

CONSTRUCTION  
*GUIDELINES*  
&  
*ARCHITECTURAL*  
*COMMITTEE*  
*OVERSIGHT*

*FOR*  
*CONSTRUCTION*  
*LAUREL THICKET*  
*Property Owners Association*  
*1734-B Irish Blvd*  
*Sanford NC 27332-7329*

# CONSTRUCTION GUIDELINES AND ARCHITECTURAL COMMITTEE OVERSIGHT

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## **CONSTRUCTION GUIDELINES & ARCHITECTURAL COMMITTEE OVERSIGHT**

The following guidelines are a supplement to the Covenants and Restrictions established for the laurel Thicket Property Owners Association on January 1, 1996, revised January 1, 2006. In the event of any Conflict between any of the above mentioned documents the Covenants and Restrictions shall apply.

### **ARTICLE I: PURPOSE, STRUCTURE, AND OPERATIONS OF THE ARCHITECTURAL COMMITTEE**

- A. PURPOSE.** Control and enforce certain architectural standards as hereafter set forth
- B. ORGANIZATION.** The Architectural Committee shall consist of a minimum of three (3) members. The chairperson of the Architectural Committee shall be elected at the Annual Meeting for a term of two (2) years. The other members of the Architectural Committee shall be appointed annually by the President of the Association.
- C. MEETINGS.** The Architectural Committee shall meet as required at a date, time and place set by the Chairperson.
- D. OPERATIONS.** The Chairperson will be the single point of contact for all requests requiring the approval of the Architectural Committee. In reaching decisions, the Architectural Committee will review and consider all information submitted, including visiting the site. In most instances, this document sets forth the standards and guidelines that the Architectural Committee will use in making decisions. In some instances, the standard to be applied will be determined on an individual basis. Decisions will be made and communicated in writing to the requesting owner or *contractor acting on owner's behalf.*
- E. VARIANCES.** The Architectural Committee may grant reasonable variances from the provisions of this document, but no variance will be granted that Violates the privacy of neighbors, the existing standards of design, construction and appearance.
- F. VIOLATIONS.** The Architectural Committee will notify the contractor and/or owner, in writing of any violation of these construction guidelines or any applicable provisions of the Laurel Thicket Covenants and Restrictions. Failure to take corrective action, or to notify, in writing, of intent to take corrective action, within fifteen (15) days after issuance of such notice, subjects the violator to appropriate imposable sanctions.
- G. SANCTIONS.** Sanctions imposable by the Laurel Thicket Property Owners Association include issuance of stop work orders (See ARTICLE XI) and imposing fines as described in Laurel Thicket Covenants and Restrictions, Section IV.
- H. SINGLE POINT OF CONTACT.** The chairperson shall be the single point of contact for all requests requiring the approval of the Architectural Committee. The current Chairperson is:

Ellen Viggiano  
Mailing address: 1734-B Irish Blvd, Sanford NC 27332-7329  
Telephone number: 919-498-9464  
E-mail address: [viggiano@windstream.net](mailto:viggiano@windstream.net)

Alternate Contact: David Turner  
Mailing address: 1734-B Irish Blvd, Sanford NC 27332-7329  
Telephone number: 919-498-6285  
Email address: [cturner@windstream.net](mailto:cturner@windstream.net)

## **ARTICLE II: PROJECTS REQUIRING ARCHITECTURAL COMMITTEE APPROVAL**

Property owners and contractors are urged to meet with the Architectural Committee prior to making any building plans so that they understand their responsibilities regarding the Laurel Thicket Construction Guidelines. This is particularly true for all new construction applications.

