

**ARCHITECTURAL STANDARD GUIDELINES  
FOR LOCKWOOD FOLLY**

**RESIDENTIAL DESIGN,  
CONSTRUCTION GUIDELINES,  
PROPERTY OWNER AND  
BUILDER INFORMATION**

**LOCKWOOD FOLLY PROPERTY OWNERS ASSOCIATION BOARD  
OF DIRECTORS**

Architectural Standards Committee

18 Clubhouse Drive S.W

Supply, N.C. 28462

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# ARCHITECTURAL STANDARD GUIDELINES

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# **ARCHITECTURAL STANDARD GUIDELINES**

## **INTRODUCTION**

The Architectural Standards Committee (ASC) has been established in accordance with the Master Declaration of Covenants, Conditions and Restrictions of Lockwood Folly. The purpose of the ASC is to insure that every property owner adheres to the provisions of the Master Declaration of Covenants, Conditions and Restrictions and the Architectural Standard Guidelines to preserve and enhance the natural setting, beauty and property values of Lockwood Folly.

The ASC is not established to restrict design freedom, but instead to encourage the unique design that each lot and site deserves. Our community is one of the premier golf course communities on the East Coast. To capture the magnificent views that each lot in Lockwood Folly was designed to have, and to aid you in that perfect home design, the ASC strongly recommends that you consult with a design professional. A quality home design will increase your investment value as well as that of your neighbors. In addition, organizing your design on paper with a professional will help to keep down costly mistakes and changes during construction.

The ASC does not take responsibility for, or infer by its approval; the structural soundness of the dwelling, or that the building(s) meets any restricting state or local codes.

## **ARCHITECTURAL STANDARDS COMMITTEE POLICIES**

### **SECTION I - PRINCIPLES AND PURPOSE**

**1.1** In order to assure that high design standards are achieved and to assure that continuity of future development will be compatible with existing development, Lockwood Folly has declared and recorded covenants, conditions, and restrictions. The MASTER DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS FOR LOCKWOOD (here after referred to as the Declaration) establishes the architectural Standards Committee and sets forth its jurisdiction, powers, obligations and the rules and regulations under which it will conduct its review of proposed improvements. Any statements contained in this document are to condense, amplify, or clarify provisions of the Declaration. In the event of a conflict, the Declaration's provisions will prevail.

**1.2** The applicant is urged to carefully review all provisions of the Master Declaration of Covenants, Conditions and Restrictions for Lockwood Folly and, in particular Article 10. Section 5 and 6, prior to submitting an application to the committee.

**1.3** The ASC, through its review process, ensures uniform application of its ASC Standard Guidelines. This includes defining aesthetic standards for construction in Lockwood Folly, examining and approving or disapproving any and all proposed construction projects for a building site within the subdivision, including but not limited to:

dwellings, garages, outbuildings, or any other buildings, construction, or installation of sidewalks, driveways, parking lots, decks, patios, courtyards, swimming pools, tennis courts, greenhouses, playhouses, awnings, walls, fences, exterior additions to, change or alteration of existing structures; including, without limitations, painting or staining of any exterior surface.

ASC approval must be obtained for fill operations, shaping of land areas and drainage, as well as removal of any trees more than six (6) inches in circumference measured at a height of four (4) feet from the base.

Additions, alterations, color changes, or any and all improvements to the exterior of a home or any new construction on the lot is subject to ASC review. The review will be handled under the direction of the ASC Chairperson. If proposed changes or improvements prove to be major, the review process will be directed to the whole ASC committee and become part of the standard review process.

## **SECTION II - CONTRACTOR ACCOUNTABILITY /PROPERTY OWNER**

### **RESPONSIBILITIES**

#### **2.1 NOXIOUS OR OFFENSIVE ACTIVITIES**

The Declaration of Covenants, Conditions and Restrictions prohibits noxious or offensive activities. Lot Owners and Contractors will be held accountable for subcontractors, material delivery persons and any other agent of the owner doing business in Lockwood Folly, and are required to conduct themselves accordingly. Speeding and littering in the Development will not be tolerated and penalties may be assessed for violations. Loud vehicles, radios, tape players or other disruptive noise will not be permitted.

#### **2.2 SITE CLEANLINESS**

**A.** The contractor is responsible for maintaining a clean construction site at all times and will provide one of the following trash containers:

1. Dumpster, 30-yard capacity minimum, placed at least 15' from the road.
2. Four-sided wood wall structure 4' to 6' high with top, approved by the Lockwood Folly ASC.
3. Alternate method to be approved by Lockwood Folly ASC.

Note: All Trash Containers must be emptied when a Hurricane Warning is issued for the Area.

**B.** The Property Owner / Contractor will be responsible for a thorough clean up of the construction site for the duration of construction and upon completion of the building project. The property owner / contractor will provide a project completion deposit of \$500 which will be returned in whole or decremented at the completion of the construction project, including landscaping.

#### **2.3 PORTABLE OUTDOOR TOILET FACILITIES**

**A.** Portable outdoor toilet facilities must be provided during construction. They may not be placed prior to final construction approval of the ASC, and must be removed promptly upon completion of construction. All Facilities must be screened, on three (3) sides, with white lattice, open toward the back of the construction site and be a minimum of 15' from the street.

#### **2.4 CONTRACTOR ACCOUNTABILITY**

**A. Damages:**

The contractor will be held accountable for damage done by delivery people and sub contractors to trees, roads, signs and other property and facilities. Contractors will

be notified in writing and will be given one week to correct damages, road repairs are to be completed after driveway is installed. Failure to act will result in the POA having damages repaired and having the responsible contractor billed for repairs.

**B. Materials:**

Materials must be stored within the property lines, and not extend to adjacent property sites. A clear street right of way must be maintained at all times.

**C. Construction Equipment:**

Construction equipment will be kept on site. Vehicles parked on the street will be parked so as not to impede traffic flow. Note: see Section **6.19 SIGNS** (a maximum of 48" x 72")

**D. Working Days and Hours (Amended 11/14/2005)**

Contractors, including but not limited to Service / Maintenance, Lawn Maintenance / Landscaping Services, etc. may work only during daylight hours Monday through Saturday unless an extension is granted, in writing, by the ASC. No contracted work other than on an emergency basis may be conducted on Sunday, or National Holidays. For the purpose of clarification, the following days are considered National Holidays: **New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.**

**2.5 HOME OWNERS AND ABSENTEE PROPERTY OWNERS RESPONSIBILITY FOR MAINTENANCE**

- A.** Homeowners may affect routine repairs on their homes. However, they will be subject to the noxious and offensive activity prohibition contained in the Declaration and, at the discretion of the ASC, may be asked to cease activity if it is determined to be offensive.
- B.** Lots not properly maintained will result in owner notification. If conditions are not corrected, the POA will contract to have the lot cleaned at the owner's expense.
- C.** Homeowners are reminded that storage of equipment, vehicles, trailers, etc. on lots outside of garages is not allowed. Lockwood Folly has established homeowner storage at the boatyard and it should be used accordingly.
- D.** Absentee lot owners have the responsibility of year round maintenance of their property as provided for in the MDC Article 10, Section 12.

### **SECTION III - ADMINISTRATION OF THE ASC**

**3.1** To insure that the high aesthetic standard of Lockwood Folly is consistent, the Property Owners Association has retained the services of an Architectural Consultant. ASC shall consist of the architectural consultant, not less than three (3) nor more than eight (8) Lockwood Folly property owners appointed by the POA Board of Directors, one (1) secretary and one (1) Director from the POA Board of Directors.

The representative from the POA Board of Directors shall act as the Chairperson, be the presiding officer at ASC meetings, and shall be responsible for or delegate the following duties:

- A.** Receiving and processing applications to the ASC.
- B.** Answering questions concerning the ASC and representing the ASC to the property owners and to the general public.
- C.** Supervision of field review efforts.
- D.** Preparing routine correspondence for the ASC.
- E.** Preparing the minutes of the meetings.
- F.** Assigning ASC committee members to be Project Managers on each ASC approved construction project

## SECTION IV - PLAN SUBMISSION PROCEDURES

- 4.1** Three (3) sets of all plans (site, building, and landscape) must be submitted along with completed application form (see section XV, item A and B in guidelines). One set of plans will be returned to the applicant. Note: If the topography has more than a 3 foot fall, a topographical plan must be submitted and will serve as the "site plan".
- 4.2** Plans must be submitted by the 1st of the month to be eligible for review on the 3rd Wednesday of the month. This will allow the ASC enough time for a thorough examination of the plans prior to the meeting.
- 4.3** Plans are to be submitted to the Chairperson's residence, or another ASC member's residence between nine o'clock (9:00) AM and five o'clock (5:00) PM by the 1st of the month (phone inquiries will be accepted Monday thru Friday between 9 AM and 5 PM).
- 4.4** Plans will be stamped on the date of receipt by the ASC.
- 4.5** Architectural renderings or photographs of the proposed design may be submitted to the ASC (at the discretion of the applicant) in addition to plans in order to determine the suitability of a particular style or design for construction in Lockwood Folly.
- 4.6** Review plans must include as a minimum the following:
- A. Information sheets included at the end of this section.
  - B. Health department septic tank **final permits** (not site evaluation).  
Be sure that the permit has not expired and will be effective for the duration of the construction period.
  - C. Drawings:
    - 1. Site plan at 1" = 20' (minimum) clearly showing:
      - a. North arrow
      - b. Property lines with dimensions and bearings
      - c. If lot falls more than 3', a topographical plan with trees 6" or greater in diameter delineated
      - d. Location of the Septic System, as approved by Brunswick County
      - e. Location of dwelling on site with entry area, stairs and decks delineated and roof lines shown as dashed lines
      - f. First Floor Elevation (FFE) above Sea Level must be indicated
      - g. Setback lines shown
      - h. Driveway, walks and street shown with drainage swale and pipe under driveway indicated, if needed. (**see Sheet P**)

- i. Service yard and screening shown
  - j. HVAC screening shown
  - k. Fences shown
  - l. Post lamp shown a maximum of **25' from the street**
  - m. Total Sq. Ft. of Impervious Surface Area and % of Lot**
  - n. Engineering required to control stormwater run off (per code) to include a minimum of Swales and the Locations and Length of French Drains. (Down spouts must connect to French Drains)**
  - o. Roof plan, either on house footprint or submitted separately
2. Landscape plans at 1"=20'(min.) are required. Please refer to section 5.12 Sheet **K**
3. Floor plans to scale 1/4" = 1'. These should be included for each floor. See sheet **I**, a foundation plan must also be submitted.
- a. Walls shown
  - b. Windows and doors shown (**min. of 1 window in garage**)
  - c. Overhangs and roof shown
  - d. Dimension overall limits of plans
  - f. Decks and patios
  - g. Heated square footage in dwelling
4. Elevations - front, rear, right and left sides See sheet I.
- a. Show how building relates to ground level
  - b. Show screening type and location
  - c. Indicate overall height from FFE to ridge of roof and indicate the roof pitches
  - d. Indicate overall height from grade to FFE. (**min. 36 inches**)
  - e. Show trim and corner decoration (4 inch min.) on all four sides **gable ends must have returns**
  - f. If brick show details of siding quoins, row lock sills, header course, water table course.
5. Wall section -1" = 1 '0" and other appropriate details showing exterior materials and eave fascia components / trim. See Sheet **M**.
6. Color board - with samples must be submitted - See Sheet **H**
7. Mail box - will conform to standard as reflected on Sheet **J** (Lockwood Folly Mailbox sketch)

- 4.7** COMPLETED SUBMISSION: Any submission that does not include all plans, materials, applications, and other items as required by this section will be rejected.
- 4.8** Rejected submissions must be resubmitted as defined in section 4.2 and 4.3.

