by insensitive development around your home. The Guidelines will ensure that proper and long-lasting materials, building details, and construction methods have been used on each structure. This contributes dramatically to the life of each structure and the minimization of repair and maintenance. The Guidelines also allow for personal expression through aesthetic design while maintaining a sense of continuity in materials and construction methods.

These Design Guidelines, and the Covenants and Restrictions that accompany the property deed, will provide property owners with a concise and definitive set of rules and requirements governing the development of Knightsbridge.

The Knightsbridge Architectural Guidelines are intended to be used as a guide by the Architectural Review Committee for evaluating plans and specifications submitted for review. It is the resource by which decisions concerning design, building details, aesthetic elements and all general decisions regarding development within Knightsbridge are to be made.

Please note:

1. These Architectural Guidelines are subordinate to the Declaration of Covenants, Conditions, and Restrictions for Knightsbridge ("CC&R'S"). In the event of any conflict between these Architectural Guidelines and the CC&R's, the provisions of the CC&R's shall control.
2. Variance(s) to the Architectural Guidelines may be granted on the basis of architectural merit or undue hardship.
3. These Architectural Guidelines will be amended and updated from time to time and all subsequent amendments and updates will apply to all plans and specifications for buildings that have not obtained the approval of the Architectural Review Committee.
4. Any building and/or architectural materials that are "approved equals" as determined by the Architectural Review Committee will be permitted in substitution for materials specified in these Architectural Guidelines on a case-by-case basis.
5. The Architectural Guidelines are strictly aesthetic and functional in their intent. In cases of contradiction with local safety codes or the authorities or other codes having jurisdiction over the property, these Architectural Guidelines shall be overruled, and the Architectural Review Committee shall be notified of such contradiction. In no way does compliance with the Architectural Guidelines exempt a structure or building from conformance with all applicable codes and the requirements of any authority having jurisdiction over the property or building.

The Architectural Review Committee

The Architectural Review Committee is made up of persons appointed to a term or terms by the Knightsbridge Homeowners Association Board of Directors. The committee is charged with the regulation and ultimate approval of all design decisions and considerations for all properties overseen by all properties within the Knightsbridge Subdivision. As such, the Architectural Review Committee shall interpret and enforce the Architectural Guidelines including their General Requirements, found herein. The committee is also charged with the duty of overseeing permitted purposes and uses on lots or parcels of land and shall make determinations as to the permitted location and siting of building and/or improvements. Additionally, the Architectural Review Committee will make judgments and recommendations regarding both the specifics and the intent of the Guidelines. Variances to the Guidelines may be granted from time to time on the basis of architectural merit.

All requests for Final Design Review approval must be made on the standard form provided herein. The Architectural Review Committee will have fourteen (14) days, from the day plans are received, in which to review properly submitted plans and provide comments. If all information outlined in the attached checklist is not included in the submittal, the plans will be returned without consideration and the review application fee will be forfeited.

Approved plans and specifications will be so noted on the cover sheet of each set of plans and specifications. Approval by the Architectural Review Committee is granted based on aesthetic and design quality alone in adherence to the design guidelines, not on adherence to proper codes. A full approval is contingent upon, and subject to the approval of the proper city or county authorities. Decisions, regarding approval or disapproval, will not be unreasonably delayed.

The City of Madison, MS

The City of Madison, MS is the municipal authority having jurisdiction over Knightsbridge. Building permits must be obtained from the City and all ordinances of the City must be adhered to.

Architectural Review Committee Design Review Fees

Design review fees are established to offset the direct cost of application expenses and design review professionals. Please inquire as to the current fees prior to submitting plans for review.

Architectural Review Committee Approval

Approved plans and specifications will be so noting in writing by the Architectural Review Committee or the designee. Approval of the Architectural Review Committee is contingent upon, and subject to the approval of the City of Madison, MS. Decisions, regarding approval or disapproval, will not be unreasonably delayed. Please take the time to fully read all documents pertaining to the approval process as resubmittals of required documents will result in additional fees.

Accessory Structures

Accessory buildings (except garages) are specifically prohibited from any residential lot under the jurisdiction of the Architectural Review Committee. Gazebos, pool houses, or similar structures may be constructed pending approval from the Architectural Review Committee and are not considered to be accessory buildings.