Projects, which **must** be submitted to and approved by the Architectural Committee before work can commence, include, but are not limited to the following

- A.** Construction of a new residence, structure, building, or alteration of a vacant lot in preparation thereof. Improvements not included in the original permit or to be started after the final inspection of a previous permit will require a new application and approval.
- B.** Improvements, alterations, additions, changes or repair of existing residences, structures or other buildings which will alter or change it's exterior dimensions or appearance, including colors and types of materials.
- C.** Construction, replacement, alterations or change of an access drive that connects to roads and streets.
- D.** Installation of fences, hedges, retaining or other types of walls, and any other above ground structure.
- E.** Any clearing or landscaping that will alter the appearance of or the flow of surface water on any adjacent lot (See ARTICLE IV & V)
- F.** Installation of exterior lights (See Article IX)

## **ARTICLE III: SUBMITTALS TO THE ARCHITECTURAL COMMITTEE**

All submittals for considerations by the Architectural Committee shall be in writing, dated and signed by the requesting owner. Each request shall clearly identify the lot number or numbers affected by the request, and shall include appropriate documentation and/or information as specified herein. The owner upon request of the Architectural Committee shall provide proof of property ownership.

### **A. APPROVED CONTRACTORS**

- 1. Any builder of any home within the Laurel Thickets must, before beginning construction be approved by the Architectural Committee. The contractor must demonstrate financial stability, building experience and ability to build homes or other structures of the class and type of those which are approved by the Architectural Committee.
- 2. The Architectural Committee will not approve person(s) as a builder unless such person(s) obtains his income primarily from construction of residences.
- 3. No lot owner will be permitted to act as his own builder or contractor, except where such owner obtains his income primarily from the construction of

residences and/or otherwise meets the qualifications for approval by the Architectural Committee.

## **B. NEW CONSTRUCTION**

1. Field location requirements, which must be accomplished prior to submittal to the Architectural Committee for approval.
  - a. The surveyor or contractor shall locate by means of stakes and string, the perimeter of the structure to be built; including decks, porches, and garages so that the position of the structure can be determined readily at the time of the initial field inspection.
  - b. The location of the driveway and parking area shall be similarly staked and strung.
  - c. Strings along the property lines to allow verification of setbacks.
2. Two sets of survey plot plans containing the following:
  - a. Location of building and setback measurements.
  - b. Location of driveway and parking areas.
  - c. Location of easements, erosion control devices and exterior lights.
  - d. Expected direction of surface water flow from driveway and roof eaves.
3. Two sets of plans for the proposed construction containing all information and data as specified in Appendix A.
4. Two sets of specifications for the proposed construction.
5. Two sets of application forms in the format of Appendix B, complete with the information and data indicated, signed and dated by the requesting Owner and the Contractor.
6. A copy of the Lee County Building Permit before the start of construction.
7. Construction Indemnity Agreement and Proof of Workman's Comp & Liability Insurance.

## **C. IMPROVEMENTS, ALTERATIONS, ADDITIONS, CHANGES OR REPAIRS TO EXISTING STRUCTURES AND/OR PROPERTY**

This includes, but is not limited to, repainting, roof replacement, decks, privacy walls, landscape structure, other above ground structures, driveway changes, cart path or walk paths, adding or changing exterior windows and doors.

1. Two sets of working sketches of the proposed work, including floor plans, elevations with appropriate dimensions and an indication of the location of the proposed work relative to the existing building or structure and to property lines.
2. Two sets of informal specifications including the type and color of exterior materials to be used on the roof, walls and exterior surfaces (includes both siding and trim).

- a.) Repainting of exterior surfaces: Exterior surfaces shall be stained or painted in earth tones. These are colors, which are deep, rich and sometimes muted in tone and color. Earth tones range from taupe to brown to terra cotta rusts to grayish greens and blues to deeper slate blues, grays and forest greens. They all contain gray or brown tones in them. Samples of exterior paint colors to be used are to be provided to and approved by the Architectural Committee before the start of work.
- b.) Replacing Roof Coverings: The roof shall be shingled with fire retardant composition shingles. Samples of roof covering material and color are to be provided to and approved by the Architectural Committee before the start of work.

3. Two sets of application forms in the format of Appendix C.

4. A copy of the Lee County Building Permit before start of construction.

#### **D. OTHER SUBMITTALS**

Request for approval of all other projects shall be made by application firms in the format of Appendix C, signed and dated by the requesting Owner. The application shall identify the lot number involved and shall state the type and the scope of the proposal and reasons therefore. If construction is proposed, the applicant shall include a sketch of the proposed work with appropriate dimensions, materials to be used and color schemes.