## **SECTION V - ARCHITECTURAL STANDARDS COMMITTEE MEETINGS**

- 5.1**           The ASC will conduct meetings necessary to carry out its responsibilities.
- 5.2**           Only ASC Chairperson may waive the first day of the month formal submission.
- 5.3**           All decisions of the ASC will be final unless appealed pursuant to the appeals procedures set forth in Section IX.
- 5.4**           Applicants will be notified, in writing, of all decisions of the ASC. Oral representation of any decision will not be valid and will not represent decisions of the Committee.
- 5.5**           Applicants may have returned to them a copy of plans reviewed by the ASC with appropriate markings to amplify the comments or recommendations of the Committee. Markings on plans so received will not bind the ASC to any design indicated therein but are offered only as advisory comments.
- 5.6**           The applicant will provide one set of final approved plans, with exterior modifications made during construction indicated, which will be retained by the ASC as part of a permanent record, along with colors and materials.
- 5.7**           The applicant may reclaim special visual aids such as models, slides, etc.

## SECTION VI - SITE STANDARDS

**6.1** Flood requirements: All residential structures constructed on a lot shall have as a minimum first floor elevation the level of the 100 year flood as designated on file with the Brunswick County Planning Commission

**6.2** Building setbacks (measured to foundation/wall line):

**A.** Custom Homes:

Front - 25' - 0" minimum

Side - 10' - 0" minimum

Rear - 15' - 0" minimum

Bordering golf course - 30' - 0" minimum

**B.** Theme Sections (North Point, Spring Branch)-all minimums:

Front - 25' - 0"

Side - 5' - 0", except lots with Dwellings on pilings 10' - 0"

Rear- 15'-0"

Bordering golf course - 30' - 0"

NOTE: In Spring Branch lots along the marsh requiring building on pilings the side set back will be a minimum of 10'-0"

**C.** Theme Section (Windward Village): (see note below)

Front - 25' - 0" minimum

Side - 5' - 0" minimum

Rear- 15'-0" minimum

Rear bordering golf course - 30' - 0"

NOTE: All homes in the Windward Village theme village have been located on a site plan. Only minor changes in site location will be permitted.

**D.** Roof overhangs may extend a maximum of 2' - 0" into setbacks except rear yard setbacks on golf course lots.

**6.3** Pre-construction site review:

**A.** Prior to any clearing and / or construction on the building lot:

1. Property lines must be stringed between all Four Corners of lot

2. House footprint must be staked out and lined with surveyors tape

3. All trees to be removed, which are outside of foundation footprint, must be marked with surveyors' tape

4. Based on the topographical nature of the lot, silt fences and/or other erosion control devices may need to be installed prior to inception of grading activities. If necessary, a drainpipe will be installed in the swale at the lot construction entrance to insure proper flow of storm water.

**6.4** FENCES: (Amended 7/14/2011)

Vegetation landscaping is always the preferred method for screening utilities or objectionable sight elements; however, fences may be required to restrict entry to pools or serve as useful design elements to enhance a theme area, stand as a planting backdrop, provide privacy for outdoor spaces, reduce wind and provide sun "pockets" or identify and emphasize entries to patios. Fences must be a minimum of six (6") inches from all property lines. Fences within 10 feet of any property line as shown on all plats of record shall be subject to removal should the Association need to exercise its right to said easement (MDC Article 3, Section 8). Fences may be of wood or other typical fence material and must harmonize in character and color with the house and surrounding environs. Open fences (picket, rail, etc.) with a maximum height of four feet (4') must be used in all applications. Unless carefully designed and integrated with the character of the property, fences used for any purpose may themselves become objectionable. Therefore, fencing must be limited to the minimum height and area necessary to achieve its purpose and remain compatible with the environs. Likewise, gates and other features should be of compatible design and color. The fence should attempt to define and create space rather than be merely used as a property delineator. Stockade style fences, chain link fences and golf course netting are specifically prohibited. Fences running more than 50% of any property line are prohibited. No fences shall be permitted in front of the building. No fences shall be permitted in the rear of the building on lots bordering the Golf Course. These setback restrictions also apply to sections of fences. Corner lots may face additional restrictions.

**6.5** EXTERIOR APPEARANCE: No chain link fences shall be permitted on any lot within the subdivision, except for maintenance areas within the common areas. Further, foil or other reflective materials shall not be used on any windows for sunscreens, blinds, shades or other purposes, nor shall any window-mounted heating or air conditioning units be permitted. Except within screened service yards, outside clothes lines or other outside facilities for drying or airing clothes are specifically prohibited and shall not be erected, placed, or maintained, nor shall any clothing, rugs, or other item be hung on any railing, fence, hedge or wall. Any above ground propane tanks must be screened with wood lattice or plantings. Deck pilings must be screened if visible to public i.e., from the street, golf carts, etc.

- 6.6 DRIVEWAYS AND PARKING:** Driveways, turnarounds and excess parking areas must be surfaced with brick, concrete or some other approved hard surfaced material. The driveway must provide adequate drainage provisions to accommodate a heavy downpour. All drives must provide a substantial apron at the road edge. Regardless of surface type, the drive must be at least 12 feet wide. Drives parallel to property line must have a 2' - 0" minimum-planted area along property line. Excess parking (parking outside the garage) must be provided for two (2) automobiles. Minimum back-up area @ garage 22' - 0". (30' is recommended). A minimum driveway area of 300 square feet within the property lines is required. Drainage swales must be maintained with a pipe under the driveway if needed.
- 6.7 CONNECTION TO STREET:** Drives shall stop at the edge of the street and be 1" ± 0.0" higher than the junction to the street. The POA may remove drive material extending into street pavement and repair it, and charge the cost to the owner.
- 6.8 STREET REPAIR:** The property owner is responsible for maintaining the edge of the street adjacent to his property during construction. The owner is to repair any damage to match the existing paving material or use a concrete patch, pre-approved by ASC. If the street damage is not repaired by the time of occupancy, the POA will effect repairs and charge the cost of the repairs to the owner. Pipe of adequate diameter may be required under the driveway at street connection to maintain water flow.
- 6.9 STREET DRAINAGE:** No alteration to street drainage is permitted, unless such drainage is causing erosion to the property.
- 6.10 STORAGE RECEPTICALS and SERVICE AREAS:** Every fuel storage tank shall be buried below the surface of the ground or screened to the satisfaction of the ASC.  
**Service Areas:** Each Multi-Family Association and owner of a Lot shall provide visually-screened areas, with a maximum area of sixty (60) sq. ft., to serve as a service area in which air conditioning equipment, lawn equipment and receptacles for ashes, trash, rubbish or garbage must be placed or stored in order to conceal them from view from the streets and adjacent properties and the Golf Course. The Architectural Standards Committee shall specify visual barriers and their location
- 6.11 ENVIRONMENTAL HAZARDS:** All environmental hazards (i.e., gas/oil tanks) must be buried or adequately screened if above ground.
- 6.12 EXTERIOR LIGHTING:** Lockwood depends on lighting from post lamps for a major portion of its street lighting. Post lamps will be located near drive entrances, a maximum of twenty-five (25) feet from the street, and will operate on photo sensors. Floodlights and/or Spotlights are not to be used as a replacement for post lamps. Properties

along roadways, which have POA "Street Lighting", are not required to have a post lamp, but they are recommended for personal safety on the property. Plant lighting and landscape lighting is encouraged in moderation. Path lighting must be no taller than 3' mounting height and use no more than 20-watt incandescent lamps, or its equivalent. Landscape fixtures must be shielded by plantings and concealed in the daytime. All lighting is to be shown on Site Plan and detailed for approval.

**6.13** SEPTIC SYSTEM: surface access hatches must be screened if above final grade.

**6.14** LANDSCAPING: **A landscape plan must be submitted to the ASC no later than 30 days after the day the home is dried –in (roof on and door installed).** A successful landscape plan is composed of a number of elements that with quality design and execution contribute to a unified marriage of the natural environment and man-made elements introduced to the site. **The best designed plan will not survive without proper irrigation therefore irrigation of the lawn and planting areas is required and the irrigation plan must be shown on or with the landscape plan.** These introduced elements will be reviewed by the ASC for effectiveness in solving some of the issues outlined below.

Perhaps the most important aspect of a successful landscape plan, the planting budget, is money well spent to increase the value and appeal of your new home. The landscape improvement budget should be five to six percent of total home cost.

Your landscape plan can be practical as well as attractive. On your wooded site, protecting existing trees and planting additional trees decreases temperature impacts of seasonal extremes, while at the same time providing privacy and beauty.

The planting plan itself should sufficiently screen utility areas, break up the foundation of the building, buffer driveways and parking areas adjacent to property lines, and provide cover for areas disturbed during construction. Plants for screening should be appropriate and of sufficient size to ensure an adequate buffer within a year or two.

The natural landscaping approach should concentrate your planting efforts adjacent to the house, especially near the entry. Ornamental plants, if used correctly, will provide a transition from the natural character of the site to the man-made structure of the home. Ground cover should begin this transition, which should progress to larger shrubs closer to the house. For maximum appeal, try to mix textures and color, but do keep the plan simple. A better effect can be achieved from using quantities of a few species rather than a few plants of many species. Straight line planting is discouraged. Planting should achieve a staggered, grouped effect as if grown naturally. See Sheet K for a listing of suggested plants. All of the landscaping of lots must be completed within sixty (60) days of occupancy

or substantial completion of the dwelling, whichever date shall first occur, unless an extension is granted, in writing, by the ASC. (Amended July 9, 2009)

**6.15** Minimum planting requirements:

- A.** Front yard, twenty (20) shrubs, minimum size 3 gallon
- B.** Side yards, five (5) shrubs, minimum 3 gallon.
- C.** Rear yard, ten (10) shrubs, and minimum 3 gallon.
- D.** Ground cover minimum: (Amended 7/24/2006)
  - 1.** Front yard minimum 40% of coverage to be sod.
  - 2.** Rear minimum 50% of coverage to be sod.
  - 3.** All ground cover must be maintained and weeds controlled on a continuous basis.
- E.** Planting beds: A minimum of one planting bed in the front yard to incorporate at least two (2) trees and six (6) shrubs.
- F.** Screening plants are to be in addition to minimum requirements and must be 3' - 0" high at planting. Minimum five (5) three-gallon shrubs are required for each screened area.
- G.** Addition of retaining walls or significant removal of landscape planting must be approved by the ASC. Additional plantings are to be at the property owner's discretion.

