

# CRESTON



## Design Guidelines

Updated  
July 11, 2021

[crestonarc@gmail.com](mailto:crestonarc@gmail.com)  
Creston ARC  
P.O. Box 580  
Arden NC, 28704

## **Design Guideline Changes**

### Substantive Changes approved by Owners during June 26, 2021 Annual Meeting

- In II.1 Construction Guidelines Details, add item 27 covering Play and Sports Equipment (page 17).
- In III.1 Landscape Design Principles, add Play and Sports Equipment to the list of items required to be fully screened (page 19).

### Substantive Changes approved by Owners prior to June 27, 2020 Annual Meeting

- In II.6 Windows and Grills, allow vinyl and fiberglass window frames, and correct contradictory wording with respect to metal window frames (page 11).
- In II.8 Roofing Material, require that metal roofs be of the standing seam type, and prohibit shiny metal roof finishes (page 11).
- In II.17 Exterior Colors, prohibit white or shades of white as a trim or window cladding color (page 14).
- In IV.3(c) Creston Traditional Sites, change maximum combined total square feet of all outbuildings and guest cottage from 40% of the heated area of the primary structure to 50% to make consistent with corresponding maximum for Homestead sites. (page 23)
- In III.1 Landscape Design Principles, prohibit “tree-topping” (page 18).

### Administrative Changes approved by Board July 26, 2020

- In Form D – Building Contractor, item 9, include “engine braking” as excessive noise (page 35).
- In Form D – Building Contractor, item 10, state that the maximum speed limit in Creston is 20 MPH and correct the description of how gate codes are assigned to contractors (page 35).
- In Form D – Building Contractor, item 11, define normal working hours as 7:30 AM to 6:00 PM (page 35).
- In II.12 Siding, Fascia and Soffit Materials, make a correction in an earlier administrative change. The correct wording is “Any and all use of synthetic/non-wood material, such as fiber-cement, for siding, fascia, or soffits shall have a textured surface whether physical or a visual appearance to simulate the look of a natural wood product” (page 12).

### Administrative Changes approved by Board April 18, 2020

- In Step 3 House Plans and Building Contractor Approval, note 7, clarify that sample boards must remain in place “until Step 11 (Home Completion) is approved” instead of “until completion of the house” (page 6).
- On Form C and Form I, include “lighting fixtures with manufacturer and product number” in the Exterior Material Identification list (pages 32-33 and 42-43). (Note that specification of lighting fixtures is already required in Step 3; this change merely includes it on the relevant forms). Also, make the Exterior Material Identification lists on Form C and Form I consistent (with the exception of window specifications, which must be provided on Form C).

### Administrative Changes approved by Board November 9, 2019

- In Step 3 House Plans and Building Contractor Approval, Item 5 Elevations, add Item k: “Location of gutters and downspouts” (page 5). Also make this change on Form C House Plans Step 3 (page 31).
- In Step 11 Home Completion (page 9) specify that house numbers must be visible from both directions. Also make this change in Appendix E (page 51).
- In Landscape Design Principles, remove from Item (m) “A plant list may be available from the ARC.” (page 19) since there is a link to a list from the NC Native Plant Society in this section (page 20).

### Administrative Changes Approved by Board June 24, 2019

- References to the Creston Covenants have been updated for consistency with the covenant changes approved in the July 2018 Annual Meeting.
- Reference to “Cabins at Creston” has been changed to “Creston Cabin sites” and a reference to pre-selected cabin plans has been removed.
- Various typographical and grammatical errors have also been corrected.
- Encourage owners to ensure their design professionals and builders adhere to the Design Guidelines – page 1
- Allow posting of job safety signage -- Form D, pages 34-35
- Clarify that some colors may not be appropriate for some applications -- App H, page 55
- Add LRV values and explanation to “approved colors” list – App H, pages 55-56.
- Update Sherwin-Williams color information and expand color and vendor options for window frame colors – App H, pages 56-57.

# Design Guidelines

## I. Design and Construction Process

A. Purpose of Architectural and Landscape Standards.....	1
B. Plan Review Process and Architectural Review Committee (ARC) .....	1
C. Failure to Obtain ARC Approval .....	2
D. Alterations, Additions and Architectural Interest .....	3
E. Renovations and Additions .....	3
F. The Design Guidelines are administered by the Creston POA Architectural Review Committee (ARC) through a twelve (12) step submittal process:.....	3
Step 1: Home Site and Sketch Review .....	3
Step 2: Schematic Building Design .....	4
Step 3: House Plans and Building Contractor Approval .....	4
Step 4: Pre-Construction Review.....	6
Step 5: Site Construction Preparation and Review .....	7
Step 6: Pre-Foundation Review .....	7
Step 7: Pre-Septic System Review.....	8
Step 8: “Dried-In” Construction Review .....	8
Step 9: Modifications to Building and Site Plans .....	8
Step 10: Landscape Plan and Exterior Elements .....	8
Step 11: Home Completion .....	9
Step 12: Minimum Landscape Review.....	9

## II. Construction Guidelines Details

1. Heated Square Footage Calculations for all Creston Sites .....	10
2. Setbacks .....	10
3. Building Height Restriction .....	10
4. Basements – Interior and Exterior .....	10
5. Foundation and Materials .....	10
6. Windows and Grills—Window and Porch Screening Material—Window Coverings or Blinds .....	11
7. Roof and Fascia .....	11
8. Roofing Material .....	11
9. Doors .....	11
10. Exterior Details: Street-Side Appeal, Trim, Columns, Cornices .....	12
11. Chimney and Fireplaces .....	12
12. Siding, Fascia and Soffit Materials .....	12
13. Porch, Patio and Deck Details .....	13
14. Shutters, Nuts and Bolts .....	13
15. Screening Materials for HVAC, Below Porches, etc. ....	13
16. Lighting .....	14
17. Exterior Colors .....	14
18. Heat and Air Condition Equipment, Emergency Generators, Woodstoves, Solar Materials .....	14
19. Garage Doors .....	14
20. Fences and Retaining Walls .....	15
21. Personal Entry Gates .....	15
22. Greenhouses .....	15

23. Tarpaulins .....	15
24. Synthetic Stucco .....	15
25. Log Homes .....	15
26. Solar Energy Systems.....	16

**III. Regulations and Restrictions for the Construction Process**

1. Landscape Design Principles .....	18
2. Erosion Control .....	20
3. Conformance: State and County .....	20
4. Contractors, Licensure, Approval and Insurance .....	21
5. Construction Trash, Noise, Trespass, Fires, Parking.....	21
6. Driveways and Drainage Areas .....	21
7. Equipment Size, Mud Mat .....	22
8. Temporary Construction Fuel Tanks .....	22
9. Storage of Excavated Dirt.....	22
10. Equipment, Materials Removal .....	22
11. Completion Deadline .....	22

**IV. Cabin, Cottage, Traditional and Homestead Sites**

1. Creston Cabin Sites .....	23
2. Creston Cottage Sites.....	23
3. Creston Traditional Sites .....	23
4. Creston Homestead Sites .....	23
5. Guest Cottages for Traditional and Homestead Sites Only .....	24

**Creston Architectural Review Forms**

Form A Home site and Sketch Review – Step 1 .....	25
Form B Schematic Building Design – Step 2 .....	26
Waiver and Release Form to be submitted with Form B – Step 2 .....	28
Form C House Plans – Step 3 .....	30
Form D Building Contractor – Submit with Form C or earlier .....	34
Form E Pre-Construction Review – Step 4 .....	36
Form F Site Construction Preparation and Review– Step 5 .....	38
Form G Pre-Foundation Review – Step 6 .....	40
Form H Pre-Septic System Review – Step 7 .....	41
Form I “Dried-In” Construction Review – Step 8 .....	42
Form J Modifications Approval – Step 9 .....	44
Form K Landscape Plan and Exterior Elements – Step 10 .....	45
Form L Home Completion – Step 11 .....	46

**Appendix**

A: Diagram of Proper Erosion Control / Silt Fence Installation .....	47
B: Diagram of Proper Tree Protection.....	48
C: Diagram of Proper Mud Mat Installation .....	49
D: Example of Posting Exterior Materials and Colors.....	50
E: Emergency 911 Address Post Installation .....	51
F: Examples of Building Site Non-Compliance Notification .....	52
G: Example of Creston Design Review Project Status Notification.....	53
H: Approved Color Palette .....	55

## Design Guidelines

### I. Design and Construction Process

#### A. Purpose of Architectural and Landscape Standards

The review process of the Creston Property Owners Association has been created to establish Creston as a mountain community of high quality, offering a sense of visual harmony between your home and the natural environment.

The primary purpose of the Architectural Review Committee (ARC) is to review the house/landscape plans to ensure compliance with the “Amended and Restated Declaration of Covenants, Conditions and Restrictions” (herein called “the *Covenants, Conditions and Restrictions*”) and the “*Design Guidelines*” The ARC may recommend or require modifications to improve the integrity of the design or ensure that the design complies with the vision of Creston blending with the mountain environment.

The design, construction, and landscaping of a home and property at Creston exemplifies a high level of forethought, taking into consideration the home size, style, colors, and materials appropriate to our mountain location. Homes and landscaping should be designed to satisfy each owner’s desire for a unique and individual property yet at the same time blend with Creston’s mountain environment. When sites are wooded, great care must be taken in preserving and working around the existing mature trees and native shrubs. Homes that have not been tailored to the topographic conditions of the site, the unique views, trees, and native shrubs should be avoided. A house plan selected prior to considering the building site may not necessarily work on the site. Professional landscaping helps assure the ARC that an aesthetic appeal will be attained. Good landscape design can add more in value to your home and the community than the up-front costs.

#### B. Plan Review Process and Architectural Review Committee (ARC)

In order for the building process to flow smoothly, please give your architect, landscape architect and builder the *Design Guidelines* for reference. Per the *Covenants, Conditions and Restrictions*, an approved NC Licensed Landscape Architect / Land Planner or other qualified NC engineering professional must be used to evaluate and properly site all homes in Creston when a property owner is not using the services of a NC Licensed Architect.

Owners beginning the process of home design are responsible for ensuring their design and ultimately the construction of the home is in compliance with these guidelines. As a result it is incumbent on owners embarking on the design and build process to require their architect, construction contractor and landscape architect or designer *to understand and comply with the guidelines*. As the architectural plans are prepared, owners are encouraged to query the architect about Design Guidelines compliance. Once the plans are submitted the ARC may require retrofitting of the plans to enforce compliance. This can be time-consuming as well as costly to the owner if plans must be revised. Owners are encouraged to communicate the importance of the Design Guidelines to both their architects and their builder. It will save time, energy, cost and worry if the owner can feel confident that the architect and builder are on board with Design Guidelines compliance.

The Creston ARC accepts submittals by 9:00 AM the Thursday prior to a scheduled ARC meeting. Meeting dates are posted on the Creston Community website. Effective December 1, 2013, paper

copies are no longer required. The ARC will respond [by email] to each complete submittal within ten (10) business days after the submittal deadline. The 'Pre-Foundation Review' will be completed within two (2) business days of the owner's request if the specific elevation reference mark has been documented by the project team's surveyor as outlined in Step 2 and Step 5.

Incomplete submittals will not be eligible for review.

If you fail to receive a timely response from the Creston ARC, then a registered letter must be sent to the ARC before proceeding with construction.

There are a total of eight 'Site Visits' as part of the design review process. These eight site visits are scheduled as follows:

- Step 1: Home Site and Sketch Review
- Step 4: Pre-Construction Review
- Step 5: Site Construction Preparation and Review
- Step 6: Pre-Foundation Review
- Step 7: Pre-Septic System Review
- Step 8: "Dried-In" Construction Review
- Step 11: Home Completion
- Step 12: Minimum Landscape Review

Additional Site Visits required due to incomplete submittals will be billed to the homeowner as "Additional Services".

Plans for all construction and all modifications must be submitted to the ARC for approval.

All variances shall be based primarily on architectural merit and are at the sole discretion of the ARC.

No prefabricated, packaged or whole house designs that imitate hexagonal, octagonal, round or geodesic dome homes will be permitted. No modular homes will be permitted.

Plans submitted for review, or any portion thereof including colors/finishes, materials and fixtures may be disapproved upon any grounds, which are deemed by the ARC to be inconsistent with the *Covenants, Conditions and Restrictions* and/or the *Design Guidelines*, including purely aesthetic considerations.

Plans that are disapproved may require an additional charge for "normal and usual" plan review fee for a re-submittal.

The ARC is not responsible for approving plan compliance to State and county codes, laws and regulations. Verification of code compliance will be the responsibility of the property owners, their design consultants and General Contractor and county building inspector.

The ARC may consist of the Developers, Developers' Assistant, Creston Architect, Plan Review Coordinator and homeowners.

### **C. Failure to Obtain ARC Approval**

Failure to obtain the necessary approvals from the ARC during the construction process may:

- Constitute a violation of the *Covenants, Conditions, and Restrictions*.

- Result in a fine being levied against the property owner.
- Require modification or removal of unauthorized work at the expense of the property owner.

**D. Alterations, Additions and Architectural Interest**

Plans for all buildings, alterations and additions must be submitted to the ARC for approval.

If a home plan does not meet the square footage requirement but is deemed architecturally interesting, at the sole discretion of the ARC, the home plan may be approved.

**E. Renovations and Additions**

Exterior renovations and additions that require a building permit will require the property owner to pay a non-refundable review fee of \$1,000, a non-refundable impact fee of \$500, and a compliance deposit of \$2000, and that fees related to the review of exterior changes that do not require a building permit require the property owner to pay fees equal to the actual costs of the review including ARC architects and administrative costs.