#### **E. TIME OF SUBMITTAL**

All proposals submitted for Architectural Committee approval must be delivered to the Chairperson. The Architectural Committee will notify the submitting party of approval or disapproval within thirty (30) days of receipt of said submittal.

### **ARTICLE IV: SURFACE WATER AND EROSION CONTROL**

- A. Owner/contractor is responsible for ensuring proper drainage as set forth in Article V,A,2 also the contractor is to provide a **Water Management and Silt Control Plan** to the Architectural Chairman to be reviewed and approved by J Thomas Engineering, Inc at the contractor's expense.
- B. Owner/contractor is responsible for the immediate restoration and repair of any damage to elements of the existing drainage system that has resulted from their activities.

### **ARTICLE V: TREE REMOVAL, CLEARING, GRADING, DRIVEWAYS, PARKING, AND LANDSCAPING**

- A. The following regulations apply within the property lines of all lots in the Laurel Thickets
  - 1. Tree cutting and preservation during site preparation and construction
    - a. The removal of trees in preparation of new construction or alterations without the prior written approval of the Architectural Committee is **PROHIBITED**.

- b. Every effort should be made to preserve as many mature trees as possible in order to maintain the location's natural beauty and prevent erosion.
- c. Removal of trees for construction site clearance shall be limited to those within the footprint of the building foundation and not more than twenty (20') feet there from and those within the boundaries of walks, driveways, and parking areas. Location of buildings, walks, driveways and parking areas shall be planned to minimize tree removal. Stumps within such boundaries shall be removed. All cut trees, uprooted stumps, limbs, branches and associated debris are to be removed from the Laurel Thickets.
- d. Tree stumps, which are not removed, shall be trimmed to ground level.
- e. Care must be exercised during clearing of trees and construction to avoid damage to trees on adjoining property.
- f. The Owner/contractor is responsible for any damage caused to adjoining property by their construction activities.

## **2. GRADING**

- a. Natural existing slopes and grade shall be maintained to the fullest extent practical.
- b. Grading of driveways should direct all drainage to existing ditches or natural drainage swales.
- c. The Owner/contractor is responsible for any damage resulting from changing the natural flow from his property. (See also Article IV).

## **3. DRIVEWAYS AND PARKING AREAS**

- a. Each lot, upon which a residence is constructed, shall be provided with a suitable driveway. The driveway shall be of concrete, asphalt, crushed rock, stone or brick.
- b. Driveways and paths other than concrete or asphalt shall be edged with pressure treated landscaping timbers.
- c. Driveways and parking areas should be immediately covered with an adequate course of broken stone or gravel at the start of construction to prevent any erosion.

## **4. UTILITY EASEMENT AND LINES**

- a. As required by Article III, A. 1, the survey plot shall indicate all easements.
- b. All utility lines must be flagged by the appropriate utility companies **prior** to the commencement of foundation excavation or grading operations for driveways & walks.

## ARTICLE VI: BUILDING CONSTRUCTION

- A. MINIMUM FLOOR AREA.** Each dwelling constructed shall meet the minimum square footage of ground coverage as set forth in the Laurel Thicket Covenants and Restrictions page 7, dated January 1, 2006.
1. **MINIMUM SQUARE FOOTAGE** All newly constructed homes shall have an exterior minimum of 1650 square feet on the main level excluding carports, garages, decks and screen porches and a maximum square footage as defined by the setback lines. Each new home must include a two car garage. Grandfather homes are excluded from this rule.
  2. **METHOD OF MEASUREMENT** Enclosed dwelling area is defined as the square footage of the area between the mid-point of the perimeter of the continuous interior foundation walls, exclusive of decks, porches, carports, garages or other unheated areas.
- B. SITE INSPECTIONS.** The Architectural Committee shall make the following inspections:
1. An initial inspection.
  2. An inspection before footings is poured to ensure that the setbacks are correct.
  3. Random inspections to check erosion control devices and compliance with submitted plans.
  4. Final inspection and verification of Certificate of Occupancy.
- C. MINIMUM SETBACK DISTANCES.** The following minimum setback distances are prescribed by the Covenants and Restrictions, pages 6 and 7.
1. **ROADSIDE SETBACK.** The building or structure shall be located no less than twenty feet (20') from the front property line.
  2. **SIDE SETBACK.** The building or structure shall be located no less than eight feet (8') from any property line.
    - a. **SOLID WALL HOME SITES.** Where the recorded Subdivision Plot designates a solid wall construction two (2) feet inside of and parallel to the lot line, no portion of the building may be less than eight (8) feet from the opposing lot line.
  3. **REAR SETBACK.** The building or structure shall be located no less than twenty-five feet (25') from the rear property line.
  4. **LAKE OR GOLF COURSE SETBACK.** No building of any kind including garages, shall be located on any building site less than 25 feet from the property line on any lake or golf course.



