ARCHITECTURAL REVIEW GUIDELINES

FOR

EXISTING AND NEW HOME CONSTRUCTION

Revised July 2026

THESE GUIDELINES ARE SUBJECT TO CHANGE AT ANY TIME. USERS, PROPERTY OWNERS, PROSPECTIVE PROPERTY OWNERS, BROKERS, CONTRACTORS AND OTHER INTERESTED PARTIES SHOULD ALWAYS CONTACT THE ARCHITECTURAL APPROVAL COMMITTEE FOR THE LATEST VERSION

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Architectural Review (AR) Overview

The Crescent Golf Community is proud to present architecturally distinctive homes within a manicured, parklike setting. All new construction and any subsequent changes to the exterior including landscaping, hardscaping, color changes, and addition of any new equipment, outbuildings, etc., will require Architectural Approval Committee (AAC) approval.

To initiate the AR process, please notify the AAC. The AAC administers the AR process. The AAC can be reached at CrescentNCARC@gmail.com. The Executive Board of the Crescent Homeowners Association is responsible for enforcement of the By-Laws and Declarations; including the requirement for all construction to be pre-approved. The Association's management company handles invoicing and collection of fees for the AAC. The management company can be reached via the Crescent web page at https://kcmi.cincwebaxis.com/crescent.

The preferred medium for plan submission is PDF. The AAC may require submission of printed plans. Submissions will also require material samples in the form of actual samples or sample boards. Please note that materials/colors/finishes will only be approved as a set and not individually. All colors and materials must work together on the house, which is the reason for approving all as a single palette.

Architectural Review Process

1. Introductory Meeting. Required atttendees: Owner, AAC representative. Location: Clubhouse or Zoom. Purpose: Describe with examples Crescent Home Owners expectations in terms of further process, design, review guidelines and quality of materials. Preparation: Owner should have some idea of desired style and size. If available, owners preferred general contractor should be present. This is a MANDATORY meeting. The meeting will be recorded. This can devolve into an iterative process. Output is a "Notice to Proceed to the Application Submittal".
2. Application Submittal. Provide information listed on the "Project Submission Checklist". The "New Construction Application" must be completed. The "Statement of Construction Practices" must be completed. If the Owner chooses to elect an Agent, a notarized "Agent Authorization Form" must be submitted This can be an iterative process. Output is a "Notice to Proceed to Construction". The AAC will notify the Owner or Agent within thirty (30) business days with a "Notice to Proceed to Contruction" or a request for more information.
3. Interim Review. The AAC reviews construction progress to date to ensure construction in process is compliant with submitted plans. This can be an iterative process and can require re-work to meet agreed specifications. There is no finish approval at this step. That process is completed via the Application Submittal. Output is a "Notice to Proceed – Continue

Construction". The AAC will notify the Owner or Agent within ten (10) business days with a "Notice to Proceed - Continue Construction" or a request for more information. Attendees are the owner/representative and general contractor.

4. Final Review. This occurs **after** all site work except punch list items has been completed. It verifies as built construction and landscaping aligns with design. All finishes less touch-up must becomplete prior to the meeting. All landscaping must be complete. This can be an iterative process. Output is "Final Approval Letter".The AAC will notify the Owner or Agent within ten (10) business days.with a "Final Approval Letter" or a "request for more information." Attendees are the owner/representative and general contractor.

Notes: 1) Variances for materials, methods and set-backs are dealt with on an individual basis, in writing. 2)All substitute materials must be of equal or greater quality as defined by relevent ASTM(s). Qualilty standards will be provided in the "Introductory" meeting and verifed as part of the Application Submittal. 3) All Final Approval Letters should be maintained in perpetuity by the applicant.