**6.15.1** Minimum planting requirements (North Point Theme Village):

Minimum planting in North Point will include the following number of trees in addition to the above planting:

- A.** Front yards five (5) trees, minimum sizes three (3) gallon.
- B.** Side yards one (1) tree, minimum size three (3) gallon.

**6.16** CARE OF SPECIMEN TREES DURING CONSTRUCTION

- A.** All trees as designated by ASC Project Manager will be protected from damage during construction.
- B.** It is suggested to lot owners that batter boards be erected and maintained around each tree to prevent damage by heavy equipment. This should be discussed with your builder.
- C.** Excavations and installation of underground utilities and septic repair fields will be performed in such a manner as to avoid damaging the root system of trees.

- D.** If, in the judgment of the ASC, a specimen tree is damaged or destroyed due to carelessness or avoidable activities on the part of the owner or contractor, the ASC will require the replacement of the tree with a new tree.

## **6.17** MAILBOXES AND NEWSPAPER RECEPTACLES

- A.** All mailboxes will be in accordance with ASC Guidelines, example Sheet J. The Contractor or the Homeowner will submit a check for \$150.00 to the ASC to cover the cost of construction and installation. The box will be primed, painted (white or a light color matching the house or trim only) and installed at a time of occupancy to be set by the Homeowner. Mailboxes through the POA are constructed on a first come first served basis. A Temporary mailbox will be provided until permanent installation. In the event the Homeowner chooses to procure the mailbox from another source the \$150.00 will be refunded when a conforming mailbox is installed.
- B.** Homeowners will bear the cost of repairs and maintenance required keeping the boxes in first rate condition. Current constructed POA mailboxes have a one-year guarantee on workmanship and materials.
- C.** Setback from street must conform to U.S. Postal Service requirements. The U.S. Postal Service has guidance sheets available upon request.

## **6.18** WATER RUN-OFF REQUIREMENTS

- A.** Under the rules and regulations of the State of North Carolina, water run-off must be controlled on the home owner's property so that problems are not created for adjacent property owner, golf course property, or Lockwood Folly common property.
- B.** Extensive lot grading is discouraged as it destroys vegetation and can be visually disruptive to the natural character of the land. Flat areas may require subsurface drainage solutions.
- C.** Site design must direct water run-off into either Lockwood Folly's retention areas, or retain the water run-off on site.
- D.** The ASC may require the owner to have a qualified engineer provide a site design at the owner's expense.
- E.** Water problems, created by a home not complying with requirements, will be corrected at the homeowner's expense.

## **6.19 SIGNS**

No signs may be placed on any lot except as allowed under Article 10 of Section 21 of the Master Declaration. The sign identifying the General Contractor and Architect can be a maximum of 48" x 72", unless a variance is granted, and its mounting, placement and appearance must be approved by the ASC.

## **6.20 RECREATION PLAY EQUIPMENT, LOCATION, SIZE and APPEARANCE**

Any homeowner placing recreational equipment on their property must first file a Request for Renovation Approval (Sheet "O") with the ASC for approval.

Considerations must be given to, but not limited to, lot size, equipment size and design, amount of visual screening, etc. Equipment other than basketball backboards must be placed in rear yards

- A.** Play equipment constructed of wood is encouraged; galvanized gray play equipment is acceptable. Painted metal play equipment, exclusive of the wearing surfaces (slide poles, climbing rungs, etc.) should be painted dark brown or dark green to blend with the natural surroundings, or if located adjacent to a dwelling or fence, painted to match the background or screening structure. Gray paint that matches the color of galvanized metal will also be allowed. Brightly colored equipment should be located to minimize visual exposure from the front of the residence and the front of adjacent properties whenever possible.
- B.** All play equipment must be maintained in a good state of repair. The ASC cannot rule on, nor is the ASC liable for, any safety aspects in regard to any play equipment.
- C.** Consideration should be given to neighbors with respect to location, sight, sound and color. General courtesy is expected when using any outdoor play equipment.
- D.** Vegetation screening is strongly encouraged in those instances in which high visibility exists. Perimeter plantings are suggested.
- E.** Basketball Backboards and Poles
  - 1. Basketball backboards may be free standing or attached to dwelling and adjacent to paved surfaces where play will not interfere with neighbor's property.

2. Free standing poles for basketball backboards should be painted dark brown, dark green or black to blend with the natural surroundings, or if located adjacent to a dwelling or fence, painted to match the background or screening structure.
3. Fiberglass basketball backboards may remain all white as they come from the factory.
4. All equipment must be maintained in a good state of repair

**F. Playhouses**

Freestanding playhouses shall be confined to the rear yard only and shall not be used as storage sheds. Maximum dimensions shall not exceed 6' x 5' (length x width) and 6' to the roof peak. Playhouses are considered temporary structures and shall not be built on foundations or concrete slabs. Exterior finish shall be of natural wood or painted/sided to match the host house, roof color to the playhouse shall be natural or match that of host house. Single-width doors only are permitted in playhouse designs. Exceptions to these criteria will be considered as sheds. Playhouses, which are integral components of play-yard or swing set designs, will be considered under the Guidelines for that equipment as to size, materials and color.

**6.21 RENOVATIONS**

Any homeowner who commences renovation to the exterior of their dwelling or lot including but not limited to: color changes, construction, tree removal (excluding Landscaping), recreational equipment must submit a Request for Renovation Approval (Sheet O) and wait for approval, in writing, from the ASC before beginning any work. Failure to do so will result in a stop work order and fines until the matter is resolved.

**6.22 SOLAR COLLECTORS**

Solar Collectors are permitted as restricted by NCGS Session Law 2007-279, Section 3 Article 3 Chapter 22B-20.

**6.23 ROAD SIDE and Property Line Swales in Lockwood Folly**

In accordance with the recommendations of HDR Engineering in preparation of the Lockwood Folly Storm Water Master Plan and the authority granted the POA Board of Directors in the Master Declaration of Covenants, Conditions and Restrictions (MDC Article X Section 6. C., Architectural Standards Guidelines Section XIII and Section VI 6.18). The following requirements for Road Side and Property Line Swales, identified as

**sheet P** in the Architectural Standards Guidelines Section XV, are hereby adopted and added to the Lockwood Folly Master Declaration of Covenants, Conditions and Restrictions, Architectural Standards Guidelines Section VI Site Standards 6.23.

IN WITNESS WHEREOF, the Board of Directors has hereunto set its hand and seal this the 26 day of March, 2007.

## **SECTION VII - BUILDING EXTERIOR DESIGN STANDARDS**

### **SQUARE FOOTAGE - HEATED AREA MINIMUMS**

#### **7.1 CUSTOM HOMES**

##### **A. Custom Homes Phases 1 & 2**

1. 1,800-sq. ft.
2. More than one story - First floor minimum - 1500 sq. ft.

##### **B. Custom Homes Phase 3**

1. 2500-sq. ft.
2. More than one story - First floor minimum 1,800 sq. ft.

##### **C. Custom Homes Phase 4 Lots 1-20**

1. 1,400-sq. ft.
2. More than one story - First floor minimum - 1,200 sq. ft.

##### **D. Custom Homes Phase 4 Lots 21-49**

1. 1,600 sq. ft.
2. More than one story - First floor minimum - 1,200 sq. ft.

##### **E. Custom Homes Phase 4 Lots 50-58**

1. 1,800 sq. ft.
2. More than one story - First floor minimum - 1,500 sq. ft.

#### **7.2 NORTH POINT THEME VILLAGE:**

- A. 1,200sq. ft.
- B. One and one half story- First floor minimum- 1,200 sq. ft.

#### **7.3 SPRING BRANCH**

- A. 1,200-sq. ft.

NOTE: All homes must appear to be one story with the exception of future homes along the marsh requiring construction on pilings. Heated areas are allowed within the roof system.

#### **7.4 WINDWARD VILLAGE THEME VILLAGE**

- A. 1,200 sq. ft.

NOTE: All homes must appear to be one story with the exception of the Spy Glass model. Heated areas are allowed within the roof system.



**7.5 BUILDING HEIGHT:**

Building height is measured from the finished first floor elevation (FFE) to the roof ridge, a maximum height of 35'-0" and can not exceed Brunswick County Building Codes.

Note: Windward Village maximum height is 30'-0", Spring Branch maximum height is 20'-0"

**7.6 ROOF PITCH**

NOTE: Multiple rooflines are required on front elevation.

- A. Custom Homes Minimum 7/12'
- B. North Point Village Minimum 7/12'
- C. Spring Branch Theme Village Minimum 5/12'maximum 6/12'
- D. Windward Village Theme Village

NOTE: Windward Village has 3 plans, which are designated for exclusive use, and all designs must be substantially these plans.

- E. Shed roofs will only be approved on an exception basis and only for porches or dormers in keeping with low country style architecture.

**7.7 ROOFING MATERIALS**

- A. Roofs to have architectural grade shingles with a minimum weight of 240 pounds.
- B. Metal is now an approved material the color must be a subdued earth tone and approved by the ASC.

**7.8 ENTRANCES**

The front entrance must be emphasized and clearly stand out on the front elevation. Sidelights and transoms are encouraged to add to sense of prominence.

**7.9 GARAGES**

All garages must be designed to accept 2 cars with minimum dimensions of 22'W x 22'L. Garage doors and trim must be clearly shown on elevations and must reflect the design used on the front entry.

**7.10 SIDEING MATERIALS**

- A. Custom Homes

Acceptable sidings: brick, stucco, wood, hardiplank, or any combination. No vinyl siding will be approved. Alternative sidings will be reviewed on an individual case basis.

- B. North Point Theme Village:

- 1. Base a minimum height of 12". Must be brick or stucco.

2. Balance of siding must be brick, wood, wood texture, Masonite, or hardiplank.
3. Windows of special shapes (arch, octagon, etc.) are encouraged and a minimum of one special shape must be in the front elevation design. All windows except casement windows shall be divided lite style.

C. Spring Branch Theme Village:

1. Front elevation must be primarily brick, wood or hardiplank.
2. Balance of siding must be brick, wood, stucco, hardiplank or a combination of brick, wood and stucco,

D. Windward Village Theme Village:

Siding to match three approved plans, (cedar, similar wood, or hardiplank)

## **7.11 ARCHITECTURAL DETAIL**

Detail trim accents (corner quoins), lintels with keystones, trim around windows and door, handrails, etc., must be clearly shown on elevations. Clearly show porches, finishes, wall section and handrail details, Entry door design must be emphasized with sidelights and/or transoms. Covered entry porches with accent roofs, columns, and / or pilasters are encouraged.

## **7.12 COLORS**

All colors are to be subdued earth tones. Fill the ASC color board sheet spaces for each proposed color. As a service to prospective homeowners, the ASC will provide assistance with color selection. An exterior section 4' square, if required, will be painted and approved by the ASC Project Manager before proceeding further.

