

# Preserve Design Guidelines

## Table of Contents

Diversity of Architectural Styles	Page 2
Building Massing	Page 2
Building Size	Page 2
Roof Pitches	Page 2
Exterior Elevations	Page 3
Trim	Page 3
Fireplaces	Page 3
Exterior Materials	Page 3
Colors	Page 4
Decks, Gazebos, Porches, Patios, and Walls	Page 4
Setbacks/ Height Restrictions	Page 5
Siting	Page 5
Garages, Driveways and Paved Areas	Page 6
Walls- Retaining	Page 6
Landscaping	Page 6
Fences	Page 7
Exterior Mechanical Equipment	Page 7
Exterior Storage Areas	Page 7
Mailboxes, House Numbers and Driveway Lighting	Page 8
Play and Sports Equipment	Page 8
Storage and Parking of Vehicles	Page 8
Vehicle Repair	Page 8
Motorized Vehicles	Page 8
Hot Tubs and Pools	Page 9
Solar Energy Devices	Page 9
Maintenance of Drainage	Page 9
Dog Runs	Page 9
Submittal Plan Requirements	Page 10
Submittal Review	Page 11
Resubmittal of Plans	Page 11
Landscaping, Ancillary Improvements, or Additional Construction and/or Exterior Changes	Page 11
Time Limitation of Approval	Page 11
Work in Progress	Page 11
Non-Liability of the Design Review Committee	Page 12
Other Conditions	Page 12
Review of Waiver	Page 12

# THE PRESERVE DESIGN GUIDELINES

Mission Statement: Assure the continued maintenance of the Preserve as a beautiful development that's harmonious with nature and whose homes complement each other in appearance.

These Design Guidelines have been prepared to help home buyers, home builders, architects and residents in developing appropriate architectural and site plans for Design Review Committee submittal. The Design Review Committee is chaired by the Developer and evaluates initial construction plans. You'll also see references to a Design Review Committee II (DRC2) which operates as part of the Preserve Homeowners Association and evaluates requested changes *after* initial construction has been completed.

Other design related requirements are included in the Preserve By-Laws. Please be certain to review these as well.

## **DIVERSITY OF ARCHITECTURAL STYLES**

It is the intent of these guidelines to ensure that each home has individual design quality and integrity while remaining compatible with the neighborhood as a whole. Domes, hyperbolic paraboloids, mansard roofs, and flat roofs will not be permitted unless specifically approved by the Design Review Committee.

## **BUILDING MASSING**

It is the intent of these guidelines to encourage design solutions that reduce the visual mass and develop proportions and details appropriate in scale to the site. Multiple roof lines and the softening of elevations through multiple face planes are encouraged.

## **BUILDING SIZE (ARTICLE VI SECTION 1 (a) PRESERVE BY-LAWS)**

Minimum size ranch	2,300 square feet
Minimum size 2-story	2,600 square feet

The Developer reserves the right, within its sole discretion to lower the required minimum square footage for specific residences. The Developer also reserves the right to increase or decrease the minimum square footage in future phases of the project.

## **ROOF PITCHES**

Shall be between 5/12 and 12/12 unless otherwise approved by the Design Review Committee.

## **EXTERIOR ELEVATIONS**

Plans should be designed to look attractive from all four sides. Decorative elements (masonry veneer, shutters, dormer windows, bay windows, recessed windows, etc.) should not be limited to the front facade only.

Windows and doors should align vertically and horizontally, or be designed in an organized manner, rather than located randomly. Generous window openings are encouraged.

A minimum of 66% of the front facade of any two- story home will be composed of non-garage area. A minimum of 50% of the front facade on any single story (ranch) home will be composed of non-garage area. These percentages exclude the roofs and fascia, but include window and door openings.

Approximately 20% of the front elevation wall face (including the garage side wall), on all non-ranch style homes, will be window, door, and sidelight openings. A minimum of 20% of the rear elevation wall face will be door and window openings. All rear elevations will have a minimum of two window sizes, styles or shapes. Decorative and fixed pane windows are encouraged.

