

EATON'S CROSSING HOMEOWNERS ASSOCIATION  
ARCHITECTURAL REVIEW COMMITTEE (ARC)

REV-092024

**ARCHITECTURAL REQUEST APPLICATION**  
(New Construction, Additions and Alterations/Modifications)

**Your application must be submitted, reviewed and APPROVED by the ARC before you begin any construction-related activity on your lot.** Please check the Second Amended and Restated Declaration of Covenants, Conditions and Restrictions for Eaton's Crossing (dated 01/22/2014) and the attached Standards for specific requirements and details pertaining to our community.

Applications shall be submitted with all of the required information. Incomplete applications will be returned without review. Please complete this application, including the attached checklist, and submit with a complete set of building plans and architectural renderings, showing all dimensions, materials, and colors, as well as a plot plan showing the location of the proposed construction to:

Rogers Property Management  
PO Box 742  
Creedmoor, NC 27522  
taylor@rogerspm-nc.com

**APPLICANT NAME** \_\_\_\_\_ **DAYTIME PHONE** \_\_\_\_\_

**LOT NUMBER** \_\_\_\_\_ **EMAIL** \_\_\_\_\_

**TYPE OF CONSTRUCTION REQUESTED:**

\_\_\_\_\_

Estimated Completion Date: \_\_\_\_\_

*New home construction must be completed within one year of approval.*  
*Other construction/alterations must be completed within 90 days of approval*

Any application that deviates from the approved plans may be subject to fines and will be inspected by the Association for compliance.

**\*\*\* Please allow at least 30 days for ARC reviews to be completed. \*\*\***

After you have received your approval from the Association, contact Warren County to apply for and obtain any required building permit(s) prior to commencing construction.

**To be completed by RPM**

**DATE REQUEST RECEIVED** \_\_\_\_\_

**DATE APPLICATION ACCEPTED AS COMPLETE FOR REVIEW** \_\_\_\_\_

**To be completed by ARC and/or RPM**

A decision was made regarding your request on \_\_\_\_\_. Your application has been:

**Approved**

**Denied (see reason below)**

**Signature of Association Director, Agent, or ARC Officer:** \_\_\_\_\_

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

\_\_\_\_\_

<b>ARCHITECTURAL REVIEW CHECKLIST</b>
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Your Association reviews and approves the plans (site, architecture, engineering, landscaping, color, etc.) for all new structures, additions, or modifications of existing structures. No construction or installation activity shall commence without prior written approval from the Association and all other required government approvals.

The following is a schedule of the minimum information required at each review. Only complete submittals will be considered.

- Complete copy of the **Architectural Request Application**.

The Site Plan or Plot Plan shall include:

- Clearly marked site survey showing the location of the proposed structure(s).
- Location of Grinder Pump and exterior HVAC equipment (required for home construction requests).
- Location and dimensions of driveway (required for home construction requests).
- Applicable setbacks (Please make sure that the proposed activity does not encroach into the twenty foot (20') front setback from the street right-of-way, the 5' side setbacks from adjacent lots (10' side setback if a corner lot), or any other easements which may be located on your lot. Also make sure your proposed construction activity and/or structure(s) does not extend across your rear lot line (where no setback is required).

The Building/Architectural Plans (new construction, additions or structural changes) shall include:

- Floor plans for all levels.
- Renderings of all exterior elevations including basements, showing height, dimensions, roof pitches, materials, etc.
- Full detailed building plans.
- Digital samples or photographs of all exterior materials, colors and finishes.

The Landscape Plan shall include:

- Clearly marked plot plan with the location of the proposed structure(s).
- Locations of existing trees.
- All trees/vegetation proposed for removal.
- Proposed landscaping (including all plant species and locations)
- Patios and terraces with all dimensions and a selection of all materials and colors.
- Retaining and/or screening walls with dimensions, materials, and elevations.
- Locations of heating and cooling equipment, irrigation equipment and method of screening.
- Locations of utility meters and method of screening.
- All landscape lighting (must be low voltage) with fixtures, transformers, and locations shown.
- Location and construction methods, materials, and colors for all paved areas and decks which are not indicated on Site Plan.
- If a pool is being requested, include the location, shape, depth, capacity, location of filters, location of drain, method for disposal of drain water, fencing and screening.

