



**OXFORD HUNT COMMUNITY ASSOCIATION.
ARCHITECTURAL STANDARDS**

Revised June 2025

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I. PURPOSE & POLICY

The Architectural Standards and Control Specifications (hereafter referred to as the “Standard”) were established by Oxxford Hunt Associates (the “Company”) in Article VII of the Oxxford Hunt Master Covenants and Restrictions recorded in Book 3622, Page 322, Wake County Register of Deeds. Their primary purpose is to preserve and maintain the property values and the natural beauty of the development. Article VII also establishes the Architectural Review Committee with final approval authority given to the Board of Directors, by the Company.

This Standard incorporates the Uniform Sign Regulations, Mailbox Regulations, Landscape Guidelines, and Environmental Rules and Regulations addressed in Article VII.

It is part of the charter of the ARC to maintain consistent standards while remaining flexible and open-minded to changes in our community and our lifestyles. This Standard is intended to be a dynamic document that allows for individual creativity of design, with each request being reviewed on its own merits. The aesthetics of the modification will be a primary consideration of the Architectural Review Committee.

The Architectural Review Committee consists of volunteer members from the community, with volunteers solicited during the Annual Homeowners Meeting. The Architectural Review Committee meets once a month, either in person or via email. Its primary purpose during the meeting is to review all outstanding Architectural Requests which were received by Omega Management during the previous month and make the final decisions. The Architectural Review Committee also attends to other relevant business, such as writing or revising this document, and reporting unauthorized changes/additions noted during community inspections.

Homeowners are allowed to attend the Architectural meeting if they have a specific concern regarding their request. Homeowners often attend to: (1) assure themselves that the Architectural Review Committee fully understands their request, and (2) to offer their comments/explanation about any modifications that they submitted.

II. REFERENCES

HIERARCHY OF COVENANTS and RESTRICTIONS

Oxxford Hunt Planned Unit Development (PUD) MASTER

-Your Subdivision Restrictive Covenants

(i.e., Normandale, Trafalgar, Andover, etc.)

**Refer to pages 40 - 43 of Article VII of the Master Declaration of Covenants and Restrictions

III. RESPONSIBILITIES

THESE ARE THE RESPONSIBILITIES OF ALL PARTIES AS THEY RELATE TO THE ARCHITECTURAL STANDARDS AND CONSTRUCTION SPECIFICATIONS:

ARCHITECTURAL REVIEW COMMITTEE

The Architectural Review Committee is responsible for reviewing all outstanding requests, making site inspections, as needed, (both before and after the modifications), and making the final decision regarding the request. It is also the responsibility of the Architectural Review Committee to update this document on an as needed basis.

BOARD OF DIRECTORS

The Board Directors is responsible for final approval/disapproval of appeals of any disapproved Architectural Requests. In addition to making decisions about violations and related penalties or legal remedies, and final interpretation of the Covenants and Restrictions.

HOMEOWNERS

Each homeowner has the responsibility to properly complete and submit an Architectural Request Form to the Community Management Organization (Omega Association Management) in accordance with the requirements of these Standards. Each homeowner is also responsible for adherence to these Architectural Standards, decisions made by the Board of Directors in conjunction with the Architectural Review Committee and report any problems or violations to the Community Management Organization.

COMMUNITY MANAGEMENT ORGANIZATION

It is the Community Management Organization's responsibility to collect all Architectural Request forms submitted and to do an initial screen to assure completeness. Incomplete forms will be immediately returned to the homeowner for more information. Completed submissions will be sent to the Architectural Review Committee and processed in a timely manner. The Community Management Organization (hereafter referred to as "Omega Management") also acts as the administrative arm for problems or concerns which anyone may have in the community. Omega Management then channels these concerns to the appropriate Committee. Omega Management is also responsible for notifying the homeowner of the final decision (in writing) regarding their Architectural Request.