## **TRIM**

Trim shall be included around the perimeter of all doors and windows on all four sides, unless replaced by masonry.

## **FIREPLACES**

Fireplaces and the full height of their chimneys, if any, must be fully enclosed by material compatible with the design of the home.

## **EXTERIOR MATERIALS**

- ❑ Wood Siding-shall be restricted to natural wood boards or shingles; stained or painted, or Hardboard siding pre-finished or painted
- ❑ Masonry/Stucco-shall be restricted to stone, cultured stone, brick, or detailed stucco unless otherwise approved by the Design Review Committee
- ❑ A facade that uses masonry on only a single elevation will not be allowed.

All homes shall include brick, stone, shake, or stucco at the front elevations and a portion of each side (wrapped around the corners).

The following percentages are suggested:

Front Elevation – 50% (excluding roofs, fascias, garage doors, windows and doors)

Rear Elevation – 30% (excluding roofs, fascias, windows and doors)

Side Elevation – 20% (excluding roofs, fascias, windows and doors)

Variance to masonry percentages will be based on visual impact to neighbors on sites where the rear elevation is secluded.

The Design Review Committee encourages the use of masonry on the home as a unifying element on all four elevations of every house.

Tile, concrete tile or heavy textured asphalt shingles (minimum 30 year/330 lb.) are acceptable. Metal roofs, or other materials will be considered by the Design Review Committee. Standard asphalt shingles are not acceptable. Dimensional shingles are encouraged.

Window Frames - will be painted wood, natural wood, anodized painted aluminum or vinyl cladding.

When using masonry, no foundation concrete will remain exposed. Where siding is used, no more than 6" of foundation will be exposed concrete. An exposed stepped foundation wall is prohibited.

## **COLORS**

The color of exterior materials shall be generally subdued neutral colors. Earth tones, generally muted, are recommended. Accent colors on doors, window frames, fascias, soffits and trims, may be used judiciously to highlight the home's features.

All projections including, but not limited to, chimney flues, vents, gutters, downspouts, utility boxes, porches, railings and exterior stairways will match the color of the surface from which they project unless otherwise approved.

**EXTERIOR COLORS ARE IMPORTANT AND MUST BE APPROVED BY THE DESIGN REVIEW COMMITTEE.**

## **DECKS, GAZEBOS, PORCHES, PATIOS, AND WALLS**

Committee approval is required. Decks and gazebos must be constructed of wood or other material compatible with the residence.

Larger columns may be necessary depending on material or architectural style. Masonry columns will be encouraged.

Decks shall not be constructed above the main level of the home unless cantilevered or integrated into the home design by being supported by at least two walls of the home.

Patios constructed out of brick, stone, colored concrete or other materials may be permitted anywhere on a lot as long as all landscape requirements are met.

Walks shall be constructed of brick, wood, concrete, modular pavers, stone, colored or exposed aggregate concrete.

Patios, decks, and gazebos will not be used for storage other than patio furniture and barbecues.

Plans must show the exterior elevations, designate materials and colors, and include dimensions.

Patios, decks, and gazebos will not be used for hanging garments or other articles or for cleaning rugs, household articles or other items.

### **SETBACKS/ HEIGHT RESTRICTIONS**

- Front – 50 feet, (except where the Final Site Plan allows variance to 35 feet)
- Side – 20 feet
- Rear – 50 feet

All building sites will adhere to the Township standard of no elevation exceeding 35 feet.

### **SITING**

Each building site has its own specific qualities and characteristics. It is important that each lot be carefully reviewed to observe its special assets, and decide how each of these can best be used to increase the aesthetic value of the lot and the community.

Exterior grading must be adequate for drainage and in compliance with the County Soil Erosion Permit Plans.

Houses will be sited to complement existing or planned houses on adjacent sites. It is especially important that any altered drainage patterns not cause soil erosion, including soil erosion on adjacent properties. Proper soil erosion permits must be obtained.

