

COLONY LAKE HOMEOWNERS ASSOCIATION, INC. ARCHITECTURAL REVIEW COMMITTEE GUIDELINES

THE ARCHITECTURAL REVIEW COMMITTEE

PURPOSE:

To maintain the appearance and continuity of our community, to preserve property values and to insure a harmonious living environment, the Board of Directors has established an Architectural Review Committee. It is the responsibility of the homeowner to read this information and abide by it.

All proposed improvements, additions or modifications to the exterior of structures and lots in Colony Lake must be submitted to the Management Company for the Architectural Review Committee in writing for review, approval or disapproval. The property owner must have written approval for any modifications before any work is done. The property owner takes full responsibility for any modifications made on his or her property.

REVIEW PROCEDURES OF THE ARCHITECTURAL COMMITTEE:

The Committee meets on an as-needed basis. The Committee must receive WRITTEN requests for architectural approval no later than the first of the month for the request to be considered during that month. Requests must be submitted on the official architectural/landscape form and must include a plat plan. The Committee is responsible for evaluating the aesthetics and the compliance with the guidelines of any item submitted, and will do so in the following manner:

1. The Committee will examine the written request noting its completeness and/or areas of concern.
2. The Committee will discuss the request and determine what reasonable action is to be taken, such as:
 - Approved as submitted
 - Approved subject to conditions
 - Disapproved due to incomplete request
 - Disapproved
 - Site visit before taking any action
3. The request and supporting documents become the property of the Association and will be retained in the property files maintained by the Management Company.
4. A letter stating the Committee's response will be returned to the homeowner within 30 days of final Committee review.

Each request will be examined and considered on its own merit. No previously approved request shall constitute an established precedent for approval. All changes and additions must be maintained so that they have a pleasing, acceptable appearance. The Architectural Guidelines will be strictly enforced. The Committee reserves the right to inspect all modifications and take corrective action if necessary.

REQUEST FOR ARCHITECTURAL APPROVAL:

The Architectural Review Committee has sixty (60) days from receipt by the Management Company of a completed Architectural Review Request Form to notify the property owner in writing of approval or denial. Incomplete forms, or the absence of supporting information, will result in the Request Form being returned to the property owner for further compliance. The review process will commence upon

COLONY LAKE HOMEOWNERS ASSOCIATION, INC.

ARCHITECTURAL REVIEW COMMITTEE GUIDELINES

the re-submission of the form. A copy of the Request for Architectural Approval Form is attached. All Architectural Request Review forms should be submitted to the Management Company.

APPROVAL OF REQUEST:

If the request is approved, the Architectural Committee or Management Company will notify the property owner in writing.

DENIAL OF REQUEST:

Should the Architectural Review Committee deny a request, the Committee or the Management Company must notify the property owner in writing of their reason for denial. The property owner has the right to appeal the decision to the Board of Directors. The appeal to the Board must be in writing and should specify the month in which the appeal is to be placed on the agenda. Once the Board has acted on the appeal there cannot be another appeal to the Board and their action upon appeal is final. The Board of Directors usually meets on the fourth (4th) Wednesday of each month.

INSPECTION:

After completion of a project, the property owner will notify the Management Company so that an inspection by the committee can take place on the site within thirty (30) days to verify that the improvements made are in accordance with the approved request. Prior to the inspection, the Management Company will call the property owner and schedule a convenient time for the inspection. The Committee will then notify the Management Company that the inspection has been made and that the request can now be marked "complete".

FINES FOR NON-COMPLIANCE:

A fine of up to \$100 dollars will be assessed to any owner who starts or completes a change to the exterior of a structure or lot prior to receiving written approval from the Colony Lake Homeowners Association.

A fine of up to \$100 a day will be assessed to any owner who is in non-compliance with the policies of Colony Lake or mandates by the Board of Directors.

SIDEWALKS AND DRIVEWAYS:

All driveways and walks being extended or repaired must be constructed of materials similar to those already existing. Gravel, sand or dirt driveways or extensions are not allowed.

FENCES:

Fences should be constructed of wood, with the smooth side facing outward. In general, fences should not exceed five (5) feet in height and should be left in a natural state or painted white. Homeowners who do not maintain their fences will need to remove them.

FENCE RESTRICTIONS:

The following restrictions apply to all locations and styles:

- No chain-link, wire-type, or metal fences.
- No barbed wire or electric fences.
- No fence may be built within 10 ft. of a private street or 15 ft. of a public street right-of-way.

COLONY LAKE HOMEOWNERS ASSOCIATION, INC. ARCHITECTURAL REVIEW COMMITTEE GUIDELINES

EXCEPTIONS TO FENCES:

From time to time the Architectural Review Committee and/or the Board of Directors may receive requests for fence approvals that do not comply with the guidelines, either because they cannot fully comply or because strict compliance might actually detract from the surroundings.