IV. GUIDELINES

It is the interpretation of the Oxxford Hunt Board of Directors that the provisions of Article VII apply to a wide variety of aesthetic considerations in the community. Every attempt has been made to include in this Standard those considerations which have the potential to impact property values. Suggestions for improvement of this document should be submitted to Omega Management.

The following are examples of the types of changes, additions or deletions that would either (1) require submittal of an Architectural Request Form, (2) not require a submittal or (3) are prohibited.

While every effort has been made to identify all aspects of change, the homeowner who has doubt if his/her situation is adequately addressed should contact Omega Management for guidance.

NOTE: It should be recognized that the submission/approval process is administered by volunteers on their own time (nights & weekends) and is inherently lengthy. The Architectural Review Committee and the Board of Directors meet once within each calendar month. It is imperative therefore, that each homeowner plan in advance and allow for the process time required (30 days).

The items listed below are further addressed in Section IV. Standards and Specifications. Throughout this document the term “changes” shall include additions and deletions.

A. Types of changes that **require** submittal.

1. Changes to the exterior of the home such as:
 - a. Addition of:
 - 1) Awnings
 - 2) Decorative lighting
 - 3) Solar Collectors/Panels
 - b. Appearance, such as:
 - 1) Color
 - 2) Materials (such as siding)
2. Other exterior changes, such as:
 - a. Additions
 - b. Deck and patios
 - c. Dog and/or Cat pens or runs
 - d. Driveway extensions and parking pads
 - e. Enclosures
 - f. Fences
 - g. Hedges and screen plantings
 - h. Landscaping (See Section N. hereinbelow)
 - i. Mailboxes
 - j. Parking
 - k. Poles, free-standing
 - l. Recreation or sport equipment

- m. Signs
- n. Storage Sheds
- o. Structures (Sunroom/Screen porch)
- p. Swimming Pools / Hot tubs
- q. Tree Removal – Live
- r. Chain-link fencing erected only to form a dog run
- s. Satellite dishes

B. Specific changes which **do not** require a submittal.

1. Basketball goals attached to a garage
2. Flower boxes (does not include raised beds) which meet color requirements
3. Minor landscaping
4. Non-permanent children's play equipment (must be removed at end of each day if placed in front yard)
5. Periodic repainting and re-staining with the existing color for maintenance
6. Portable pools usable only by small children (must be removed at end of each day if placed in front yard)
7. Removal of dead or diseased trees
8. Small, discretely located, garden plots/raised beds (See Section N.2.c. hereinbelow)
9. Storm doors (must still meet color requirements)
10. Temporary clotheslines
11. Like-kind replacement of garage doors

C. Specific changes which are **prohibited**.

1. Any animals other than household pets. (Livestock not permitted)
2. Commercial advertising signs
3. Encroachment on other property
4. Parking of vehicles or trailers on soft surfaces (See Item H under VI. Standards and Specifications hereinbelow)
5. Permanent clotheslines.
6. Above ground pools, (except for portable pools useable only by small children)
7. Unclean, unsightly, unkempt, unhealthy or unsafe conditions which tend to decrease substantially beauty or safety.
8. Wire-backed wood fences.

V. STANDARDS AND SPECIFICATIONS

A. Animals

1. No animals, livestock or poultry of any kind shall be raised, bred or kept on any lot, except that:
 - a. A reasonable number of dogs, cats or other ordinary household pets may be kept, provided that they are not kept, bred or maintained for any commercial purpose and do not become a nuisance to the neighborhood.
 - b. No resident owning or having custody of a permitted animal shall allow the animal to stray or to upon another residential lot without the consent of such other resident.
 - c. The owner (or owner's pet sitter/walker) of a permitted animal shall be responsible for removing and cleaning up any excrement by such animal on any residential lot, street right of way or the common areas, including trails and sidewalks.

B. Dog and/or Cat Pens or Runs

1. Submittals for approval of fencing (including chain-link) erected just to form a dog/cat run or pen must include:
 - a. Location in the yard
 - b. Size, height and material
 - c. Screening from general public

Note: Construction should follow basic fence details on page 9.