No grading will extend beyond lot lines.

No grading will exceed a 3:1 slope without approval of DRC.

## **GARAGES, DRIVEWAYS, AND PAVED AREAS**

Each single-family dwelling shall have, at a minimum, a two car attached side entry garage. On home sites where steep slopes are present the Design Review Committee shall have the sole discretion to allow front or rear entry garage.

Hard-surfaced, asphalt, concrete, paving bricks, or colored concrete walkways, and private driveways, are required. Materials used to create special paving patterns are subject to Design Review Committee approval. Driveways shall not be constructed with more than an 8% slope.

## **WALLS-RETAINING**

A single retaining wall will not be more than seventy-two (72) inches in height (measured at the exposed side). Retaining walls shall only be constructed of the following materials: brick, treated wood, natural stone, cultured stone, or similar materials, subject to the approval by the Committee. Exposed concrete or railroad tie retaining walls are specifically forbidden. Multiple walls may be used, provided a landscape bed in the step between each wall is provided.

Walls, for retaining or changes in grade or courtyard walls, shall be constructed out of brick, stone and stucco, or concrete faced and capped with brick, stone or stucco.

## **LANDSCAPING**

**Landscaping is an important and sometimes overlooked feature in keeping the overall appearance and value of your home. Homeowners should consider landscaping a primary design feature when planning the construction of a new home.**

Landscaping will be done in accordance with a landscape plan approved by the Design Review Committee. The landscape plan must be submitted to Design Review Committee II (DRC2) at least 30 days prior to occupancy. The plan will show all proposed landscape improvements including trees, shrubs, turf, mulches (bark, gravel, etc.), walls, vegetable gardens, etc. Landscaping “hardscapes” or elevation changes that were not part of the initial approved plan must also receive separate DRC2 approval.

Except for boulders, the utilization of non-living objects as ornaments in the front landscape is discouraged.

The lawn area (between the pedestrian path and road) will be maintained by the property owner. Property owners will maintain all roadside ditches adjacent to their property. All ditches must be included in the lawn irrigation system. Sprinkler heads may shoot across the pedestrian path in order to reach ditch areas. All homeowners are encouraged to use

end sections, and/or landscaping, for driveway culverts to allow softer grade changes and easier landscape maintenance. No head walls around driveway culverts are permitted without the consent of Design Review Committee II (DRC2).

The landscape package in the front yard will include as a minimum, 1 tree per 40 front feet of road frontage, (a minimum of 4 trees per lot that are 2.5-inch caliber or greater), a grass lawn, and an automatic irrigation system for front yard

All homes should have beds with shrubs and appropriate features to enhance the home's setting into the surrounding lot area.

In order to maintain a natural environment setting, some rear yards may be left in a natural uncut state. On home sites where there are steep slopes or woods leaving tall grasses and trees may be the most sensible way to enjoy and protect the landscape. Homeowners must develop a landscape that is environmentally friendly and helps prevent soil erosion.

Once the original landscape plan is approved, new "soft" landscaping (adding shrubs, flowers or trees) does not require additional approval.

## **FENCES**

To promote an open feeling, no perimeter fencing will be allowed. Dog runs may be allowed by the Design Review Committee II (DRC2) to contain small pets within rear yards, (see dog runs).

Fencing shall not be installed in such a way that it impedes drainage.

Any other fences, such as interior fencing to enclose patios, hot tubs, pools, gardens, support arbors, etc., will be of a type, finish, color, etc., compatible with the building architecture. This fencing must be located and detailed for review by Design Review Committee II (DRC2) and approved by the Township.

## **EXTERIOR MECHANICAL EQUIPMENT**

All exterior mechanical equipment, such as air conditioners and heating equipment, shall be either incorporated into the overall form of the dwelling, be enclosed by a structure matching exterior house material or be landscaped to reduce impact. Under no circumstances will these items be roof mounted or located in a window of the house.