**F. The *Design Guidelines* are administered by the Creston POA Architectural Review Committee (ARC), through a twelve-step submittal process described as follows:**

**Step 1: Home Site and Sketch Review**

- (a) Form A – Home Site and Sketch Review, page 25
- (b) Obtain a topographical site survey of the entire area of the site that will be disturbed for all construction.
- (c) Have your architect overlay on the topographic survey a “rough house sketch” illustrating your design concept. The “rough sketch” must illustrate where all buildings will be sited and include the driveway, porches, decks, and parking area.
- (d) Please contact the Creston ARC and request a Site Visit with you and/or your architect, the developer or agent, and the plan review representative. We encourage the participation of your builder, if one has been selected at this time. The “rough house sketch” will be reviewed as it pertains to the site and the *Design Guidelines*. Also, if you have pictures of a style of house you are considering, please bring them to the meeting. This meeting will consist of site issues, which are to be taken into consideration when planning your Creston home. These may include topography landscaping, natural landscape preservation, erosion control, grading, view corridors, house orientation, and view of house from the streets and adjacent properties and other issues pertinent to the site.
- (e) At this time a non-refundable fee of one thousand five hundred dollars (\$1500.00) per design process is due and payable to the Creston POA, Inc. for the purpose of reimbursement of expenses to the POA for obtaining professional architectural services to review plans and conduct periodic site visits during the construction process. The site owner will be charged for any costs, in excess of the \$1500 review fee, related to architectural review costs or administrative costs, and the property owner may appeal the cost of the review in excess of \$1500 to the Board of Directors.

Prior to requesting the site visit and before fully developing house plans, please complete the following steps:

1. “Rough stake” and clearly mark the building(s) sites(s) prior to the meeting.
2. Please submit the following to the ARC by 9:00 AM the Thursday prior to a scheduled ARC meeting:
  - (a) Form A – Home Site and Sketch Review



- (b) Rough sketch of all structures. Submit an electronic Portable Document Format (PDF) version.
  - (c) Rough sketch of structures, driveway and septic system area overlaid on topographical survey. Submit an electronic PDF version.
  - (d) Septic system permit. Submit an electronic PDF version.
  - (e) Check made payable to Creston POA for the plan review process.
3. The ARC will make an appointment to meet you at your site within ten (10) business days of receipt of the complete submittal

**Note:** If the building contractor has been selected at any time between this step and Step 3, Form D and the Impact Fee can be submitted.

### **Step 2: Schematic Building Design**

Please submit the following in the schematic design package to the Creston ARC:

- (a) Form B – Schematic Building Design, page 26
- (b) Creston Property Owner’s Architectural Review Submission Waiver and Release Form, page 28
- (c) Electronic topographical section of the proposed building area with two (2) foot contours shown (Scale: 1” = 20’ minimum)
- (d) Overall site plan detailing:  
[Per the *Covenants, Conditions and Restrictions*, an approved NC Licensed Landscape Architect / Land Planner or other qualified NC engineering professional must be used to evaluate and properly site all homes in Creston when a property owner is not using the services of a NC Licensed Architect.]
  1. Building site(s)
  2. Property lines with dimensions
  3. Road access, driveway, parking area and dimensions
  4. Setbacks
  5. Well location
  6. Septic system location
  7. Grading plan: maximum cut/site section
  8. Bearings and contour intervals for the projected footprint area, including patios, decks and porches
  9. Other data relative to placement of all proposed structures or hard-scape elements. For example provide distances from two corners of any structures to each of two fixed reference points on the site.
- (e) Floor plans and four elevations (Minimum Scale: 1/8”= 1’) – free hand acceptable. Submit an electronic PDF version, to scale at the minimum scale requirements.
- (f) Label each page and item submitted with the site number/owner’s last name
- (g) Submit a PDF version of the schematic design.

NOTE: Later, at Step 5, a specific elevation reference mark must be placed at the site by a surveyor. It is recommended that this reference mark be created during the survey work required at Step 2.

### **Step 3: House Plans and Building Contractor Approval**

Please submit the following items to the Creston ARC for approval prior to beginning construction:

- (a) Electronic PDF version of plans (Scale: 1/4” = 1’)
- (b) Form C –House Plans, page 30

(c) Form D – Building Contractor, page 34

(d) Impact fee from Building Contractor:

At the time of the submission of the building contractor form, the building contractor is required to include in the submission a fee of five thousand dollars (\$5,000.00) payable to the Creston POA, Inc. The fee will be returned to the approved building contractor minus a one thousand dollars (\$1,000.00) non-refundable portion and less any expenses used to repair damage to common areas and/or non-compliance site issues which are not repaired by the builder during construction. Said non-refundable portion of the fee shall be credited to the Creston Road Reserve Fund to help compensate for the added wear and tear imposed by heavy construction vehicles. The ARC Administrator will maintain a record of non-compliance issues that have occurred on site.

(e) Electronic PDF versions of construction documents as follows:

1. Site Plan demonstrating the following (Minimum Scale: 1" = 20'):
  - a. Disturbed areas in addition to footprint of house, other structures, including septic tank/field
  - b. Demonstrate all trees (6 inches + in diameter; measured four (4') feet from natural grade), rhododendrons, and mountain laurel tagged for clearing and/or protection within, *and* outside the fifteen (15) foot "approved" clearing area
  - c. Grading plan marked with two (2) foot contour intervals
  - d. Erosion control plan; including location of mud mat and all erosion control measures to be provided during construction
  - e. All site improvements, i.e., walks, retaining walls, etc.
  - f. HVAC / heat source locations
  - g. Fence locations
2. Floor Plans (Scale: 1/4" = 1') for each level showing:
  - a. Room names
  - b. Window and door openings
  - c. Interior walls
  - d. Dimensions of total heated square footage, porch square footage, and unfinished floor area square footage for each floor.
3. Foundation plan (Scale: 1/4" = 1')
4. Roof plan (Scale 1/4" = 1')
  - a. Indicate roof penetration locations
5. Elevations (Scale: 1/4" = 1') for each major exposure demonstrating:
  - a. Outline of structure
  - b. Openings, doors, windows
  - c. Relation to finish grade level
  - d. Overall height from site grade to ridge of roof
  - e. Roof pitch, overhang
  - f. Materials indicated
  - g. Dimensions of corner, door and window trim
  - h. Porch and deck elevations
  - i. Wall penetrations
  - j. Exterior basement walls (and provide architectural detail if walls visible)
  - k. Location of gutters and downspouts
6. Sections:
  - a. All major sections (Minimum Scale: 1/4" = 1')
  - b. Typical wall section (Minimum Scale: 3/4" = 1')
  - c. Porch detail and guard railing (Minimum Scale: 1" = 1')

- d. Note dimensions and label. Identify all materials
  - e. Specific details of all exterior trim elements and roof edge conditions (Minimum Scale: 1" = 1')
7. Specifications for all Exterior Materials, Colors, Finishes and Fixtures:
- a. Siding, doors, windows and trim, soffits, fascia, ceilings, trusses, decks, porches, gutters
  - b. Window with exterior color *must* be provided at this time
  - c. Stone or masonry materials for all walls, foundation, chimneys, retaining walls, walkways, etc.
  - d. All exterior colors/finishes including gutters, porches, decks
  - e. Lighting fixtures with manufacturer and product number
  - f. Any other exterior materials
  - g. Appendix D provides an example of how samples should be posted on site
  - h. Appendix H provides the list of exterior paint/stain colors permitted

***Important:***

1. *Color/finish samples, material samples, lighting fixture information are to be posted at the building site at this time (Step 3).*
2. *As an alternative, color/finish samples and material samples, and fixtures information can be posted at the time the house is "Dried In" (Step 8).*
3. *Windows are ordered early in the construction process. Window color must be ARC approved prior to ordering windows.*
4. *All color/finish sample boards and material samples must be posted on the construction site as 2' x 2' samples.*
5. *Please contact the ARC when all samples are posted at the building site.*
6. *When all the exterior color samples are posted, write on each color sample where the color/finishes will be used, color name, finish, and manufacturer.*
7. *All sample boards must remain at the building site until Step 11 (Home Completion) is approved.*

**Step 4: Pre-Construction Review**

- a. Form E – Pre-Construction Review, page 36
- b. ARC approval of Forms A, B, C and D
- c. County building permit and septic system permit
- d. Flag all erosion control fence locations per site plan
- e. 'Rough Stake' four corners of all structures
- f. Flag individual trees/groups of trees/native shrubs to be protected from the impact of all construction equipment
- g. Use three (3) foot stakes with written notations to show boundary area of site work for clearing and grading.
- h. Please email the ARC for the Site Visit after all areas have been flagged or staked

***Important:***

***BEFORE ANY SITE CLEARING BEGINS*** approval must have been given for all previous steps. Step 5 allows for tree clearing on the site to begin; however, construction must begin within ***two***

*weeks after Form F is approved. **DO NOT** begin Step 5 if house construction is not ready to begin within two weeks.*

**Step 5: Site Construction Preparation and Review**

- a. ARC approval of Step 4
- b. Form F – Site Construction Preparation and Review, page 38
- c. Tree clearing of the building site *WITHOUT* disturbing the root mat any more than necessary
- d. Porta-toilet location marked
- e. Dumpster location marked
- f. Material staging / storage location marked
- g. All erosion control devices properly installed including mud mat and erosion control fencing. Erosion ‘silt fence installation’ – see Appendix A.
- h. Three (3) foot stakes, flagged to mark house corners, make notations
- i. Designate with stakes and written notations the finished floor at basement level and main floor level.
- j. A survey reference mark indicating a specific elevation is to be placed on the well head or, if the wellhead is not adjacent to the foundation location, on a permanent tree on the site. This reference mark will be used at Step 6 to determine the depth of the excavation and whether installation of footing forms at the lower level finished floor elevation has been done correctly. If the reference mark was not created by the surveyor at Step 2, it must be done at Step 5. If this is not done at this time the ARC will hire a surveyor at the owner’s expense to accurately determine the lower level finish floor elevation at Step 6.
- k. Silt fence properly installed to cordon off all large areas around the house site to prevent grading materials from migrating over the natural grade, and trees, rhododendrons, mountain laurel and hemlocks. – see Appendix A
- l. Cordon off individual trees/groups of trees/native shrubs subject to the impact of construction equipment. Three (3) feet minimum protection for the areas around rhododendrons and mountain laurels. – see Appendix B.
- m. Use three (3) foot stakes with written notations to show boundary area of site work for clearing and grading.
- n. Tree wells may be required as deemed necessary by the ARC
- o. Please email the ARC for the Site Visit after items b - m are complete

**Step 6: Pre-Foundation Review**

- a. Form G – Pre-Foundation Review, page 40
- b. Please email the ARC for the Site Visit after the foundation is excavated and prior to foundation construction.
- c. Place grade stake in the middle of the foundation excavation showing the lower level elevation with elevation noted. The specific elevation reference mark described in Step 5 will be used to determine the depth of the excavation and whether installation of grade stake has been done correctly.
- d. The site visit for this step will be completed by the ARC within two (2) business days of the request. If the specific elevation reference mark was not noted by the project team's surveyor, the ARC will hire a surveyor at the owners' expense to verify that the grade stake is at the correct noted elevation and, therefore, the site visit will not occur within the two (2) business days.

**Step 7: Pre-Septic System Review**

- a. Form H – Pre-Septic System Review, page 41
- b. Please email the ARC for the site visit after the septic/drain field has been properly identified
- c. Install silt fence **prior to clearing**.
- d. The site visit for this step will be completed by the ARC within two (2) business days of the request.

**Step 8: “Dried-In” Construction Review**

“Dried-In” is defined as the framing is complete, water-resistant wall assemblies are in place; water-resistant roof assembly is in place, window openings are in.

- a. Form I – Dried-In Construction Review, page 42
- b. Contact the ARC for a Site Visit at this time.
- c. If the exterior colors and materials were not selected and approved at Step 3, then please follow Step 3: Item (7) ‘Specifications for Exterior Materials, Colors, Finishes and Fixtures’ prior to contacting the ARC for this site visit - see Appendix D and H.

**Step 9: Modifications to Building and Site Plans**

Any change of plans that affect the site, exterior materials, colors, finishes, fixtures or exterior elevations of any building during the construction process is to be submitted to the ARC for review.

Please submit the following to the ARC:

- a. Form J – Modifications, page 44
- b. Electronic plans and drawings demonstrating modifications in an architectural style with dimensions
- c. Letter of intent with descriptions and purpose  
“Normal and usual” architectural review fees will apply for all modifications  
Modifications may require a site plan

**Step 10: Landscape Plan and Exterior Elements**

- a. Follow the ‘Landscape Design Principles’, under Section III, Regulations and Restrictions on page 18, before submitting Form K and the landscape plan.
- b. Submit an electronic copy (minimum size 11” x 17”) of the landscape plan to the ARC for review approximately sixty (60) days prior to completion of the home construction.
- c. Submit Form K – Landscape Plan and Exterior Elements, page 45, and include the following in the plan:

Site sketch demonstrating:

1. Locations of proposed plant materials; grass areas, shrubs, trees, mulch, etc.
2. Plant species with quantities and sizes to be indicated
3. Location of all hard-scape elements (existing and proposed) i.e., walkways, retaining walls, fencing, all exterior lighting, generators, other landscape elements not previously approved.
4. Note size/dimensions, materials/colors for all proposed hard-scape elements.

**Step 11: Home Completion**

- a. Submit Form L – Home Completion, page 46
- b. All building materials must be cleaned up and removed from the site.
- c. Place a layer of pea gravel or washed stone on the driveway if the driveway is to remain unpaved
- d. Residences may not be occupied until the county issues a Certificate of Occupancy and final ARC inspection and approval is complete.
- e. 911 address post is in place, see Appendix E. House numbers must be visible from the street from both directions; this may require numbers on two sides of the post.
- f. Please contact the ARC and request the final inspection.

**Step 12: Minimum Landscape Review**

- a. ARC will schedule a site visit one hundred and twenty (120) days from the home's Certificate of Occupancy to ensure "Minimum landscape plans requirements" have been met (see page 19). The ARC will review approved plans and the plantings to fully screen foundation walls, decks, below decks and porches, well, meter boxes, HVAC units, generator, parking area and the driveway entrance/exit where visible from Creston roads and adjacent sites on a year-round basis and planting of all disturbed or bare areas to prevent erosion. Sites that are located in currently open meadows shall re-establish a native landscape appearance as part of the design.

## II. Construction Guidelines Details

### 1. Heated Square Footage Calculations for all Creston Sites:

For calculations of “heated square footage” attics, garages, patios, greenhouses, decks and unscreened porches are not included.

The term “heated square footage” may, at the sole discretion of the ARC, include screened porches if the:

- a. Roof of such porches forms an integral part of the roof line of the main dwelling and,
- b. Porches are on the main floor of a two-story structure

Centrally heated, finished basement living space can be included in the total heated square footage for all structures. (Basements may not be allowed on Cabin Sites.)

Future heated basement living space may, at the sole discretion of the ARC, be included in the total heated square footage for all structures.

