



# 2016 Design Review Manual

## Purpose

The purpose of the Design Review Manual is to communicate the Design Standards set forth by the Architectural Review Committee of the Turnbury Oaks Subdivision and to guide Turnbury Oaks homeowners through the process needed to submit requests to the Architectural Review Committee.

The intent of the Design Standards, contained in this manual, is to help maintain a consistent look throughout the neighborhood, provide a safe and pleasant environment in which to live, and ultimately to help ensure that property values are enhanced for the entire neighborhood.

The Design Standards are intended to provide freedom of individuality for the homeowner while at the same time providing for the uniform look that defines and enhances the Turnbury Oaks subdivision.

The information contained in this guide is not intended to override any information that is contained in the covenants of the Turnbury oaks subdivision but is to be used in conjunction with the covenants whenever you are looking to make changes to your property.

Our neighborhood is a beautiful place to live. When you drive down the first hill of our subdivision and look out over the homes you can't help but notice the consistency and beauty in the roof lines, the distinctive architecture of the grandiose entranceways, and the varied selection of colors in brick and paint that all complement each other. Our neighborhood was engineered to be a warm, safe, inviting place. A place we can be proud to call home. This manual is meant to help us "all" to keep it that way.

This document is a living document. It may change over time as new Architectural Review Boards are elected, but the purpose should always remain the same.



## **Design Standards**

The purpose of this section is to convey the design standards for our neighborhood.

The Design standards of Turnbury Oaks are based on seeking harmony of style throughout the neighborhood. To promote this harmony there are a few design features, which define our neighborhood and are to remain uniform throughout.

In seeking this end please follow these guidelines when planning any changes to your property.

**Decks and Patios:** Any Decks in the neighborhood must be painted in light colors or left with a wood finish. Awnings and any other coverage on decks or patios are not allowed.

**Driveway and Sidewalk:** Driveways will not be allowed to be any wider than three car widths and must be pleasing to the eye. Driveways and sidewalks shall be constructed of concrete only.

**Fences:** Fences will all be made of wood and will be no higher than 6 feet and no shorter than 4 feet. No chain link fences shall be allowed. Fences will not be allowed to start any closer to the road than the back edge of your house, including homes in cul-de-sacs and corner lots. No fence or wall of any kind shall be erected, maintained, or altered on any Lot without the prior approval of the ARC and the Board.

**Garbage Containers, etc.:** All garbage containers shall be kept screened by adequate planting or fencing to completely conceal them from view by neighboring residences and street.

**Trash containers should never be out longer than twenty-four (24) hours of the scheduled pick up days.**

**Grass:** All yards are required to have Bermuda grass only on each Lot. Seasonal changing of grass types is not permitted.

**Grass Height:** (Bermuda) – There shall be no predominance of seed heads so as to be visible from the street.

**Grass Edging:** Edging shall be required along boundaries between turf and pine islands, concrete, structures, curbing, and objects used for landscaping.

**Weeds:** Weeds height shall be no greater than two (2) inches above the grass height. All islands and shrubbery areas shall be properly maintained and mulched and relatively free of weeds and grass. Areas covered by pine straw or other similar materials should have sufficient quantities to entirely cover the ground.

**Mailboxes:** Mailboxes will all be uniform. The same color (black) and the same size.



**Paint:** The exterior colors for all structures in the neighborhood must come from the existing color pallet currently used throughout the neighborhood. Any change in the color of the exterior of any structure shall be deemed a material change in appearance.

- a) All of the colors used for the exterior surfaces of all structures on any given lot must be a pleasing combination.
- b) The painting trim color of your house and any other structure on your property must be uniform.
- c) The preferred garage door color is white; an alternative color may be approved upon request, if such color is in keeping with the color combination of the house and trim.
- d) All garage doors throughout the neighborhood will be of the same style. No windows in the garage doors.

**Siding:** For any changes or additions to any structure, the siding must match the siding of the existing house in both quality and color. Hardy-plank brand siding or equivalent is the approved siding.

**Solid Waste and Debris:** Except for building materials employed during the course of construction of any Structure approved by the ARC, no lumber, metals, tree limbs and trunks, bulk materials, solid waste or debris of any kind shall be kept, stored, or allowed to accumulate on any Lot.

**Shrubbery:** Shrubbery should be pruned to accomplish a neatly shaped appearance based on horticultural standards. No tree or bush should be allowed to grow over the street, driveway, sidewalk or walkways.

**Trees:** No living tree having a diameter of three (3) inches or more (measured from a point two (2) feet above ground level) shall be removed from any Lot unless such removal is in conformity with approved landscaping plans and specifications submitted. Trees, shrubs and ground cover must maintain a professionally landscaped look.

**Roof:** For any changes or additions to any structure, the shingles must match the shingles of the existing house in both quality and color. The following shingles only are to be used.

**TOHOA Approved Shingle Manufacturer, Color, & Style:**

- Manufacturer:** GAF-ELK Timberline (High Definition)  
**Color:** Weathered Wood  
**Style:** Architectural Laminated Shingle - 30 yr (upgrade to current roof shingle)  
**Manufacturer:** GAF-ELK Sovereign  
**Color:** Weathered Gray  
**Style:** 3-Tab Asphalt Shingle – 25 yr (similar to current roof shingle)  
 All roof lines and angles must compliment or match existing roof lines

**Windows and Doors:** Silver-finish aluminum doors (including sliding doors) and windows shall not be approved. Factory-painted or anodized finish aluminum may be used, the color of which shall be uniform in color to the house paint trim.