## SECTION VIII - FEES

### 8.1 ASC FEES

- A. A plan submission fee of \$400.00, payable by check made out to the "Lockwood Folly Property Owner's Association", must be submitted to the ASC at the same time as plans are submitted. This fee covers the administrative costs associated with the plan review process and is authorized by the Master Declaration.
- B. A Project Completion deposit of \$500, made payable as above, must be submitted.

### 8.2 POA FEES (Amended 11/13/2006)

- A. An impact fee of \$1,000.00, payable by check made out to the Lockwood Folly Property Owner's Association. Check must accompany plan submission. This fee is intended to defer expenses associated with repairing the general wear and tear on Lockwood roads caused by the heavy construction equipment. Edges of roads damaged immediately adjacent to construction sites will be repaired by the contractor as a final step in completing construction. Damaged asphalt will be removed and a 6" deep concrete patch installed. This road repair work must be completed by the end of the project.
- B. A General Contractors cash Performance Bond in the amount of \$1000.00 to be held against the contractors performance to the covenants for as long as they are building in Lockwood Folly
- C. Mailbox Fee Property owners will submit a mailbox fee of \$150.00
- D. CHANGES

Fees may change. Please check with the ASC before submitting plans to avoid delays. Note: the Project Completion fee, or a decrement portion, will be returned to the property owner upon completion of the project. **Please keep your lot clean!**

## SECTION IX - APPEALS OF ARCHITECTURAL STANDARDS

### COMMITTEE DECISIONS

#### 9.1 BOARD OF APPEALS

- A. An applicant receiving a negative decision from the ASC is advised to revise plans in accordance with ASC recommendations and resubmit the plans to the ASC for approval.
- B. If the applicant is unable to comply with the requirements of the ASC, he may request a hearing before the POA Board of Directors. The request must be made in writing and be directed to the President of the POA Board of Directors.
- C. The POA Board of Directors shall convene a meeting to hear the appeal within fifteen (15) days of receipt of request.
- D. The POA Board of Directors may request consultation of other professionals as it deems necessary.
- E. The POA Board of Directors will conduct a review of the most recently disapproved plans of the applicant.
- F. The appellant will be given an opportunity to speak before the POA Board of Directors using whatever visual aids or consultants he feels appropriate.
- G. Five (5) members of the POA Board of Directors must be present for a quorum.
- H. A majority vote of the POA Board of Directors will carry a decision.
- I. All decisions of the Board of Directors will be final.

#### SECTION X - VARIANCES

**10.1** Building setback guidelines and minimum size standards as established in the Lockwood Folly Architectural Standard Guidelines may vary from subdivision to subdivision within Lockwood Folly as part of the master plan of Channel Side Corporation.

**10.2** The ASC may grant variances from these guidelines to alleviate hardships in any particular case or to adjust for physical conditions where strict compliance would not be practical. **An indemnity release must be provided to both the POA and LFCCI should a variance into the golf course 30' setback be approved.**

**10.3** All variance requests must be in writing describing:

- A complete description of the variance requested.
- B. Reason for the variance request.

NOTE: The variance request must be submitted with the project submission.

## **SECTION XI - FIELD REVIEW**

- 11.1** The ASC will perform periodic external only reviews at the building site. Project Managers acting on behalf of Lockwood Folly POA are adequately insured. Discharge of ASC responsibilities requires periodic access to sites; is a condition of building in Lockwood, and will not be considered a "trespass".
- 11.2** At such time as the Contractor has completed the improvements in each phase, he **shall request a review by the assigned project manager.** Upon approval of review he may continue construction. ASC project managers will perform four in process reviews.
- 11.3** SITE: Property lines delineation and tree tagging. See Paragraph 6.3. No lot will be cleared without ASC permission.
- 11.4** FOUNDATION SURVEY: A foundation survey by a registered surveyor is required after footings are poured. This is for the protection of the Builder, the Property Owner and the adjacent Property Owners. **The survey is to be submitted to the ASC and approved before any work on the dwelling is to continue.**
- 11.5** FOUNDATION INSPECTION: This in process inspection is to that the foundation has been located in accordance with ASC approved plans.
- 11.6** DRY IN: Submit review request when all walls, windows, doors and roof decking are installed.
- 11.7** FINAL: Submit review request when Dwelling and Landscaping are completed. Upon final approval the ASC will coordinate installation of owners' mailbox and perform final inspection to insure that contractor has removed all residual construction material.
- 11.8** FIELD REVIEW: See sheets, D, E, F and G at the end of this section.

## **SECTION XII - "NON-COMPLIANCE PENALTIES"**

- 12.1** The ASC shall assess the contractor a non-compliance fine for every day the house is not complete, beginning nine (9) months after the lot has been cleared unless an extension has been granted, in writing, by the ASC.
- 12.2** The ASC shall assess a homeowner a non-compliance fine for every day that landscaping is not complete per previously submitted and approved landscape plan sixty (60) days after the completion of the home unless an extension has been granted, in writing, by the ASC.

**12.3** Contractors who disregard or change plans, do not comply with the ASC Guidelines or do not construct the building in the manner described in the ASC approved plans will be subjected, on future projects, to a \$5,000 construction bond on new dwellings or a \$2,500 construction bond on renovations at the time of ASC project approval. This bond will be returned only after satisfactory completion of the project. Any damages or cost involved in correcting discrepancies or non-compliance's with approved plans will be deducted before return.

**12.4** **All non-compliance's of the Master Declaration of Covenants, Conditions and Restrictions and/or the Architectural Standard Guidelines for Lockwood Folly are subject to fines as determined by the Property Owners Association Board of Directors.** The Governing Documents require the ASC to ensure that all lots are in compliance with the Master Declaration of Covenants, Conditions and Restrictions and the Architectural Standard Guidelines for Lockwood Folly. In instances where non-compliance is observed or reported, the following enforcement procedures will occur:

1. The violation will be confirmed by a site visit by the ASC Administrator or an ASC member with the resident notified of the violation and requested to comply.
2. If the violation is not resolved within Fifteen (15) calendar days of the date of the initial violation notice, a notice will be sent by certified mail requesting compliance or inviting the resident to schedule an appeals hearing with the POA Board of Directors within thirty (30) days.
3. Should the resident ignore the notice to comply and has not schedule an appeals hearing before the POA Board of Directors, the violation will be passed to the POA Board of Directors with a recommendation fines be implemented.

### **SECTION XIII - AMENDMENT**

**13.1** The foregoing rules and regulations may be amended at any time by a majority vote of the ASC with the approval of the POA Board of Directors.

**13.2** No prior notices or announcements will be required to amend these rules and regulations.

**13.3** Any preliminary or final plan marked, "received", on a specific date shall be subject to the rules and regulations applicable at that time.

#### **SECTION XIV - SEVERABILITY**

This document shall be rendered valid and enforceable should any of the provisions of this document or the application or effect thereof be invalid or unenforceable for any reason and to any extent. Those provisions, which are not invalid or unenforceable, shall be enforced to the greatest extent permitted by law.

## **SECTION XV - INSTRUCTION AND SUBMISSION SHEETS**

Attached please find:

Sheet A	House Plan submission procedure and Information Sheet
Sheet B	Construction Agreement Architectural Standards Committee
Sheet C	Contractor Instruction Sheet
Sheet D	Field Review - Site
Sheet E	Field Review - Foundation
Sheet F	Field Review - Dry In
Sheet G	Field Review - Final
Sheet H	Color Board (2 pages)
Sheet I	Typical Submission Plan Reference Guide (3 pages)
Sheet J	Mail Box Sketch
Sheet K	Landscape Plan
Sheet L	Site Plan
Sheet M	Wall Section
Sheet N	Appropriate and Inappropriate Design
Sheet O	Request for Renovation
Sheet P	Road Side and Property Line Swales

**LOCKWOOD FOLLY  
HOUSE PLAN SUBMISSION**

**PROCEDURE AND INFORMATION SHEET**

1. Provide your design professional and contractor with a copy of the Architectural Standards Section of your Master Declaration Notebook.
2. Provide three (3) complete sets of plans with completed application forms,
  - A. Fill out bottom of this sheet.
  - B. Construction Agreement Sheet B must be signed by both the owner and the contractor.
  - C. Color Board Sheet C.
  - D. Submission fee check for \$400.00 made out to Lockwood Folly ASC.
  - E. Impact Fee Check for \$1000.00 made out to Lockwood Folly POA
  - F. Mail Box check for \$150.00 made out to Lockwood Folly POA.
  - G. A project Completion deposit check for \$500 made out as in (D) above.
3. Do you have a copy of the Master Declaration and Architectural Guidelines? \_\_\_\_\_
4. Turn complete package over to the Chairperson of the ASC (or his/her representative) at the Lockwood Folly Sales Office, or the residence of the ASC chairperson.
5. A preconstruction conference with the Project Manager, Contractor and Property Owner (or their representative) is required at the site before final approval to begin clearing the lot for construction.

Lot # \_\_\_\_\_ Street \_\_\_\_\_

Owner's Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone # Home \_\_\_\_\_ Business \_\_\_\_\_ Email \_\_\_\_\_

General Contractor

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone # \_\_\_\_\_

**LOCKWOOD FOLLY  
CONSTRUCTION AGREEMENT  
ARCHITECTURAL STANDARDS COMMITTEE**

Date \_\_\_\_\_

Construction Location (*Street and Lot #*): \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_(h) \_\_\_\_\_(w)

*Email Address* \_\_\_\_\_

Contractor: \_\_\_\_\_

License #: \_\_\_\_\_ Telephone #: \_\_\_\_\_

Address: \_\_\_\_\_

*Email Address* \_\_\_\_\_

It is clearly understood that the Lockwood Folly Architectural Standards Committee has established the Residential Design and Construction Guidelines to preserve and protect the property values of Lockwood Folly and the property owners of Lockwood Folly.

Therefore, we agree to abide by the following rules:

1. We have read the ASC Guidelines, Covenants, Conditions, and Restrictions and agree to follow them in full.
2. We agree to carry out this project construction and fulfill the plans and specifications as approved for this project in the final review by the ASC. Any changes to these plans will be first approved by the ASC prior to implementation.
3. We are responsible for the behavior and actions of all workers contracted to work on this job while they are at Lockwood Folly.

4. We are responsible for maintaining a clean construction site at all times and will provide a slit fence around the perimeter of the site and one of the following trash containers:
  - A. Dumpster - 30 yard capacity minimum;
  - B. Wood frame wall structure 12' x 12' x 4' to 6' high with a top approved by the  
ASC
  - C. Alternate method to be approved by Lockwood Folly ASC
5. We will be responsible for a thorough clean up of the project site for the duration of the project and upon completion of the project.
6. We agree to provide a foundation survey after the footings are poured and **STOP any further work on the dwelling until the survey is approved by the ASC**. We also agree to notify the ASC for field reviews at each stage of project as listed in Section XI.
7. We also understand that water run-off from the building lot will be increased by the impervious surfaces of the house, driveway, decks, etc., which are constructed. Therefore, we understand and agree that:
  - A. Under the rules and regulations of the State of North Carolina, water run-off must be controlled on the Home Owner's Property so that problems are not created for the adjacent property owner of Lockwood Folly.
  - B. Site designs must direct water run-off into one of Lockwood Folly's retention areas or retain the water run-off at the site.
  - C. The Architectural Standards Committee may require the Owner to have a qualified Engineer to provide the site design at the Owner's expense.
  - D. Water problems created by a home not complying with these requirements will be corrected at the HomeOwner's expense.

