

BROOKWOOD LAKE HOMEOWNERS ASSOCIATION INC.
Architectural Control Committee
Maintenance Standards

The Architectural Control Committee is authorized to promulgate written architectural standards, policies, and guidelines, including Maintenance Standards. The general intent of these standards is to govern the appearances of properties as visible from common areas, public property or from other residences. These standards are supplementary to the BWL Declaration of Covenants, Restrictions, and Easements, particularly sections found in Article X-Architectural Standards and Use Restrictions. Owners should be aware that the Declaration contains additional requirements, which govern all lots.

All requirements mentioned in this document apply equally to the lots themselves as well as to easements within the boundary of any lot and to any area of public right-of-way adjacent to any lot. The ACC will construe these standards reasonably, where it is possible to do so, in the interest of all owners. In exceptional cases, the ACC may approve variances from these standards where individual circumstances warrant. The justification for such variances shall be specifically enumerated in the approval documents prepared by the ACC. The approval of a variance in any particular case in no way obligates the ACC to approve future variances, even in similar circumstances.

These Maintenance Standards are not structured to cover all possible contingencies. The ACC may change these standards from time to time, as seems advisable. However, once a plan has been approved by the ACC, it remains approved, even when later standards come into conflict with it.

Owners are required to obey all existing laws and governmental regulations. Review and approval of plans by the ACC is for the aesthetic benefit of the community only, and implies no endorsement of the architectural or engineering soundness of such plan. Neither the ACC nor the Board nor any of their members, representatives, or agents shall be liable in any way or to any extent for any injury, harm, damage, or loss arising out of any plan, which has come before the ACC for examination or approval.

Maintenance Standards

Maintenance standards are covered in Article X of the Covenants and Restrictions. These standards, as well as those enumerated below, apply to the entire lot, not just those areas visible from the street. These published standards by the Architectural Control Committee shall be binding and enforceable on all Owners, per section 10.03 b of the Brookwood Lake Covenants and Restrictions, that governs Brookwood Lake.

When Approval Is Required by Brookwood Lake Board and ACC

All significant changes in landscaping and buildings require ACC approval. When in doubt, submission of an Architectural Modification Request is recommended. Forms can be obtained on Association web page or by email request. The HOA Board has rights, via the covenants, to require removal of non-approved work.

Lawn and Yard Maintenance

Lawns will be mowed regularly during the active growing season, and maintained at a height, which is neat in appearance and appropriate to the type of grass and to current growing conditions (for example, grass may be kept somewhat longer during conditions of drought or water restrictions). Proper weed control and timely removal of fallen leaves on yard area are also a requirement. Grass clippings shall not be allowed to remain on yards, driveways, sidewalks, or streets after mowing. Planting beds must be neatly demarked; grass will not be allowed to grow into them. Lots shall be kept substantially clear of weeds in all areas, including beds and lawns. Debris, trash and pet waste shall be promptly removed from the lot. No bare areas are allowable; all areas shall be planted or mulched (straw or bark). Front and side yards must be sodded. Approved species for replacement of grass in front yards and side yards are Bermuda and Zoysia. Use of other grasses requires ACC approval.

Plant Materials

All plant materials installed in Brookwood Lake shall be healthy, full, and attractive, and in general conformity with other landscaping on the lot in question and with the general character of the neighborhood. Plastic, silk or other synthetic plant materials are not allowed for landscape use.

Trees and Shrubs

Trees and shrubs must be properly maintained and pruned. Dead trees, limbs and shrubs are to be removed promptly after it has been determined that they are dead.

Mulch

All non-lawn areas (excluding vegetable gardens) are to be mulched and kept free of weeds. Acceptable mulches include pine straw, pine bark, cypress and wood chips. Plastic mulch may be used so long as other acceptable mulch covers it. Rocks are acceptable mulch in backyard areas, which are not visible from the street or from common or public areas. Gravel, pebbles and rocks are not acceptable mulches in front yards.

Trash Containers

Trash and Recycling containers need to be kept out of sight. Placement in garage or side yard, except on trash days is governed by the covenants and restrictions. Prompt removal from driveway/street, after service pickup, is required.