AR Site Design Guidelines

1. Every site drawing shall show all dimensions, north arrow, lot number, lot address, and the following elements:

    1. Property lines
    2. Setback lines
    4. Area of work
    4. Area left undisturbed
    5. Existing trees with 12” measured 4'6” above ground
    6. Underground utilities
    7. All easements
    8. All building footprints
    9. Retaining walls
    10. Trash, generator, and HVAC enclosures
    11. Site lighting
    12. Water features
    13. Recreation areas

2. Site drawing shall reflect the following:

    1. Setbacks:
        1. Front setback; Forty (40) feet from the front boundary of the lot.
        1. Side setback; Ten (10) feet from each side boundary line of the lot that does not adjoin a dedicated public street right of way
        2. Side street setback; Twenty (20) feet from each side boundary line of the lot that adjoins a dedicated public street right of way
        3. Rear setback; Twenty-five (25) feet from the rear boundary line of the lot

    2. Main floor finish elevation: The primary entrance and main floor elevation will be min 30” above the adjacent public street right of way grade elevation. This provision does not prevent the construction of a basement level.

    3. Driveway:
        1. Driveways should show interesting shapes where possible.
        2. Side-load driveways must extend beyond the garage opening far enough to park at least one car (called the driveway tail) while simultaneously allowing a car to back out of the rear-most garage towards the parked car in a 3-point maneuver

3. Circular driveways shall have a section wide enough to allow a car to pass a parked vehicle
4. Courtyard driveways (side-load garages orientated towards the center) shall have a generous strip of landscaping between the driveway and the front elevation of the home, and shall be irrigated. Extreme care should be taken to make sure backing cars have adequate room and do not hit steps, foundation, etc.

4. Sidewalk: The sidewalk from the driveway to the front door shall be placed an adequate distance from the front wall to allow for multiple layers of landscaping. Walk shall have an interesting shape

5. Prohibited hardscape materials:
    1. Asphalt
    2. Stamped concrete
    3. Surface applied finishes (i.e. stain or paint) on concrete

6. Retaining walls / landscape walls:
    1. Preference is given to cladding of the retaining wall with the same or complementary material used on the main structure
    2. Interlocking decorative blocks are discouraged
    3. Site requirements for interlocking decorative block may be allowed on a case-by-case basis

7. Fences:
    1. All fences must be pre-approved
    2. See fence guidelines

8. Trash / Generator / HVAC Enclosures:
    1. Locate adjacent to the driveway but not abutting the driveway or sidewalk
    2. Use the same material as the main structure
    3. Minimum height is 12” above the highest element
    4. HVAC enclosure may use landscape for screening.See landscape guidelines

9. Site Lighting
    1. Locate away from property to avoid inadvertent light cast on neighboring properties
    2. Manufacturer, material, and color
    3. Solar-powered lights are prohibited

AR Building Design Guidelines

Crescent Golf Community is open to architecturally distinctive homes and does not have a preferred architectural design style. The approval process will take into consideration the entire house and any accessory buildings as a single cohesive design. Approval will not be granted on an individual design element basis.

1. House plan:
    1. Every sheet shall show all dimensions, north arrow, lot number, and lot address
    2. Must adhere to site requirements
    3. Minimum ceiling heights: 9'-0" on the first floor.
    4. Second floor consisting of only a "bonus room" above a garage shall be considered as a one-story house
    5. Minimum SF requirements:

Subdivision	One Story	Two Story First Floor	Total SF
Links	2,200 SF	1,000 SF	2,200 SF
Vistas	2,200 SF	1,500 SF	2,400 SF
Fairways	2,200 SF	1,500 SF	2,500 SF
Grande	2,500 SF	1,500 SF	2,800 SF
Estates	2,500 SF	2,000 SF	3,000 SF

2. Accessory building plans – Detached garage and other permanent structure
    1. Every sheet shall show all dimensions, north arrow, lot number, and lot address
    2. Design must adhere to site requirements
    3. Design shall be complementary to and cohesive with the main house design style, including materials and colors
    4. Design shall adhere to main house design guidelines
    5. Approved on a case-by-case basis