Architectural Massing

To facilitate appropriate architectural massing some control is necessary. Homes with up to three (3) stories are allowed on residential lots with some restrictions. The Architectural Review Committee will be given all leeway in decisions regarding massing.

Changes and Additions to Approved Structures

In the interest of uniformity and appearance, modifications to the approved structure must be "seamless" in nature. Meaning, the style, construction detailing, colors, roofing, windows, exterior materials, and overall design must be identical to the existing structure.

Therefore, any changes to an approved structure or improvement (complete or incomplete to include additions, alterations, etc.) must be approved by the Architectural Review Committee prior to the commencement of construction of said additions or alterations.

Commencement of Construction and Completion Timetable

The commencement of construction of a residence must occur within six (6) months of the original purchase closing by the original buyer of a platted subdivision lot or parcel of land. Once the property is cleared or any construction has commenced, the residence or building or other improvements must be completed in conformance with the approved plans and specifications within eight (9) months. The Architectural Review Committee reserves the right to adjust this timetable based upon the scope of the improvements.

Design Duplication

The Architectural Review Committee may withhold approval of plans and specifications submitted based upon substantial duplication of the exterior elevation, in design or architecture, of any other dwelling existing on the same street. For the purpose of this paragraph, a dwelling shall be considered in existence from the time it is submitted to the Architectural Review Committee for approval.

Drainage and Runoff

All storm water runoff from the roof of each residence shall be directed to the front(s) and/or rear of the property with no runoff allowed to fall on any adjacent lot. In situations where the roof form forces water in the direction of adjacent property, drainage swales and/or gutters and downspouts must be utilized to insure runoff is directed to the front(s) and rear of the property. A complete drainage plan shall be included with the plans and specifications submitted for approval to the Architectural Review Committee prior to the commencement of any construction.

Garbage Cans

The Architectural Review Committee reserves the right to implement the use of a standard garbage can throughout the neighborhood.

HVAC Equipment and Meters

Front yard placement of air conditioning equipment is not allowed. On corner lots, both street-facing sides of the property are considered front yard. Additional landscape screening may be necessary per Architectural Review Committee's comments.

Landscape Materials

Landscape or plant materials shall not be planted or placed so as to obstruct traffic visibility, fire hydrants, water main valves or otherwise cause hazardous conditions. See section 3.34 of CC&R.

Landscape Requirements

A landscape plan must be included in the plans and specifications submitted for approval to the Architectural Review Committee prior to the construction of any residence or other improvements. The landscape plan shall include the requirement of street trees, and a landscape irrigation plan. Every effort must be made to preserve existing mature trees and shrubs where possible during construction or renovations.

Mail Boxes

Each dwelling shall have a standard mailbox which has been selected by the Architectural Review Committee. This mailbox must be purchased from the Associations authorized representative. (copper sculptures)

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Minimum Square footage Requirements

All dwellings constructing, erected, placed, or maintained shall contain at least 3,000 square feet of heated floor space, exclusive of open porches and garages. No dwelling shall exceed local building codes in height measured vertically from the natural ground surface at the front exterior wall of the dwelling. The Architectural Review Committee reserves the right to deviate from stated minimum where circumstances necessitate and where benefits will accrue the community.

Miscellaneous Provisions

Buildings shall be designed for energy efficiency. Where practical the use of renewable and recyclable materials shall be utilized in construction of buildings and improvements. Energy efficient HVAC equipment shall be utilized. The minimum insulation standards for all buildings are as follows:

Exterior Walls	R-13
Attic	R-30
Crawl Space Floor	R-19

Adequate vapor barriers and proper ventilation in attics, crawl spaces, and exterior walls are required,

The following shall be subject to approval of the Architectural Review Committee (not an exhaustive list):

Exterior colors, brick, stone, mortar colors, fence designs, railing designs and exterior light fixtures and lighting.

The following items shall not be permitted: window air conditioning units, exterior fluorescent lights, above ground pools, (except those that are inflatable for small children), panelized wall materials, artificial stucco ((EIFS) , manufactured foam moldings, ground mounted flag poles, direct vent fireplaces, scroll work, and external alarm systems.

