

OAKBRIDGE COMMUNITY SERVICES ASSOCIATION, INC.

Architectural Control Rules
Effective Date: February 3, 1986

Policy Statement

The Architectural Review Board is required by the Declaration of Covenants and Restrictions to regulate the external design, appearance, use, location and maintenance of the properties and homes in such a manner so as to preserve and enhance values and to maintain a harmonious relationship among the homes. (Article VI, Section 6.2 of the Covenants and Restrictions)

The Declaration of Covenants and Restrictions provides that no improvements, alterations, repairs, change of paint colors, excavations, changes in grade or other work, which in any way alters the exterior of any home or property shall be made or done without the prior approval of the Architectural Review Board. The Declaration of Covenants and Restrictions also provides that no building, fence, wall, residence or other structure shall be erected, maintained, improved, altered, made or done without the prior approval of the Architectural Review Board. (Article VI, Section 6.3 of the Declaration of Covenants and Restrictions)

The Declaration of Covenants and Restrictions further provides that the owner shall submit to the Architectural Review Board plans and specifications showing the nature, kind, shape, height, materials and location of any proposed improvements, alterations, or changes. (Article VI, Section 6.4 of the Declaration of Covenants and Restrictions.)

The Architectural Review Board is required to interpret the covenants and to adopt general rules to implement the purposes set forth in Section 6.2, including but not limited to, rules to regulate animals, antennas, signs, storage and use of recreational vehicles, storage and use of machinery, use of outdoor drying lines, trash containers, planting, maintenance and removal of vegetation on the properties. (Article VII, Section 7.1(b))

In adopting these rules, the Architectural Review Board seeks to strike a balance between individual freedom and upholding the covenant restrictions in order to maintain the quality of the neighborhood.

These rules also contain for the sake of clarity and convenience the restrictions imposed by the Declaration of Covenants and Restrictions.

Implementation

1. Additions, Improvements or Alterations to Home

1.1 No additions, improvements or alterations shall be made without prior written approval of the Architectural Review Board. The owner shall submit to the Architectural Review Board design plans and specifications showing the nature, kind, shape, height, materials and location of the proposed addition, improvement, or alteration. The external design, appearance, use and location of the addition, improvement or alteration shall enhance values and maintain a harmonious relationship among the structures and the natural vegetation and topography. (Article VI, Sections 6.3 and 6.4 of the Declaration of Covenants and Restrictions)

1.2 An addition is any construction which is attached to or within six inches of a building, including, but not limited to regular living space, garages, screened porches, sunrooms, decks, patios and green houses.

1.3 No first floor areas of single-family houses, including garages and porches and additions thereto, shall occupy more than thirty-five percent (35%) of the lot area the house is sited on. (Article III, Section 3.4 of the Supplementary Declaration of Covenants and Restrictions)

1.4 No house, including any additions, improvements or alterations shall be closer than three (3) feet to a side lot line or fifteen (15) feet to a rear lot line. On streets on which public sidewalks are installed the minimum setback including any additions, improvements or alterations shall be twenty (20) feet unless a lesser setback is approved by the traffic engineer or the traffic official designated by the city of Madison. (Article III, Section 3.4 of the Supplementary Declaration of Covenants and Restrictions)

1.5 No houses including any additions, improvements, or alterations, shall be closer than ten (10) feet to each other. (Article III, Section 3.4 of the Supplementary Declaration of Covenants and Restrictions)

1.6 No building shall exceed the height of the lesser of two and one-half stories or thirty-five (35) feet above the adjoining street pavement grade. (Article III, Section 3.4 of the Supplementary Declaration of Covenants and Restrictions)

1.7 Any addition, alteration or improvement should be compatible with the design of the house.

1.8 Photographs of similar completed projects will aid in the Architectural Review Board's consideration.

2. Antennas and Satellite Dish Antennas

No exterior antennas, including satellite dish antennas, are permitted.

3. Awnings

The owner shall submit to the Architectural Review Board design plans and specifications showing the nature, kind, shape height, materials and location of the proposed awning(s). However, awnings, as a general rule, are not felt to enhance the aesthetic qualities of a community and are therefore discouraged.

4. Basketball Hoops

Basketball hoops are permitted provided that the backboard and the net are well-maintained, and that the mounting poles are painted to match the house trim.

5. Bird Feeders and Bird Baths

Bird feeders and bird baths are permitted.

6. Corners

Cornerboards must be provided on all corners.

7. Decks

7.1 All rules pertaining to Additions, Improvements or Alterations to Homes must be followed (1.1 through 1.8)

7.2 Deck trim must be painted or stained within one year to match house trim, unless the deck is a treated wood which does not require painting or staining and is compatible with the house.

