

WILLOW LAKE HOA
GUIDELINES FOR SUBMISSION
OF PROPOSED IMPROVEMENTS

The information below is a general guide for preparing plans for improvements to be submitted to the Architectural Control Committee (ACC). This guide is **not** all inclusive. Please refer to the Declaration of Reservations, Restrictions, Covenants and Easements (Covenants) for Willow Lake for particulars regarding your proposed project.

These guidelines outline specific sections of the Covenants the ACC will use in reviewing applications for improvements. County building permits, if required, are the responsibility of the homeowner.

Covenants Section 6.07 Architectural Control Committee: This section establishes the ACC and allows the committee to develop rules for the submission of plans for improvements that include what materials, types of construction, colors, landscaping, lighting, driveway coverage, fencing and other structural and aesthetic criteria will be permitted in Willow Lake. The Committee also has the authority to amend established rules.

Section 6.08: Review of Plans and Specifications:

No building, fence, wall, obstruction, balcony, deck, porch, patio, garage, road, roadway, driveway, parking area, pool, tennis court, recreational facility, landscaping, outdoor lighting fixture or improvement or structure of any kind, nature or description shall be commenced, installed, erected, located, permitted or maintained upon a lot, nor shall any remodeling, reconstruction, alteration, change, modification or addition to any improvements shall be made until the plans for such improvements have been approved by the ACC in writing.

The information that may be required in a plan for property improvement includes but is not limited to:

- Application form
- Site plans illustrating the placement of improvements
- Illustrations including the foundation plan; driveways and drainage plans;
- Drawings of elevations
- Specific description or samples of exterior material and colors.

For some projects, swimming pools and accessory buildings for example, the ACC will consult owners of adjoining lots prior to approval.

If you are considering the addition of an accessory building or a swimming pool, much of the information listed above will be required. However, less information is often required for projects such as fences and landscaping.

To submit a plan for any improvement, visit www.WillowLakeonline.com and go to the documents section. There you can download an "Application for Improvement" form. Complete the form and forward it to a member of the ACC or the Board. The ACC will review your application and may contact you for additional information. ACC decisions on plans submitted for approval are normally made within seven days.

Section 7.03: Accessory Buildings

An accessory Building is a subordinate building, the use of which is clearly incidental or customarily found in connection with the residential use of the Lot. Storage sheds and pet houses will be considered accessory buildings.

- Detached accessory buildings are not permitted on any numbered Lot.
- An accessory building must be attached to the main dwelling.
- The method of attaching an accessory building to the main dwelling must be substantial in nature, that is, the accessory building must actually be a part of the structure of the main dwelling; share a wall of the main dwelling; be attached to the main dwelling by a structure having at least a roof and a foundation, or
- the attaching structure must be of such a nature and so integrated into the main dwelling and the accessory building that removal of the attaching structure would cause substantial damage or require substantial repair to both the main dwelling and the accessory building.
- The requirement that an accessory building shall be attached to the dwelling shall not be applicable to a bathhouse that is contiguous with an in-ground swimming pool.

Section 7.04: Prohibited Improvements

- Any improvement, including accessory buildings, to be located in or upon a lot must be substantially constructed on the lot.
- Modular and prefabricated homes are not permitted.
- House trailers, mobile homes and similar structures are not permitted.

Section 7.08: Building Setbacks

- A building set back is a distance from a curb, property line, or structure within which building is prohibited.
- Section 7.08 establishes minimum setback distances for lots in Willow Lake
- Your plot plan indicates building setback lines with the initials MBSL.

Section 7.17: Fences

- No fences, walls or hedges shall be located closer than thirty (30) feet to any Road.
- No fence, wall or hedge higher than four (4) feet shall be erected or maintained elsewhere on a lot until the height, design and approximate location have been approved in writing by the ACC.

Section 7.24: Landscaping

- Comprehensive plans for the installation of landscaping including trees and shrubs must be submitted to the ACC for review and approval.
- Portions of lots not covered by buildings, driveways or hardscaping shall be planted with grass, trees, shrubs or ground coverings.

This covenant requires homeowners to submit plans for all plantings and states landscaping must be completed within six months of completion of the dwelling. Since most homes now have established landscaping in place, the following rules apply to the submission of plans for landscaping.

- Plans need not be submitted for individual plantings or replacement of trees, shrubs and small flower beds.
- Plans **are required** for group plantings of shrubs and trees designed to define property boundaries or provide sight barriers if the plantings, when mature, will exceed four feet or may block the view of the lake from an adjoining property.

Section 7.25 Pool, Tennis Courts, etc.

The Architectural Control Committee shall have the authority to establish such reasonable standards and requests for the approval and construction of swimming pools, tennis courts, and other recreational facilities upon a Lot as it may deem appropriate to protect the interest of Owners of adjoining Lots, including the right to require the approval of plans and specifications for the construction thereof by the adjoining Lot Owner prior to approval by the Architectural Control Committee. Under no circumstances shall an aboveground swimming pool be installed upon a Lot. No swimming pool, tennis court, or other recreational facility should be located in front of a dwelling.

Section 7.27 Pond

No motor-propelled boats of any nature whatsoever will be used or located on or in the Pond. Only wind-propelled boats or boats propelled by human effort of reasonable size in relation to the size and depth of the Pond shall be used or located in or on the Pond. No jetties, docks, piers, or other structure of any nature or description shall be constructed or located within the bounds of the Pond except those structures which may be constructed by the Association or with their approval, in writing, which approval may be denied in their discretion. No boat or any floating device may be used or located on or in the pond unless a permit for such use is issued by the Association.

Owners desiring to build a dock or jetty must submit an application for improvement.

Section 7.29 Miscellaneous Structures

The following improvements and structures are prohibited in Willow Lake:

- Outdoor clothes lines, clothes poles or similar structures
- Carports, or similar structures for parking or storage of vehicles;
- Vegetable gardens which are visible from either the street or any lot within the subdivision

This section requires that vegetable gardens not be visible from the street or from a neighboring lot. Compliance with this clause is not possible for many homeowners due to the size of lots and the contour of the road and lake. To the extent possible, vegetable gardens should be located in discrete areas of the lot, neatly maintained and trimmed.

Section 7.30 Exterior Lighting

- No high magnitude exterior light of the nature found in rural areas are permitted in the Willow Lake Community.
- Exterior lights, not attached to a main dwelling, cannot exceed eight feet in height.
- Low voltage lighting may be allowed if approved by the Architectural Review Committee.

The term “high magnitude exterior light” is not defined in the Covenants. It is possible the term refers to high pressure sodium vapor lamps that are often used in industrial settings and lighting for roadways.

It is not necessary for homeowners to submit an application for improvement form to replace an existing exterior light fixture with another.