5. **METHOD OF MEASUREMENT.** The above setback distances shall be measured on a level plane from the foundation of the building or structure (porches, decks, steps) to the surveyed property line. If the lot is located on a curve of the paved road or street, and the curve is not adequately marked by monuments, the front setback shall be measured from the outside line of the prescribed road or street easement as set forth by the recorded plot for the unit in which the lot is located. For lots located on the ends of courts where the front property line is defined by the radius of a circle, the survey should locate and mark the center of the circle.
6. **SPECIAL CONDITIONS.** Setback requirements for a structure to be built on irregular lot will be considered on an individual basis. The Architectural Committee may grant variances from any of these rules, but no variance shall be granted that violates the privacy of neighbors, the existing standards of design, construction and appearance.

- D. **EXTERIOR WALLS.** The material and color of exterior walls and trim of buildings shall be approved based on the compliance to the earth tone standard and harmony with the existing standards of the neighborhood and with consideration of the location of surrounding structures and topography. Earth tone colors are deep, rich and sometimes muted in tone and color. They range from taupe to brown to terra cotta rusts to grayish greens and blues to deeper slate blues, grays and forest greens. They all contain gray or brown tones in them.
- E. **ROOFS.** Exterior roofing shall be shingled with fire retardant composition shingles. Requests for a variance for the use of some other specific material will be considered on an individual basis.
- F. **ENCLOSURE.** Construction of a home with a crawl space, or space between the ground and lowest habitable level must be enclosed.
- G. **TRAILERS & MOBILE HOMES.** The installation of a trailer or mobile home, or of a structure having the appearance of a trailer or mobile home is prohibited.
- H. **DETACHED BUILDINGS AND OTHER ABOVE GROUND STRUCTURES.** The construction of a detached building including but not limited to storage and garage structures is prohibited. Structures such as a garage, carport, playhouse, outbuilding, fence, wall or other above-ground structure, i.e., satellite dish, radio or television antenna, etc, must not be erected nor maintained until complete final plans and specifications have been approved by the Architectural Committee.
- I. **GARAGES.** All new home construction must have a minimum of a 300 sq. ft. 2 car attached garage or carport.
- J. **MODULAR & MANUFACTURED HOMES.** The installation or construction of a modular or manufactured home is prohibited.
- K. **OTHER.** Trade materials, inventories or commercial vehicles must not be stored on the premises and no boats, trailers, buses, motorized camping vehicles, or tractors must not be stored or regularly parked on the premises except in garages, or well screened enclosures, the latter of which are subject to Architectural Committee approval.

## **ARTICLE VII. CONSTRUCTION PERMITS AND INSPECTIONS.**

Fieldwork, including lot clearing, or new construction must not proceed until permits issued by Lee County. Permits must be conspicuously posted at the job site. An exception to the above is the removal of brush to facilitate the survey of the property or the placement of strings to indicate the proposed locations of house and driveway. Permits must remain posted during construction.

- A. LEE COUNTY BUILDING PERMIT.** A photographic copy of the county building permit shall be provided to the Architectural Committee by the owner/contractor for incorporation into the document file.