The Committee/Board will consider the following:

1. Is the external design and location of the fence in harmony with adjacent structures and topography?
2. Do surrounding neighbors (that is, those who may see the fence) approve of the design and/or location? If they have objections, are they reasonable and justified?
3. Can the reason for the exception(s) be clearly documented for future reference to demonstrate a clear and fair decision by the Committee/Board?

DECKS - DECK ENCLOSURES - PATIOS - PATIO ENCLOSURES:

The deck or patio must conform to the average deck size within the community or be compatible with the size of the home. The deck and rails may be painted white. Only treated lumber may be used. Decks must be attached to the home. Freestanding decks are not allowed. Plans for decks and patios must be submitted in writing to the Management Company and approved prior to the start of construction.

PLAYHOUSES AND TREEHOUSES:

Purchased playhouses of wood construction are generally attractive in design and styling but do need approval by the Committee.

Playhouses designed and constructed by homeowners require Committee review and approval.

Please note the distinction between a playhouse and a storage structure; a playhouse is usually smaller and not permanently installed. It cannot be used for the storage of any kind of equipment.

Tree houses are NOT allowed.

PROPANE TANKS:

Small propane tanks such as the size attached to barbecue grills are pre-approved. Other propane tanks are not permitted.

SOLAR COLLECTION SYSTEMS:

Solar collection systems require review and approval by the Committee.

SWING SETS AND GYMS:

Purchased swing sets/gyms (wood or metal kits) are generally conservative in design and styling but still require review and approval by the Committee. Swing sets and gyms designed and constructed

COLONY LAKE HOMEOWNERS ASSOCIATION, INC.

ARCHITECTURAL REVIEW COMMITTEE GUIDELINES

by homeowners also require Committee review and approval. Swing sets and gyms must be placed in the homeowner's backyard and may not encroach on the common areas.

MISCELLANEOUS:

Any additional improvements or alterations, which are not specified, must be approved by the Committee. These include, but are not limited to, the following: Garages, greenhouses, fireplaces, skylights, porches, patios, drive extensions, awnings, and recreational items.

Gutters are pre-approved but must match the trim of the house.

Storm doors are pre-approved but must match or complement the color of the door and/or house trim. Storm doors on the front of the unit should be the full glass type.

Garbage and recycling containers must be removed from street curbs by the end of the day of collection.

ITEMS NOT ALLOWED (NOT ALL-INCLUSIVE):

- Chain link, wire type or metal or barbed wire fences,
- Swimming pools – in ground or above ground
- Wooden screen doors on the front of the house
- Outside clotheslines
- Freestanding structures and storage sheds. Storage sheds must be attached to the house in such a way that they appear to be a part of the home with matching color and siding.
- Roof antennas
- Treehouses
- Block construction
- Fiberglass or Plexiglas roofs

PAINTING:

Homeowners are required to submit for review any changes to exterior paint colors. Re-painting a house the same color does not require Committee review or approval. If there is concern about exactly matching a current shade, inform the Committee. In most cases a close match will be accepted.

RESTRICTIONS ON PAINTING:

In reviewing color or color scheme changes, homeowners might consider the following:

1. Reasonable color: distinctive or unique is acceptable but outlandish is not. Orange would be an example of an outlandish color.
2. Surrounding homes: proposed colors or color scheme complement rather than clash with surrounding homes?

BASKETBALL GOALS:

As approved on November 30, 2005 and revised 2/15/2006

**COLONY LAKE HOMEOWNERS ASSOCIATION, INC.
ARCHITECTURAL REVIEW COMMITTEE GUIDELINES**

Commercially produced basketball kits are acceptable because they are conservative and attractively designed but still must be submitted for approval as to placement. A goal which has an unusual style or size that would attract significant attention would also require review and approval.

Homemade basketball goals can also be very attractive. However, they may also be very unattractive; for example, a goal built from scrap lumber, haphazardly erected, and left unpainted. For this reason homemade goals also require review and approval by the Committee.

Plans for a special court or pad of concrete, asphalt, or other material to be built for a goal must also be reviewed and approved.

Basketball goals may be erected at the house end of a driveway, BUT NOT AT THE STREET END. This restriction, however, does not preclude a backyard location. IN NO INSTANCE MAY A PORTABLE BASKETBALL GOAL BE PUT BY OR IN THE STREET.

IF YOU HAVE ANY QUESTIONS:

Call the Management Company office. The Manager can arrange communications with the Committee or answer most questions during business hours. Committee members are volunteers and are normally available only during the scheduled meeting times.

**KILDAIRE MANAGEMENT COMPANY, INC.
PMB#112
3434-135 Kildaire Farm Road
Cary, North Carolina 27511**

Telephone: 919-387-8883