## **EXTERIOR STORAGE AREAS**

No accessory building or other outbuilding will be allowed unless it is approved by the Design Review Committee (DRC or DRC2). Many home sites do not lend themselves to

these structures. The Design Review Committee, in the exercise of its discretion, may permit the erection of structures such as swimming pool accessory buildings, greenhouses or lawn/garden sheds. Notwithstanding the Design Review Committee's approval, such structures, shall be architecturally compatible with the main residence, be constructed of similar materials, be on a concrete slab with a rat wall, and shall not exceed 400 square feet in size.

### **MAILBOXES, HOUSE NUMBERS, AND DRIVEWAY LIGHTING**

Each home shall have a mailbox and pedestal installed per the design specified by the DRC and U.S. Postal standards. Each home will be required to install a light within 20 feet of road right of way per the design specified by the DRC. Additionally, house numbers shall appear on the mail box so that they are integrated into the community landscape.

### **PLAY AND SPORTS EQUIPMENT**

Committee approval is required for equipment larger than 6-feet in two or more dimensions. Equipment such as play sets shall be located in the rear or side yard and be screened by landscaping. Size and color will be considered on a case-by-case basis depending on lot size and proximity to neighbors. Pool areas will need special landscaping to help them blend into the natural surroundings. Basketball courts may be placed in rear or side yards.

### **STORAGE AND PARKING OF VEHICLES**

Recreation vehicles, campers, campers not on a truck, boats, mobile homes, horse trailers or other trailers, tractors, motor homes or trucks (other than pickup trucks) shall not be stored or will be parked anywhere within The Preserve or on any private street unless such parking or storage is within a garage. Vehicles may be temporarily parked (48 hours or less) for loading, delivery, or emergency. This restriction, however, will not restrict trucks or other commercial vehicles which are necessary for the construction or for the maintenance of the sites, common areas, other property or any improvements. Off-street parking will be limited to the paved areas of the driveway.

### **VEHICLE REPAIR**

No maintenance, servicing, repair, dismantling, or repainting of any type of vehicle, boat, machine, or device may be conducted upon a site, except within a structure which screens the sight and sound of the activity from the street and from other sites.

### **MOTORIZED VEHICLES**

Motorized vehicles (eg. snowmobiles, motorcycles minibikes, etc.) are not to be driven on



greenbelts or common areas. Such vehicles will not be stored as to be visible from any of the properties. Gasoline powered motorized boats are not allowed on any lake or body of water.

### **HOT TUBS AND POOLS**

Swimming pools shall be below ground, except children's play pools, hot tubs, and Jacuzzi tubs. Hot tubs and pools will be integrated into the design of the home and landscaping.

### **SOLAR ENERGY DEVICES**

Design Review Committee approval is required. Passive and active solar energy systems must be integrated into the architecture of the residence area. Solar collection panels should blend into overall architectural massing and roof form designs.

### **MAINTENANCE OF DRAINAGE**

There will be no interference with the established drainage pattern over any property within The Preserve except as approved in writing by the Design Review Committee. Approval will not be granted unless provision is made for adequate alternate drainage. The "established drainage pattern" will mean the drainage pattern which exists at the time the overall grading of any property is completed and will include any established drainage pattern shown on any plans approved by the Design Review Committee. The established drainage pattern may include the drainage pattern from common areas over any site, from any site over the common areas, or from any site over another site.

**Each site owner is responsible for any erosion control that may be necessary to protect adjacent lots or common areas from damage due to drainage or related erosion.**

When installing landscaping, it is very important to ensure that water drains away from the foundation of the house and that the flow patterns prevent water from flowing under or ponding near or against the house foundation, walkways, sidewalks and driveways.

### **DOG RUNS**

Dog runs must be located in the rear yard, but may extend into the side yard as a way of abutting the house. They must be substantially screened from view from neighbors and adjacent common areas and must be limited in the size to 500 square feet or less. Dog runs are subject to approval of the Design Review Committee.

Invisible fencing is the preferred method for allowing pets to access the yard area.