Building Maintenance – homes and outbuildings

Homes and outbuildings must be kept neatly painted and free of disrepair. Rotten wood, mildew, algae, staining, or other discoloration, including faded paint, shall be promptly removed, repaired or painted. In addition to the siding and fascia of the house, this shall include doors, shutters, planter boxes, stoops and porches.

Mailboxes

Mailboxes and posts shall be of similar type originally used in Brookwood Lake. The standard approved Large mailbox for Brookwood Lake residences is the ST15 or E16 model with a square red flag, and painted Rustoleum Gloss Black. Besides the address numbers, no other writing or permanent ornamentation shall appear on the mailbox or post. Holiday ornamentation must be taken down within a reasonable time. It is the homeowner's responsibility to keep the mailbox and post in good repair at all times. The ACC can provide information on making mailbox repairs or on obtaining replacement numbers.

Basketball Goals

Basketball goals are permissible when located adjacent to the driveway area near the garage. Such goals do not require ACC approval. To the extent practicable, goals shall be located so that the backboard does not face the street. In no case shall a basketball goal be placed near the street or mounted on the house itself. All basketball goals shall be maintained in good condition at all times.

Satellite Dishes, TV Antennas, etc

Satellite dishes 30 inches or less in diameter are permissible and do not require ACC approval. Larger satellite dishes are prohibited. Allowable satellite dishes, television and radio antennas must be sited so as to cause minimal visual impact both from public property and from neighboring lots; mounting in the rear lot is preferred. Landscaping or screening may be required to lessen the visual impact. Satellite dishes, television or radio antennas shall not be placed in the front yard or on roof areas readily visible from the street. Window mounted air-conditioning units are prohibited unless they are completely hidden from view and neighbor consent is granted.

Play Equipment

Swing sets, jungle gyms, and the like do not require ACC approval when located in the rear lot unless they are located less than 10 feet from the property line. These structures must be constructed of wood stained a natural color unless specific permission is given by the ACC to use other materials. They shall be maintained in good condition at all times.

Landscaping or screening may be required to lessen the visual impact. Trampolines must be located in the rear lot only and must not be visible from public areas. They shall be located at least ten feet from all property lines. Trampolines to be located in other areas require approval from the ACC.

Portable play equipment may be used on any portion of the yard including driveways, but should be removed from sight when not in use.

Playhouses, tree houses, and other structures are not considered play equipment. They are considered outbuildings and require an Architectural Modification Request.

Outbuildings require ACC approval, regardless of location, via Architectural Modification Request.

Outbuildings are those enclosed or partially enclosed structures, which were not a part of the house as originally constructed. Examples of such structures include, but are not limited to the following:

playhouses, tree houses, storage sheds, workshops, doghouses, and other enclosures for animals. The ACC's intent is not to prohibit such structures, but to ensure that they are constructed and maintained in an attractive manner and do not pose a visual nuisance for surrounding homeowners.

Outbuildings will be constructed of painted wood. They will be of substantial and sturdy construction, and shall conform to the overall architectural character of the community. Light-duty or temporary structures will not be approved.

Outbuildings will be screened from easy visibility by the public or surrounding homeowners. These structures must be maintained in good repair at all times.

Decks or Porches

All decks and modifications to decks require ACC approval. In addition, Forsyth County requires permitting for deck construction. Requests for approval must include a site plan showing the location of the deck, all dimensions, material, and color of wood stain used. Vertical supports for the deck must be wood posts at least 6" x 6" in dimension. Metal poles may be used as supports if the poles are sheathed so as to appear to be solid wood. Acceptable materials are redwood, cedar, cypress, and pressure-treated pine, and synthetic decking (such as Trex) painted a natural wood color. If made of pressure-treated pine, the deck must be stained in a natural color, though muted white and gray are acceptable if these blend in with the exterior colors of the dwelling.

Paint Colors

Houses, doors, shutters, and porches can be repainted in their original colors. Any change in color requires ACC approval. The ACC will generally not approve paint which is essentially of the following colors: bright red, pink, orange, purple, violet, bright blue, or yellow, though approved paints may have overtones of these colors. Stained wood is not acceptable. Requirements for painting and staining decks are covered in the section on decks. The ACC may require the painting of a small area on a test surface which will give an accurate indication of what the paint, when dried, will look like on the house. The ACC will then examine this test area before giving final approval.