## Architectural Guidelines/Standards

- 1) In addition to the following standards, compliance must be demonstrated with all sections of the "Second Amended and Restated Declaration of Covenants, Conditions and Restrictions for Eaton's Crossing" dated January 22, 2014 (in particular, pages 17 to 28).
- 2) Maximum Size of Accessory Structures:
  - a. 10'x15' for single family homes
  - b. Maximum of one (1) Accessory Structure per lot
  - c. Accessory Structure must have a concrete or CMU foundation, architectural (25 year) shingles, and must have siding to match the type and color of the home
- 3) No above ground pools are permitted; in-ground pools may be approved on a case-by-case basis
- 4) No clotheslines
- 5) No window air conditioning units
- 6) Aluminum and stained or sealed wood are the only permitted fencing materials
  - a. Fences must be a minimum of 4' in height, and a maximum of 6' in height
  - b. Fences may not extend forward on a lot, further than the rear-most corner of the home
- 7) Trash cans, grills, and lawn furniture must be screened from view of the road
- 8) No burglar bars or similar metal bars are permitted on exteriors
- 9) Seasonal decorations are permitted for 4 weeks prior to a Holiday and for 2 weeks after
- 10) Gardens may be approved on a case-by-case basis
- 11) Satellite dishes may be no more than 1 meter in diameter, with a hidden cable. The preference is that these be placed so that they cannot be viewed from the street
- 12) No basketball goals, treehouses or trampolines are permitted
- 13) No front decks, side decks/porches or entrances are permitted (one pedestrian side door from a garage may be approved, but must exit at ground level)
- 14) Rear decks, patios and stairways may not extend past the sidelines of the home
- 15) No exterior lighting is permitted which illuminates any adjacent property off the lot on which it is being installed and may be approved on a case by case basis (the ARC may request a study to prove such if an applicant desires to add exterior lighting). All such lighting must use fixtures that direct the light downwards with the exception of wall washes and tree/plant uplighting that may also be approved on a case by case basis.
- 16) All construction debris must be picked up nightly
- 17) At the commencement of construction, through completion, a porta-potty and dumpster must be onsite and maintained
- 18) A Track Pad must be installed at the entrance to the lot being constructed upon
- 19) All construction material must be maintained on the lot. No material is allowed to be placed or stored on adjacent lots or common areas
- 20) No fill may be stored on adjacent lots or in common areas
- 21) No changes to elevation of adjacent lots or common areas are allowed
- 22) Removal of overgrowth, brush, trees etc. in common areas or adjacent lots is not allowed without prior approval in writing from the ARC
- 23) Driveways must be concrete, and limited to a width of 20ft +/- at the curb

- 24) Excavated dirt/fill must be spread or removed within 30 days from the completion of the construction phase of the foundation. In the event foundation excavation has started, and is not completed within (90) days, the excavated fill must be spread or removed and safety fencing must be installed around any open foundation areas
  
- 25) Loading/unloading of heavy equipment with metal tracks, must be loaded/unloaded on the owner's lot, or as close as possible to the work site to avoid being driven over the roads
  
- 26) Garage doors are limited to 8ft in height, 9ft may be allowed on a case by case basis for demonstrated cause
  
- 27) Duly appointed members of the ARC may from time to time inspect the home interior, exterior, grounds etc. (as per the covenants), to ensure compliance with the plans as approved, and all regulations.
  
- 28) **ALL UNITS/HOMES ARE TO BE EQUIPPED WITH AN E-ONE PUMP SYSTEM FOR WASTE WATER** (<https://eone.com/sewer-systems>).
  - a. Tank must provide 24 hours' worth of storage – which is currently 90 GPD per bedroom with a minimum of 180 GPD.