## **ARTICLE VIII. CONSTRUCTION PROCEDURES AND REQUIREMENTS**

- A. CONSTRUCTION SIGNS.** The contractor may utilize a suitably designed sign bearing the name of the firm in letters not exceeding three (3") inches in height. This sign should be placed on or near the front property line of the construction site and used for displaying the required Permits. No other signs shall be placed on the property, by the contractor, subcontractors, or material suppliers. The sign shall be removed within fifteen (15) days after completion of the project.
- B. TEMPORARY TOILET.** The Owner/contractor must install a self contained type toilet at the construction site at a location least offensive to people in adjoining houses or those passing by the site. The facility shall remain in place until the inside toilets are operable.
- C. CONSTRUCTION SITE TRASH.** Burning of trash in Laurel Thicket is banned. The Owner/contractor is responsible for the containment and removal from the Laurel Thickets of all trash generated during construction. Trash must be removed at regular intervals during construction. To maintain a neat appearance, all trash shall be contained daily, until regular interval removal. The Owner/contractor shall be responsible to provide an on-site trash container of the size, placement on the lot and for a specified period of time approved by the Architectural Committee.

## **ARTICLE IX. EXTERIOR LIGHTING**

### **A. TYPE**

1. Only incandescent or compact fluorescent exterior lighting is permitted.
2. Spotlights or floodlights may not be used in any manner that unreasonably annoys other property owners. Spotlighting and floodlighting may not be directed towards any public road or towards any lot other than that on which it is placed.
3. Accent garden lighting of trees within property lines of lot are allowed provided they do not distract from natural beauty or negatively effect neighbors in any way.
4. Lamp post(s) with a dusk to dawn light may be located near the front of the lot as near the street as possible.

## **ARTICLE X. MISCELLANEOUS ITEMS**

- A. FENCES.** The installation of privacy fences along property lines in the Laurel Thickets is prohibited. The Architectural Committee will consider on an individual basis request for installation of appropriately designed fences for landscaping. (See Appendix D – Laurel Thicket Fence Guidelines).
- B. FUEL TANKS.** Fuel Tanks must either be buried or screened from view.

- C. CONSTRUCTION SCHEDULE.** Construction must start within thirty (30) days of date of Architectural Committee approval and the exterior must be completed within six (6) months from the date construction commences. Construction must be completed and Certificate of Occupancy issued within one (1) year of construction commences
- D. CHIMNEYS.** All homes must be equipped with spark arresters on all chimneys.
- E. MAIL BOX.** Jack Dayton in Laurel Thicket I (Tel: 221-4775) is the primary installer of Carolina Trace mailbox stands.
- F. OFF STREET PARKING.** Must be completed before occupancy of the dwelling.
- G. CENTRAL WATER & SEWER SYSTEM.** All dwellings must be connected to the central water and sewer system.
- H. CONCRETE TRUCK LOAD.** Maximum concrete load in Laurel Thickets is nine (9) cubic yards.
- I. CULVERT PIPE.** All drain pipe located under driveways, sidewalks and paths shall be concrete.
- J. STREET SWALES.** Drainage swales along roads and streets (if required) are to be lined with surge stone.

## **ARTICLE XI     JUDICIAL PROCESS**

The following Guidelines are to be implanted by the Architectural Committee as to the judicial process for contractor and/or contractor/Owner violations.

- A.** All violations are to be discussed between the property owner and/or contractor and the Architectural Committee.
- B.** The Architectural Committee will prepare a violation report.
- C.** A letter will be sent by the Architectural Committee to the contractor/Owner describing the violation and the amount of time to make a correction.
- D.** If the violation is not corrected, Laurel Thicket Board of Directors, after reviewing the violation, can issue a stop work order until the violation is corrected.
- E.** Should the violation(s) continue and not be corrected in reference to road damage or erosion control violations, Laurel Thicket Board of Directors may take necessary action to correct the violation and charge the costs thereof to the contractor.
- F.** If violations involve an issue other than road damage or erosion control and violation(s).is/are not corrected within the specified time will be turned over to the Laurel Thicket Board of Directors to prepare the proper summons.
- G.** The Laurel Thicket Board off Directors is to receive copies of all violation reports. It is to review the violation documentation collected by the Architectural Committee demonstrating the need for issuance of a summons. The Laurel Thicket Board of Directors must approve all violation notice letters prior to issuance.