### 2. Setbacks:

Setback requirements may differ from site to site and will be regulated by the ARC at the time of building plan submittals. The setback requirement for the majority of sites is a minimum of thirty (30) feet from all property lines.

### 3. Building Height Restriction:

The maximum height is forty (40) feet from the average of the finished ground level adjoining the house at the exterior walls to the average height of the highest roof surface. Certain sites may have the limit lowered at the discretion of the ARC.

### 4. Basements - Interior and Exterior:

All basements in Creston shall, when finished, have an uninterrupted interior ceiling height of not less than nine (9) feet with no exposed ductwork.

Extensive exterior exposed basement walls without any architectural detail and visible to other property owners or common areas will not be approved.

### 5. Foundation and Materials:

The foundation shall be brick, in combination with other masonry materials, poured concrete or block, faced with natural stone, pebbledash stucco, or with a minimum of two (2) coats of textured stucco. If stucco is used, a sample must be done of twenty-five (25) square feet and allowed to dry prior to approval.

Block lines shall not be visible when wet or dry.

Conventional stucco shall not be approved for walls four (4) feet in height or over. No broom-finished stucco will be allowed.

Extensive exposed foundation walls without any architectural detail and visible to other property owners or common areas will not be allowed.

Fieldstone foundations must meet state and county building codes.

**6. Windows and Grills--Window and Porch Screening Material--Window Covering or Blinds:**

Windows are ordered early in the construction process so remember to begin considering the exterior color in relation to other exterior colors. Window color must be ARC approved prior to ordering windows.

All windows shall be of insulated glass. Window frames shall be architectural quality and be constructed of wood, metal, fiberglass, or vinyl, or wood clad with aluminum, fiberglass, or vinyl.

ARC may require grills to add architectural interest.

Grills, if installed in the windows, shall be simulated divided light (SDL) or traditional divided light (TDL). SDL must be integrated with the interior and exterior glass.

Screens for porches and window screens must have a dark color or anodized finished metal.

Some interior window coverings may not be used where they are visible from the roadways or adjacent sites, i.e. sheets, shiny materials that reflect the sun.

**7. Roof and Fascia:**

All roofs are to be simple, clean and uncluttered. The massing of the roof may have hierarchy to enhance the overall character of the design.

Ridge vents must have a low profile and must extend to the outside edge of the rake overhang.

Main roof structure must have a minimum pitch of six (6) in twelve (12).

All shed roofs must be attached to the principal roof and must have a minimum pitch of four (4) in twelve (12).

The main roof perimeter must have a minimum overhang of eighteen (18) inches.

Dormers must have a minimum overhang of twelve (12) inches.

Flat and mansard roofs are not permitted.

All roof fascias must be a minimum of eight (8) inches in width.

**8. Roofing Material:**

Fiberglass shingles must be architectural quality dimensional shingles with a minimum grade of thirty (30) year. Cedar or redwood shakes, clay tile or copper are acceptable. Factory colored standing seam metal of high quality, with hidden fasteners, may be considered. Metal roof finishes may not be shiny.

**9. Doors:**

Main entrance door(s) may not be steel/metal or wood veneers. Screen/storm doors shall be wood or non-white and non-decorative factory painted aluminum.



**10. Exterior Details: Street-Side Appeal, Trim and Columns:**

When homes are visible from streets, added architectural interest to all elevations may be required in order to present street-side appeal including porches and decks with roofs.

All doors and windows must have trim.

All columns must be a minimum of eight inches by eight inches (8 x 8) if less than eight (8) feet in height and ten inches by 10 inches (10 x 10) or greater for taller columns.

**11. Chimney and Fireplaces:**

Fireplaces or woodstove chimneys must be stone or masonry stucco through the roof. Cultured stone may be considered for use and must be a mix of colors/sizes to mimic native stone and must be approved by the ARC.

Stucco finishes must be approved by the same guidelines as the foundation stucco (II.5.).

No exposed wood chimney chases are allowed.

Flue caps or bonnets must be customized at the top so as not to be left exposed, and must be approved by the ARC.

Owners should be aware if a fireplace insert/liner is installed that it must have a UL approved label.

Please see Appendix H for a list of “approved” colors to assist in flue caps or bonnets color selection.

**12. Siding, Fascia and Soffit Materials:**

Cedar, redwood, cypress, fiber-cement or other ARC approved substitutes installed board by board are permitted.

Any and all use of synthetic/non-wood material, such as fiber-cement, for siding, fascia, or soffits shall have a textured surface whether physical or a visual appearance to simulate the look of a natural wood product.

Any fiber-cement siding shall be a minimum of 5/16” thick and have an exposure not to exceed 6”.

Large or extended expanses/surfaces of soffit areas (overhangs), whether flat or sloped, shall be interrupted with trim, battens, etc., if material as presented is more than 24” without interruption in both directions. A soffit wider than 24” must be interrupted at least every 24” across its width or length unless the soffit is constructed with tongue-in-groove material or presents a tongue-in-groove image. The width of a soffit or overhang is measured from the finished vertical wall face horizontally to the backside of any fascia board or ends of any rafter members.

Other approved materials are stucco over lath, a combination of wood and stone, cedar shakes or shingles.

Brick may be used in combination with other masonry material.

Fiber -cement or approved wood panels must be used with the following batten sizes:

## CRESTON

- Vertical battens: 12 inches "on center" or less to be one (1) inch by two (2) inches (1 x 2) battens.
- Vertical battens: 16 inches "on center" to be one (1) inch by three (3) inches (1 x 3) battens.

Masonite, plywood, or T-111, or other four (4) foot by eight (8) foot sheet siding (with or without battens) is not permitted.

Aluminum, vinyl and plywood for siding, fascia, and soffits are not permitted. Perforated fiber-cement board is not allowed for soffit material.

Any metals used for flashing or railings must be non-shiny.

The ARC, at its discretion, may permit other types of high quality exterior materials in keeping with the appearance of materials previously listed.

### **13. Porch, Patio and Deck Details:**

Porches, decks and patio square feet will be reviewed by the ARC for proportions relative to the house square footage.

Porches and decks exceeding fifty (50) percent of the main level heated area must be approved by the ARC. Note variance for 'Cabins at Creston' sites at IV., 1., (f).

All treated wood decking (if used) should be No. 1 grade or better installed with countersunk screws.

Porch ceilings must be tongue-in-groove wood planking or an ARC approved substitute.

Support post sizes must be six (6) inches by six (6) inches (6 x 6) minimum. Posts in excess of ten (10) feet in height must be a minimum of eight (8) inches by eight (8) inches (8 x 8).

All railings, (top and bottom) and pickets, must be approved for thickness and detailing.

The exposed undersides of all porches/decks shall be considered in the overall design and shall be integrated with the design of the house. The overall design and proportion must take into consideration the appendages that support the decks/porches.

Porches and decks visible from streets and adjacent sites may be required to be under roof.

Any metals used for flashing or railings must be non-shiny.

### **14. Shutters, Nuts and Bolts:**

Shutters must be functional. Appropriate hinges and shutter dogs are required.

All bolts, nails, screws, staples, and hinges are exposed to weather and must be hotdipped, galvanized steel, stainless steel, or brass.

### **15. Screening Materials for HVAC, Below Porches, etc.:**

No prefabricated “economy lattice” is permitted. Screening material must be a minimum thickness of one (1) inch. Color must complement the house exterior. Screening materials must be approved by the ARC.

**16. Lighting:**

Properly designed exterior lighting can provide illumination for safety and decorative functions yet avoid annoying and unwanted viewing from nearby properties, roadways, and adjacent communities, as well as reduce light pollution into the night sky (see [www.darksky.org](http://www.darksky.org)). Consequently all exterior lighting must be of a shielded design to eliminate both upward and excessively bright lateral light. Decorative lighting visible from the roadways and adjacent properties must be appropriate for the style of home in a mountain setting and approved by the ARC. Decorative lighting should have translucent rather than clear glass, and should be limited to 40W incandescent bulbs (or the lower wattage CFL and LED equivalents) producing approximately 450-600 lumens. Unshielded spot and flood lights are prohibited with the exception of motion sensing security lights around garage and exterior door entries. Such security lighting must be limited to a maximum 5 minute illumination cycle and must be directed downward.

**17. Exterior Colors:**

All exterior colors for all exterior building materials used in construction must be approved by the ARC. A primary goal of the chosen color palette is to make the home visually blend/recede into the natural surroundings. Thus all exterior colors must enhance visual harmony with the forested surroundings.

Windows are ordered early in the construction process (Step 3) so consideration of the window/door exterior cladding color in relation to other exterior colors must begin at Step 3 as well. Importantly, window color must be approved by the ARC prior to ordering windows.

White or shades of white may not be used as a façade, trim, or window cladding color.

Please see Appendix H for general restrictions on color choices and a list of “approved” colors to assist in exterior colors selections.

**18. Heat and Air Condition Equipment, Emergency Generators, Woodstoves, Solar Materials:**

Window air conditioning units are not permitted.

Compressor units must be screened by approved materials or plantings.

HVAC, solar equipment and generator locations must be approved by the ARC.

Wood burning heaters must be equipped with catalytic converters and cannot be used as the only heat source.

**19. Garage Doors:**

Ten (10) foot maximum width permitted, unless not visible year round from other sites or roads.

Doors must be detailed to minimize scale and be of a carriage house door style.

Garage doors may not directly face the front property line or roads except at the Creston Cottage Sites. Note variance at IV., 2., (d).

Screening with plant material may be required.

All garage doors and locations must be approved by the ARC.

**20. Fences and Retaining Walls:**

Design and materials of all fences and retaining walls must be approved by the ARC. No chain link or white vinyl fence is allowed.

Retaining walls may be constructed of natural stone, two coats of textured masonry stucco, pebbledash or brick in combination with other masonry material.

**21. Personal Entry Gates:**

Decorative personal gates must not be visible from Creston Drive and North Haven Roads.

Visible entry gates will be limited to two stone pillars, placed on either side of the driveway, and located on the homeowner's property as to not interfere with community right-of-way, with a single chain dark bronze in color. Please see the following example:



**22. Greenhouses:**

Greenhouses must be glass panels or approved substitute. No sheet polyethylene (plastic) and PVC-pipe materials will be approved.

**23. Tarpaulins:**

Tarps must not be visible from other sites, roads, or common areas.

**24. Synthetic Stucco:**

Synthetic stucco must not be used as an exterior building material.

**25. Log Homes:**

Log homes are allowed but will be reviewed by the ARC for quality. Log home manufacturers using immature pine trees for their logs have experienced serious checking (cracking) problems that result in cosmetic deficiencies even in the short term. These deficiencies can cause the need for frequent caulking and repainting/staining and the obvious cover-up of these problems.

Log stain colors must be approved by the ARC. Logs must be stained to blend into the natural surroundings.

Log veneers or siding are not permitted.

(a) Log Home Specifications Required:

Log home manufacturers must be a current member of the Log Home Council of the NAHB (National Association of Home Builders) or the ILBA (International Log Builders Association).

(b) Log home manufacturers must provide the following:

1. Homeowner's maintenance schedule provided with plans (disclosure).
2. Manufacturer inspection of log home package after erection and completion of interior wall framing.
3. Construction manual must be provided with package.
4. Logs must be graded.
5. Log home packages must have an approved engineering stamp.

(c) Log Dimensions:

1. Round or D shaped logs must be a minimum of ten inches by ten inches (10" x 10").
2. Square edge, flat cut, Appalachian style logs, must be a minimum of eight inches by 10 inches (8" x 10").
3. The Contractor may be required to provide five (5) references, three (3) of which are for completed log homes where he/she was the General Contractor.

## 26. Solar Energy Systems

### *PURPOSE OF GUIDELINES*

Solar energy systems present a sustainable alternative to conventional energy technologies, with the potential to provide homeowners with a significant portion of their energy needs while safeguarding human health and environmental quality and enhancing property values and economic opportunities throughout the community. While Creston recognizes these benefits, it is important that these systems are installed in a manner that respects legitimate competing community interests. Owners should consider their lot location, home site location, roof design and size for optimal solar production early in the design process to minimize potential design conflicts.

For purposes of these design guidelines, the phrase "solar energy system" includes both photovoltaic and solar heating and /or cooling technologies.

### APPLICATION REQUIREMENTS

All solar energy systems require ARC approval. Whether installing solar panels during initial construction or adding solar after home completion, the following documents must be submitted:

- Design Guideline Form J- Modifications Approval
- Plans showing visibility of the system from areas open to common or public access (e.g. public streets, neighboring lots, or common areas.)
- A drawing showing the proposed location of the system and how the equipment will be mounted, as well as a description of any visible auxiliary equipment
- Photographs or manufacturer literature for all proposed system components including specifications, color, materials, etc.

### SYSTEM DESIGN AND PLACEMENT REQUIREMENTS

To the maximum extent possible, a roof-mounted solar energy system shall be installed to minimize its exposure when viewed from areas open to common or public access (i.e. public streets, neighboring lots, or common areas.) Alternatively, the system may be ground- or pole-mounted, provided such a system is screened from view from areas open to common or public access. All screening requires ARC approval.

Solar panels on front-facing or side-facing roof surfaces visible from areas open to common or public access must be mounted in the plane of the roof surface minimizing stand-off distance from the roof. Panels in other locations may be angled to achieve optimum solar gain provided the top edge of the panel does not extend above the roof peak. All panels must be located entirely within a boundary defined by the roof eaves and peak. Visibility of the underside of the panels shall be minimized from areas open to common or public access. Monocrystalline or black on black panels may be required depending on location and visibility.

Efforts must be made to make solar energy system an integral and harmonious part of the architectural design of the residence. Visibility of any plumbing, wiring or auxiliary equipment should be minimized or screened. All system components visible from areas open to common or public access and not involved in energy production should be painted to blend in with the roof if possible.

The ARC must approve any tree removal. Removed trees may be required to be replaced.

Exceptions to these system designs and placement requirements may require the applicant to provide a written statement by an independent solar energy expert documenting cost, efficiency or performance impacts of the requirements.

Final approval of all solar system installations will be at the discretion of the ARC.

### **27 Play and Sports Equipment**

Play/sports equipment to be installed outside of a dwelling needs to be approved by the ARC. This includes but is not limited to swings, slides, treehouses, basketball goals, sandboxes, trampolines. Such equipment should be constructed of predominately natural materials, using color(s) compatible with the natural surroundings and the home. Setback requirements must be observed. The equipment must be concealed by approved evergreen screening or placed so that it is not visible from Creston roads or other sites on a year-round basis. Portable equipment does not need ARC approval but must be stored out of sight when not in use.