C. Clotheslines

1. Permanent exterior clotheslines are prohibited
2. Temporary exterior clotheslines do not require submittal if:
 - a. Laundry is not left on the lines any longer than necessary for drying.
 - b. The line is retracted immediately after each use.
 - c. No clothesline shall remain in place after sundown or be visible from the street at any time.

D. Exterior Antennas or Dishes

No exterior antenna, tower, disc or dish for the reception or transmission of radio or television broadcasts or other means of communication shall be erected or placed upon any lot unless it is located in the rear or side yard of a residential lot.

E. Poles

Submittals for free standing poles (such as flags or basketball) should include construction & installation details.

F. Signs

1. Real estate signs do not require submittal.
2. Garage/yard sale signs do not require submittal if they are removed no later than one day after the sale.
3. Political campaign signs that meet requirements of the Town of Cary's Ordinance do not require approval if they are removed within one week after election day.
4. Commercial advertising signs are prohibited.

G. Mailboxes

1. Posts shall be wood 4x4" or 6x6" type and should be set in the ground to maintain stability and vertical alignment, preferably in concrete.
2. Boxes will be either the commercially available standard size or larger.
3. Boxes may be painted in the primary or trim color of the house and should be opposite of that used for the post (if it is painted).
4. Replicas of houses, windmills, and other similar designs enclosing the box are prohibited.

H. Parking

1. No industrial or commercial type trucks, tractors or inoperable automobiles, may be regularly parked (i.e., daily) on the front or side street of a lot.
2. No vehicle of any type which is abandoned or inoperative shall be stored or kept on any lot in such manner as to be seen from any other lot, any street in Oxxford Hunt or the common areas. No automobiles or mechanical equipment may be dismantled or allowed to accumulate on any lot. Vehicles without current registration and inspection stickers are considered abandoned or inoperative.

I. Driveways and Parking Pads

1. No parking of motor vehicles, RVs, campers or trailers on soft surfaces.
2. Driveways and vehicle parking pads shall be concrete only. Any other type of pad (i.e., brick, stone, etc.) shall be reviewed on an individual basis. Aggregate base, thickness, reinforcement, etc. should comply with Town of Cary building codes and good construction practice.
3. Particularly close attention must be paid to structure placement, setbacks and encroachment due to the size of most lots in Oxxford Hunt.
4. A crush and run aggregate may be used for a boat or a camping trailer parking area behind a residence (where permitted). Accessibility to that parking area shall be on a suitable surface to preclude rutting.
5. No trailers, recreational vehicles, campers or boats, shall be parked out on any lot in those Sections of Oxxford Hunt where the Protective Covenants prohibit it (such as Trafalgar).

6. Trailers, recreational vehicles, or trailered campers or boats, where permitted, must be parked only on approved driveways or parking pads (i.e., not on any street) and may require screening as determined by either the Architectural Review Committee and/or the Board of Directors.
7. When submitting requests for the parking of any item be sure to specify attributes such as height, length, and weight.

J. Storage

1. No trade materials or inventories may be stored out on residential lots.
2. Temporary storage of materials for modification projects should be discreetly placed and orderly maintained.
3. No trash, rubbish, stored materials, wrecked or inoperable vehicles, or similar unsightly items shall be allowed to remain on any lot; provided, however, that the foregoing shall not be construed to prohibit temporary deposits of trash, rubbish and other debris for collection by governmental or other similar garbage and trash removal units.

K. Storage Sheds

1. Storage sheds, unless otherwise more conducive to the overall landscape and view, shall be located
 - a. Towards the rear of the lot
 - b. Near the center-line of the lot such that the shed is not visible from the street
2. Exterior material(s) should be of high-quality plastic, wood or metal as such shall last throughout time. As with all structures in Oxxford Hunt, upkeep must be maintained to avoid corrosion or disrepair. The shed and color(s) shall match needs to be complementary to the main color of the existing home.