## **ARTICLE XII    DOCUMENTATION FILES**

- A. GENERAL.** A file folder by lot number is to be maintained for each residence, building, or structure at Laurel Thicket awaiting the Architectural Committee review and approval processes. A copy of all documents, correspondence and other matters affecting the property will be maintained in the file. These documents shall include but not limited to :
1. Plans of the building/structure.
  2. Specifications for the building/structure
  3. Application Form
  4. Lee County Building Permit
  5. Proof of Insurance
  6. Construction indemnity agreement
- B. RECORDS ACCESS.** The documents, records and correspondence placed in the documentation files shall be available for use by the owner, the Architectural Committee and the Laurel Thicket Board of Directors. The building Plans will typically be shown to adjacent property owners as a courtesy.

# APPENDICES

## APPENDIX A

### LAUREL THICKET PROPERTY OWNERS ASSOCIATION ARCHITECTURAL COMMITTEE

#### CONSTRUCTION PLANS

**GENERAL** As set forth in SECTION III A. 2 Submittals to the Architectural Committee must include two sets of plans for proposed new construction. Each drawing shall be provided with a title block in which the name of the owner, and unit and lot number are shown. Each drawing shall be clearly identified and provided with a graphic scale. Scales of less than 1/4" = 1'0" shall not be used. All dimensions shall be clearly printed, indicating feet and inches on arrowed dimension lines.

**REQUIRED PLANS & DOCUMENTS** To carry out its duties, the Architectural Committee requires the following construction plans in the indicated detail.

- 1. Foundation Plan.** The foundation plans shall indicate the type and size of foundation and footings for basement walls and piers, interior walls, if any, steps, outside entrances and garage area.
- 2. Floor Plans.** A plan shall be provided for each floor of the proposed building, including the basement, if any. These plans shall indicate the type and dimensions of all exterior and interior walls, doors, windows, and projections from the principle structure, including porches, decks, patios and garages. Dimensions shall be provided in feet and inches on arrowed dimension lines. The square feet of heated space on each floor shall be computed and entered on each floor plan drawing.
- 3. Elevations.** Elevations shall be provided indicating the front, each side and rear views of the proposed building. These elevations shall include the exterior wall finishes, roofing, solar fixtures, if any, chimneys, doors, windows, porches and decks, vents, flashing and other features to clearly indicate the exterior appearance.
- 4. Site Plans.** A site plan shall indicate property lines, building location including overhangs, porches, decks patios and garages with dimensions provided in feet and inches. Any surface water and drainage controls, both temporary and permanent, must be shown. Any exterior lighting must be shown.
- 5. Construction Indemnity Agreement and Proof Of Insurance**

#### **OPERATION**

After review and approval of construction plans by the Architectural Committee, the complete set of documents shall be retained in the Architectural Committee's documentation file for the residence.

**APPENDIX B**

**LAUREL THICKET PROPERTY OWNERS ASSOCIATION  
ARCHITECTURAL COMMITTEE (AC)**

**OWNER APPLICATION FOR NEW CONSTRUCTION/ADDITIONS**

**Project:** New Building \_\_\_\_\_ Addition \_\_\_\_\_  
**Location:** Lot No. \_\_\_\_\_ Street \_\_\_\_\_  
**Owner:** Name \_\_\_\_\_ Address \_\_\_\_\_  
City \_\_\_\_\_ State, Zip \_\_\_\_\_ Telephone No. \_\_\_\_\_  
**Contractor:** Name \_\_\_\_\_ Address \_\_\_\_\_  
City \_\_\_\_\_ State, Zip \_\_\_\_\_ Telephone No. \_\_\_\_\_  
NC State License No. \_\_\_\_\_

**General Information:**

House will be \_\_\_\_\_ Full time \_\_\_\_\_ part time residence.  
Living area to be \_\_\_\_\_ one or \_\_\_\_\_ Two Floors  
Basement: \_\_\_\_\_ Yes \_\_\_\_\_ No Crawl Space: \_\_\_\_\_ Yes \_\_\_\_\_ No  
Garage: \_\_\_\_\_ 1 car \_\_\_\_\_ 2 car \_\_\_\_\_ 3 car \_\_\_\_\_ Golf Cart.