8. Dog Kennels

Dog kennels and pet runs are not permitted.

9. Doors (Exterior and Garage)

9.1 All exterior and garage doors must be paneled.

9.2 Storm and screen doors must coordinate with door color or house trim color.

10. Driveways and Driveway Expansion

10.1 All driveways must be paved or hard surfaced.

10.2 The owner shall submit to the Architectural Review Board design plans showing the location of the proposed expansion. The material of the proposed expansion must match the existing material.

11. Exterior

11.1 Pastel colors are required on the exterior of the homes.

11.2 The exterior siding must be either 4 inch or 5 inch.

12. Fences

12.1 No perimeter fences are allowed.

12.2 The owner shall submit to the Architectural Review Board design plans and specifications showing the nature, kind, shape, height, materials and location of the proposed privacy fence. The length should be short as possible and as close to the house as possible.

13. Hot Tubs

The owner shall submit to the Architectural Review Board design plans and specifications showing the nature, kind, shape, dimensions and location of the proposed hot tub.

14. Landscaping

14.1 The owner shall submit to the Architectural Review Board landscaping plans.

14.2 Front yard and side yards must be sodded. Back yards must be either seeded or sodded.

14.3 Vegetable gardens are permitted only in back yards.

14.4 Plans for extensive changes to existing landscaping must be submitted.

15. Laundry Poles

Laundry poles are permitted provided that they are removable, well-maintained and the laundry is removed daily.

16. Mailboxes

All mailboxes must be standard black mailboxes and mounted on black iron posts.

17. Maintenance of Property

Each owner shall keep his or her lot and house in good order and repair, and free of debris. This includes, but is not limited to, the seeding, watering and mowing of all lawns, the pruning and cutting of all trees and shrubbery and the painting or other appropriate external care of the home. (Article VII, Section 7.2 of the Declaration of Covenants and Restrictions)

18. New Houses

18.1 The owner shall submit to the Architectural Review Board design plans and specifications showing the nature, kind, shape, height materials and location of the proposed new house. The external design, appearance and location of the new house shall preserve and enhance values and maintain a harmonious relationship among the structures and the natural vegetation and topography. (Article III, Sections 6.3 and 6.4 of the Declaration of Covenants and Restrictions)

18.2 No first floor areas of single-family houses, including garages and porches and additions thereto, shall occupy more than thirty-five percent (35%) of the lot area the house is sited on. (Article III, Section 3.4 of the Supplementary Declaration of Covenants and Restrictions)

18.3 No house, including any additions, improvements or alterations shall be closer than three (3) feet to a side lot line or fifteen (15) feet to a rear lot line. On streets on which public sidewalks are installed the minimum setback including any additions, improvements or alterations shall be twenty (20) feet unless a lesser setback is approved by the traffic engineer or the traffic official designated by the City of Madison. (Article III, Section 3.4 of the Supplementary Declaration of Covenants and Restrictions)

18.4 No houses including additions, improvements, or alterations shall be closer than ten (10) feet to each other. (Article III, Section 3.4 of the Supplementary Declaration of Covenants and Restrictions)

18.5 No building shall exceed the height of the lesser of two and one-half stories or thirty-five (35) feet above the adjoining street pavement grade. (Article III, Section 3.4 of the Supplementary Declaration of Covenants and Restrictions)

18.6 Pastel colors are required on the exterior of the homes.

18.7 The exterior siding must be either 4 inch or 5 inch.

18.8 All exterior and garage doors must be paneled.

18.9 Storm and screen doors must coordinate with door color or house trim.

18.10 Cornerboards must be provided on all corners.

18.11 All windows must have cornerboards.

18.12 The roof pitch must be a minimum of 6/12 pitch.

18.13 The color of the roof shingles must be dark gray.

18.14 The chimney must be finished off to match the exterior of the house.

18.15 The owner shall submit to the Architectural Review Board landscaping plans. Front yard and side yards must be sodded. Back yards must be either seeded or sodded. Vegetable gardens are permitted only in back yards.

19. Outbuildings (Accessory Buildings)

No outbuildings are permitted. An outbuilding is any structure not attached to the residence, with or without a foundation, including but not limited to storage buildings, detached garages, housing for pets, free-standing energy collection units, wind generators and satellite dish antennas.

20. Parking or Storage on Areas Other Than Driveway

Parking or storage of any vehicle including but not limited to boats, cars and recreational vehicles on areas other than the driveway is not permitted.