Obstructions and Views

Plans and specifications for all residences and improvements should be designed to take advantage of views, vistas, and wooded environments of Knightsbridge. Privacy walls or fences are not allowed to obstruct significant views as determined by the Architectural Review Committee. In order to insure maximum privacy between residences, limited views shall be allowed into courtyards and side yards of adjacent houses where the separation between buildings is less than fifteen (15) feet.

Paving and Flat Work

For all paving and flat work that is not part of a porch floor, a wood deck or a sidewalk at the frontage(s), the following materials are permitted (not required): brick pavers, slate, blue stone, flag stone, quarry tile, stained concrete, smooth or lightly broom finished concrete. The use of materials other than concrete is strongly encouraged.

Sidewalks at the frontage(s) shall be natural colored concrete or as approved by ARC and shall be the responsibility of the homeowner for construction.

Play Structures

Placement of play structures will be carefully considered by the Architectural Review Committee on a per lot basis. Individual play structures should not be visible from streets or footpaths.

Service Yards/Waste Container

Each property owner must provide receptacles for garbage in a screened area, which is not visible from streets or private drives. It is advised that, where possible, this area also accommodate air conditioner compressors and any necessary exterior storage.

The following shall be permitted in rear or side yards only and not visible from streets and private drives: HVAC equipment, utility meters, permanent outdoor cooking grills, permanent play equipment and hot tubs.

Source: Disposal

Related: Draft

is prohibited. The use of outdoor toilets is prohibited except during construction only, where they are required. All residences constructed in this development must be connected to the development's sewage system.

Signage & Antennas, Etc.

No owner or occupant of any residential lot may allow anything to be hung from windows or displayed from the outside wall of any residence other than the American Flag or other approved by the Architectural Review Committee, plants or planters, or similar items. No sign, radio, or television antenna may be affixed to an exterior wall or roof of any structure. No radio tower or cell tower or similar erection shall be permitted on the property. Each residence may contain a built-in concealed TV antenna or cable system if desired. A small 18" satellite dish may be mounted to the house where it cannot be seen from the street.

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Site Design and Utilization

Plans and specifications for all buildings and improvements shall be designed to reasonably conform to the natural terrain. Every effort should be made to save unique site features on the site. Removal of trees that are greater than 6" caliper must be approved by the Design Review Committee.

Swimming Pools

No above ground pools are allowed. In ground pools must be located in the rear yard and not visible from the street. A landscape plan must accompany the submission of a pool and pool structure. The pool structure must be complimentary, both in size and material, to the house.

No mechanical equipment such as a filter system for a swimming pool, compressor units, utility meters, heat pumps or other similar types of equipment may be visible to the facing or frontage street, to the public view, or to other property owners.

Architectural Requirements

Awnings

Awnings are not permitted in the residential area unless a good architectural argument can be made to support their use. Any awning exceptions must be approved by the Architectural Review Committee.

Balconies

Balconies shall be constructed of painted steel, painted steel and wood, or wood only. Balconies shall not be constructed where cantilevered elements that are part of the enclosed conditioned structure are exposed to the weather and thus prone to deterioration and rotting. Special care in construction plan details of all balconies is required and will be thoroughly reviewed by the Architectural Review Committee.

Balconies shall be structurally supported by columns, brackets, or tapered beams.

Ceiling Heights

The ceiling height on the first level shall be a minimum of 10'-0".

Decks

Decks, as opposed to porches, are to be located on the rear of a house and not visible from streets, private drives, or foot paths. On corner lots, decks are only allowed on the side of the house opposite the streetside. Deck materials, finish, and design shall be complimentary to the home—approval of decks will be based on aesthetic value to the home and quality of design. Decks shall be elevated a maximum of 24" above grade and painted or stained.

Certain lots may have steeper grades or areas that "fall away" from the house. In such cases, the Architectural Review Committee will provide a 48" maximum height above grade elevation on the deck.

Doors

Front doors, including the entry door to the porch of a side yard structure shall be located on the frontage line. Front doors on the houses on corner lots shall be placed on the frontage line of the more primary street. The width of paired main entry doors shall be no greater than five (5) feet and must be designed in accordance with the proportions and style of the house. First floor entry doors on street frontages shall be a minimum of 8' tall. Upper floor doors on street frontages shall be a minimum of 7' tall where the opening utilizes a door only. Where a door and transom are utilized on upper floors, the door shall be a minimum of 6'-8" tall and the transom a minimum of 1'-6" tall.

