

CHARLESTON NATIONAL COMMUNITY ASSOCIATION
ARCHITECTURAL REVIEW COMMITTEE (ARC) POLICIES

AUGUST 10, 2016

Article X, Section 1, of the Covenants and Restrictions of the Association states that the Architectural Control Committee shall have the right to enforce, by any proceeding at law or in equity, all restrictions, conditions, covenants, reservations, liens and charges now or hereafter imposed by the provisions of the Covenants and Restrictions for all owners.

Article IV, Section E, subsection (1), of the Bylaws states that the Board has the power to adopt and publish rules and regulations governing the personal conduct of Members, establish penalties, including monetary fines and actions at law, for the infraction thereof in regard to the Covenants and Restrictions.

The Board of Directors has determined therefore that it is in the best interest of the membership to define guidelines in regard to certain rules and regulations and practices in the community. The current ARC policies are listed below. From time to time existing policies are revised and new policies are established as deemed necessary.

In addition to the ARC policies in this document, the Board has established separate rules and regulations regarding the process for new construction. These policies can be found on the Association website at www.cnhoa.org.

MAILBOXES

Mailbox structures shall be in accordance with U. S. Postal Service requirements and Mount Pleasant Town Code and shall be uniform throughout the CN Community.

The structure shall consist of the following:

- One Post
- One Post Arm
- One Bracket
- Two Sandblasted Medallions or Two MDO Wooden Medallions (Medallions can be purchased at Sign Monkey or Mahoney's) **No sticker medallions shall be used.**
- One Mailbox in Classic Black
- Three-inch white numbers for address
- One-inch white lettering for street name

Letters and numbers shall be placed on both sides of the mailbox.

The post and all its wooden parts shall be painted in Charleston National Forest Green (Forest Pine) Gloss.

The mailbox structure shall be installed at the curb in alignment with others on the street.

Mailbox supports and all other parts of the receptacles for the receipt of mail shall be complete and maintained in good condition in accordance with the Covenants, Conditions, and Restrictions of the Charleston National Community Association. Parts shall be repaired and replaced as needed and in a timely manner.

Board Approved 5/09
Revised 8/12/13
Revised 5/12/15
Revised/Approved 08/10/16

METAL ROOFS

Metal roofs are not prohibited under our governing documents and may be approved by the ARC for houses in any and all neighborhoods in Charleston National. The Restrictions and Easements for Charter Oaks, Westchester Phase V, do specify building materials, including siding and roofing. The R&Es for Charter Oaks require that roofing be metal only.

Metal roofs must be of high quality such as that which includes a standing metal seam or a 5V Crimp. The color of the roof must be approved by the ARC.

An ARC request for the exterior work must be submitted and approved prior to the beginning of any work, including removal of the existing roofing and installation of any new roofing.

Board Approved 6/9/14

“OPEN HOUSE” SIGNS

Open House signs are permitted only on the property being sold and at the main entrances to Charleston National, neighborhood entries, and at street intersections as needed. Signs are not permitted to be placed on another homeowner’s property.

Signs must be removed at the end of event but no later than 5 p.m. The Open House should be held on weekends whenever possible.

Board Approved 11/09
Revised 8/12/13

OVERNIGHT PARKING AND OVERNIGHT PARKING ON GRASS

The time between 12:00 midnight and 5:00 a.m. will be considered overnight parking and unacceptable as stated in the neighborhood Restrictions and Easements, Article II, Section 23, under Driveways and Entrance to Garage: "There shall be no overnight parking on the street or on the lawn."

The Board of Directors has agreed not to seek out violations but to act on them once they became apparent, especially when there are chronic abusers. A description of the car, the license plate number and state where issued, and the time of the infraction should be included when reporting this violation of the Restrictions and Easements to Management.

Board Approved 11/20/06
Revised 4/21/08

POOLS

Pools are not prohibited under our governing documents and may be approved by the ARC for any and all neighborhoods in Charleston National.

In-ground pools only will be permitted and as approved in advance by the Architectural Review Committee. No above-ground pools shall be approved. A 30' (thirty foot) easement from the property line is required for those lots adjacent to the golf course as so designated in the Covenants and Restrictions.

An ARC request must be submitted and approved prior to the beginning of any work. A permit from the Town of Mount Pleasant for the construction of the pool including any and all materials and infrastructure

for operation of the pool must accompany the ARC request. Pools must be in compliance with the Town of Mount Pleasant Building Code, Residential Pool Enclosures and Safety Devices, Sections 3109.4.1 through 3109.4.3, including requirements for 4' (four foot) high fencing, gates, and self-latching locking devices. If these requirements are not followed and/or work begins prior to approval, an automatic fine will be imposed for failure to comply with this ARC policy.