### III. Regulations and Restrictions for the Construction Process

#### 1. Landscape Design Principles

The Creston ARC highly recommends that a landscape architect or experienced landscape company assist owners in preparing and carrying out a well-designed landscape plan that helps assure the ARC that the elements of the landscape and the home unite to form a single, attractive unit that becomes an integral part of the natural environment of Creston.

The following important tree and shrub information is part of the *Covenants, Conditions and Restrictions*:

Trees and shrubs located within approved driveway and parking areas, or within fifteen (15) feet of a house perimeter can be relocated or removed.

Prior to any construction at a site, the trees and shrubs not being removed from the approved building, driveway, paving area, and septic locations shall be completely cordoned off for full protection.

Trees, six (6) inches or more in diameter, measured at four (4) feet above the natural grade, shall not be cut down on a site without written permission from the Creston ARC. Native shrubs located outside the approved removal areas shall not be cut down. Should violations occur, the POA/ARC and/or its agents may enter the property to determine the nature and extent of tree/shrub cutting/removal. The owners shall be charged with a violation and fines imposed per Article VI, Assessments, Section 9. The fines will be used at the sole discretion of the POA and may pay for the proper replacement of trees and shrubs. The locations of the replanting are at the sole discretion of the POA/ARC and may not necessarily be on the site where plants were removed or destroyed.

Unapproved felled trees cannot be removed from the place they have fallen due to the additional damage that will be sustained to surrounding trees and shrubs except by the prior written approval of the ARC.

There may be no clear cutting of trees on any site. When the general selection of trees on the building site are less than six (6) inches, the owner may flag the trees that may be removed and contact the Creston ARC or POA to make a determination as to the selection of thinning.

There may be no “topping” of trees on any site. (“Tree-topping” is defined as cutting off the topmost portion of the tree, on which the tree’s future growth depends.)

Pruning of native shrubs to a minimum of three (3) feet is allowed.

Contact the ARC/POA immediately if there is a tree that is posing a threat to life or a building. If the ARC/POA is contacted and there is no response within a reasonable time, the tree may be removed without written consent.

**Important Note:** The Creston Board of Directors on November 17, 2014 provided the ARC with an interpretation of the *Covenants, Conditions and Restrictions* per Article XI, General Provisions, Section 9. Interpretation. This was to help clarify what is permissible within the septic field regarding tree

removal. The BoD has decided that trees are allowed to be removed, at the owner's discretion, in new or existing septic fields in the area defined by the county septic field permit.

Step 10: Landscape Plan and Exterior Elements ensures the “Minimum landscape plan requirements” must include ARC approved plans and plantings to:

- (a) Unless otherwise approved in writing by the ARC, **fully screen** the following items where visible from Creston roads and adjacent sites on a year-round basis:
  - (1) Foundation and retaining walls
  - (2) Decks
  - (3) Below decks and porches
  - (4) Well
  - (5) Meter boxes
  - (6) HVAC units
  - (7) Generator
  - (8) Parking areas
  - (9) Driveway entrance/exit (each landscape design will be reviewed on an individual basis.)
  - (10) Play and Sports Equipment
- (b) Limit more formal landscaping to areas immediately adjacent to the home/garage/guest cottage. Beyond these areas, the landscaping must quickly integrate with the natural landscape through the use of native or very similar plantings.
- (c) Planting of all disturbed or bare areas to prevent erosion.
- (d) All disturbed or bare areas of the home-site must be mulched within two (2) weeks of the home’s certificate of occupancy to prevent erosion and for aesthetic purposes if the landscape plan is not to be implemented for several months.
- (e) Large areas of grass, pine straw, mulch or bark are discouraged.
- (f) Naturally occurring plant materials are recommended when large areas of ground cover are needed.
- (g) The “minimum landscape plan requirements” must be completed within **one hundred twenty (120) days** of the home’s certificate of occupancy. The ARC will visit the site as part of Step 12: Minimum Landscape Review.
- (h) The minimum size for evergreen shrubs used for screening must be no less than 24” in height when planted.
- (i) Small to large varieties of evergreen trees must be 6’ to 8’ in height when planted, i.e. hemlocks, hollies, etc.
- (j) Landscape plans must give careful consideration to the protection of the existing trees and shrubs on the site.
- (k) The use of native plants is strongly recommended as they will adapt best to local soil and weather conditions and will maintain the natural beauty of Creston.
- (l) Sites that are located in currently open meadows shall re-establish a native landscape appearance as part of the design.



- (m) The following plants are not allowed at Creston due to their invasive nature, inability to withstand snow/ ice damage or lack of natural appeal in the landscape:

<p><b>Trees</b></p> <p>Tree of heaven – <i>Ailanthus altissima</i>          Silktree/Mimosa – <i>Albizia julibrissin</i>          Princess tree – <i>Paulownia tomentosa</i>          Russian olive – <i>Elaeagnus angustifolia</i>          Bradford pear – <i>Pyrus calleryana</i>              ‘Bradford’          Leyland cypress – <i>Cupressocyparis leylandii</i></p>	<p><b>Shrubs</b></p> <p>Autumn olive – <i>Elaeagnus umbellata</i>          Chinese, Japanese, European &amp; Common privet – <i>Ligustrum spp.</i>          Multiflora rose – <i>Rosa multiflora</i>          Fragrant honeysuckle – <i>Lonicera fragrantissima</i>          Amur honeysuckle – <i>Lonicera maackii</i>          Japanese spirea – <i>Spiraea japonica</i>          Japanese barberry – <i>Berberis thunbergii</i>          Winged burning bush – <i>Euonymus alata</i>          Heavenly/Sacred bamboo – <i>Nandina domestica</i>          Butterflybush – <i>Buddleia davidii</i>          Silverthorn/Thorny olive – <i>Elaeagnus pungens</i>          Juniper – <i>Juniperus spp.</i></p>
<p><b>Vines</b></p> <p>Kudzu – <i>Pueraria Montana</i>          English ivy – <i>Hedera helix</i>          Japanese honeysuckle – <i>Lonicera japonica</i>          Oriental bittersweet – <i>Celastrus orbiculatus</i>          Chinese wisteria – <i>Wisteria sinensis</i>          Japanese wisteria – <i>Wisteria floribunda</i>          Periwinkle – <i>Vinca minor and Vinca major</i>          Winter creeper – <i>Euonymus fortunei</i>          Chinese yam – <i>Dioscorea oppositifolia</i></p>	<p><b>Grasses</b></p> <p>Bamboo – <i>Bambusa spp.</i>          Chinese silvergrass – <i>Miscanthus sinensis</i>          Giant reed – <i>Arundo donax</i>          Cogongrass – <i>Imperata cylindrical</i>          Nepalese Browntop – <i>Microstegium vimineum</i></p> <p><b>Perennials &amp; Biennials</b></p> <p>Purple loosestrife - <i>Lythrum salicaria</i>          Garlic mustard - <i>Alliaria petiolata Cavara &amp; Grande</i>          Alligatorweed - <i>Alternanthera philoxeroides</i>          Bicolor lespedeza - <i>Lespedeza bicolor</i>          Sericea lespedeza - <i>Lespedeza cuneata</i></p>

For a more complete list of invasive and native plants refer to the NC Native Plant Society website [www.ncwildflower.org](http://www.ncwildflower.org)

- (n) No artificial mulch products or white rocks/gravel are to be used in landscaping unless approved by the ARC.
- (o) Lawn and garden ornaments must not be visible from other sites, roads, or common areas.
- (p) A final layer of pea gravel or washed stone must be placed on the driveway and parking areas if they are unpaved.

**2. Erosion Control**

During the improvement of any site, every owner of a site shall use best management practices as that term is defined by applicable State of North Carolina environmental regulations to control erosion and prevent on and off site damages.

Grading Contractors are urged to expedite completion of the site work once it is started in order to have effective erosion control.

### **3. Conformance: State and County**

All construction must conform to the Provisions of the North Carolina State Building Code; the McDowell County Planning Department Zoning Ordinance; the *Covenants, Conditions and Restrictions* and *Design Guidelines*; and any other governmental agency regulations having jurisdiction in the development.

### **4. Contractors, Licensure, Approval and Insurance**

General Grading or Construction Contractors must be appropriately licensed by North Carolina and approved by the ARC. The basis for disapproval shall be contractors with a history of complaints or covenant violations involving construction in Creston or other communities.

Contractors must submit five (5) references to the ARC and may be required to provide photographs or images of other projects they have completed which are comparable in quality and character. Reference to the Contractor's website may also be provided. The approval decision is solely the ARC's and does not have to be based on any court action. All licensed contractors must carry Workman's Compensation Insurance, as required by law. Site owners may wish to discuss with their Contractor and/or mortgage lender how they are protected in case of default or death of the Contractor or subcontractor.

At the time of the submission of the building contractor form, the property owner is required to include in the submission a fee of five thousand dollars (\$5,000.00) payable to the Creston POA, Inc. The fee will be returned to the property owner minus a one thousand dollars (\$1,000.00) non-refundable portion and less any expenses used to repair damage to common areas and/or non-compliance site issues which are not repaired by the builder during construction. Said non-refundable portion of the fee shall be credited to the Creston Road Reserve Fund to help compensate for the added wear and tear imposed by heavy construction vehicles. Should the building contractor submission be disapproved the entire fee will be returned.

### **5. Construction Trash, Noise, Trespass, Fires, Parking**

All construction trash must be placed in an on-site dumpster and the premises shall remain free from rubbish generated by construction operations. No windblown debris will be allowed to migrate from the site. The Building Contractor and owner are responsible for informing the workmen and subcontractors not to dispose of any form of trash within the Creston property. Excessive noise is prohibited. This includes radios and unnecessary shouting. The ARC, in its sole discretion, has the right to restrain construction noise outside of normal working hours. All workers are only allowed ingress and egress over the Creston roads to the job site. All else is considered trespassing. Any work being performed after dark, weekend, and holidays must have approval from the Association. Contact Creston for approval twenty-four (24) hours prior to blocking of any Creston road(s) or public access during construction. No disposal by burning of any building or site clearing materials permitted. Make every effort to keep construction vehicles parked on the building site to avoid damage to right of ways and common property. The property owner is solely responsible for the oversight of the above stated issues.

### **6. Driveways and Drainage Areas**

Driveways must be designed to prevent on and off site erosion and to stop sediment and gravel from migrating onto Creston roads or ditches. The installation of a culvert under the driveway entrance to assist with drainage may be required early during the construction process.

Rocks may be necessary in ditches and drainage areas. Native stone in the character of Honeycutt, Butt Creek, Southern Creek, Lake Tahoma gravel should be used rather than riprap.

Driveways must be maintained in proper condition for eye appeal. When home construction is complete, a final layer of pea gravel or washed stone must be placed on the driveway and parking areas if they are unpaved. Driveway materials may include pea gravel, washed stone, asphalt, concrete driveway pavers and other materials all of which must be considered and approved by the ARC.

### **7. Equipment Size, Mud Mat**

Intermediate size heavy equipment for clearing and grading are adequate for site preparation. Tandem trucks are not to exceed sixteen (16) tons of material hauled. Track hoes should not exceed forty-four thousand (44,000) pounds and need to be brought in on short trailers. All equipment must be hauled on properly sized trailers and distribute the load on the roadways.

A mud mat (minimum size: 12' x 20' x 6" thick railroad ballast (#4 stone) over filter fabric) shall be maintained at any entrance of owner's construction site to prevent mud and other debris from being placed on Creston roads. See Appendix C.

### **8. Temporary Construction Fuel Tanks:**

If a temporary fuel storage tank is needed during construction of Design Review Steps 5 through 7 for fueling excavation equipment the tank's location must be marked and approved during Step 4: Pre-Construction Review Site Visit prior to placement on the property. Installation of a temporary construction fuel tank shall meet OSHA residential requirements. Upon completion of septic field installation the temporary fuel tank must be removed from the property immediately.

### **9. Storage of Excavated Dirt:**

Excessive storage of excavated dirt on a construction site is not allowed. Only storage of enough dirt for backfill is allowed on site. Any stored dirt for backfill must be covered with plastic and an erosion control fence properly installed around the dirt. Owners with excess excavated dirt are asked to contact the POA for possible use or storage for road system maintenance.

### **10. Equipment, Materials Removal**

After construction all rubbish shall be disposed of and all tools, construction equipment, machinery, surplus material, silt fence and grading dirt are to be removed promptly from the site and no later than issuance of McDowell County Certificate of Occupancy. Failure to comply with this requirement could result in clean-up being performed by Creston POA at the expense of the owner.

### **11. Completion Deadline**

The exterior of all houses and other structures must be completed within fourteen (14) months of the commencement of construction, except where such completion would result in great hardship for an owner of the site due to strikes, fires, natural emergencies and natural calamities. If the exterior is not completed within fourteen (14) months, the Board may require the responsible site owner to pay the Association the sum of one hundred dollars (\$100) in liquidated damages for each day after fourteen (14) months that the exterior is not completed according to the Design Guidelines.

## **IV. Cabin, Cottage, Traditional, and Homestead Sites**

These are distinct groups within the larger community and are identified as follows:

### **1. Creston Cabin Sites:**

- (a) Basements may not be allowed and approval will be at the sole discretion of the ARC.
- (b) All cabins with a main floor and approved loft shall have a maximum of one thousand (1000) square feet of heated living space.
- (c) All cabins with a main floor only shall have a maximum of eight hundred (800) square feet of heated living space.
- (d) The total square feet of porches, decks and patios may not exceed fifty (50) percentage of the heated square footage of the cabin.

### **2. Creston Cottage Sites:**

- (a) Log homes are not permitted on cottage sites.
- (b) All one-story houses shall have a minimum of fifteen hundred (1500) square feet of heated living space. Maximum of heated square footage shall be two thousand (2000) square feet.
- (c) All multi-story houses shall have a minimum of eighteen hundred (1800) square feet overall of heating living space. Maximum heated square footage shall be twenty-seven hundred (2700) square feet.
- (d) No garage door(s) may face the street unless recessed from the front façade of the house at least two-thirds (2/3) the average depth of the house. Cottage sites may be required to have a single car garage only.
- (e) Cottages may be required to have extensive covered porches. The porches may be required to be the full width of the house frontage and a minimum of eight feet (8') deep.
- (f) Driveways may be required to be no wider than ten feet (10') between front of the house and street.