21. Patios and Porches

All rules pertaining to Additions, Improvements or Alterations to Homes must be followed. (1.1 through 1.8)

22. Pools

No pools are permitted except small children's wading pools.

23. Roof (Pitch and Color of Shingles)

23.1 The roof pitch must be a minimum of 6/12 pitch.

23.2 The color of the roof shingles must be dark gray.

24. Sandboxes

Sandboxes are permitted provided they are well-maintained.

25. Screened Porches

All Rules pertaining to Additions, Improvements or Alterations to Homes must be followed. (1.1 through 1.8)

26. Solar Collectors

Solar collectors are not permitted.

27. Swing Sets

Swing sets are permitted provided that they are of good quality and well maintained.

28. Windows

All windows must have cornerboards.

OAKBRIDGE COMMUNITY SERVICES ASSOCIATION, INC.

Architectural Review Board Procedures Effective Date: February 3, 1986

The Architectural Review Board is required by the By-Laws to adopt procedures to carry out these responsibilities. (Article X, Section 10.3 of the By-Laws)

1. Architectural Review Board Size

The Board of Directors shall appoint the Architectural Review Board of five (5) members. At least three (3) of the Architectural Review Board members shall be chosen from the community and at least one member shall be selected from the Board of Directors. The director shall be the chairperson of the Architectural Review Board. A quorum shall consist of three Architectural Review Board members. (Article VI, Section 6.1 of the Declaration of Covenants and Restrictions and Article X, Section 10.1 of the By-Laws)

2. Receipt of Applications

2.1 Applications can be received by any Architectural Review Board member. The member receiving the application reviews the application for completeness.

2.2 Applications should contain the application form, which is attached to this Resolution, and three copies of the following:

<u>House Additions</u>	<u>Decks/Porches/Patios</u>	<u>Decorative/Privacy Fences</u>
Plot Plan	Plot Plan	Plot Plans
Blueprints	Blueprints or Plans	Plans
Landscaping Plans	Landscaping Plans	Landscaping Plans

The blueprints or plans should show the dimensions and the materials. Samples of the materials should be submitted if possible.

2.3 Photographs of similar completed projects may be submitted to aid in the Architectural Review Boards's decision.

2.4 If the application is complete, the Architectural Review Board member registers it with the chairperson. The 30-day review period begins at the time a complete application is received.

3. Review of Applications

3.1 The Architectural Review Board shall review the application to determine if it complies with the Declaration of Covenants and Restrictions and the Architectural Control Rules.

3.2 The opinion of the immediate neighbors may be sought by the Architectural Review Board concerning any application.

3.3 Action on an application requires the majority of the members of the Architectural Review Board.

4. Timing

The Applicant must be given a response within 30 days after receipt of the completed application, or the application is automatically approved. (Article VI, Section 6.4 of the Declaration of Covenants and Restrictions) The construction must begin within one year of acceptance. After one year a new application must be filed.

5. Notification of Architectural Review Board Decisions

5.1 If an application is approved, it shall be marked "approved" and signed by a majority of the members of the Architectural Review Board and returned to the applicant.

5.2 If an application is not approved, the Architectural Review Board shall give the applicant prompt notice of the decision. The Architectural Review Board shall make an effort to explain to the applicant how the application could be made acceptable.

6. Appeal of an Adverse Decision of the Architectural Review Board

The applicant may appeal an adverse decision of the Architectural Review Board to the Board of Directors. The Board of Directors may by a two-thirds vote of the directors reverse or modify the decision of the Architectural Review Board. (Article VI, Section 6.4 of the Declaration of Covenants and Restrictions)

7. Records

7.1 The Chairperson shall maintain a log book with the date the application was received, the action taken and the date applicant was notified of the decision. The chairperson shall also keep a file on each application. The file shall contain the application form, one copy of all documents submitted and all relevant notes made by the Architectural Review Board.

7.2 The chairperson shall maintain a minute book which shall contain the minutes of all meetings of the Architectural Review Board.

8. Amendment of Architectural Control Rules

The Architectural Control Rules may be amended by a two-thirds vote of the Architectural Review Board following a public hearing for which proper notice has been provided and pursuant to an affirmative vote of two-thirds of the Board of Directors. (Article VII, Section 7.1(b) of the Declaration of Covenants and Restrictions) Notice of the public hearing shall be provided in writing to each member at the address last appearing on the books of the Association or at the address supplied by the member for the purpose of notice. Notice may be contained in the Association newsletter, which is delivered to the residence of each member, delivered personally or delivered by mail. Notice shall specify the place, day and time of the meeting and the purpose of the meeting. (Article II, Section 2.7 of the By-Laws)