3. Main floor finish elevation
    1. The primary entrance and main floor elevation will be min 30" above the adjacent public street right of way grade elevation. This provision does not prevent the construction of a basement level.
    2. Main entrance steps
        1. Must be distinctive and different from other steps
        2. Concrete steps are prohibited

4. Architectural design enhancement elements
    1. Houses in Links and Vistas will provide at least six (6) elements at the front elevation and at least four (4) at all other elevations. Elevations facing the golfcourse shall provide at least six (6) elements.
    2. Houses in Fairways, Grande and Estates will provide at least eight (8) elements at the front elevation and at least six (6) at all other elevations. Elevations facing the golf course shall provide at least eight (8) elements.
    3. The following lots along the main entrance to the subdivision will provide at least eight (8) elements at front, left side, right side, and rear elevations. Lot 178, Lot 179, Lot 180, Lot 181, Lot 182, Lot 183, Lot 184, Lot 185, Lot 186, Lot 187, Lot 188, Lot 189, Lot 190, Lot 191, Lot 192, Lot 203, Lot 204, Lot 205, Lot 206.
    4. The following design enhancements shall be incorporated into the house design as appropriate for the architectural design style:
        1. Dormers
        2. Brick veneer
        3. Stone veneer
        4. Brick veneer water table
        5. Stone veneer water table
        6. Covered porch with min depth of 8’-0” and min width of 12’-0”
        7. Screened in porch with depth of 8’-0” and min width of 12’-0”
        8. Cupolas or towers
        9. Pillars, posts or columns (Prohibited material: aluminum, metal)
        10. Offsets in building roof - minimum of 24” cover for door
        11. Offsets in building face - minimum of 24”
        12. Bay windows
        13. Arched windows
        14. Balcony
        15. Decorative chimney pots
        16. Decorative attic wall vents
        17. Decorative patterns on exterior finish
        18. Shutters with hinges and holdbacks
        19. Decorative eave and gable struts or brackets
    5. The architectural elevation drawings must list design enhancements used on each building elevation and clearly note floor elevations.

5. Exterior wall finishes
    1. The architectural elevation drawings shall clearly list all finishes for each building elevation as appropriate for the architectural style.
    2. Submit pdfs of manufacturer’s finish information noting the style/model, color, texture, and size information. In the Estates Subdivision exterior color pallete shall be a neutral tone.

3. One (1) primary finish shall be used on all elevations for a minimum of 60% coverage.
4. Secondary finish(es) must be complementary to the primary finish trim.
5. Trim
    1. Minimum depth 5/4,
    2. Minimum width 3 1/2”
6. Concrete masonry units or concrete foundation walls shall not be left exposed.
7. Wood products shall not be left bare; they must be painted or stained.
8. Prohibited finishes:
    1. Vinyl siding and trim
    2. Metal siding and trim

6. Windows
    1. Submission must include window manufacturer’s information including style/model, color, and size.
    2. Metal-clad wood windows are preferred
    3. Window grills - Grills on the exterior side of glass with spacer between the glass
    4. Window openings must be articulated with architectural details and be consistent on all sides of the house.
    5. Glass-block windows are prohibited

7. Doors
    1. Submission must include door manufacturer’s information including style/model, color, and size
    2. Main entrance
        1. Must be distinctive and different from other exterior doors
        2. Provide cover for door.
        3. Entry porch shall have a minimum 6'0” depth if provided. Broom finish concrete as floor finish is prohibited.
    3. Patio Doors
        1. Swing doors are preferred
        2. Siding doors may be approved on a case-by-case basis
    4. Storm/screen Doors
        1. Must be complementary with the associated door in style, material, and color.
        2. Aluminum kit doors are not allowed on front elevations
    5. Door grills Grills on the exterior side of glass with spacer between the glass
    6. Door trim. Doors must be articulated with architectural details and be consistent on all sides of the house.