- 8. We understand that our project completion deposit of \$500.00, or any portion thereof, may be retained by the ASC if we fail to abide any standards during the construction period, or fail to clean the site after completion of the project and it becomes necessary for the ASC to independently contract to clean our lot.
  
- 9. We are aware of the Days and Hours restrictions on construction and agree to abide by them as outlined in Section II, 2.4 D

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

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

## LOCKWOOD FOLLY

### CONTRACTOR INSTRUCTION SHEET

- A. READ SECTION II - CONTRACTOR ACCOUNTABILITY/PROPERTY OWNER RESPONSIBILITIES
- B. FILL OUT AND SIGN LOCKWOOD FOLLY HOUSE PLAN SUBMISSION PROCEDURE AND INFORMATION SHEET A
  - Fill out and sign Construction Application, Sheet B1 - 3.
- C. Call Project Manager for Field Review at each construction phase when home is ready for field review. (SITE, FOUNDATION INSPECTION, DRY IN, FINAL)
- D. Check for \$1000.00 Impact Fee Fee.
- E. Check for \$400.00 ASC Review Fee.
- F. Check for \$150.00 Mail Box
- G. Check for \$500.00 (from property owner) Project Completion Fee
- H. PORTABLE OUTDOOR TOILET FACILITIES

Portable outdoor toilet facilities must be provided during construction. They may not be placed prior to final construction approval of the ASC, and must be removed promptly upon completion of construction. All Facilities must be screened, on three (3) sides, with white lattice, open toward the back of the construction site and be a minimum of 15' from the street.

- I. Construction Equipment:

Construction equipment will be kept on site. Vehicles parked on the street will be parked so as not to impede traffic flow. Note: see ASG Section 6.19 SIGNS (maximum of 48" x 72")

- J.. Working Days and Hours

Contractors, including but not limited to Service / Maintenance, Lawn Maintenance / Landscaping Services, etc. may work only during daylight hours Monday through Saturday unless an extension is granted, in writing, by the ASC. No contracted work other than on an emergency basis may be conducted on Sunday, or National Holidays. For the purpose of clarification, the following days are considered National Holidays: **New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day.**

**LOCKWOOD FOLLY**  
**FIELD REVIEW - SITE**

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

Lot # \_\_\_\_\_ Street \_\_\_\_\_

The property site \_\_\_\_ (is) \_\_\_\_ (is not) approved for site preparation and foundation work.

Reason for variance from approved plan:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is there ant pavement damage adjacent to or near the Project site that needs to be documented before the project begins? YES [ ] NO [ ]

Has any fill been brought into the site? YES [ ] NO [ ]

Is the Lot at grade with adjacent lots YES [ ] NO [ ]

Approved [ ] Not approved [ ]

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Administrator Signature \_\_\_\_\_

**LOCKWOOD FOLLY**  
**FIELD REVIEW - FOUNDATION**

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

Lot # \_\_\_\_\_ Street \_\_\_\_\_

The foundation \_\_\_\_\_ (IS) \_\_\_\_\_ (IS NOT) located as shown on approved site plan.

Reason for variance from approved plan:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approved [ ] Not approved [ ]

Notes: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Administrator Signature \_\_\_\_\_

**LOCKWOOD FOLLY**  
**FIELD REVIEW - DRY IN**

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

Lot # \_\_\_\_\_ Street \_\_\_\_\_

There \_\_\_\_\_ (HAVE) \_\_\_\_\_ (HAVE NOT) been changes to the approved exterior.

Reason for variance from approved plan:

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Approved [  ] Not approved [  ]

Has Landscape Plan been submitted? YES [  ] NO [  ]

Has Landscape Plan been approved? YES [  ] NO [  ]

Notes: \_\_\_\_\_

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Administrator Signature \_\_\_\_\_

**LOCKWOOD FOLLY  
FIELD REVIEW - FINAL**

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

Lot # \_\_\_\_\_ Street \_\_\_\_\_

The house is complete and \_\_\_\_\_ **(FINISHED)** \_\_\_\_\_ **(NOT FINISHED)** as shown on approved plans.

Reason for variance from approved plan:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is there any pavement damage adjacent to or near the project site that was not evident and documented at the beginning of the project?      YES [ ] NO [ ]

If yes, the contractor must repair such damaged areas in accordance with the Standards and Guidelines prior to the return of any project completion fees.

Date, if required, of completion of repairs

\_\_\_\_\_

Has Landscape Plan been completed?   YES [ ] NO [ ]

Approved [ ] Not approved [ ]

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Administrator Signature \_\_\_\_\_