**Documents Submitted:** One each attached.

Lee County Building Permit \_\_\_\_\_ Construction Indemnity Agreement \_\_\_\_\_  
Proof of Insurance \_\_\_\_\_ Construction Specifications \_\_\_\_\_  
Construction Plans \_\_\_\_\_ Surface Water Control Plan \_\_\_\_\_  
Site Plan: Plot Plan \_\_\_\_\_ Exterior Lighting Plan \_\_\_\_\_

**Set Backs**

Road Side \_\_\_\_\_ ft.  
Left Lot Line \_\_\_\_\_ ft.  
Right Lot Line \_\_\_\_\_ ft.  
Rear Lot Line \_\_\_\_\_ ft.  
Corner Lot Front \_\_\_\_\_ ft.  
Side \_\_\_\_\_ ft.

**Square Feet**

1<sup>st</sup> Floor \_\_\_\_\_ sq. ft. heated  
2<sup>nd</sup> Floor \_\_\_\_\_ sq. ft. heated  
Basement \_\_\_\_\_ sq. ft. heated  
Screened Porch \_\_\_\_\_ sq. ft.  
Deck(s) \_\_\_\_\_ sq. ft.  
Garage \_\_\_\_\_ sq. ft.  
Total Heated Area \_\_\_\_\_ sq. ft.

**Foundation Type:** \_\_\_\_\_ Slab \_\_\_\_\_ Basement \_\_\_\_\_ Crawl Space

**Exterior** \_\_\_\_\_ Brick \_\_\_\_\_ Brick Color \_\_\_\_\_ Siding Color \_\_\_\_\_ Concrete Driveway  
\_\_\_\_\_ Wood Siding \_\_\_\_\_ Painted \_\_\_\_\_ Trim Color \_\_\_\_\_ Blacktop Driveway  
\_\_\_\_\_ Other \_\_\_\_\_ Stained \_\_\_\_\_ Roof Color \_\_\_\_\_ Gravel Driveway

**Landscaping** \_\_\_\_\_ **Grass** \_\_\_\_\_ **Pine Straw** \_\_\_\_\_ **Wood Chips** \_\_\_\_\_ **Bark**  
(Check all that apply)

Owner & Builder acknowledge reading and understanding the "Construction Guidelines and Architectural Committee Oversight" document.

Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

Contractor Signature \_\_\_\_\_ Date \_\_\_\_\_

**APPENDIX C**

**LAUREL THICKET PROPERTY OWNERS ASSOCIATION  
ARCHITECTURAL COMMITTEE**

**OWNER APPLICATION FOR IMPROVEMENTS, ALTERATIONS, CHANGES  
OR REPAIRS TO EXISTING STRUCTURES AND/OR PROPERTY**

DATE: \_\_\_\_\_

OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SUBJECT: Architectural Committee Approval Request

TYPE OF WORK: (Please circle those that apply) Repainting    Roof Replacement

Driveway changes      Privacy Wall      Window/Doors      Landscape structure

Cart path / walk path      Deck      Other above ground structure

Describe the project, including a diagram with specifications and location on property.  
See Article III, C. (Attach additional pages if necessary)

Architectural Committee Approval \_\_\_\_\_

Date: \_\_\_\_\_



## APPENDIX D

### LAUREL THICKET FENCE GUIDELINES

These guidelines are for a split rail decorative wood fence to give an idea to property owners what the Laurel Thicket Architectural Committee has approved in the past in terms of split rail wooden fence. Situations may vary depending on location, lot line, and fence specifics.

Post height 48" maximum above the ground (a decorative finial may be attached on top of the posts).

Maximum number of horizontal rails shall be 3 equally spaced.

Wood may be stained or colored as approved by the Architectural Committee.

Fine wire mesh attached to the split rail fence for a dog barrier is allowed. **No Cyclone type fence is allowed.** The Architectural Committee is to approve the wire mesh.

Wire mesh color is not to be silver but must be painted as approved by the Architectural Committee.

Wire mesh may be up to 30" high above the ground.

Wire mesh to be installed on the owner's side not the neighbor's side of the fence.

This is not to be intended for a full time dog enclosure. The use of this enclosure by dogs shall be only when the property owner is at home.

A photograph or example of a typical fence is to be provided to the Architectural Committee by the prospective fence builder.