Board Approved 7/14/14

PORTABLE STORAGE CONTAINERS

A portable household storage container may be kept in a driveway no longer than two weeks in the case of a household move. An ARC request form must be submitted in advance.

If a household goods container is required for reasons other than a household move, such as interior or exterior construction or repair, prior permission will be granted automatically if a complete home improvement request form is submitted in advance to the ARC. Requests should include the purpose and a timeline as to when the container will arrive and when it will be removed. The ARC shall consider such a request as automatically approved for a two-week period.

Forms are available on the CNCA website www.cnhoa.org, from Management, or from any Board or ARC member. Property owners need to allow at least one week for approval and processing.

The approved ARC request form must be posted on the side or end of the container and be visible from the street to prevent violation notices.

If a property owner or renter either orders a household goods container without an ARC permit or exceeds the allowed time limit, the owner can expect to receive a violation letter from Management explaining this policy.

If the owner receives a second violation notice or notice that a two-week permit has expired and the container remains in place, the owner will be subject to a fine based on the Association Covenants.

Board Approved 6/19/06

Revised 9/21/07 and 11/16/09

PRE-MANUFACTURED CHIMNEYS

A pre-manufactured chimney that is part of a wood or gas burning device installed under the roof of a home shall meet the following requirements:

An ARC request for the exterior work must be submitted and approved prior to any type of installation begins.

The chimney must be a minimum of three (3) feet above the point of penetration through the roof and taller than the nearest point of roof within ten (10) feet.

Chimneys greater than four (4) feet tall must be enclosed so they appear as part of the house.

Any chimney visible from the front of the house must be enclosed so it appears as part of the house.

Board Approved 10/22/12

SATELLITE DISHES

No antenna, tower, dish, rod, wire, array, or communication apparatus for the transmission and/or reception of electromagnetic waves shall be placed on the exterior of a Residence or erected on a Lot outside of a Residence without the prior approval of the Architectural Review Committee. No free standing transmission or receiving towers shall be permitted.

The installation of satellite dishes for the purpose of receiving television programming is allowed provided that where possible the dish is placed beyond the midline of the Residence, obscured from view by a roofline, or screened in accordance with ARC guidelines and provided all installations are approved in advance by the ARC.

In the event that any portion of this restriction is deemed to contravene any governmental regulation pertaining to satellite dishes, then the governmental regulation shall apply and the remaining portion of this restriction shall be applicable.

Board Approved 2004/2005

SHEDS

Individual neighborhood Restrictions and Easements determine whether or not an outbuilding or detached garage is allowed. For those neighborhoods which allow for such structures under the original and still current R&Es, the original and still current 1992 Covenants and Restrictions requires that any such structure adhere to “the harmony of external design, location, and appearance in relation to surrounding structures and topography....”

Any outbuilding, as allowed under the governing documents, must be approved by the ARC and is required to have the same siding and roofing as the house. Homeowners are encouraged to do an addition to the side or back of the house rather than build a stand-alone structure.

Board Approved 8/12/13
(Original date uncertain)

REAL ESTATE SIGNS

As of December 1, 2009, all signs for sale or rental of a property or home in Charleston National shall be consistent according to the following requirements:

1. The overall size of the sign shall be 27” wide and 46” high. The notice sections shall be 24” wide and 18” and 6” high respectively (see the sample below) and shall include the Charleston National logo in the top section.
2. Lettering shall be in white.
3. The background shall be in Charleston National Forest Green.
4. The Charleston National logo shall be in full color.
5. The sign shall be double sided thereby permitting installation so that both sides are visible from the street.

This policy also applies to homeowners who are selling or renting a property or home independent of a real estate agent (“for sale by owner” and FSBO signs).

Anyone preparing to list a property in Charleston National is encouraged to contact Management with any questions and to be certain of compliance with this policy.

Two neighborhoods are not under the jurisdiction of this policy. The Victory Pointe Property Owners Association covenants do not allow real estate signs within the gated area. The Retreat at Charleston National is an exception to this policy at the current time. Regulation of signage for the townhouse style condominium neighborhood is under control of the developer through The Retreat Master Deed Rules and Regulations.

Board Approved 9/21/09
Updated 8/12/13