**LOCKWOOD FOLLY**

Owner's Name \_\_\_\_\_ Date \_\_\_\_\_

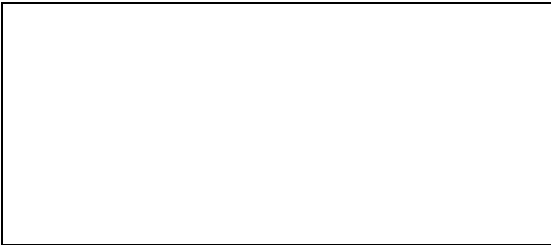
Contractor \_\_\_\_\_

**COLOR BOARD**

**Foundation**

Material \_\_\_\_\_

Color \_\_\_\_\_

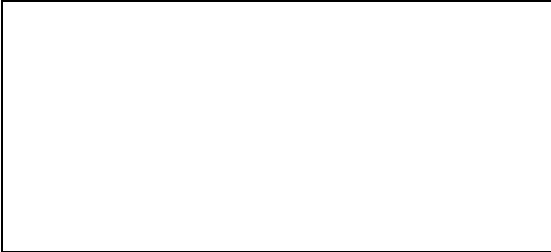


**Siding**

Material \_\_\_\_\_

Color \_\_\_\_\_

Siding \_\_\_\_\_

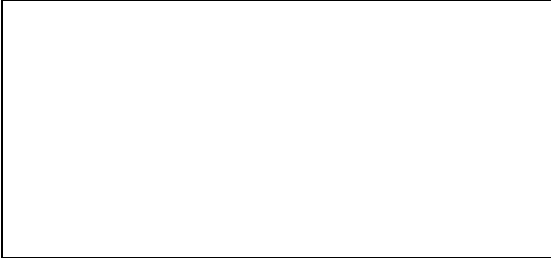


**Trim**

Material \_\_\_\_\_

Color \_\_\_\_\_

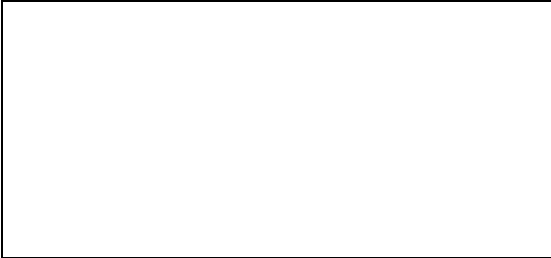
Trim \_\_\_\_\_



**Shingles**

Brand and Grade \_\_\_\_\_

Color \_\_\_\_\_



**LOCKWOOD FOLLY**

Owner's Name \_\_\_\_\_ Date \_\_\_\_\_

Contractor \_\_\_\_\_

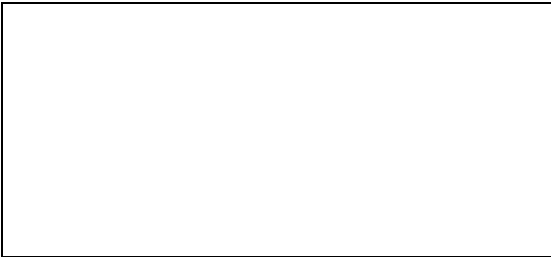
**COLOR BOARD**

**Service Area Screening**

Material \_\_\_\_\_

Color \_\_\_\_\_

Where Used \_\_\_\_\_

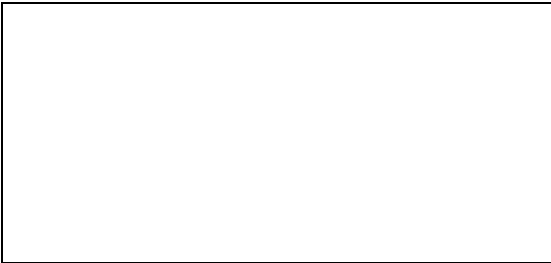


**Other** \_\_\_\_\_

Material \_\_\_\_\_

Color \_\_\_\_\_

Where Used \_\_\_\_\_



**Other** \_\_\_\_\_

Material \_\_\_\_\_

Color \_\_\_\_\_

Where Used \_\_\_\_\_

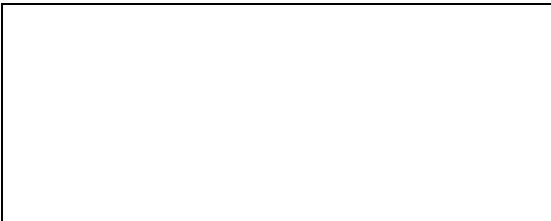


**Other** \_\_\_\_\_

Material \_\_\_\_\_

Color \_\_\_\_\_

Where Used \_\_\_\_\_



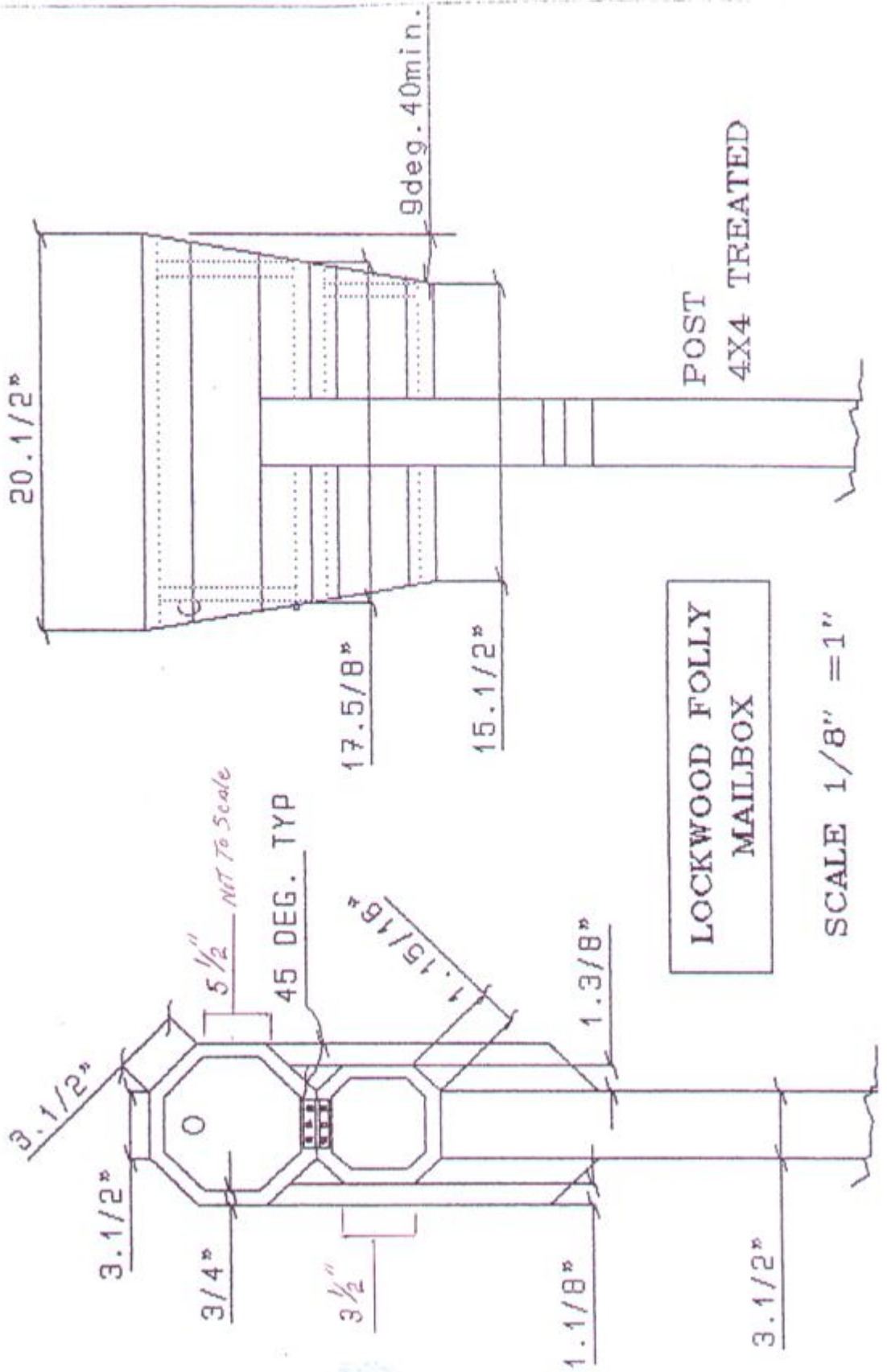






Sheet "J" January 1998  
 MAILBOX SKETCH

*Angles = 22.5°*

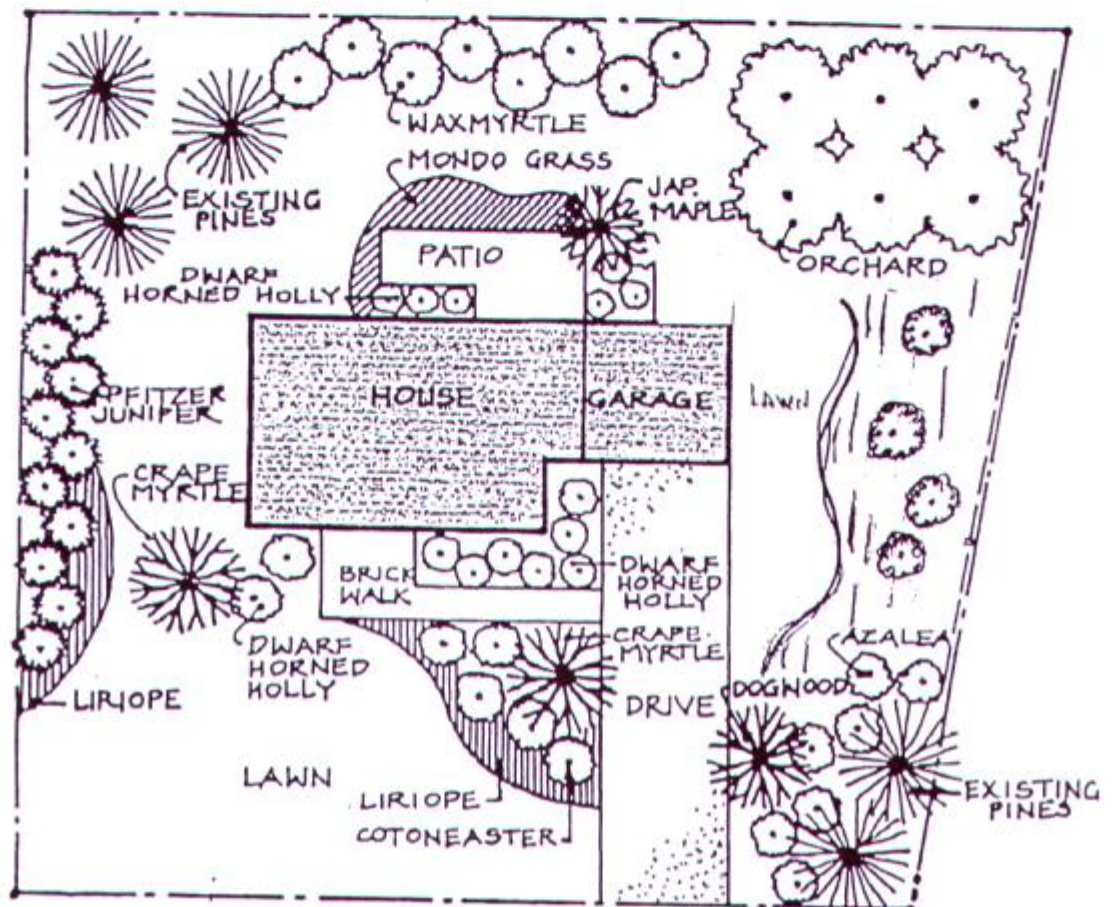


LANDSCAPING PLAN

Designing a landscaping plan:

Some home plan books offer landscaping plans which include a blueprint and a planting list appropriate for the specified region. Lockwood Folly is in Zone "B" (mid - South/deep South). Your site plan is a good source from which you can start visualizing your landscaping plan. This will further crystallize when trees have been removed from your lot and your foundation is in. The ASC desires that you submit your landscaping plan along with your building plans, but will grant a waiver upon request to delay submission for 60 days. There are several local landscapers who will also provide you estimates for your landscaping and associated plans. Members of the ASC will provide you with a listing of some of the landscapers who have satisfactorily performed landscaping projects in Lockwood. It's always a good idea to request references and then check with the references to determine customer satisfaction. For planning purposes, you should budget 5-6% of the base cost of your new home to cover landscaping expenses. You are also strongly encouraged to have an irrigation system installed. You didn't retire to drag watering hoses around all day! The next page contains a list of plants which grow well in Lockwood and are well stocked in local nurseries. Valuable sources of information also include the USDA and Master Gardner Hot Line at 253-2610. Below is a sample of a typical landscaping plan. We look forward to admiring your beautiful landscaping within 60 days of you occupying your new Lockwood home.

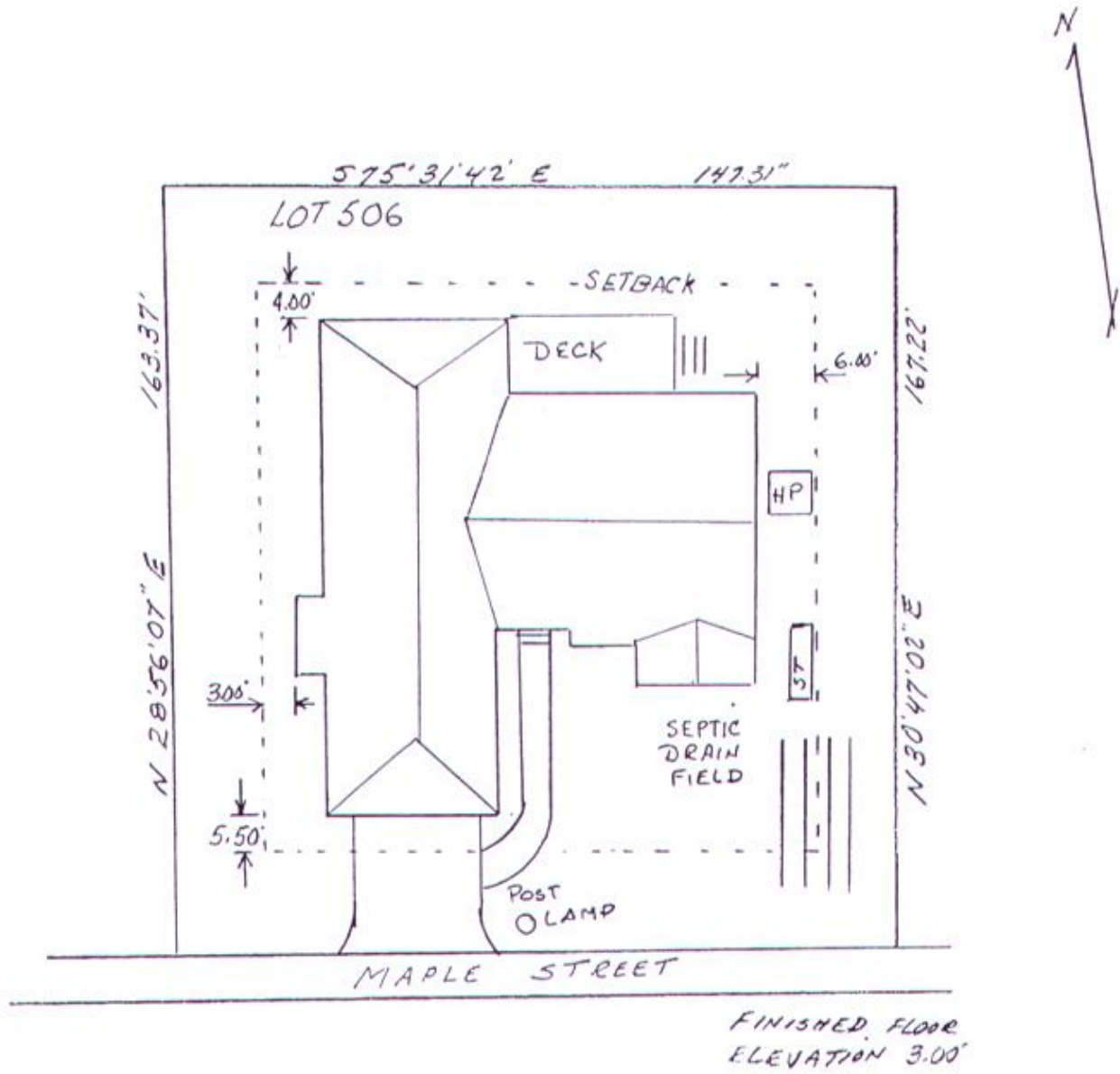
LANDSCAPE PLAN (EXAMPLE)