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Doors shall be hinged. Doors, except garage doors, shall be constructed of planks, raised panels, flush panels (not flush with applied trim), stiles and rails, which expresses the construction technique.

Doors (not garage doors) shall be wood or wood clad. Doors shall be painted or stained. Hollow metal doors and fiberglass doors will not be allowed.

Garage door specifications shall be submitted to the Architectural Review Committee and are subject to approval.

Doors to be a minimum of 8'-0" on first floor.

Security doors and window grilles must be approved by the Architectural Review Committee.

Exterior Lighting

All exterior lighting shall be approved by the Architectural Review Committee. The exterior lighting plan shall be included in the plans and specifications submitted for approval and shall include (but not be limited to) one 40 gas light at each front door and one 40 watt maximum incandescent light at the garage door activated by a photovoltaic cell.

Exterior Trim

All exterior trim shall be either painted (with paint) or sealed with an opaque or semi-solid stain. The practice of priming and sealing all four surfaces of all exterior wood trim ("back priming") is required.

Exterior Walls

Exterior materials of building walls will be built in accordance with the style and design intent of the house. Acceptable materials are cementitious board siding, cedar shake siding, masonry, stucco (not EIFS), painted brick, parged brick, or real stone

Foundation walls, piers, and pilings shall be brick veneer, stucco (not EIFS), painted brick veneer, parged brick veneer or real stone veneer.

Undercrofts (crawl space walls or deep turned-down footings) shall be skirted with brick veneer, stucco (not EIFS), painted brick veneer, parged brick veneer or real stone veneer. Where undercrofts appear under open-air porches, lattice (horizontal and vertical only) may be installed between piers.

Piers constructed of masonry, stucco (not EIFS), painted brick, parged brick or real stone with wood pickets may replace solid walls.

Piers and arches shall be masonry, stone or stucco (not EIFS).

Stucco or plaster coating may be applied to concrete block or poured concrete. All stucco shall be steel troweled.

Foundation walls for the primary building shall be exposed a minimum of 18" above grade and generally a maximum of 36" above grade.

Exterior trim shall be a minimum grade "B" trim lumber or an approved equal such as Handi-Trim™. Trim pieces shall not exceed 5-1/2" in width at corners and 4" in width around openings, except at the front door of the primary building where it may be any size or configuration approved by the Architectural Review Committee. Exceptions may be granted for classical detailing. The use of decay resistant materials at locations particularly prone to decay is strongly encouraged (i.e. mahogany, Spanish cedar, Redwood, re-dried pressure treated material or Handi-Trim™). Nailing, screwing or bolting of all exterior trim shall be performed with galvanized or stainless steel materials.

Walls (such as street or courtyard walls) shall be a minimum of 8" thick and have a horizontal cap that is rectangular with a 1" projection beyond the wall below or have a horizontal cap that is rounded or beveled.

Fences

Fences in the front yard are not required. If desired, they must be an "open" style (not chain link) or "picket" style to minimize obstruction to the flow of the natural landscape, encourage harmony in the natural setting of the development, and create a more walkable environment. Maximum height for front yard fence is three (3) feet. Front yard fences will be approved based on the character of the house.

Architectural Review Committee. Where a wall or fence on one property meets a taller or shorter wall or fence on another property, it is the responsibility of the latter designer to appropriately transition their wall or fence to the height of the former.

Brick or Stone Piers are allowed in coordination with the design of the fencing and shall be no less than 12" x 12". Courtyard walls may be used in conjunction with landscaping, but must be approved by the Architectural Review Committee.

All gates shall be constructed of wood or painted ironwork. Walls, such as street walls or courtyard walls, may be perforated. Non-masonry fencing shall be made of rough cedar, smooth cedar or pressure treated wood. All pales and boards shall be made of rough cedar, smooth cedar or pressure treated wood.

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Finish Floor Elevation

The finished floor elevation of any "living area" in any building structure shall be established and constructed no less than 10" above finish exterior grade. Garage finished floors shall be a minimum of 6" above finished exterior grade.

Flashing

Flashing and all metallic elements shall be either copper, natural colored galvanized steel, and anodized or ESP aluminum.