8. Roof
    1. Submission must include roof manufacturer’s information including style/model, color, and size

2. Roofing material and pitch should be complementary to the house architectural style.
3. All roofing materials shall be of consistent style and pattern
4. Steep roof is the most common roof style at CGC. Preferred roof pitch is 12:12
5. Asphalt shingles
    1. Laminate shingles with min 25-year warranty.Architectural or Luxury.
    2. Strip shingles or 3-tab shingles are prohibited
    3. Metal drip edge flashing should match roof color.
6. Metal roof
    1. Main roof is limited to only standing seam
    2. No exposed fasteners
    3. Kynar factory finish
    4. Min 22 gauge
    5. High reflective finish is prohibited
7. Architectural design styles without a pitched roof shall have detailed parapet and/or cornice. Parapets shall include articulation or architectural features at least every ten (10) linear feet.

9. Eaves; Min 14” from face of exterior wall without gutter.

10. Soffits
    1. Submission must include manufacturer’s information including style/model, color, and size
    2. Fiber cement or prefinished aluminum soffits are preferred, but vinyl soffits may be used.

11. Gutters and downspouts
    1. Shall be complementary to the architectural style
    2. Size gutters correctly to meet the maximum rainfall intensity
    3. Prefinished corners when using sectional gutters
    4. Vinyl gutters and downspouts are prohibited

12. Chimneys, flues, and vents
    1. Chimney finish shall be limited to masonry, stone, or stucco
    2. Chimneys along perimeter walls shall be distinctive and embellished as appropriate to the architectural house style
    3. Flues at the top of chimneys to be screened
    4. The following are prohibited
        1. Half or cantilevered chimneys
        2. Exposed aluminum flues
    5. The following are prohibited at the front elevation and shall be screened from view at other elevations.
        1. Vents for non-wood burning fireplaces
        2. Vents for HVAC equipment

6. Roof penetrations
    1. Limit roof penetration on front
    2. All vents through the roof should match roof color

13. Decks and screened-in porches
    1. Design must be complementary to the main house
    1. Match house floor finish elevation with min depth of 8'-0" and min width of 12'- 0"
        1. Use same or complementary exterior house finish
        2. The area under the deck or screened in porch will not be exposed or left open. Walk out basement under deck is allowed
        3. Steps down to grade must use the same or complement the floor finish material. Concrete steps are prohibited.

14. Patios
    1. Patios on-grade are not allowed immediately adjacent to the home but are allowed adjacent to raised decks or screened-in porches and in the yard as part of an approved hardscape package (such as a fire pit area). Use same or complementary exterior house finish.
    2. Patios on-grade are allowed under a raised deck (i.e., walk-out basement)

15. Railings and handrails
    1. Shall be complementary to the architectural style
    2. Submission must include manufacturer's information including style/model, color, and size
    3. PVC-coated railings and handrails are prohibited
    4. Prefinished aluminum rails are allowed

16. Garages
    1. Garage doors shall not be fully visible to the public street right of way
    2. Double-wide garage doors shall have architectural details and soften the visible mass. Possible details include cornice, arches, jack arches, columns, etc.
    3. 24' x 28' two-car garage is preferred. (Shelf plans typically show 20' x 20')
    4. Garage interior to be finished (sheetrock, taped, mudded, and painted)

17. Trash, generator, and HVAC enclosures
    1. Height shall be 12" above the highest element being screened
    2. Design shall be complementary to and cohesive with the main house design style, including materials and colors
    3. Evergreen landscape screening
        1. Height shall be 12" above the highest element being screened at the time of planting
        2. Limited to HVAC equipment

18. Exterior lights and exterior fans
    1. Submission must include manufacturer's information including style/model, color, and size
    1. All fixtures shall be complementary to the main house design style
    2. All fixtures shall be rated for exterior use