PLANTS THAT GROW WELL IN LOCKWOOD

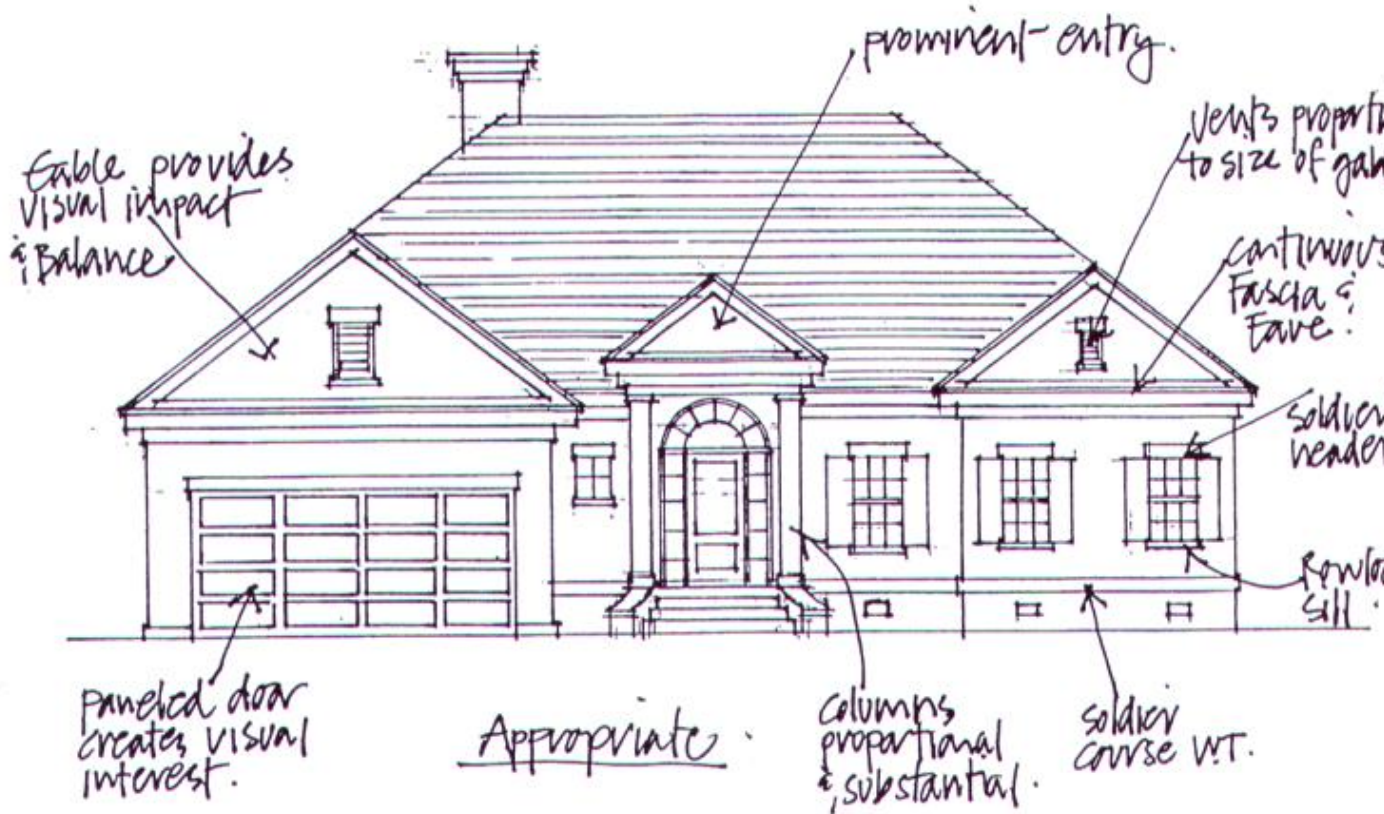
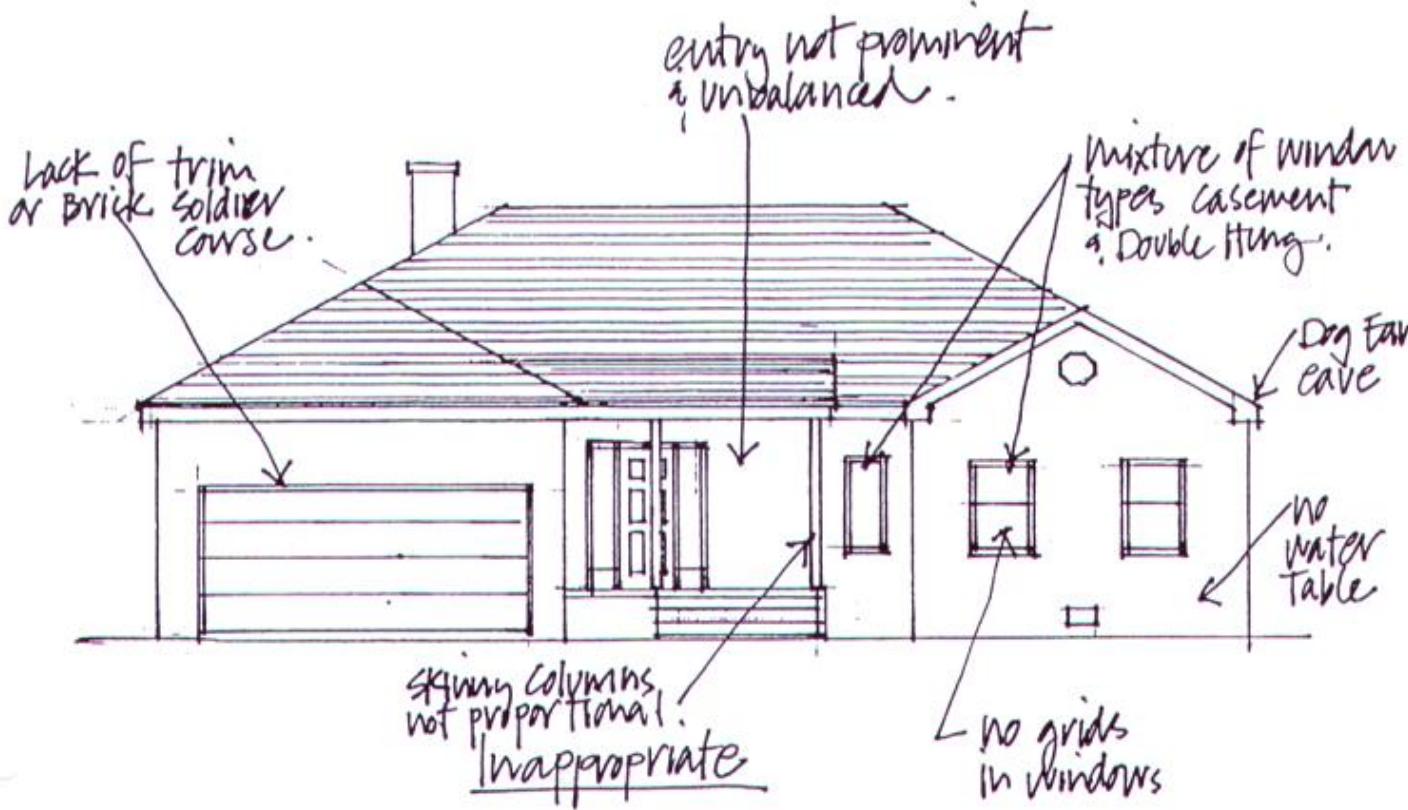
Recommended Plant List			
Common Name	Scientific Name	Common Name	Scientific Name
<b>Trees:</b>		<b>Shrubs cont.</b>	
Red Maple	<i>Acer rubrum</i>	Lydia Morris Holly	<i>Ilex</i> x <i>Lydia Morris</i> '
Serviceberry	<i>Amelanchier canadensis</i>	Nellie R. Stevens Holly	<i>Ilex</i> x <i>Nellie R. Stevens</i> '
River Birch	<i>Betula nigra</i>	Foster Holly	<i>Ilex</i> x <i>attenuata</i> 'Foster #2'
Redbud	<i>Cercis canadensis</i>	Hume Holly	<i>Ilex</i> x <i>attenuata</i> 'Hume #2'
Dogwood	<i>Cornus florida</i>	Savannah Holly	<i>Ilex</i> x <i>attenuata</i> 'Savannah'
Kousa Dogwood	<i>Cornus kousa</i>	Blue Girl Holly	<i>Ilex</i> x <i>meserveae</i> 'Blue Girl'
Smoke Tree	<i>Cotinus coggygria</i>	Spice Plant	<i>Illicium anisatum</i>
Honey Locust	<i>Gleditsia triacanthos</i> 'Shademaster'	Parsons Juniper	<i>Juniperus davurica</i> <i>expansa</i>
Loblolly Bay	<i>Gordonia lasianthus</i>	Leucothoe	<i>Leucothoe axillaris</i>
Silverbell	<i>Halesia carolina</i>	Ligustrum	<i>Ligustrum japonicum</i>
Golden Raintree	<i>Koelreuteria paniculata</i>	Loropetalum	<i>Loropetalum chinense</i>
Flame Tree	<i>Koelreuteria bipinnata</i>	Mahonia	<i>Mahonia bealei</i>
Crape Myrtle	<i>Lagerstroemia indica</i>	Baranna Shrub	<i>Michelia figo</i>
Sweet Bay Magnolia	<i>Magnolia virginiana</i>	Harbor Dwarf Nandina	<i>Nandina domestica</i> 'Harbor Dwarf'
Southern Magnolia	<i>Magnolia grandiflora</i>	Nandina	<i>Nandina domestica</i> 'Royal Princess'
Saucer Magnolia	<i>Magnolia x soulangeana</i>	Firepower Nandina	<i>Nandina domestica</i> <i>nana</i> 'Firepower'
Star Magnolia	<i>Magnolia stellata</i>	Oleander	<i>Nerium oleander</i> 'Hardy Pink'
Sourwood	<i>Oxydendrum arboreum</i>	Photinia	<i>Photinia fraseri</i>
Loblolly Pine	<i>Pinus taeda</i>	Pittosporum	<i>Pittosporum tobira</i>
Japanese Black Pine	<i>Pinus thunbergi</i>	Dwarf Pittosporum	<i>Pittosporum tobira</i> 'Wheeler's Dwarf'
Chinese Pistache	<i>Pistachia chinensis</i>	Cherry Laurel	<i>Prunus caroliniana</i>
Cherry Laurel	<i>Prunus caroliniana</i>	English Laurel	<i>Prunus laurocerasus</i> 'Otto Luyken'
Purple Leaf Plum	<i>Prunus cerasifera</i> 'Newport'	Pyracantha	<i>Pyracantha koidzumii</i> 'Victory'
Kwanzan Cherry	<i>Prunus serrulata</i> 'Kwanzan'	Pyracantha	<i>Pyracantha koidzumii</i> 'Variegata'
Yoshino Cherry	<i>Prunus serrulata</i> 'Yoshino'	Indian Hawthorn	<i>Raphiolepis indica</i> 'Snow White'
Bradford Pear	<i>Pyrus calleryana</i> 'Bradford'	Indian Hawthorn	<i>Raphiolepis indica</i> 'Pinkie'
Sawtooth Oak	<i>Quercus acutissima</i>	Azalea	<i>Rhododendron spec.</i>
Laurel Oak	<i>Quercus laurifolia</i>	Scotch Rose	<i>Rosa spinosissima</i> 'Petite Pink Scotch'
Water Oak	<i>Quercus nigra</i>	Vanhoutte Spiraea	<i>Spiraea x Vanhouttei</i>
Willow Oak	<i>Quercus phellos</i>	Snowmound Spirea	<i>Spiraea nipponica</i> 'Snowmound'
Live Oak	<i>Quercus virginiana</i>	David Viburnum	<i>Viburnum davidii</i>
Corkscrew Willow	<i>Salix matsudana</i> 'Tortuosa'	Japanese Viburnum	<i>Viburnum japonicum</i>
Bald Cypress	<i>Taxodium distichum</i>	Snowball Viburnum	<i>Viburnum macrocephalum</i> 'Sterile'
Chinese Elm	<i>Ulmus parvifolia</i> 'sempervirens'	Doublefile Viburnum	<i>Viburnum plicatum</i> var. <i>tomentosum</i>
Japanese Zelkova	<i>Zelkova serata</i>	Leatherleaf Viburnum	<i>Viburnum rhytidophyllum</i>
		Sandankwa Viburnum	<i>Viburnum suspensum</i>
		Laurestinus Viburnum	<i>Viburnum tinus</i> 'Compactum'
		Alleghany Viburnum	<i>Viburnum x rhytidophyloides</i> 'Alleghany'
		Leyland Cypress	x <i>Cupressopsis leylandii</i>
		Tree Ivy	x <i>Fatsyhedera lizei</i>
<b>Shrubs:</b>		<b>Groundcover/Vines:</b>	
Compact Abelia	<i>Abelia grandiflora</i> 'Compacta'	Akebia	<i>Akebia quinata</i>
Edward Goucher Abelia	<i>Abelia x grandiflora</i> 'Edward Goucher'	Weeping Love Grass	<i>Eragrostis curvula</i>
Sherwood Abelia	<i>Abelia x grandiflora</i> 'Sherwood'	Wintercreeper	<i>Euonymus fortunei</i> 'Coloratus'
Aspidistra	<i>Aspidistra elatior</i>	English Ivy	<i>Hedera helix</i>
Aucuba	<i>Aucuba japonica</i>	Hypericum	<i>Hypericum calycinum</i>
Crimson Pymy barberry	<i>Berberis thunbergii</i> 'Crimson Pymy'	Candytuft	<i>Iberis sempervirens</i>
Camelia	<i>Camelia japonica</i>	Kadsura	<i>Kadsura japonica</i>
Sasanqua Camelia	<i>Camelia Sasanqua</i>	Liriope	<i>Liriope spec.</i>
Flowering Quince	<i>Chaenomeles speciosa</i>	Miscanthus	<i>Miscanthus sinensis gracillimus</i>
Cleyera	<i>Cleyera japonica</i>	Mondo Grass	<i>Ophiopogon japonicus</i>
Willowleaf Cotoneaster	<i>Cotoneaster salisifolius</i> 'Repens'	Silver Mist Mondo Grass	<i>Ophiopogon japonicus</i> 'Silver Mist'
Holly Fern	<i>Cyrtomium falcatum</i>	Fountain Grass	<i>Penisetum alopecuroides</i> 'Hameln'
Eleagnus	<i>Eleagnus pungens</i>	Asiatic Jasmine	<i>Trachelospermum asiaticum</i>
Mahatten Euonymous	<i>Euonymous kiautschowicus</i> 'Mahatten'	Confederate Jasmine	<i>Trachelospermum jasminoides</i>
Fatsia	<i>Fatsia japonica</i>	Periwinkle	<i>Vinca minor</i>
Forsythia	<i>Forsythia x intermedia</i>		
Gardenia	<i>Gardenia jasminoides</i>		
Dwarf Gardenia	<i>Gardenia jasminoides</i> 'Radicans'		
Oakleaf Hydrangea	<i>Hydrangea quercifolia</i>		
Cassine Holly	<i>Ilex cassine myrtifolia</i>		
Dwarf Burford Holly	<i>Ilex cornuta</i> 'Burfordii nana'		
Carissa Holly	<i>Ilex cornuta</i> 'Carissa'		
Dazzler Holly	<i>Ilex cornuta</i> 'Dazzler'		
Needlepoint Holly	<i>Ilex cornuta</i> 'Needlepoint'		
Compacta Holly	<i>Ilex crenata</i> 'Compacta'		
Helleri Holly	<i>Ilex crenata</i> 'Helleri'		
Steeds Holly	<i>Ilex crenata</i> 'Steeds'		
Compact Inkerry	<i>Ilex glabra</i> 'compacta'		
Lusterleaf Holly	<i>Ilex latifolia</i>		
Winterberry Holly	<i>Ilex verticillata</i> 'Cardinal'		
Yaupon Holly	<i>Ilex vomitoria</i>		
Weeping Yaupon Holly	<i>Ilex vomitoria</i> 'Pendula'		
Dwarf Yaupon	<i>Ilex vomitoria</i> 'Schellings Dwarf'		
Emily Brunner Holly	<i>Ilex x</i> 'Emily Brunner'		
		<b>Turf:</b>	
		Tifton Bermuda	<i>Cynodon dactylon</i> 'Tifton 419'
		Centipede	<i>Eremochloa ophiuroides</i>
		St. Augustine	<i>Stenotaphrum secundatum</i>