Front Porches

The front porch will act as an outdoor foyer that makes a transition from public to private space, and allows residents to talk to pedestrians and neighbors. The front porch should be deep enough to allow for circulation and the placement of furniture or swings.

For homes designed with stoops at the front entry, a minimum depth of five (5) feet and minimum width of five (5) feet is required. All stoops require the approval of the Architectural Review Committee. A minimum depth of eight (8) feet is required for porches.

Porch columns must be sized appropriately to the architecture of the home using classical proportions and spacing. The cornice or frieze must also be scaled appropriately to the house and to the column. The frieze, or beam, must be centered on column and not shifted to one side for ease of construction.

Porch columns shall be made of masonry, stucco (not EIFS), wood, or Perma-cast™ material. Porch floors may be wood, masonry, quarry tile, slate, stone, or stained concrete (provided the edge details of the concrete are not exposed).

Classical columns and arches are primarily reserved for large houses. In all instances the use of these elements shall incorporate within the design the Tuscan or Doric orders with the correct proportions, profiles. All arches shall be a minimum of 8" from the to the apex of the arch and subject to approval by the Architectural Review Committee. All columns shall be properly installed, primed and painted (including the ends), and provide for appropriate ventilation at top and bottom.

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Posts (if utilized) shall be a minimum of 6" x 6", and the use of chamfered square columns is encouraged. Posts are only allowed where appropriate to the design and style of the house.

Side porches, rear porches, and Breezeways may be open or enclosed with screen or glass but must not be visible from the main street.

Porch ceilings shall be enclosed with painted or stained wood.

Steps and stoops shall be made of wood, masonry, stone, or concrete. If concrete is utilized then the sidewalls of the steps and stoop shall have masonry, stucco (not EIFS) or stone.

Railings shall have top and bottom rails. Wood top rails shall be round or eased with a slope for drainage, and bottom rails shall have a vertical section with the top sloped both direction from the center for drainage. An elevation and cross-section of all railings shall be submitted to the Architectural Review Committee for review.

Screened porches shall be framed of wood, and their framing installation behind framed railings is strongly encouraged. Screened porches are only allowed on the rear of the house.

Garages

In the case of normal site conditions relating to grading issues, the garage shall be side entry. On corner lots, the garage shall be located opposite the corner to minimize view from the adjacent properties and landscaping may be required as a supplemental screen if appropriate.

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Garage door opening(s) facing a frontage will not exceed 35% of the width of the house facade (including the garage).

Each single-family dwelling shall have an attached fully enclosed garage accommodating not less than two automobiles. Carriage houses with "mother-in-law" suites or studios above are permitted, but will be reviewed by the Architectural Review Committee. All garages shall be finished inside and shall be equipped with wood or metal doors.

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Garage door to be from the "American Series" of Mid American Door, purchased from Renfro Insulation, contact Tim Clark 373-9341. Single garage doors shall be a maximum of 9' in width. Double garage doors shall be a minimum of 18'-0". The use of cladding with wood planks to resemble swinging doors is strongly encouraged, as is the use of special arbor treatments above the garage doors. All garage doors will be specifically approved by the Architectural Review Committee with consideration of garage doors adjacent to or in close proximity.

Roofs

All pitched roof materials shall be one of the following materials:

Natural slate
Flat terracotta shingles
Standing seam copper roofing (ancillary roofs only)
30 year Architectural Asphalt shingle (not a 3 tab shingle)
40 year Architectural Asphalt shingle (not a 3 tab shingle)

Roofs with architectural shingles are to use ridge tiles, a double ridge, or a ridge vent.

Gutters and downspouts, when used, shall be made of copper (not copper coated), galvanized steel, anodized or ESP aluminum. Metal chains may be utilized in lieu of downspouts where special drainage conditions do not require the use of downspouts. Downspouts shall be placed at corners of the building at locations least visible from streets. Splash blocks or direct drainage into storm sewers are required. Splash blocks shall be made of concrete, masonry or stone.

Flashing shall be copper (not copper-coated), anodized or ESP aluminum. All metals shall be allowed to age naturally (not to be painted or sealed).

Primary roofs, on all freestanding buildings with a sloped roof, shall be symmetrical with a slope of 6:12 to 12:12. Hipped, gables, gabled hips, hipped gables and flared gables are all allowed roof designs, but must be compatible with the design and style of the house. The Architectural Review Committee may offer recommendations for the slopes to change based on historical design standards.