L. Swimming Pools

1. In ground pools must meet set back requirements as well as local code standards for safety, including fencing, the style of which must meet Oxxford Hunt guidelines.
 - a. Above ground pools are prohibited.
 - b. Portable and/or inflatable pools usable by small children shall be permitted and are pre-approved for use in the back yard of a residential lot. Those used in front or side yards must be removed at the end of each day.

M. Trees

1. The removal of live trees requires approval unless the tree is less than six inches (6") in diameter at the height above ground of four (4") feet.
2. Removal of dead trees does not require submittal, regardless of size. It is the homeowner's responsibility to assure the tree is dead or diseased.

N. Landscaping

1. Landscaping of a minor nature such as naturalizing an area of yard and adding shrubs, trees, flowers etc. need not be submitted for approval. These are considered normal improvements and are strongly encouraged.
2. Other types of landscaping represent more significant projects that may be structural, have an impact on adjacent property, or require strong aesthetic consideration, and will require submittal:
 - a. Retaining walls
 - b. Drainage, swale and runoff: Careful consideration should be given to landscaping that will regulate current drainage/runoff to adjoining property. Details should be contained in submittals.
 - c. Garden Plots – Vegetable garden plots or raised beds will not require prior approval **IF** they are wholly located in the rear portion of a lot and are located a minimum of ten (10) feet from the side and rear lot lines. An Architectural Request Form is required for any vegetable garden plot/raised bed location other than described herein and/or which is viewable from any front or side street.
 - d. Ornaments/Figurines to be placed in public view (front yards, corner lots, etc.) should be submitted with a picture. This applies to permanent placements like birdbaths, etc., not seasonal visuals (Halloween, Christmas.).
 - e. Artificial turf is not allowed if visible from the street.
3. In accordance with Article VII, Section 2.e. of the Standard, it is the responsibility of each property owner to prevent, among other things, development of unsightly conditions which tend to decrease the beauty of Oxxford Hunt. Well maintained residential lots add to the value of the entire neighborhood and help to increase the enjoyment by all residents. Accordingly, the following is a suggested guideline for maintaining the beauty of Oxxford Hunt:
 - Lawn mowing and trimming on a regular basis
 - Removal of grass clippings from hard surfaces after lawn mowing
 - Annual aerating, re-seeding and fertilizing as appropriate for type of grass in place on a residential lot (fescue, Bermuda, zoysia, etc.)
 - Removal of weeds from shrubs and flowerbeds
 - Mulching of front beds
 - Pruning of trees, shrubs and groundcover plantings to restrain growth onto adjacent public walkways, curb lines and streets
 - Pruning of shrubs, bushes and trees to maintain an attractive appearance
 - Removal of dead shrubs, bushes, trees and plants to occur in a reasonable timeframe (no later than the next Town of Cary pick up)

O. Hedges and Screen Plantings

1. No hedge or screen planting shall be erected or permitted to remain on any lot closer to the front lot line than the front of the home.
2. Hedge or screen plantings which form a barrier between properties should have:
 - a. Concurrence of the adjoining property owner.
 - b. Agreement for maintenance access.
 - c. Setbacks to allow for plant growth.

P. Fences

1. The fence standards provide minimum standards to assure:
 - a. Sound, long lasting construction
 - b. Aesthetic continuity
2. Styles
 - a. French Gothic Picket
 - b. Dog Ear Stockade
 - c. Vertical Shadowline
 - d. Plantation
 - e. Split-Rail
 - f. Lattice
 - g. If you desire a style not described here, you are encouraged to submit it for approval. The Board wishes to encourage creativity to reduce the “clone” effect. It is encouraged for the fence style to be compatible with adjacent fences.
 - h. The only restrictions are:
 - 1) No chain-link fences
 - 2) No wire-backed fences
3. Materials
 - a. Fencing material shall be one of the following materials:
 - 1) Wood
 - 2) Brick
 - 3) Vinyl/PVC – High Grade
 - 4) Decorative Aluminum
 - b. All hardware shall be corrosion resistant (e.g., galvanized, painted, etc.)
 - c. All posts shall be set in concrete.
 - The posts shall be encased in concrete below ground level to a depth of 50% of their height. (i.e., a 4-foot-high fence post should be cemented in the ground 2 feet).