### **3. Creston Traditional Sites:**

- (a) All one-story houses shall have a minimum of fifteen hundred (1500) square feet of heated living space. Maximum heated square footage shall be thirty six hundred (3600) square feet.
- (b) All multi-story houses shall have a minimum of eighteen hundred (1800) square feet overall of heating living space. Maximum heated square footage shall be forty eight hundred (4800) square feet.
- (c) Outbuildings may be permitted such as a detached garage/workshop, greenhouse, studio or gazebo, only after the primary residence is completed. Outbuildings are subject to the Design Guidelines and ARC approval. Materials, colors and style of such shall be compatible with that of the primary structure and are subject to ARC approval. Combined total of all out buildings and guest cottage cannot exceed fifty (50) percent of the heated area of the primary structure.
- (d) Review Section 5. Guest Cottages for Traditional and Homestead Sites Only:

### **4. Creston Homestead Sites:**

Homestead Sites offer the most flexibility for usage with a combination of structures.

- (a) All one-story houses shall have a minimum of fifteen hundred (1500) square feet of heated living space. Maximum heated square footage shall be thirty-six hundred (3600) square feet.
- (b) All multi-story houses shall have a minimum of eighteen hundred (1800) square feet overall of heating living space. Maximum heated square footage shall be seven thousand (7000) square feet.

- (c) Outbuildings may be permitted, such as a detached garage/workshop, greenhouse, studio or gazebo, only after the primary residence is completed. Outbuildings are subject to the Design Guidelines and ARC approval. Materials, colors and style of such shall be compatible with that of the primary structure and are subject to ARC approval. Combined total of all out buildings and guest cottage cannot exceed fifty (50) percent of the heated area of the primary structure.
- (d) Review Section 5. Guest Cottages for Traditional and Homestead Sites Only:

**5. Guest Cottages for Traditional and Homestead Sites Only:**

Sites of 2.5 acres or more will be eligible for consideration for approval of a guest cottage. A guest cottage on an approved site may be built subject to the following conditions:

- (a) In the case where the guest cottage is built before the primary residence, the maximum heated square footage allowed is six hundred (600) square feet.
- (b) A guest cottage design shall be approved by the ARC, who is afforded sole discretion in approving or disapproving the structure based on aesthetics, environmental impact, location, architectural merit and landscape plan.
- (c) A site for the principal residence shall be designated by the owner, surveyed by a registered surveyor, and approved by the ARC prior to construction of the guest cottage. Such survey must show the proposed driveway to the primary site and indicate the spur serving the guest cottage
- (d) The best house site shall be preserved for the primary residence and at the sole discretion of the ARC shall be the obvious choice
- (e) The guest cottage may not be visible from the roadways when the leaves are on the trees.

---

**Forms A-L are attached.  
The forms are submitted to the  
Creston ARC in a Twelve-Step  
submittal process during home  
construction**

**Form A: Home Site and Sketch Review – Step 1**

*Please submit this form by 9:00 AM the Thursday prior to a scheduled ARC meeting to the ARC. The ARC will respond by email or letter (postmarked by the 10th business day) within ten (10) business days of the submittal deadline.*

To be completed by the Owner/Architect: Date: \_\_\_\_\_ Site # \_\_\_\_\_

Site type: Cabin  Cottage  Traditional  Homestead  Guest Cottage

Building Types and Use \_\_\_\_\_  
 Owner \_\_\_\_\_ Telephone/Fax \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_ Email \_\_\_\_\_  
 Architect \_\_\_\_\_ Telephone/Fax \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_ Email \_\_\_\_\_

*Please Review Step 1 of I. Design and Construction Process.*

**Check List:**

	Rough sketch of all structures. Submit an electronic PDF version
	Structures, driveway and septic system area overlaid (hand drawn is acceptable at this point) on topographical survey (Scale: 1" = 20'). Submit an electronic PDF version
	Septic system permit. Submit an electronic PDF version
	Check made payable to Creston POA for the plan review process. [Design Review Fee is non-refundable.]

*Please email the Creston ARC and request a **Site Visit***

The ARC will make an appointment to meet you at your site within ten (10) business days of receipt of these documents.

Comments:	
-----------	--

\_\_\_\_\_  
 Architect/Homeowner

\_\_\_\_\_  
 Date

**For ARC use:**

All forms and materials provided:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
-----------------------------------	-----	--------------------------	----	--------------------------

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Comments:	
-----------	--

**FORM B Schematic Building Design – Step 2**

*Please submit this form by 9:00 AM the Thursday prior to a scheduled ARC meeting to the ARC. The ARC will respond by email or letter (postmarked by the 10th business day) within ten (10) business days of the submittal deadline.*

To be completed by the Owner/Architect: Date: \_\_\_\_\_ Site # \_\_\_\_\_

Site type: Cabin  Cottage  Traditional  Homestead  Guest Cottage

Building Types and Use \_\_\_\_\_  
 Owner \_\_\_\_\_ Telephone/Fax \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_ Email \_\_\_\_\_  
 Architect \_\_\_\_\_ Telephone/Fax \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_ Email \_\_\_\_\_

***Please Review Step 2 of I. Design and Construction Process.***

*Per the Creston Covenants, an approved NC Licensed Landscape Architect / Land Planner or other qualified NC engineering professional must be used to evaluate and properly site all homes in Creston when a property owner is not using the services of a NC Licensed Architect.*

**Check List:**

	Submit an electronic PDF version of the design(s)
	Schematic Design – all structures and outbuildings
	Topographical Site Survey – 2 foot contours, 1" = 20' minimum scale
	Topographical site section of proposed disturbed area
	Bearings/contour intervals for footprint area with all porches and decks shown
	Grading Plan showing all disturbed areas
	Floor plans and four elevations at a minimum scale 1/8" = 1' – free hand OK
	Building site(s) location(s), road access, property lines, setbacks, septic system, driveway shown
	Data pertaining to placement of structures and hard-scape elements. For example provide distances from two corners of any structures to each of two fixed reference points on the site.
	Site number and last name of property owner are indicated on all pages and items submitted

CRESTON

- |  |      |  |       |  |
|--|------|--|-------|--|
| 1. Area of Building Footprint, Including All Decks, Stairs and Porches |      |  |       |  |
| 2. Estimated Heated Square Footage                                     |      |  |       |  |
| 3. Garage Square Footage   |      |  |       |  |
| 4. Outbuildings-type and size, if applicable                           |      |  |       |  |
| 5. Exterior porches/decks square footage:                              | Main |  | Upper |  |
|  |      |  | Lower |  |
|  |      |  | Total |  |

NOTE: Later, at Step 5, a specific elevation reference mark must be placed at the site by a surveyor. It is recommended that this reference mark be created during the survey work required at Step 2.

Comments:	
-----------	--

\_\_\_\_\_  
Architect/Homeowner

\_\_\_\_\_  
Date

**For ARC use:**

All forms and materials provided:	Yes		No	
-----------------------------------	-----	--	----	--

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Comments:	
-----------	--



**\*PLEASE SUBMIT WITH FORM B\***

**CRESTON PROPERTY OWNER'S  
ARCHITECTURAL REVIEW SUBMISSION,  
WAIVER AND RELEASE**

1. PROPERTY OWNER


2. PROPERTY ADDRESS


3. OWNER'S ARCHITECT


4. OWNER'S CONTRACTOR


5. OWNER ACKNOWLEDGMENTS.

- A. Owner acknowledges and represents that it is the owner of the property listed above.
- B. Owner acknowledges that it has reviewed, is familiar with and shall comply with the Creston Property Owner's Association *Design Guidelines* and agrees to comply with the decisions of the ARC (and if any ARC decision is appealed to the Board of Directors of the Creston Property Owner's Association, then the owner agrees to comply with the decision of the Board of Directors pursuant to the Creston By Laws). Owner acknowledges and agrees that any review undertaken by the Creston Property Owner's Association, and its agents, employees, and assigns, (hereinafter referred to as "Review Board") is intended solely for the benefit of the Property Owner's Association and Owner acknowledges that any review by the Review Board shall be limited to whether the appearance and general design concept shown on the Prospective Plans conforms generally to the *Design Guidelines*. Owner acknowledges that any site visits by the Review Board shall be for the sole purpose of allowing the Review Board to determine whether the construction of the residence conforms generally to the *Design Guidelines*. Owner acknowledges and agrees that Review Board's review of plans or site visits shall not include any review or assessment as to constructability, cost of construction, compliance with codes, laws and applicable regulations, assessment of the structural stability of foundations, walls, framing and roofs, any performance criteria associated with any material specified in such Prospective Plans, contractor's means and methods or compliance by contractor with OSHA or other health safety issues.

6. OWNER RELEASE.

In exchange for the review of Owner's submission by the Review Board, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Owner does hereby release and discharge the Creston Property Owner's Association, and its agents, employees, and assigns (all hereinafter referred to as "Review Board") from any and all actions, causes of action, claims or demands for damages, costs, loss of services, expenses, compensation, consequential damage, or any and all known and unknown personal injuries, death, and property damage, resulting or to result from an occurrence, accident, or collision in any way associated with any construction undertaken by Owner on its Property or any review undertaken by Review Board.

**WITNESS** my/our hand(s) and seal(s) this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
OWNER

\_\_\_\_\_  
OWNER

**FORM C House Plans Step 3**

(Submitted with Form D, unless the Building Contractor form was already submitted prior to this step.)

*Please submit this form by 9:00 AM the Thursday prior to a scheduled ARC meeting to the ARC. The ARC will respond by email or letter (postmarked by the 10th business day) within ten (10) business days of the submittal deadline*

To be completed by the owner/architect

To be completed by the Owner/Architect: Date: \_\_\_\_\_ Site # \_\_\_\_\_

Site type: Cabin  Cottage  Traditional  Homestead  Guest Cottage

Building Types and Use \_\_\_\_\_  
 Owner \_\_\_\_\_ Telephone/Fax \_\_\_\_\_  
 Address \_\_\_\_\_  
 Architect \_\_\_\_\_ Email \_\_\_\_\_  
 Address \_\_\_\_\_ Telephone/Fax \_\_\_\_\_  
 \_\_\_\_\_ Email \_\_\_\_\_

*Please Review Step 3 of I. Design and Construction Process.*

**The following must be submitted to the ARC for approval at this time.**

	Form D – Building Contractor
	House Plans - Scale 1/4" = 1' in an electronic PDF version
	Materials List (includes foundation materials) and all exterior materials identified on this form

**Site Plan Demonstrating the following:**

	All disturbed areas
	All six inch (6") and larger diameter trees, rhododendrons, mountain laurel, hemlocks distinctly tagged for clearing and protection within and outside the fifteen (15) feet approved clearing area
	Grading plan – two (2) foot contours
	Erosion control plan
	All site improvements including driveway, retaining walls and hardscaping shown
	HVAC locations/heat source
	Fence locations

**Construction Documents Demonstrating:**

	Floor Plans – Scale 1/4" = 1'
	Heated area – each floor noted
	Foundation Plan – architectural detail for basement walls
	Roof plan – with roof penetrations

**Elevations – Scale 1/4" = 1' for each major exposure demonstrating:**

	Outline of structure
	All openings
	Relation to final grade level –house shown in relation to the actual grade
	Overall height from average site grade to mid-point of highest gable
	Mark roof pitch
	Materials indicated
	Dimensions of corner, door and window trim
	Porch and deck elevations
	Wall penetrations
	Exterior basement walls - provide architectural detail if visible
	Location of gutters and downspouts

**Sections and Detail Demonstrating:**

	All major sections – Scale 1/4” = 1’
	Typical wall section - Scale 3/4” = 1’ minimum
	Porch detail/guard railing – Scale 1” = 1’ minimum – dimensions and label
	Specific details of all exterior trim elements and roof edge conditions

**Specifications for Exterior: Materials and Color Selections:**

(Exterior Material Identification section below. Please see Appendix H for colors.)

	Siding, doors, windows, trim details, soffit, fascia
	Window sample and color
	Stone/masonry for all walls, foundations, chimneys, retaining walls, walkways, etc.
	All exterior colors/finishes, including gutters and downspouts

*Please note: Window selection and color comes early in the building process. Window color must be approved ARC prior to ordering windows. As an alternative to posting colors and materials on-site at this step, all exterior colors/finishes, materials and fixtures samples must be posted at Step 8: “Dried In” Construction Review.*

Comments:	
-----------	--

Variations from the Creston Design and Construction Process requested?

Yes \_\_\_\_\_ No \_\_\_\_\_

Explain	
---------	--

**Exterior Material Identification:**

1.     **Foundation:**  
      Material  
      Color/Finish
2.     **Roofing:**  
      Manufacturer  
      Style  
      Material  
      Color/Finish
3.     **Exterior Siding:**  
      Material  
      Color/Finish  
      Pattern/Style  
      Dimensions
4.     **Exterior Trim:**  
      Material  
      Style  
      Color/Finish
5.     **Exterior Soffit and Fascia:**  
      Material  
      Style  
      Color/Finish
6.     **Exterior Doors:**  
      Entrance Style  
      Material  
      Color/Finish
7.     **Window Manufacturer**     \*\* Must be provided at this time \*\*  
      Style  
      Material  
      Color/Finish  
      Grill Pattern
8.     **Decking Material:**  
      Style  
      Material  
      Color/Finish
9.     **Railing Material:**  
      Style  
      Material  
      Color/Finish
10.    **Posts Material:**  
      Style  
      Material  
      Color/Finish
11.    **Stone:**  
      Style  
      Material  
      Color/Finish
12.    **Gutters and Downspouts:**  
      Material  
      Style

13. **Exterior Lighting Fixtures**  
Color/Finish  
Manufacturer  
Product Numbers


Comments:	
-----------	--

To the best of my knowledge, the foregoing statements are accurate. I certify that the house has been designed in accordance with the Standard Building Code of McDowell County, the Creston Covenants, Conditions, and Restrictions and Design Guidelines except as noted.