Ancillary roofs (attached to walls or roofs) may be shed roofs sloped no less than 3:12 or 4:12 in some cases depending on the warranty of the roof material.

Eaves and overhangs shall be continuous, unless overhanging a balcony or porch. Eaves or overhangs on the main building shall have an overhang of 18" or less unless approved by the Architectural Review Committee. Eaves and overhangs on accessory or out buildings shall match the overhang of the main building (as to the 18" overhang dimension). Gutters and downspouts shall be shaped in accordance with the design of the house.

Roof penetrations (that are not masonry or stucco) for plumbing vents etc. shall be placed so that they are not easily visible from streets. Roof penetrations that are not masonry or stucco shall be painted to match the color of the roof. Roof penetrations that are direct plumbing vents shall be installed with lead or copper flashing only.

Siding

Vinyl siding is not permitted.

Wood (or simulated clapboard) and shingles shall be horizontal.

Horizontal siding shall be a maximum 7" exposure to the weather. Wall shingles shall have a maximum exposure to the weather of 8". Decorative wall shingles shall not be permitted. Wall shingles shall be machine cut with the bottom edges aligned flush.

Exposed and mitered corner joints are encouraged but not required. Where corner boards are utilized, their dimensional width shall create a "vertical look" to the wall detail and will typically be no more than 4" wide. When corner boards are utilized the dimensional width on adjacent faces shall be equal.

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The following building procedures shall be adhered to in order to maintain neat, orderly and properly maintained private property, common areas and public streets. These building procedures are the responsibility of the individual lot owners, their general contractor and any subcontractors or supplying materials:

1. The individual lot owner and general contractor shall contact the Architectural Review Committee to schedule an onsite pre-construction meeting. All trees to be removed shall be marked prior to this meeting.
2. All surveying, layout, soils tests and preliminary building layout will be performed with minimal superficial clearing and will be confined to the area within the layout stakes.
2. All surface excavation and filling (including foundations) shall be supervised and performed within the footprint of the lot. All excavators and equipment shall "back out" of the lot and ensure that access shall be from the private entry drive and/or through the driveway.
3. All construction activities shall be maintained on the lot only, including storage of any and all materials. The construction area shall be enclosed by snow fencing and/or silt fencing if required by the Architectural Review Committee.
4. Trash receptacles are required and shall be utilized throughout construction. The Architectural Review Committee reserves the right to issue a fine for noncompliance.
5. All construction activities occurring on Saturday shall not begin prior to 8:00 am. No construction is permitted on Sunday.
6. All loads of concrete to a specific project shall be limited to eight (8) cubic yards (no exceptions).
7. The Architectural Review Committee will monitor all building operations and procedures, either directly or indirectly through its appointed agent. Only the Architectural Review Committee or its appointed agent shall have the right actively enforce the Architectural Guidelines. All correspondence shall be directed to the Architectural Review Committee or its appointed agent. Homeowners are forbidden to act on behalf of the Architectural Review Committee.
8. Lot owners, contractors, subcontractors and suppliers whose practices permanently damage adjacent lots, common areas, or public streets are subject to work stoppage and damages.
9. The Architectural Review Committee or their appointed agent reserves the right to inspect construction in the field to determine compliance with the approved documents and these specific building procedures during any stage of construction. As a result of their inspections, an order for work stoppage may occur until appropriate measures for compliance are initiated and/or performed.
10. Approved plans constitute a legally binding agreement between the Knightsbridge Homeowners Association and the owner of the subject property. The Architectural Review Committee, acting on behalf of the Knightsbridge Homeowners Association, reserves the right to stop work, levy fines, take legal action against the owner if the building procedures and/or construction is not in full compliance with the approved plans.

Amended

Required Exhibits Checklist – Please include two copies of checklist. **Applications without required exhibits will be returned without action.**

() **Site Plan / Plot Plan:**

- () North arrow and scale (1"=10'-0")
- () Lot number, owners name and contact information, designers name and contact information.
- () A registered site plan (plat) of the property showing the proposed structures, sidewalks, improvements, utility and drainage easements, setbacks, existing trees (trees over 6" caliper measured four (4) feet above natural grade) and
- () Garage orientation is side entry.
- () Garbage area is screened and not visible from street, carriage ways, or private drives.
- () HVAC equipment, utility meters are screened and not visible from street.
- () Necessary drainage and grading must be shown (by way of swales and arrows).