4. Treatment

- a. Woods that are not naturally decay resistant (e.g., pine) shall be treated to resist decay.
- b. Color stains shall be compatible with the color of the property.
- c. Painted fences shall be primed and painted with at least one coat exterior grade paint. White is the preferred paint color.

5. Height

- a. No fence shall be higher than six (6) feet above the ground.
- b. Posts shall extend no more than six (6) inches above the top of the fence line.
- c. In general, a uniform or patterned height should be maintained.
- d. When topography or landscape affect height or pattern, a detailed explanation and/or elevation drawings must be included with the submittal.
- e. Obstruction of views or breezeways of adjoining properties will be given consideration in all cases.

6. Location

- a. Submit your official survey to indicate the exact location of the fence in relation to the house and property lines. Dimensions need to be clearly stated.
- b. Include the linear feet on the survey to state how far forward the fence will be from the back corners of the house.
- c. It is strongly recommended that fences be set back at least six (6) to twelve (12) inches from the property line.
- d. Fences cannot extend past the halfway point (shall extend no more than halfway between the front and the rear building lines).
 - i. The only exception to the above rule applies to a corner lot. When a fence is on a corner lot, it may not extend more than 1/2 the distance of the house from the back on the driveway side and not extend further than the front corner of the house on the other side of the house.
- e. A fence shall not extend beyond the front building line.
 - i. An exception may be made for decorative use of a split-rail fence. Use of split-rail fences for decorative landscaping will be given individual consideration after a site visit.
- f. Property owners are cautioned that building a fence that infringes on easements or access rights-of-way may result in removal or destruction of the fence. Such building is done entirely at the property owner's risk and expense.

7. Construction details

- a. In general, the gaps between pickets should not exceed one and a half (1.5) to two (2) inches, depending on the style and size of the pickets.
 - For the vertical shadow line style, the gap should be no more than one half the width of a picket.

- b. The finished side of the fences, other than shadow line, must face outwards towards the adjoining property or street. This means that pickets have to be on the outside of cross members.
- c. Consideration should be given to access in case of maintenance when selecting a style, location and treatment.
- d. Maintenance of the fence is the property owner's responsibility.

Q. Decks and Patios

- 1. The Board encourages creative designs and patterns for decks and patios, particularly in replacement of existing builder supplied components.
- 2. There are no predetermined styles in this document for decks or patios.
- 3. Deck materials:
 - a. Deck materials are generally pressure treated wood.
 - b. The types and treatment of wood shall be like that of the fences.
 - c. Posts may be brick, pressure treated pine, or other suitable material.
- 4. Patio Materials:
 - a. Concrete slabs, smooth finish or with exposed aggregate.
 - b. Bricks, with sand fill grout.
 - c. Stone, with sand fill grout.
- 5. Height of decks, arbors, and screens
 - a. Decks should be of a reasonable height for their intended purpose.
 - b. Arbors should be no higher than eight feet above the deck surface.
 - c. Freestanding deck screen (e.g., lattice) shall not exceed six feet in height.
- 6. Location
 - a. Patios should be located behind the house, but may extend beyond, around corners, or be free-standing in other areas of the backyard.
 - b. Decks shall not extend outwards beyond the rear corners of the building line. Special cases may require an exception to this rule and will be determined after a site visit.
 - c. Obstruction of views or breezeways of adjoining properties will be given consideration in all cases.

R. Enclosures (screened porch, sunrooms, etc.)

- 1. Like other structures, enclosures should be designed and constructed for aesthetic compatibility and preservation.
- 2. Enclosures will have to comply with Town of Cary's building codes, which require a building permit.