\_\_\_\_\_  
Homeowner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Architect

\_\_\_\_\_  
Date

**For ARC use:**

All forms and materials provided:	Yes		No	
-----------------------------------	-----	--	----	--

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Comments:	
-----------	--

**FORM D – Building Contractor  
(Submit with Form C – House Plans or any time prior to Step 3)**

*Please submit this form by 9:00 AM the Thursday prior to a scheduled ARC meeting to the ARC. The ARC will respond by email or letter (postmarked by the 10th business day) within ten (10) business days of the submittal deadline*

**To be completed by the Building Contractor: Date:** \_\_\_\_\_ **Site #** \_\_\_\_\_

**Site type:** Cabin  Cottage  Traditional  Homestead  Guest Cottage

Building Types and Use \_\_\_\_\_

Owner \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

Address \_\_\_\_\_

Contractor \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

North Carolina Contractor's License Number \_\_\_\_\_

Limitation to: \_\_\_\_\_

Have you built in Creston previously?  
Yes \_\_\_\_\_ No \_\_\_\_\_

If not, attach a list of five (5) references to this application.

If constructing a log home, you may be required to provide three (3) of the five (5) references for log homes constructed by you, as the General Contractor. Provide photographs or images of projects completed that are comparable in quality and character to homes in Creston. Reference to Contractor's website may also be provided.

1. I am in receipt of, have reviewed, and understand the Creston *Covenants, Conditions and Restrictions* and the *Design Guidelines* and agree to follow these in full understanding.
2. I have the required Workman's Compensation Insurance, as required by law.
3. I agree to construct and fulfill the plans and specifications as approved by the ARC for this project. Any changes to these plans affecting the exterior in any way will first be approved in writing by the ARC prior to implementation.
4. I am responsible for the behavior and all actions of all workers and subcontractors hired by me who work on this job while they are in Creston.
5. As the general contractor, I have the responsibility to notify all subcontractors, workmen, or other personnel involved under my contract of all restrictions.
6. I acknowledge that the property owner is required to include in this submission a fee of five thousand dollars (\$5,000.00) payable to the Creston POA, Inc. The fee will be returned to the property owner minus a one thousand dollars (\$1,000.00) non-refundable portion and less any expenses used to repair damage to common areas and/or non-compliance site issues which are not repaired by the builder during construction. Said non-refundable portion of the fee shall be credited to the Creston Road Reserve Fund to help compensate for the added wear and tear imposed by heavy construction vehicles. Should this submission be disapproved the entire fee will be returned.

7. I will contact Creston for approval twenty-four (24) hours prior to blocking of any Creston road(s) or public access during construction if the closure will be longer than thirty (30) minutes.
8. I will make certain all construction trash is placed in an on-site dumpster and the premises shall remain free from rubbish generated by construction operations. Food and food wrappers should never be left on site or in any dumpster. No windblown debris will be allowed to migrate from the site. I am responsible for informing the workmen and subcontractors not to dispose of any form of trash within the Creston property.
9. I understand excessive noise is prohibited. This includes, but is not limited to, radios, unnecessary shouting, and engine braking. The ARC, in its sole discretion, has the right to restrain construction noise outside of normal working hours.
10. I understand all workers are only allowed ingress and egress over the Creston roads to the job site. All else is considered trespassing. The maximum speed limit on all Creston roads is 20 MPH. The ARC will request a specific gate code for the duration of the project. This gate code will be deleted at the conclusion of the project. It is my responsibility to let my employees and subcontractors know this code.
11. I understand that normal working hours are 7:30 AM to 6:00 PM. I will get approval from the ARC for any work being performed other than during normal hours, on weekends, and on holidays.
12. I understand no disposal by burning of any building or site clearing materials is permitted.
13. I will make every effort to keep construction vehicles parked on the building site to avoid damage to right of ways and common property.
14. I understand that during home construction I may post one sign on the building site identifying my business as the primary contractor; this sign may not be more than five (5) square feet. Additionally, I may post signs related to job safety while construction is under way. All signs must present a professional appearance.
15. I understand the Association will periodically check that my status with the NC Licensing Board remains in good standing.

This application and agreement made this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Homeowner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
Date

Approved by the Creston ARC

\_\_\_\_\_  
ARC Signature

\_\_\_\_\_  
Date



**FORM E Pre-Construction Review – Step 4**

*Please submit this form by 9:00 AM the Thursday prior to a scheduled ARC meeting to the ARC. The ARC will respond by email or letter (postmarked by the 10th business day) within ten (10) business days of the submittal deadline*

To be completed by the Owner/Architect: Date: \_\_\_\_\_ Site # \_\_\_\_\_

Site type: Cabin                  Cottage                  Traditional                  Homestead                  Guest Cottage

Building Types and Use \_\_\_\_\_

Owner \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

Address \_\_\_\_\_

Architect \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

*Please Review Step 4 of I. Design and Construction Process.*

**Before any land clearing can begin all of the following must be in place:**

	ARC Approvals of Forms A, B, C and D
	County building permit and septic system permit
	Flag all erosion control fence locations per site plan
	Rough Stake four corners of all structures
	Flag individual trees/groups of trees/native shrubs subject to the impact of construction equipment
	Use three (3) foot stakes with written notations to show boundary area of site work for clearing and grading.
	<i>Grading Contractor review of final site plan to assure compliance.</i>

Comments:	
-----------	--

*Please email the Creston ARC and request a **Site Visit***

\_\_\_\_\_  
 \_\_\_\_\_  
 Architect/Homeowner

\_\_\_\_\_  
 \_\_\_\_\_  
 Date

CRESTON

*To assure compliance with the site plan The General Contractor certifies that the Grading Contractor has received and reviewed a copy of the site plan. The grading contractor agrees to carefully observe the limitations of disturbance as well as not disturbing trees and shrubs either marked for saving or outside the area marked for clearing.*

\_\_\_\_\_  
General Contractor

\_\_\_\_\_  
Date

**For ARC use:**

All forms and materials provided:	Yes		No	
-----------------------------------	-----	--	----	--

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Comments:	
-----------	--

**FORM F Site Construction Preparation and Review – Step 5**

*Please submit this form by 9:00 AM the Thursday prior to a scheduled ARC meeting to the ARC. The ARC will respond by email or letter (postmarked by the 10th business day) within ten (10) business days of the submittal deadline*

To be completed by the Owner/Architect: Date: \_\_\_\_\_ Site # \_\_\_\_\_

Site type: Cabin  Cottage  Traditional  Homestead  Guest Cottage

Building Types and Use \_\_\_\_\_

Owner \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

Address \_\_\_\_\_

Architect \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

*Please Review Step 5 of I. Design and Construction Process*

**Important:**

**BEFORE ANY SITE CLEARING BEGINS** approval must have been given for all previous steps. Step 5 allows for tree clearing on the site to begin, however, one must be prepared to begin construction within two weeks after Form F is approved. **DO NOT** begin Step 5 if house construction is not ready to begin within two weeks.

**Remember: submittals are accepted by the 10th and 25th of each month and the ARC has ten (10) business days to respond.**

**Check List:**

	ARC Approvals of Forms A, B, C, D and E
	Tree clearing of the building site WITHOUT disturbing the root mat any more than necessary
	Porta-toilet location marked
	Erosion control devices properly installed including mud mat and erosion control fencing.
	Dumpster location marked
	Material staging/storage area marked
	Three (3) foot stakes, flagged to mark house corners, make notations on stakes
	Designate with stakes and written notations the finished floor at basement level and main floor level
	A survey reference mark indicating a specific elevation is to be placed on the well head or, if the wellhead is not adjacent to the foundation location, on a permanent tree on the site. This reference mark will be used at Step 6 to determine the depth of the excavation and whether installation of footing forms at the lower level finished floor elevation has been done correctly. If the reference mark was not created by the surveyor at Step 2, it must be done at Step 5.
	Silt fence to cordon off all large areas around the house to prevent grading materials

CRESTON

	from migrating over natural grade, around trees and native shrubbery
	Cordon off and protect individual trees or groups of trees/native shrubs subject to construction impact or equipment traffic.
	Mark boundary of site work for clearing/grading – use three (3) foot stakes with written notations of boundary area
	<i>Tree wells may be required at this site visit</i>

Comments:	
-----------	--

*Please email the Creston ARC and request a **Site Visit***

\_\_\_\_\_  
Architect/Homeowner

\_\_\_\_\_  
Date

**For ARC use:**

All forms and materials provided:	Yes		No	
-----------------------------------	-----	--	----	--

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Comments:	
-----------	--

**Form G: Pre-Foundation Review – Step 6**

*Site visit for this step will be completed by the ARC within two (2) business days of the request only if the specific elevation reference mark was noted by the project team's surveyor*

To be completed by the Owner/Architect/Builder: Site # \_\_\_\_\_

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

Site type: Cabin  Cottage  Traditional  Homestead  Guest Cottage

Building Types and Use \_\_\_\_\_

Owner \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

Address \_\_\_\_\_

Architect \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

*Please review Step 6 of I Design and Construction Process.*

**Check List:**

	Place grade stake in the middle of the foundation excavation showing the lower level elevation with elevation noted. The specific elevation reference mark described in Step 5 will be used to determine the depth of the excavation and whether installation of grade stake has been done correctly.
--	---

*Please email the Creston ARC and request a **Site Visit** after the foundation is excavated and **prior to foundation construction.***

The site visit for this step will be completed by the ARC within two (2) business days of the request. If the specific elevation reference mark was not noted by the project team's surveyor at Step 2 or Step 5, the ARC will hire a surveyor at the owners' expense to verify that the grade stake is at the correct noted elevation and, therefore, the site visit will not occur within the two (2) business days.

**For ARC use:**

All forms and materials provided:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
-----------------------------------	-----	--------------------------	----	--------------------------

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Comments:	
-----------	--

**Form H: Pre-Septic System Review – Step 7**

*Please submit this form by 9:00 AM the Thursday prior to a scheduled ARC meeting to the ARC. The ARC will respond by email or letter (postmarked by the 10th business day) within ten (10) business days of the submittal deadline*

**To be completed by the Owner/Architect: Date:** \_\_\_\_\_ **Site #** \_\_\_\_\_

**Site type:** Cabin  Cottage  Traditional  Homestead  Guest Cottage

Building Types and Use \_\_\_\_\_

Owner \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

Address \_\_\_\_\_

Architect \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

***Please review Step 7 of I. Design and Construction Process.***

*Please email the Creston ARC and request a **Site Visit** after the septic/ drain field is appropriately flagged and erosion control is in place, but prior to any excavation of septic system or drain field until approved by ARC.*

**For ARC use:**

All forms and materials provided:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
-----------------------------------	-----	--------------------------	----	--------------------------

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Comments:	
-----------	--

**Form I: “Dried-In” Construction Review – Step 8**

*Please submit this form by 9:00 AM the Thursday prior to a scheduled ARC meeting to the ARC. The ARC will respond by email or letter (postmarked by the 10th business day) within ten (10) business days of the submittal deadline*

To be completed by the Owner/Architect: Date: \_\_\_\_\_ Site # \_\_\_\_\_

Site type: Cabin  Cottage  Traditional  Homestead  Guest Cottage

Building Types and Use \_\_\_\_\_

Owner \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

Address \_\_\_\_\_

Architect \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

**Please Review Step 8 of I. Design and Construction Process.**

1. Please email this form to the ARC for the **Site Visit** when the house is “dried in”. “Dried-In” is defined as the framing is complete, water-resistant wall assemblies are in place; water-resistant roof assembly is in place, window openings are in.
2. If the exterior colors/finishes, materials and fixture were not selected and approved at Step 3, then please follow the Design Guidelines, Step 3, item (7.), ‘Specifications for all Exterior Materials, Colors, Finishes, and Fixtures’ *prior to contacting the ARC for this site visit. See Appendix D and H.*

**Exterior Colors and Materials Identification if not already noted and approved at Step 3:**

<b>1. Foundation:</b>	Material	
	Color/Finish	
<b>2. Roofing:</b>	Manufacturer	
	Style	
	Material	
	Color/Finish	
<b>3. Exterior Siding:</b>	Material	
	Color/Finish	
	Pattern/Style	
	Dimensions	
<b>4. Exterior Trim:</b>	Material	
	Style	
	Color/Finish	
<b>5. Exterior Soffit and Fascia:</b>	Material	
	Style	
	Color/Finish	

<b>6.</b>	<b>Exterior Doors:</b>	
	Entrance Style	
	Material	
	Color/Finish	
<b>7.</b>	<b>Decking Material:</b>	
	Style	
	Material	
	Color/Finish	
<b>8.</b>	<b>Railing Material:</b>	
	Style	
	Material	
	Color/Finish	
<b>9.</b>	<b>Posts Material:</b>	
	Style	
	Material	
	Color/Finish	
<b>10.</b>	<b>Stone:</b>	
	Style	
	Material	
	Color/Finish	
<b>11.</b>	<b>Gutters and Downspouts:</b>	
	Material	
	Style	
	Color/Finish	
<b>12.</b>	<b>Exterior Lighting Fixtures</b>	
	Manufacturer	
	Product Numbers	

Comments:	
-----------	--

**For ARC use:**

All forms and materials provided:	Yes		No	
-----------------------------------	-----	--	----	--

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Comments:	
-----------	--



**FORM J – Modifications Approval – Step 9**

*Please submit this form by 9:00 AM the Thursday prior to a scheduled ARC meeting to the ARC. The ARC will respond by email or letter (postmarked by the 10th business day) within ten (10) business days of the submittal deadline*

To be completed by the Owner/Architect: Date: \_\_\_\_\_ Site # \_\_\_\_\_

Site type: Cabin  Cottage  Traditional  Homestead  Guest Cottage

Building Types and Use \_\_\_\_\_

Owner \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

Address \_\_\_\_\_

Architect \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

**Please attach**

	Plans demonstrating modifications in an architectural style with dimensions
	Letter of Intent with description and purpose

There may be an additional expense for the review of modifications.

Comments:	
-----------	--

\_\_\_\_\_  
Architect/Homeowner

\_\_\_\_\_  
Date

**For ARC use:**

All forms and materials provided:	Yes		No	
-----------------------------------	-----	--	----	--

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Comments:	
-----------	--

**FORM K – Landscape Plan and Exterior Elements – Step 10**

*Please submit this form by 9:00 AM the Thursday prior to a scheduled ARC meeting to the ARC. The ARC will respond by email or letter (postmarked by the 10th business day) within ten (10) business days of the submittal deadline*

To be completed by the Owner/Architect: Date: \_\_\_\_\_ Site # \_\_\_\_\_

Site type: Cabin  Cottage  Traditional  Homestead  Guest Cottage

Building Types and Use \_\_\_\_\_

Owner \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

Address \_\_\_\_\_

Architect \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_ Telephone/Fax \_\_\_\_\_

\_\_\_\_\_ Email \_\_\_\_\_

**Review ‘Landscape Design Principles’ of III. Regulations and Restrictions for all landscape requirements.**

1. Submit a Landscape Plan in an electronic PDF version to the ARC approximately sixty (60) days prior to completion of the home construction.