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() **Architectural Drawings:**

Plan

- () 1/4"=1'-0" scale
- () Overall plan dimensions match dimensions on site plan.
- () Plan takes advantage of site views and orientation to neighbors.

Elevations

- () 1/4"=1'-0" scale
- () Elevations and elements are drawn to scale.
- () All materials are noted and colors are noted in coordination with color samples.
- () Roof pitches and other important dimensions are noted.
- () Any millwork, columns, overhangs, and trim work are in correct proportion to the design of the house.
- () Windows are aluminum clad or vinyl clad, are well proportioned and muntins are drawn.
- () Any unique features are properly noted and dimensioned.
- () Garage doors specification is included.

Sections

- () 1/4"=1'-0" scale
- () Cornice sections, porch millwork sections, window and door trim sections, and any other pertinent drawings are supplied in order to establish correct proportioning.
- () All ceilings on first level are 10'-0" min.

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- () **Grading and Drainage Plan:** ¶
- () North arrow and scale (1"=10'-0")¶
- () Existing contours¶
- () Retaining wall locations and heights¶
- () Existing and proposed drainage features¶
- () Drainage pip showing material, size and invert elevations¶
- () Surface drainage conditions¶
- () Driveway location and grade¶
- () Indicate filter screening to prevent soil run-off into streets¶
- ¶

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- () **Paint or Stain Colors:** Samples of proposed colors must be submitted.

- () **Other Exhibits:** Submit any other exhibits, photographs, or drawings which will help the committee evaluate your request.

() **Landscape Plan:**

- () North arrow and scale (1"=10'-0")
- () All proposed structure, walkways, driveways, decks, patios, fencing, walls, etc., noting material and or finishes on landscape features.
- () All existing trees over 6" in caliper – noting species and caliper, example: 8" Oak.
- () All proposed planting and ground cover noting actual species and application
- () Hardscape elements, fountains, fixed play equipment, pools, decks, etc. are shown.
- () Exterior lighting properly noted and detailed (with elevation).
- () Irrigation is shown on plan

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Skylights

Skylights are permitted but shall not be visible from the main street. They shall be curb mounted with the proper flashing recommended by the manufacturer. Color shall blend with roof material. Glazing may be clear or translucent, but shall be energy efficient. To insure manufacturers warranty, manufacturers procedures for flashing and installation shall be followed. Number, size, and shape of skylights must be approved by Architectural Review Committee prior to installation.

Windows

Windows shall be made of wood (primed and painted) or wood clad (vinyl or metal). The window glazing shall be clear glass except as otherwise approved.

Windows shall be rectangular, vertically proportioned, and fixed or operable. Transoms may be oriented horizontally with panes that match other adjacent opening configurations. Double hung, casement or fixed windows are permitted. Multiple windows in the same rough opening shall be mulled together providing distinct vertical lines indicating the existence of separate windows. The use of a separation post where multiple windows occur is strongly encouraged. Windowsills in masonry shall project a minimum of 1" from the face of the building.

If window muntins are used, they shall be true divided light or fixed on both the interior and exterior surface of the glazing (Simulated Divided Lite "SDL"), and shall create panels of square or vertical proportions. Picture windows are also allowed.

All windows shall be energy efficient thermal panel glazing or integral storm panel glazing (an integral storm panel example: Pella™ DGP"). All screens shall be integral with the window. The screen material shall be made of brass, bronze or black (charcoal) vinyl.

Shutters may be operable, but not required. If shutters are not operable, it is preferred that hardware, similar to "shutter dogs", be used to attach the shutters to the house to maintain the appearance of working shutters. Shutters shall be sized and shaped to match the openings to which they are adjacent or attached. Vinyl, plastic, or aluminum shutters are not allowed, but are to be wood, primed and painted.

All articulations around windows and openings are subject to the approval of the Architectural Review Committee.

To insure window manufacturers warranty on products, the installation of all exterior windows or openings shall be performed with the window manufacturers standard accessories and recommended procedures.

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