NOTE: Oxxford Hunt requires that you obtain approval of your project from the HOA prior to applying for a Town of Cary building permit.

S. Materials and Color

- 1. Periodic repainting and re-staining with the existing color for maintenance does not require submittal.
- 2. Only exterior materials comparable to those on existing structures and compatible with the architectural character of the community will be approved.

3. Color changes
 - a. Keep all colors low in intensity (saturation or chroma).
 - b. Color changes from the original are generally discouraged.
 - c. Colors must not clash with the colors of the homes in the immediate vicinity.
 - d. Actual color samples must be included with a request for a color change.

VI. MAINTENANCE

It is the primary responsibility of each homeowner (or the homeowner's tenant) to maintain their property in a way that does not detract from the overall beauty of the community. It is hoped that each and every homeowner will take this responsibility seriously, as this can severely affect the value of all properties.

Following is a list of areas that should be reviewed on a regular basis to ensure that your home is in good repair:

- A. Shrubbery, Trees and Lawns
- B. Driveways and sidewalks
- C. Decks
- D. Fences
- E. Outbuildings/Sheds
- F. Playground equipment
- G. Roofing
- H. Material storage in yard
- I. Wood piles
- J. Paint and Stain
- K. Garbage can storage – Garbage cans and recycling bins preferably should be stored in the rear of the house or behind a fence, namely, in the least conspicuous location possible.

DETERIORATION

If at any time the Architectural Review Committee or the Board of Directors are made aware of a property that is not being maintained or has deteriorated to the point that it is affecting the aesthetics of the community, Omega Management will be requested to make a site inspection. They will then make recommendations to the Board of Directors.

Based on the severity of the deterioration, the homeowner will be given a specified length of time to make the necessary repairs. If after that time, the repairs have not been made, the Board of Director has the obligation of enforcement described in Section IX of this Standard.

VII. PROCESS

Changes, additions or deletions that have been previously identified as requiring a submittal, or that the homeowner(s) believes may require a submittal, shall follow the process described in this section. The process will be the same for all submittals with the required details varying depending on the type of change.

REMINDERS:

- No construction shall begin without the Architectural Review Committee's prior approval of the submittal.
- No Town of Cary building permit shall be applied for prior to having the Architectural Review Committee's approval in writing.
- Allow enough time for processing and approval in planning the start of construction.

A. Planning and Preparation of Submittal

1. Using this specification, determine if a submittal is required. If yes continue.
2. Prepare the Architectural Review Form (copy available from Omega Management) and attach any drawings, sketches and supplemental documents for the Architectural Review Committee's review. A complete submittal should fully describe/depict the project and stand on its own without need for further explanation or clarification.
3. Present the complete submittal to all adjoining property owners / neighbors who may be visually impacted by the change, and whose property may be impacted, and inform them of the proposed project. This is a courtesy to give them an opportunity to voice any concerns that they may have.
4. Only after completing steps 1-3, present the submittal to Omega Management at 160 NE Maynard Road, Suite 210, Cary, NC 27513 or email. Omega Management will perform an initial review of the submittal for completeness and legibility. Incomplete or illegible submittals will be returned immediately to the homeowner.
5. The Architectural Review Committee meets once a month to review all outstanding submittals. Per the Declaration of Covenants, the maximum time the review process can take is 30 days.

B. Architectural Review Process

1. Omega Management will forward the submittal onto the Architectural Committee and retain the original.
2. A Committee member will make a site visit, if needed, with the homeowner prior to making a final decision.
3. The Committee will review the submittal adding any observations from the site visit. In addition, any concerns voiced by the adjoining property owners will be reviewed and taken into consideration.
4. If the homeowner wishes to meet with the Committee, arrangements should be made through Omega Management.
5. The submittal will be voted on by the Committee members.