2. Demonstrate the following using ‘Landscape Design Principles’ as guidelines:

	Site sketch showing location(s) of proposed plant materials; grass areas, shrubs, trees, mulch, etc.
	Plant species, quantities and sizes indicated.
	Location of all hard-scape elements (existing and proposed), i.e., walks, walls, generators, HVAC, etc. .
	Note sizes, dimensions, materials and colors for all proposed hard-scape elements.

Comments:	
-----------	--

\_\_\_\_\_  
Homeowner

\_\_\_\_\_  
Date

**For ARC use:**

All forms and materials provided:	Yes		No	
-----------------------------------	-----	--	----	--

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Comments:	
-----------	--

**FORM L – Home Completion – Step 11**

*Please submit this form by 9:00 AM the Thursday prior to a scheduled ARC meeting to the ARC. The ARC will respond by email or letter (postmarked by the 10th business day) within ten (10) business days of the submittal deadline*

To be completed by the Owner/Architect: Date: \_\_\_\_\_ Site # \_\_\_\_\_

Site type: Cabin  Cottage  Traditional  Homestead  Guest Cottage

Building Types and Use \_\_\_\_\_  
 Owner \_\_\_\_\_ Telephone/Fax \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_ Email \_\_\_\_\_

**Checklist:**

	Clean up and remove building materials from site
	<b>Place layer of pea gravel or washed stone on the driveway, if the driveway is to remain unpaved</b>
	Residence must have a Certificate of Occupancy from McDowell County before occupancy
	911 post with address number is in place
	Creston ARC must make a final inspection and approval prior to the occupancy

Comments:	
-----------	--

\_\_\_\_\_  
Homeowner

\_\_\_\_\_  
Date

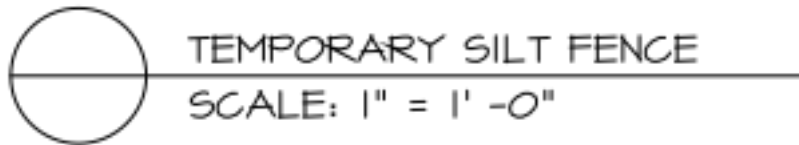
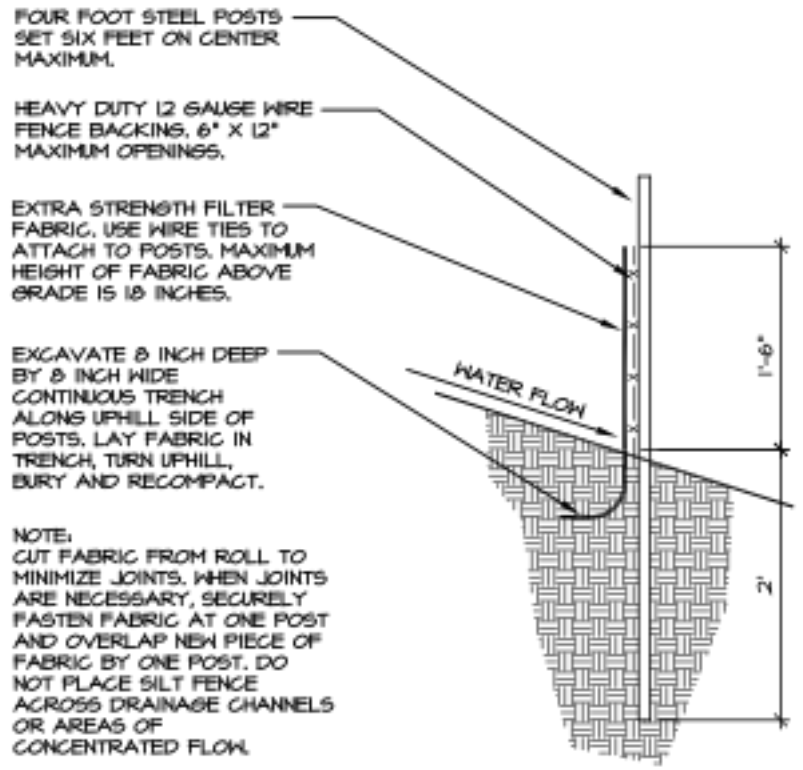
**For ARC use:**

All forms and materials provided:	Yes		No	
-----------------------------------	-----	--	----	--

Approved \_\_\_\_\_ Not Approved \_\_\_\_\_

Comments:	
-----------	--

Appendix A: Diagram Proper Silt Fence Installation

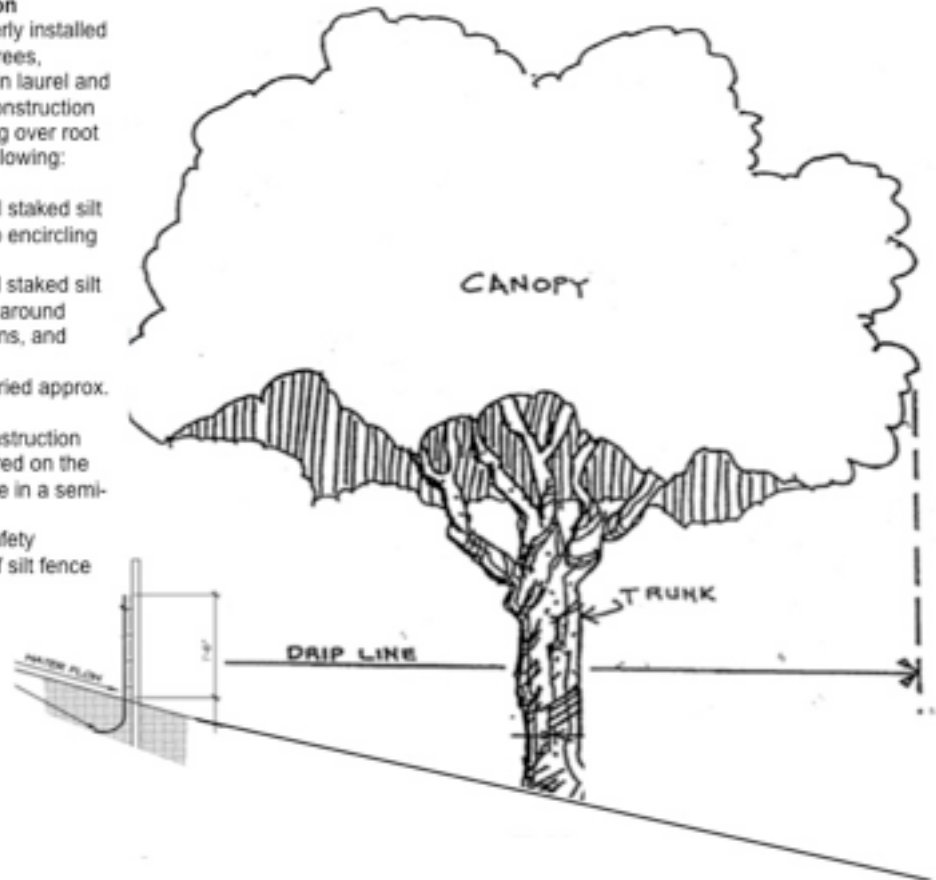


## Appendix B: Diagram of Proper Tree / Shrub Protection

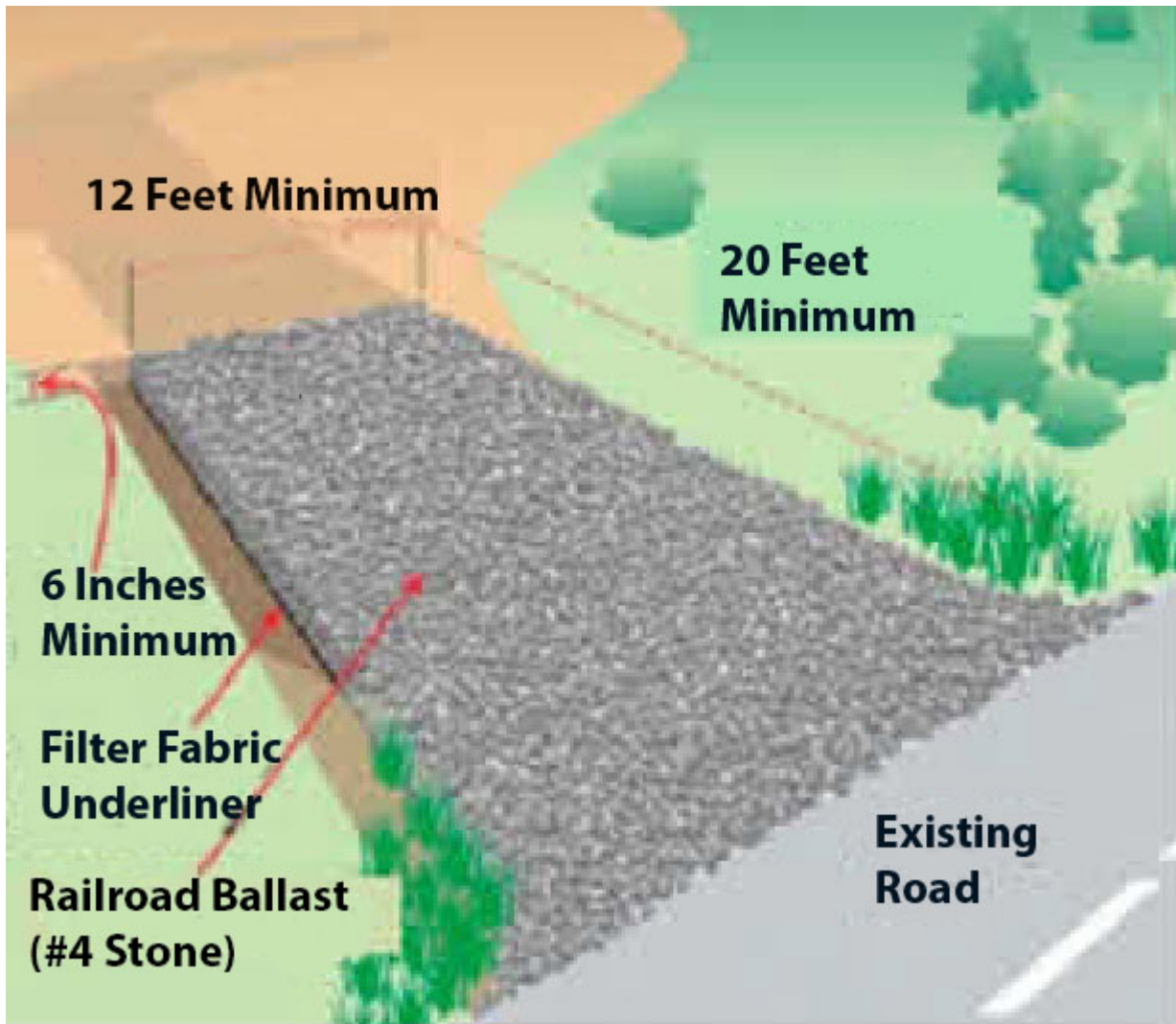
### Tree Protection

Silt fence must be properly installed to cordon off all trees, rhododendrons, mountain laurel and hemlocks to prevent construction materials from migrating over root mat by doing the following:

- Install wooden or metal staked silt fence at the drip line to encircling the tree(s)
- Install wooden or metal staked silt fence a minimum of 4' around shrub(s), rhododendrons, and mountain laurels
- Silt fabric should be buried approx. 4" deep
- If downhill from the construction area silt fence is required on the construction facing side in a semi-circle
- Install bright colored safety fence on the outside of silt fence



Appendix C: Diagram of Mud Mat Installation



**Appendix D: Example of How to Post Exterior Materials and Colors**

Reminder: when all the exterior colors and material samples are posted, write on each sample where the color/finish will be used, color name, finish and manufacturer.

	<p style="text-align: center;"><b>Color Sample Board Labeling</b></p> <p>Roof Shingles – GAF Elk Weathered Wood/30yr Trim / Soffit / Fascia – SW Enduring Bronze (SW 7055) Satin Siding – Enduring Bronze Satin Simulated Wood Shingle Accents – SW Ripe Olive (SW 6209) Flat Railings and columns on front –SW Downing Earth (SW 2820) Satin Front Door – Stained Mission Oak Railings on backside – Steel Black (see sample) Railing cap on backside – SW Downing Earth Decking – Ipe natural Underside of roof deck bead board– - SW Downing Earth Doors other than front – SW Ripe Olive Garage Doors - Jeld-Wen Door Style 43B – SW Ripe Olive Jeld-Wen Double Hung SDL Windows 6 over 0 Clad – Chestnut Bronze Manufactured Stone – 80%Bucks County Southern LedgeStone with 20% Bucks County Dressed Fieldstone Gutters to match trim – Bronze Rain chains to be used as down spouts Stucco to cover foundation – SW Enduring Bronze</p>
--	---

**Appendix E: Emergency 911 Address Post Information**

**911 Address Posting**



Creston POA Board of Directors has devised a uniform system for displaying the home address numbers as required for 911 addressing of home sites. 911 only requires that the numbers be posted, but does not have a uniform post requirement.

The POA Board and Creston Development LLC have determined that these numbers should be understated and uniformly displayed on an unobtrusive natural background. The following standard has been instituted.

The uniform standard for the sign post at the street will be a **treated 6 x 6 post with a 4 point tapered top, painted Sherwin Williams Spicewood (SW3021) solid color stain**, which is the same as the Creston road signs. These posts will be installed low to the ground with the numbers attached vertically. The easiest thing to do is for Creston to purchase a number of these posts, precut them to length, put the decorative cutting detail on the top and paint the posts. Creston will make these posts available to the owners on a cost basis for them to install.

The numbers can be purchased at Home Depot or Lowes. The house numbers are by **Hillman – item #'s 841596, 841598, 841600, 841602, 841604, 841606, 841608, 841610, 841612 and 841614 - 4” Reflective Plastic Numbers**. Numbers are located with the door hardware display. House numbers must be visible from the street from both directions; this may require numbers on two sides of the post.

