

Sea Ridge Architectural Review Process Rules and Guidelines
Revised February 2007

The architectural review process for Sea-Ridge is as following:

Scope: Architectural review is required for new construction and all modifications to the exterior of a house, including but not limited to changes in paint colors.

Responsibility: The Sea Ridge Architectural Committee will review new home construction plans and modifications to the exterior of existing structures. The Sea Ridge Architectural Committee, consulting with an architect as needed, will handle other reviews for any additional construction or modifications to an existing property. Plans may be rejected if owners/builders do not adopt architectural recommendations.

Contiguous Owners: The Sea Ridge Architectural Committee will notify owners contiguous to lots on which new homes or other improvements will be constructed or the exterior of existing homes will be modified and provide an opportunity for them to review and comment on plans before final approval is given.

Guidelines: The Sea Ridge Architectural Committee will review each proposed construction, exterior modification or other improvements based on its own merit guided by Item 3 of the original 1977 covenants which read as follows:

“In order to preserve a desirable uniformity of beauty and to protect purchasers of lots within the subdivision from having undesirable types of architecture placed on adjoining lots, no building, fence or other structure shall be erected, placed, moved onto, maintained or in any way altered on any lot in the subdivision until such time as the proposed building plans, specifications, exterior color or finish, plot plan (showing the proposed location and elevation of such building or structure, drives and parking areas) and construction schedule shall have been approved in writing by Sea Ridge Corporation or its successors in interest as developer of the subdivision. All exterior antennae shall be approved in writing by Sea Ridge Corporation prior to erection. Any earth moving or earth disturbing activity shall be approved in writing by Sea Ridge Corporation prior to the commencement of such activity. Sea Ridge Corporation may refuse approval of plans, location or specifications upon any ground, including purely esthetic considerations, which in the sole discretion of Sea Ridge Corporation shall be deemed sufficient. No alterations in the exterior appearance of any building or other structure shall be made without similar approval being obtained from Sea Ridge Corporation. One (1) Copy of all plans and related data shall be furnished Sea Ridge Corporation which shall be retained by it for its files.”

Since the beginning of the development, Sea Ridge architect, Arthur Keyes, has offered a variety of cottage plans to serve differing budgets and lot configurations. These designs have been popular and have helped to establish a consistent, attractive, and unique community. Over time cottage sizes have increased, but the Architectural Committee has continued to recommend a maximum of four bedrooms per lot in order to maintain proper spacing between cottages, limit the need for parking, maintain views, and keep a pleasant

and uniform residential appearance. Plans continue to be available, and it is suggested that those planning to build contact the Sea Ridge Architectural Committee to review the designs for a particular lot.

Requested Routing: If an owner plans to build a new dwelling or major modifications to the exterior of an existing building, or other improvements to the owner's lot, two copies of the site plan and two sets of preliminary sketches (1/8"=1 or 1/4"=1) are to be furnished for approval by the Sea Ridge Architectural Committee prior to commencing construction. After preliminary approval, it will be necessary for the owner to submit three sets of the final plans and specifications for approval by the Sea Ridge Architectural Committee. Any changes to the exterior subsequent to approval must be reviewed and approved with the Architectural Committee prior to implementation or construction of such exterior changes. All site plans, sketches, and final plans are to be sent to the management company who will promptly distribute the materials to the chairperson of the Sea Ridge Architectural Committee. The management company is also responsible to inform the property owners that distribution has been completed. The Sea Ridge Architectural Committee will give a written response within 45 days after a receipt by the chair of the Architectural Committee plans which comply with the requirements for plans set forth in these Rules.

Fees: The cost of initial architectural reviews and final approvals for plans by the Architectural Committee are a part of the Sea Ridge architectural review process. Costs for additional architectural reviews needed by Sea Ridge will be billed to the owner/builder.