C. Review/Decision

1. The Committee will vote on each submittal as approved or disapproved.
2. Disapprovals may be on any grounds. The details will be communicated to the homeowner in writing.
3. Omega Management will mail the homeowner an official response letter indicating the Committee's final decision.
4. Approval of any submittals or portion thereof does not ensure approval of similar submittals, as each submittal will be considered on its own merit.
5. A proper submittal approved by the Committee is a contract to comply with the specific details. Alterations/deviations of a significant nature will require a new submittal.

D. Appeals/Resubmittals

1. To appeal a disapproved submittal, the homeowner will need to submit a written response including specific detailed information that clarifies why the submittal should be reconsidered. The homeowner may also request to attend a meeting with the Board of Directors to further discuss the submittal.
2. If the submittal is disapproved based on a technicality (i.e., location or height of a fence), and the homeowner is willing to comply with the remedy proposed by the Board, the homeowner will need to note the change on their Request Form and submit it back to the Omega office. The revised submittal will then be reviewed by the Board via email. The homeowner will be notified of the final decision and receive an official letter citing the change(s).

E. Time Frame for Construction

1. Construction should begin within three (3) months after the date of the official approval letter. Work must be completed within six (6) months after construction begins (unless an extension was requested and granted).
2. If construction of an approved project does not begin within the timeframe above, the homeowner must resubmit a new Architectural Request Form to be processed again or submit a written request for an extension to the Omega office to be approved by the Architectural Committee.

F. Detail for Submittals

In some cases, many attributes or details of a proposed change, addition or removal are required for the Committee to make sound decisions. In other cases, the nature of the change will be simple and straightforward. The following items should be used as a method of describing or visually depicting the requested change (as applicable).

- Pictures, brochures, etc.
- Color Chips.

- Survey – Top-down drawing showing location of the existing structure(s), property boundaries in relation to adjoining property(s), and location of proposed change(s).
- Elevation Drawings – Side views that will show height, topography of the land, and visual image of the project.
- Written description of the types of materials to be used or a “Scope of Work” document from the contractor that states all materials and dimensions.
- Written and/or visual depiction of construction details.
- Location for building material storage during construction, soil disposal plan, drainage plan, and landscaping or revegetation plan (if applicable).
- Any other aids that will assist the Committee in their review.

Drawings need to be scale to show a relationship to location, height, etc., with the dimensions clearly marked on all drawings. For major construction projects such as additions, sunrooms, dormers, etc. (that a hired contractor is used for), the design drawings should suffice, showing rooflines and other such details.

G. Inspection

The Architectural Review Committee and Omega Management have been directed by the Board of Directors to do random on-site inspections to assure compliance with approved submittals. Homeowners are asked to cooperate during such inspections. As a minimum, the homeowner is asked to notify Omega Management within thirty (30) days of the completion of the project. If deficiencies or significant deviations are noted, the homeowner will be notified in writing by Omega Management, with a response expected within thirty (30) days.

H. Violations

Violations will be addressed by the Board of Directors as described in Section IX.

VIII. VIOLATIONS AND ARC REMEDIES

There are essentially two types of violations that must be addressed by the ARC Committee:

- Implementing a change, addition, or removal without prior approval of a completed Architectural Request form.
 - Deviation or non-compliance of an approved submittal.
- A. Homeowner Association Remedies:
1. Enforcement of the Architectural Standards are detailed in Article VII, Section 4 of the Master Covenants and Restrictions & Article VII of the By-laws.
 2. Remedies include but are not limited to:
 - a. Suspension of HOA voting rights and amenity privileges.
 - b. Levy fines as approved by the Board of Directors.
 - c. Require the homeowner to remove the project.
 - d. Enter the property to remove a project at the homeowner's expense.
 - e. File a lien against the homeowner's property for outstanding indebtedness to the Association for non-payment of fines, removal fees, etc.
- B. Remedial Process
- After all attempts to resolve a violation have exhausted, including the opportunity for a hearing, the Board of Directors will select the appropriate remedy and notify the property owner of such action.