Owners may contact the ARC when they are ready for a painted post to which the numbers are to be attached.

Example Number	Example Post
	



**Appendix F: Example of Creston Building Site Non-Compliance Notification**


**Creston Building Site Non-compliance**

<b>Project:</b>	
<b>Date:</b>	

<b>Site:</b>
--------------

Following a routine site visit, it has come to our attention that your site is out of compliance of the *Covenants, Conditions and Restrictions* and *Design Guidelines*. Your home site is not in compliance as noted below and as verified by the attached photo(s).

Carefully review *Covenants, Conditions and Restrictions* and *Design Guidelines*.noted below:

Covenant and Design Guidelines	Non-compliance Items / Notes:
<p><b>Section:</b>  <b>5. Construction Trash, Noise, Trespass, Fires, Parking / Page 21</b>                      All construction trash must be placed in an on-site dumpster and the premises shall remain free from rubbish generated by construction operations. No windblown debris will be allowed to migrate from the site.</p>	<p>Rubbish has been found outside of the construction dumpster.                      Remove all windblown trash from site.</p> <p>Found at the site:</p> 

**POA Section Granting Authority to Act**

**From Article VI Section 10:** The Association, ten (10) days after notice to the owner, shall have the right without liability to enter such site to correct, maintain, repair, clean, preserve, clear out or take any action on the property of any owner or on the easement areas adjacent thereto. Entering the property and taking such action shall not be deemed a trespass. All costs related to such action shall be assessed to the owner as an Individual Site Assessment.

We realize that out-of-town owners may be unaware of current conditions on their site. This form is standard procedure whereby owners and/or their contractors are notified about non-compliance issues. Please feel free to contact the POA/ARC if you have questions.

We look forward to resolution and thank you for having the issues corrected promptly. A copy of this notice is being sent to your builder where applicable.

Regards,


Creston POA - Board of Directors

**Appendix G: Example of Creston Design Review Project Status**

**Creston Design Review Project Status**

<b>Project:</b>	
<b>Date:</b>	

<b>Site:</b>	
--------------	--

ARC Review Steps	Status / Notes:
<p><b>Step 1 Home Site and Sketch Review / Page 3</b>                      Orientation Site Visit                      Form A                      (Site Visit 1 with ARC and Plan Design Coordinator)  <i>**Note: "Rough Stake" house prior to site visit</i>  <i>**Note: All stakeholders should attend this site visit (homeowner, architect, builder, etc.)</i></p>	
<p><b>Step 2 Schematic Building Design / Page 4</b>                      Form B                      Waiver Form                      (No Site Visit at this step)  <i>**Note: Three copies of schematic plans must be submitted to Creston</i></p>	
<p><b>Step 3 House Plans and Building Contractor Approval / Page 4</b>                      Form C                      Form D Building Contractor Approval                      (No Site Visit at this step)  <i>**Note: Form D and the Impact Fee associated can be submitted anytime prior to this step</i>  <i>**Note: An electronic PDF copy of Construction Documents must be submitted to the Creston ARC</i>  <i>**Note: Site plan must be signed and sealed by an architect, landscape architect or civil engineer</i>  <i>**Note: Post and label all exterior material and color samples (including windows) on site – see example</i></p> <div style="text-align: center;">  </div>	
<p><b>Step 4 Pre-Construction Review / Page 6</b>                      Form E                      (Site Visit 2 with ARC)  <i>**Note: House and all structures must be staked prior to site visit; Forms A, B, C and D must be approved</i></p>	
<p><b>Step 5 Site Construction Preparation and Review / Page 7</b>                      Form F                      Pre-Construction Site Visit                      (Site Visit 3 with ARC and Plan Design Coordinator)  <i>**Note: BEFORE ANY SITE CLEARING BEGINS approval must have been given for all previous steps.</i>  <i>**Note: Erosion Control – see guidelines on page 18</i></p>	

<p><i>**Note: Step 5 allows for tree clearing on the site to begin, however, one must be prepared to begin construction within <b>two weeks</b> after Form F is approved. <b>DO NOT</b> begin Step 5 if house construction is not ready to begin within two weeks</i></p>	
<p><b>Step 6 Pre-Foundation Review / Page 7</b>                  Form G                  Pre-Foundation Site Visit                  (Site Visit 4 with ARC and Plan Design Coordinator)  <i>**Note: Foundation must be excavated prior to site visit, but not poured until ARC approves the excavation.</i>  <i>**Note: All Erosion Control must be in place at this time.</i></p>	
<p><b>Step 7 Pre-Septic System Review / Page 8</b>                  Form H                  Pre-Septic Site Visit                  (Site Visit 5 with ARC)  <i>**Note: Septic/drainage field must be flagged and erosion control in place prior to site visit, but no excavation of septic system or drain field until approved by ARC.</i></p>	
<p><b>Step 8 "Dried-In" Construction Review / Page 8</b>                  Form I                  Dried-In Site Visit                  (Site Visit 6 with ARC and Plan Design Coordinator)  <i>**Note: All exterior material and color samples (including exterior lighting) must be posted on site prior to this site visit.</i></p>	
<p><b>Step 9 Modifications to Building and Site Plans / Page 8</b>                  Form J (only if required)                  (No Site Visit at this step)  <i>**Note: There may be an additional expense for the document review.</i></p>	
<p><b>Step 10: Landscape Plan and Exterior Elements / Page 8</b>                  Form K                  (No Site Visit at this step)  <i>**Note: Submit the landscape plan to the ARC for review approximately <b>sixty (60) days</b> prior to completion of the home construction.</i>  <i>**Note: The "minimum landscape plan requirements" must be completed within one hundred twenty (120) days of the home's certificate of occupancy.</i></p>	
<p><b>Step 11: Home Completion / Page 9</b>                  Form L                  (Site Visit 7 with ARC)  <i>**Note: Residences may not be occupied until the county issues a Certificate of Occupancy and final ARC inspection and approval is complete.</i>  <i>**Note: <b>Place a layer of pea gravel or washed stone on the driveway if the driveway is to remain unpaved.</b></i>  <i>** Note: Please contact the ARC and request the ARC inspection.</i></p>	
<p><b>Step 12: Minimum Landscape Review / Page 9</b>                  ARC will schedule a site visit 120 days after the Certificate of Occupancy                  (Site Visit 8 with ARC)  <i>**Note: The "minimum landscape plan requirements" must be completed at this time</i></p>	

## Appendix H: Approved Color Palette



### ***Color Palette and Choosing Appropriate Colors***

*The Creston Design Guidelines were created to establish Creston as a mountain community of high quality, and establish a sense of visual harmony between the homes and the natural environment. Thoughtful selection of exterior materials and colors is key to ensuring that each home complements the natural beauty of the land that is the Creston Reserve. In general, “visual harmony” translates as having the home blend with and recede into the surrounding native landscape such that the home is not a distinct feature of that landscape when viewed from either adjacent or distant locations.*

*In order to achieve this goal, there are some general principles that should be considered when selecting your particular color palette and products:*

- *A parameter that is used to compare the brightness of colors is the LRV (Light Reflectance Value) available for all solid paint colors from all manufacturers. LRVs vary from 0 to 100 indicating the percentage of light reflected by that color. Darker colors (low LRV) recede into native wooded backgrounds much better than lighter, brighter colors (high LRV). For the large facades of the home (e.g. siding), colors with LRV less than 15 are recommended. Higher LRV colors should only be employed on limited surfaces (e.g. trim).*
- *Flat or matte finishes should be used on siding instead of satin or semi-gloss finishes as the latter can reflect significant light depending upon sun angle and intensity.*
- *Excessively high contrast between siding and trim (LRV differences >15) can also make the home stand out more and should be avoided.*
- *Using typical paint chips or brochures to gauge brightness of colors can be deceiving. As many colors are displayed against a white background, you can get a false sense that colors are darker than they will actually appear on a larger surface. This is why the ARC requires a color sample board before making final decisions on approval of a color palette.*

*Below is the approved color palette for the exterior siding, trim, windows and other exterior elements of Creston homes. These are not the only colors that can be proposed, rather are representative of acceptable colors. Likewise, not all of these colors can serve every function in the total home palette; some are more suitable for trim, while others are better for siding. Colors must be appropriate to the architectural style and character of the home and blend with the mountain setting. Regardless, all exterior colors and materials must be submitted for review and approval by the Architectural Review Committee. Colors not on this list may be submitted to the ARC for*

consideration. In that case please include complete information on any such colors, including specification of source, finish, and a color sample including LRV. The paint colors listed are from Sherwin-Williams ([www.sherwin-williams.com](http://www.sherwin-williams.com)) and are in numerical order. Sherwin-Williams has a store in Black Mountain (3192 Highway 70 W, 828-669-8818) and three stores in Asheville – 615 Merrimon Ave., 1913 Hendersonville Rd., and 1068 Patton Ave. Identical or equivalent colors from another paint manufacturer may also be used by providing the Sherwin-Williams R:G:B values (common across paints) to your paint store for mixing. These colors can be viewed on-line at the Sherwin-Williams website or color chip cards are available at any of their local stores.

<b>Number</b>	<b>Color Name</b>	<b>LRV</b>	<b>Color Collection</b>
2801	Rookwood Dark Red	3	Midnight Mystery, Historic Exterior
2802	Rookwood Red	5	Historic Exterior
2808	Rookwood Dark Brown	8	Historic Exterior
2820	Downing Earth	20	Historic Exterior
2841	Weathered Shingle	22	Historic Exterior
2846	Roycroft Bronze Green	9	Historic Exterior
2855	Sycamore Tan	27	Historic Exterior
2856	Fairfax Brown	7	Historic Exterior
6055	Fiery Brown	5	Rustic Sun
6069	French Roast	4	None (sample card available in stores)
6074	Spalding Gray	22	None (sample card available in stores)
6075	Garret Gray	15	None (sample card available in stores)
6076	Turkish Coffee	5	Sophisticated Sanctuary, Timeless Color
6081	Down Home	20	None (sample card available in stores)
6082	Cobble Brown	14	None (sample card available in stores)
6083	Sable	8	Global Spice, Teen Space
6102	Portabello	21	None (sample card available in stores)
6104	Kaffee	9	Neutral Nuance
6144	Dapper Tan	22	Neutral Nuance
6145	Thatch Brown	17	None (sample card available in stores)
6151	Quiver Tan	22	Traditional Twist
6152	Superior Bronze	15	None (sample card available in stores)
6165	Connected Gray	23	None (sample card available in stores)
6166	Eclipse	14	Restless Nomad, Urban Organic
6167	Garden Gate	10	None (sample card available in stores)
6173	Cocoon	15	Rustic Refined, Global Garden
6174	Andiron	5	Timeless Color
6188	Shade-Grown	8	None (sample card available in stores)
6200	Link Gray	21	Cool Neutrals

6201	Thunderous	15	None (sample card available in stores)
6202	Cast Iron	12	None (sample card available in stores)
6208	Pewter Green	12	None (sample card available in stores)
6216	Jasper	4	None (sample card available in stores)
7018	Dovetail	26	Liveable Luxe, High Voltage, Cool Neutrals
7019	Gauntlet Gray	17	Reasoned
7020	Black Fox	7	2015 Chrysalis, Color Pizzazz, Liveable Luxe
7025	Backdrop	20	2016 Nouveau Narrative
7026	Griffin	13	None (sample card available in stores)
7033	Brainstorm Bronze	14	None (sample card available in stores)
7039	Virtual Taupe	20	None (sample card available in stores)
7040	Smokehouse	13	None (sample card available in stores)
7041	Van Dyke Brown	7	2016 Mas Amor Por Favor, Neutral Nuance
7047	Porpoise	13	Enthusiast
7048	Urbane Bronze	8	Neutral Nuance
7053	Adaptive Shade	21	None (sample card available in stores)
7054	Suitable Brown	10	None (sample card available in stores)
7055	Enduring Bronze	7	None (sample card available in stores)
7060	Attitude Gray	20	None (sample card available in stores)
7061	Night Owl	13	None (sample card available in stores)
7067	Cityscape	22	None (sample card available in stores)
7068	Grizzle Gray	13	None (sample card available in stores)

### ***Stains (semi-transparent) Used for Exposed Wood Elements***

*Exposed wooden beams, posts, corbels, etc. are often stained to complement the rest of the color palette of the home. A number of manufacturers (e.g. Minwax, Cabot) provide a variety of stain colors to consider. As a rule, your choices should emphasize brown or rust tones. You should avoid yellow or orange tones for bare wood. Of course, different woods (e.g. cedar, fir, pine, poplar) retain and express a particular stain very differently. Thus, prior to approval, samples of all proposed stains must be provided on the proposed wood variety on the sample board.*

*To assist with your selection, the ARC has created a set of color chips using various wood species that have been stained with several colors that yield an acceptable color outcome. These are available for review upon request to the ARC.*

### ***Window Color Selection***

*Standard colors for window cladding (aluminum or vinyl) offer a number of acceptable choices. There is a little more flexibility in choosing these colors as they have less visual exposure and can often serve as bolder accents to the appearance of the home without compromising the goal of harmony with the native surroundings. Nonetheless, any bold colors should not be “bright” colors and LRVs less than 20 are advised. There are a number of window manufacturers from which to choose and below are representative approved colors for window/door cladding from a sample.*

SEMCO	SIERRA PACIFIC	MARVIN	SUN
<i>Night Hawk Gray</i>	<i>TW Brown</i>	<i>Bronze</i>	<i>Night Hawk Gray</i>
<i>Classic Bronze</i>	<i>Antique Bronze</i>	<i>Suede</i>	<i>Classic Bronze</i>
<i>Taupe</i>	<i>Tan</i>	<i>Pebble Gray</i>	<i>Sandstone</i>
<i>Midnight Black</i>	<i>Black</i>	<i>Ebony</i>	<i>Black</i>
<i>Claret Red</i>	<i>Harvest Cranberry</i>	<i>Wineberry</i>	<i>Red</i>
<i>Hartford Green</i>	<i>Hartford Green</i>	<i>Evergreen</i>	<i>Hartford Green</i>

*As windows are usually ordered early in the construction process, color selection and coordination are very important and require approval of the ARC.*

***Chimney Cap Colors (Flat or Matte Finish ONLY)***

*Dark Bronze or Dark Charcoal*

***IMPORTANT:*** *Any metals used for flashing or railings MUST be non-shiny.*