**29) Please note:**

**Lots 1-12: No less than 1,800 square feet of heated living area, excluding any basement footage, no more than three (3) bedrooms.**

**Lots 13-25, Lots 31-38, Lots 44-57 and Lots 64-80: No less than 2,000 square feet of heated living area, excluding any basement footage, no more than three (3) bedrooms.**

**Lots 26-30, Lots 39-43, Lots 58-63 and Lots 81-98: No less than 2,400 square feet of heated living area, excluding any basement footage, no more than four (4) bedrooms.**

**The limitation on the number of bedrooms per home is related to the sewer capacity of the onsite wastewater treatment facility.**

## Other Notes and Requirements

- 1) Parking on the roads by residents is not allowed, therefore it is also limited by contractors and subcontractors during construction. One vehicle will be allowed to be parked on the road if not blocking access to an owner's property or directly across from an owner's driveway. Additional commercial vehicles may temporarily park for brief periods, if actively loading or unloading materials, or parked on the lot undergoing construction. Additional contractor and workers parking is available in the parking lots adjacent to the community playground field
- 2) No loud music that would be an annoyance to the neighbors is allowed
- 3) No Commercial Vehicle parking is permitted on streets or driveways (per Eaton's Crossing Covenants)
- 4) No storage or parking of boats, campers, trailers, or motor homes permitted on streets or driveways
- 5) No owner or general street parking anytime
- 6) Docking, anchoring, or parking of any boat, vessel or other watercraft on property owned or controlled by VEPCO, which properties are adjacent to or contiguous to the here restricted properties (owners lots, common areas, EC properties) is prohibited. (Per VEPCO agreement, as stated in the Eaton's Crossing Property Owners Covenants).
- 7) No overnight parking or storage of watercraft, trailers, or vehicles are allowed in the Day Docks parking area from 8pm Sunday to 1pm Friday. Exceptions can be granted, for cause on a case by case basis
- 8) The number of bedrooms per home varies by lot, and was designed into the infrastructure based upon the capacity of the on-site treatment plant. NCDEQ which has oversight of the plant has stated that by NC statute, the bedroom count will be determined by, "Each bedroom or any other room or addition that can function as a bedroom shall be considered a bedroom for design purposes". This presents a challenge for approving homes with study's, home office's, etc. We (the ARC) must attempt to protect ourselves when approving homes, as well as meet the state statutes and regulations. Therefore, we will be following a guideline developed to provide more leniency, while at the same time allowing approval of study's, offices, etc.
  - a) If a room has a closet, it will be counted as a bedroom
  - b) If a room has direct access to a bathroom, it will be counted as a bedroom
  - c) If a room has close proximity access to a full bathroom, and there is no other reason for a full bathroom vs a ½ bath, it will be counted as a bedroom
  - d) Therefore, rooms that do not fall into one of the above categories may be considered for approval, for purposes other than a bedroom.

## Disclaimer

The Association's approval of the request is not any representation to constructability, stability, feasibility, or any other warranty. The Association expressly disclaims any warranty or liability with regard to the request. The Association's role in approval of the request is purely for aesthetic purposes and shall not be interpreted or used for any other purpose whatsoever. The homeowner acknowledges that anything installed within an easement may be removed by the easement holder at the homeowner's sole expense to repair or replace.

The Association reserves the right to make a final inspection of all new construction, additions, modifications and alterations to make sure they adhere to the request submitted for approval. Please follow the plan exactly as submitted or submit an additional request form for review in the event that you cannot follow the original plan.

Please keep in mind that compliance with all County and State of North Carolina building code requirements and applicable permits is the sole responsibility of the homeowner. This would include, but is not limited to, verifying setback, easement and buffer requirements. Also, be aware that you are responsible for contacting the appropriate entities before digging.

An application will be deemed incomplete without the following:

- 1) Completed Architectural Request Form
- 2) Completed Checklist
- 3) Complete set of building plans for the proposed structure(s)
- 4) Plat or survey map illustrating accurate location of structure(s) with relation to property lines, setbacks, easements, etc.
- 5) Pictures of all exterior materials (including shingles), colors & finishes (links are not permissible)
- 6) Landscape Plan illustrating locations of hardscape areas, retaining walls, shrubs, trees, & grass

I hereby certify that I am the owner of Lot# \_\_\_\_\_, I further understand and agree to the Guidelines, Standards, and Notes contained within the (7) pages of this Architectural Request.

Additionally, I understand that I am responsible for the actions of my contractor/builder, and will ensure he/she is aware and abides by the above Guidelines, Standards, and Notes.

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Owners Signature

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Dated