ARCHITECTURAL GUIDELINES

These Guidelines summarize past architectural review practice, are in keeping with the original intentions of the developers, and are consistent with the subdivision covenants. The guidelines apply to all improvements to an owner's lot, including but not limited to the construction of new dwellings, the modification of the exterior to existing dwellings, swimming pools, and any other type of improvement to a Lot.

- 1) Homes will be sited on the lots consistent with the 1977 covenants as amended so as to afford good views for each site while taking into account obstruction of views from neighboring homes.
- 2) Elevations are approved individually to fit each site. This is done consistent with the above and in such a way as to provide an appropriate appearance relative to neighboring homes.
- 3) Lot fill should be used to the minimum degree possible and cannot be used to raise the house pad. Fill should be graded to retain the appearance of the natural terrain. Any plan to use fill must be clearly detailed on the proposed site plan.

- 4) No separate outbuildings, garages, etc. are allowed and fencing, except for bulk heading is to be used only where required by code or special facilities like swimming pools.
- 5) Pools are discouraged because of noise and visual effect on the neighborhood. Because of home size and lot size and configuration, pool size may be severely limited. If constructed, pools must be no closer than 25 feet from any neighboring house and must comply with the following:
 - a) Only in-ground pools will be permitted (hot tubs are not considered pools)
 - b) All pools shall be part of the principal structure (attached to the house) and shall conform to all of the Duck setback requirements and comply with the Sea Ridge Architectural review and approval requirements if those are greater. The pool shall be no more than 15 feet from the house. This requirement applies to the pool itself rather than the decking or fence.
 - c) Pool security and safety fences shall be at least 4 feet high, higher if requested by the Architectural Committee, and shall be constructed of wood and be consistent with the existing architecture of the house and community.
 - d) No pool or safety fence should block the existing view of the ocean or sound of any other lot owners in the community. The lot owner and the Architectural Committee are encouraged to find the least intrusive location for the pool.
 - e) All pool equipment including filters, pumps, heaters and chlorinators shall be sited and screened in such a way as to conform to item (c) above and the architectural requirements of Sea Ridge. No pool sheds will be allowed.
 - f) Lighting inside the pool under the water line is appropriate. Safety lighting at the exterior of the pool must be designed to blend with the house and fence and use low intensity and low wattage light bulbs. Lights must be covered and on the inside of the fence, directed downward.
 - g) No outside sound systems will be approved for pools, and the owner shall submit to the Architectural Committee for approval prior to construction of the pool a plan for screening noise
 - h) Operating hours for pools are from dawn to dusk, and to be the same as at the community pool.
 - i) The method and location of the disposition of pool backwash water and pool drainage water must be delineated on the plans submitted to the owner to the Architectural Committee for approval. Where the water will go, what the volume will be, and what the drainage impact on neighboring properties might be must be calculated and submitted by the owner to the Architectural Committee for approval, along with the acceptance of responsibility for repairs and rehabilitation in the event of failure of the system.
- 6) Houses must be set back from property lines to provide sufficient buffering. Setbacks may often exceed those specified by Dare County or the Town of Duck. Individual sight lines of other properties must be respected.
- 7) Unobtrusive off street paved parking should be provided to accommodate renters

and guests proportionate to the maximum rental occupancy of the house, as required by the Town of Duck zoning ordinance. Turnaround space is not to be included as a parking site.

- 8) Home design shall incorporate the following:
 - Total height shall be limited to 35 feet. The methods of measuring height will be the same as the methods used by the town of Duck. Finished homes shall be consistent with the height of neighboring homes.
 - Cedar shingle siding painted or stained an approved tasteful color.
 - Overall size, footprint, and finished footage in keeping with the existing homes in the subdivision, and no house shall exceed 3700 square feet. No house on a single lot shall have more than five bedrooms.
- 9) Construction should be undertaken in such a way as to cause minimal disturbance to the natural terrain, retaining existing shrubbery. Parking of construction equipment and vehicles should be limited to the planned drive and parking area on the construction site. Any damage to the roadway or other property in the subdivision must be repaired to the satisfaction of the Architectural Committee.