Exterior Doors

Exterior doors may be replaced when necessary so long as identical material and colors are used. Where the material or color is not identical, ACC approval is required. Owner is required to maintain the door for paint and stain. Storm doors meeting the overall architectural character of the community do not require ACC approval.

Vinyl Siding

Vinyl siding or other vinyl exterior products are not approved for use in Brookwood Lake. [Exception: Vinyl-clad windows may be approved in cases where the windows match the exterior trim of the house.

Window replacement

Replacement of existing double hung style windows, that meet the overall architectural character of the home and community do not require ACC approval. No metal or aluminum windows are allowed, no horizontal sliding windows are allowed. Metal or aluminum Clad windows are allowed.

Private Pool Construction

All pools require ACC approval. Picture or drawing of pool, Dimensions, Site plan denoting location, location of pump motor/heater and County Permit are required by ACC. No above ground pools are allowed per Covenants. No discharge of backwash or draining of pool is allowed per Forsyth County law. The Final Certificate of Occupancy is to be provided to the ACC for final signoff.

Fences

All fences require ACC approval, regardless of location. No front yard fences will be approved. Renderings or drawings of these standard fences are available in BWL Builder and Homeowner guidelines. All fences will be made of cedar or treated wood and shall be stained a natural wood color. Fences shall not exceed six feet in height. Sturdy galvanized wire screening may be placed inside the fence, but shall be maintained free of rust. Where galvanized wire screening is used, the grid size shall be no smaller than 1" by 1" and the wire shall not extend past the uppermost fence rail. Any bracing shall be on the interior of the fence. Chain link, or plastic fencing is prohibited, except common area, where developer originally installed. Lake lots must use iron or aluminum picket fencing on lake facing side of yard. Where fencing exists on a lot, all fences shall be identical wherever practicable. Exception: Privacy fencing of the single approved type may be used on the rear property line of any lot where that rear property line abuts the neighborhood boundary. Such privacy fence may not exceed six feet in height; it need not match other fencing on the property, but is still subject to specifications regarding material, color, etc. It must also match any adjoining privacy fencing.

Driveways and Walkways

Driveways and walkways are to be maintained in good condition. This includes periodic pressure washing of stoops, sidewalks and driveways. Construction or relocation of driveways and walkways requires ACC approval. Driveways will be constructed of unpainted concrete only. All parking areas or parking pads are deemed to be driveways. Walkways may be made of concrete, stone, or brick as appropriate. Stepping stones are considered to be walkways. Changes require an Architectural Modification Request:

Decorative objects

Decorative objects such as statues, birdbaths, boulders, window boxes, raised borders for planting beds, etc. require ACC approval if over 18 inches above ground level in height, or if over four in number. Requests for approval require an Architectural Modification Request. This will also require a complete description of the objects to be placed, including location, materials, color, number, size, and any other relevant information.

Boat, work and related trailers and campers

Boats, trailers and campers may park outdoors where the occurrence does not exceed forty-eight (48) hours for any given month. Violation of this restriction will result in monetary fines assessed to owner of the property. In addition, per covenants, work trucks, cars or vans with company logo must park inside garage.

Firewood

Storage of firewood does not require ACC approval if the storage area is in the rear lot. The storage area must be at least 10 feet from any property line. If the wood is covered, the tarpaulin must be firmly attached at all times and must be dark brown, dark green, dark gray, or black.

Boats on lake facing property

Canoes, boats, etc along lake/detention pond may be temporarily stored on pond shore, however, when covered, the tarpaulin must be firmly attached at all times and must be dark brown, dark green, dark gray, or black color.

When Approval Is Required

All significant changes in landscaping and buildings require ACC approval. When in doubt, submission of an Architectural Modification Request is recommended. Forms can be obtained on Association web page or by email request. The HOA Board has rights, via the covenants, to require removal of non-approved work.

www.brookwoodlakehoa.com