## **SUBMITTAL PLAN REQUIREMENTS**

Before construction begins, three (3) sets of plans shall be submitted to the Design Review Committee for review:

The Site Plan must include:

- \* Building location with dimensions to front, rear, and side property lines
- \* Setbacks and easements
- \* Driveway location with percent (%) of slope indicated
- \* Grading and drainage plan showing existing and proposed grades at a maximum 2' interval with spot elevations at building corners. Soil erosion permits must be obtained.
- \* Finished floor elevations and top of foundation elevations including garage and basement

Complete architectural working drawings including:

- \* Floor plans at no less than 1/8" = 1/0"
- \* All exterior elevations with exterior materials and colors noted
- \* Exterior details, including chimneys, exterior stairs, decks, railings, deck columns, etc.
- \* At least one cross section of the structure indicating roof pitches, height, roof material and color
- \* Electrical plans indicating location of all exterior lighting.

All plans shall be of the same sheet size and shall include;

Samples of all exterior materials and colors. Colors may be modified, if so desired, by re-submitting the change to the DRC or DRC2 for approval.

All plans and samples must be clearly marked with the date, owner's and/or builder's name, site number.

The Design Review Committee may occasionally request additional information in order to be able to visualize the proposed residence.

When your submittal has been prepared it should be submitted to:

The Preserve Design Review Committee  
825 Cherrystone  
Ann Arbor, Mi. 48105

### **SUBMITTAL REVIEW**

To insure professional review of all home construction plans, a Design Review Guidelines fee will be required with each submittal. The fee is intended to pay for professional architectural review of plans to verify compliance with the Guidelines. This fee will be set at the prevailing rate to accomplish this review.

Upon receipt of all required documents and the required review fee, the Design Review Committee will review the plans and will provide a written response to the owner within fourteen (14) days after complete submittal.

### **RESUBMITTAL OF PLANS**

In the event of any disapproval by the Design Review Committee of final submittal, resubmittal of plans will follow the same procedure as an original submittal including a new review fee.

### **LANDSCAPING, ANCILLARY IMPROVEMENTS OR ADDITIONAL CONSTRUCTION AND/OR EXTERIOR CHANGES**

Additional construction, hardscape changes, or ancillary improvements and/or changes before, during or after completion of an approved structure must be submitted to the Design Review Committee or Design Review Committee II (DRC2) for approval prior to initiating such changes and/or additions. Please refer to the landscape plan and ancillary improvement review procedures for submittal information.

### **TIME LIMITATION OF APPROVAL**

Final approval of plans is valid for nine (9) months. Construction must begin within this period. If not, plans must be resubmitted and reviewed again without further review fees. A submittal of a different dwelling on the same lot requires another review fee.

### **WORK IN PROGRESS**

The Design Review Committee may inspect all work in progress and give notice of non-compliance. Absence of such inspection and notification during the construction period does not constitute either approval of the Design Review Committee of work in progress or compliance.

### **NON-LIABILITY OF THE DESIGN REVIEW COMMITTEE**

The Design Review Committee shall not be liable for damages to anyone submitting plans to them for approval, or to any owner by reason of mistake in judgement, negligence, or nonfeasance arising out of or in connection with the approval, disapproval or failure to approve any plans or specifications. Every owner or other person who submits plans to the Design Review Committee for approval agrees, by submittal of such plans and specifications, that he/she will not bring action or suit against the Design Review Committee to recover damages.

### **OTHER CONDITIONS**

Approval of plans by the Design Review Committee shall not be deemed to constitute compliance with the requirements of any local building, zoning, safety, health or fire codes, and shall be the responsibility of the owner or other person submitting plans to assure such compliance. Nor shall approval waive any requirements on the part of the owner or his/her agent to comply with setbacks, height restrictions, or requirements unless such waiver or variance is specifically requested at the time of submittal and provided that the waiver or variance may properly be granted by the Design Review Committee.

### **REVIEW OF WAIVER**

The Design Review Committee reserves the right to waive or vary any of the procedures or standards set forth at its discretion for good cause shown.