SITE PLAN (EXAMPLE)





APPROPRIATE & INAPPROPRIATE DESIGN (EXAMPLE)



**LOCKWOOD FOLLY PROPERTY OWNERS ASSOCIATION**

**ARCHITECTURAL STANDARDS COMMITTEE**

**18 CLUB HOUSE DRIVE, SW**

**SUPPLY, NC 28462**

**REQUEST FOR RENOVATION APPROVAL**

Homeowner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

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

Describe the proposed renovation: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Attach appropriate documentation: architectural drawings or plans color samples, etc.

Name of Contractor: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Anticipated date of commencement \_\_\_\_\_ and

completion: \_\_\_\_\_

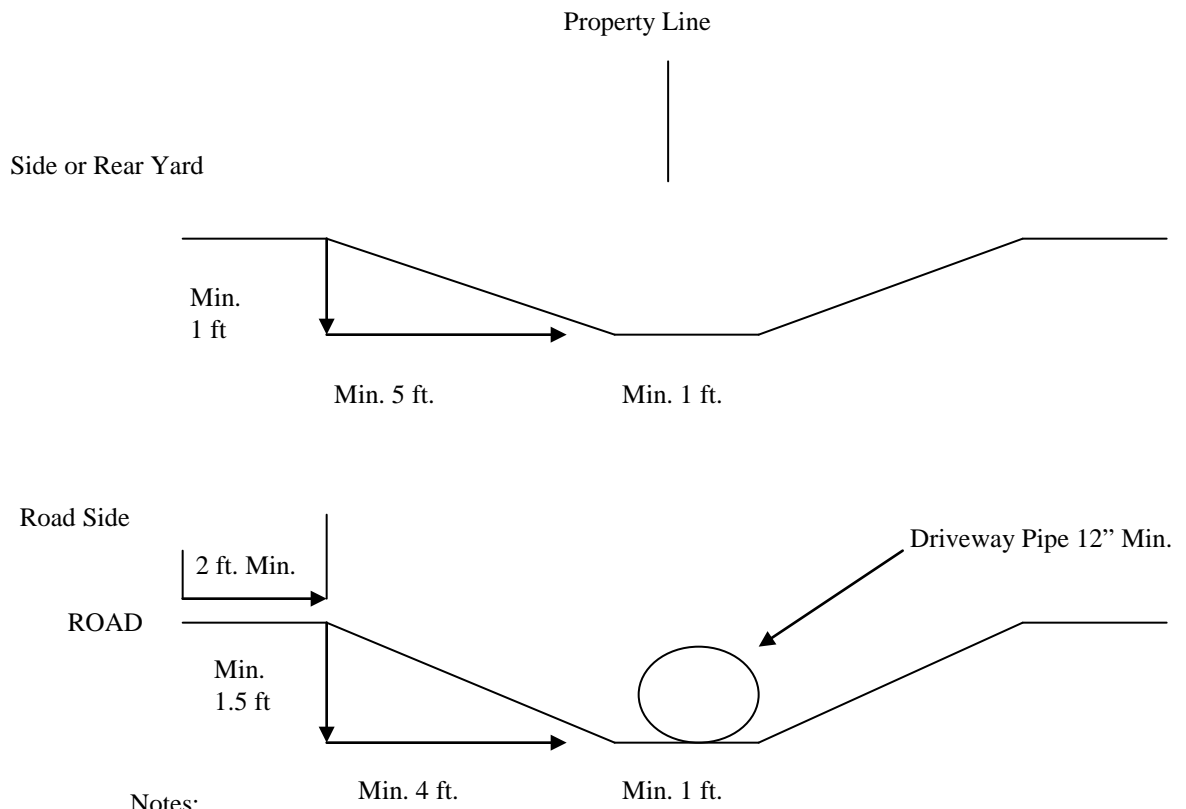
Return to the above address prior to the 1st or the 15th of the month. Requests will be considered at the next scheduled ASC meeting. A decision will be sent, in writing, to the Homeowner. If any further information is required, you will be notified. A project manager will be assigned for all approved renovations.

Road Side and Property Line Swales in Lockwood Folly

In accordance with the recommendations of HDR Engineering in preparation of the Lockwood Folly Storm Water Master Plan and the authority granted the POA Board of Directors in the Master Declaration of Covenants, Conditions and Restrictions (MDC Article X Section 6. C., Architectural Standards Guidelines Section XIII and Section VI 6.18). The following requirements for Road Side and Property Line Swales, identified as sheet P in the Architectural Standards Guidelines Section XV, are hereby adopted and added to the Lockwood Folly Master Declaration of Covenants, Conditions and Restrictions, Architectural Standards Guidelines Section XV.

IN WITNESS WHEREOF, the Board of Directors has hereunto set its hand and seal this the 26 day of March, 2007.

**Lockwood Folly Minimum Requirements for Property Line and Road Side Swales**



Notes:

1. Elevation of the pipe under the driveway and the road side swale are to match the elevation of the road for the extent of both.
2. A vigorous stand of permanent grass cover shall be established as soon as possible along the center line and banks of the channel. Where banks cannot be adequately stabilized with vegetation, an artificial liner such as rip-rap shall be used to protect the banks.
3. Where the slope of the channel bottom exceeds 1.5%, jute thatching, or other effective channel lining material, as well as grass sod shall be used to protect the channel center line to a point 4 ft. each side of center.