**Window and Door Treatments and other items:** Bed sheets, plastic sheets, newspapers, plastic storm windows or other similar window treatments shall not be hung or placed in or on any window on any Structure located on any Lot. No Structure shall have any aluminum foil placed in any window or glass door or any reflective substance or other materials (except standard window treatments) placed on any glass. **Air conditioning units, fans or any other unit, are not allowed to be placed on any window, door or any part of the structure.**

### **SUBMISSION OF PLANS AND SPECIFICATIONS**

The purpose of this section is to guide you through the process of submitting the proper documents to the Architectural Review Committee.

Plans for proposed, hot tubs, surrounding decks, fencing, and screening must be submitted for ARC approval prior to any clearing, grading, or construction. No above ground pools will be approved.

Before any structure is commenced, erected, placed, moved onto or permitted to remain on any lot or altered in any way which materially changes the exterior appearance of the structure or lot, final building plans and specifications shall have been submitted to and approved in writing by the Architectural Review Committee. A Modification Approval Form is available on our website at [www.turnburyoaks.net](http://www.turnburyoaks.net) or by request to any HOA Board Member.

The Architectural Review Committee meets as needed to review all changes submitted by homeowners. To submit your proposal for review, simply contact one of the committee members and provide them with the required documentation (detailed below). Additionally, you may want to discuss your project with them to make sure they understand your proposal.

Within a week of the meeting where your project is discussed you will receive written approval of your project with any required changes noted and explained. If the project is not approved you will receive a written explanation as to why it was not approved.

The plans and specifications that will need to be submitted to the Architectural Review Committee shall include the following information, where applicable:

- 1) Building plans showing floor plans with front, side and rear elevations;
- 2) Exterior finish specifications showing materials, color scheme for all surfaces and other details affecting the exterior appearance of the proposed structures or alterations to existing structures.
- 3) Site plan showing location of buildings, drives, parking area, sidewalks, and all other improvements;
- 4) Clearing, grading and drainage, if modified, showing limits of clearance, changes in grade and provisions of water retention facilities. Indiscriminate grading or trenching is strictly forbidden, as these may harm natural features which protect and enhance the beauty and privacy of the entire Property and to encourage the aesthetic standards of the neighborhood;
- 5) Landscape plan;
- 6) Lighting scheme.



- 7) Any additional information requested by the Architectural Review Committee that will help in the determination of the project's approval.

The goal of the approval process is to maintain the value of all lots and to protect all lot owners against a diminution of value resulting from the construction of a residence or other structure incompatible with the proper development of the property. Refusal of approval of any such plans and specifications shall be in the sole discretion of the Architectural Review Committee and approved by the Board of Directors and shall be based upon the following factors:

- 1) Compliance with the Design Standards as outlined above;
- 2) General quality in comparison with the existing standards of structures erected on the lots of the Property;
- 3) Location in relation to surrounding structures
- 4) Location in relation to topography, streams, trees, natural vegetation; and
- 5) Aesthetic considerations.

Detached buildings of a permanent nature may be placed on a Lot (with proper approval of the Architectural Review Committee and the Board of Directors) in the rear of the residence to be used for the following purposes:

- 1) A playhouse or other enclosed building for recreational purposes;
- 2) A doghouse;
- 3) A doll house;
- 4) Storage units are allowed under the following requirements:
  - a) A Modification Approval Form must be submitted with detailed specifications. It can be obtained from [www.turnburyoaks.net](http://www.turnburyoaks.net)
  - b) The lot must be enclosed by a minimum of a 6 foot wooden fence.
  - c) The storage unit cannot be larger than 7' wide X 7' deep X 7.5' high.
  - d) No metal storage units are allowed.
  - e) The storage unit must be removable.
  - f) No concrete or permanent base is allowed.
  - g) Storage unit must have a similar appearance of the home (paint color, roof, etc.)

The Architectural Review Committee and the Board of Directors shall have the right to approve or disapprove the location plans and specifications for any detached building to be erected on any lot, and such building may not be erected until complete final plans and specifications for detached buildings have been submitted to and approved by the ARC and the Board of Directors.

During construction, no fill, dirt, sand, block, pipe or construction debris may be stored on or allowed to remain on any lot for over sixty-days (60) and shall be removed as soon as possible after finishing construction. Construction materials should be stored so as not to disturb the sight of neighbors and hidden from such sight when possible. However, the storage of materials should avoid damage to grass areas and should be placed on solid base such as driveways or patios. The exterior of all residences and detached buildings shall be completed within nine (9) months after the start of construction, except where such completion is impossible or would result in great hardship to the owner or builder due to strikes, fires, floods, lightning, earthquakes or other casualties. Notwithstanding the foregoing, the exterior of all



residences and detached buildings shall be completed within one year after the start of construction of such residence or detached building.

Should any residence or other structure on any portion of any Lot be destroyed in whole or in part, it must be reconstructed in accordance with the original plans and specifications. Any subsequent modifications must be approved by the Architectural Review Committee and the Board of Directors. The debris from the destruction must be removed and the Lot restored to a neat and orderly condition as soon as practical but no later than two (2) months after the date of the destruction.