19. Miscellaneous
    1. Mailbox. Only the standard mailbox shall be installed. Contact the management company for more information.
    2. Utility meters
        1. Prohibited in the front elevation
        2. Locate in a discrete area
        3. Recreational features. The following require approval prior to installation. This is not an exhaustive list.
            1. Swing sets
            2. Jungle gym
            3. Basketball goals
            4. Swimming pools
            5. Play courts
    4. Temporary structures. All temporary structures such as sheds are prohibited
    5. Satellite dishes require approval prior to installation. Contact the management company for more information
    6. Fences. See fence guidelines.
    7. Solar panels
        1. Preapproval required prior to installation
        2. Installation on front elevation roof is prohibited
        3. Solar panel engineered drawings are required

AR Fence Guidelines

1. Pre-approval required prior to installation

2. Submit the following information:
    1. Site plan with the following:
        1. Property line
        2. Building footprint including accessory structure(s)
        3. Proposed fence location
        4. All landscape features
        5. All hardscape features
        6. All walks and drives
    2. Fencing information
        1. Manufacturer
        2. Material
            1. Preferred material is Prefinished aluminum similar to Crescent pool.
            2. Prohibited materials
                1. Pressure treated lumber
                2. Natural wood
                3. Color
                4. Max height 4'0” Or local code and / or ordinance requirement
                5. Submit relevant code and /or ordinance fencing height requirement with submission.

3. Style: Design shall be complementary to and cohesive with the main house design style including materials and colors.

4. Location
    1. Cul-de sac lots
        1. Fencing shall not mimic the pie-shape of the lot line
        2. Do not located within 5’ of the property line
        3. Fencing shall terminate at the front corner of the main building
    2. Golf course facing lots
        1. Fencing is prohibited within the first 15’ from the golf course
        2. Landscaping required on the golf side of the fence

AR Landscape Guidelines

Landscape plan submission

1. Every landscape plan must be a scaled drawing with dimensions, north arrow, lot number, lot address, and the following elements:
    1. Property line
    2. Building footprint, including accessory structure(s)
    3. All enclosures
        1. Trash
        2. HVAC
        3. Generator
    4. Existing trees that are being kept. Min. size 12” at 4'6” above ground
    5. Existing natural areas to be left undisturbed
    6. Tree / plant schedule
        1. Quantities
        2. Species
        3. Plant size
        1. Plant spacing
    7. Plant bed
        1. Locate all edging
            1. Material
            2. Color
            3. Manufacturer’s information
    8. Lawn
        1. Label as sod or seeded
        2. 12-month maintenance plan for seeded lawn
        3. Label type of grass
    9. Irrigation plan.
        1. Required for all landscape areas
        2. Submit irrigation plans with the following information
            1. Water tie in
            2. Sprinkler heads
            3. Drip system
            4. Irrigation valve
            5. Backflow preventer
            6. Irrigation controller
            7. Irrigation lines
            8. Irrigation sleeves
    10. Garden lighting
        1. Manufacturer’s information
        2. Color
        3. Material

11. Fences
    1. Color
    2. Material – See fence guidelines.
    3. Height – See fence guidelines.
12. Garden walls
    1. Color – See site guidelines
    2. Material – See site guidelines
    3. Height
13. Hardscapes
    1. Walkways
        1. Color
        2. Material
    2. Sidewalks
        1. Color
        2. Material
14. All garden ornaments or features larger than 12”w x 12”d x 12”h
15. Fountains or water features
16. Exterior fireplaces
17. Recreation areas

2. Landscape drawings shall reflect the following:
    1. Existing natural areas
        1. Owners are required to maintain all natural areas on their property
            1. Remove the following below 7’ from grade
                1. Debris
                2. Fallen limbs
                3. Small saplings
                4. Vines
                5. Weeds
                6. Stumps
                7. Dead tree
                8. Dead plants
            2. Provide and maintain mulch
        2. Lots greater than .75 acres may retain natural areas on a case-by-case basis depending upon what is adjacent to those natural areas.
        3. Irrigation is not required.

    2. Plant bed
        1. Edging; Synthetic material is prohibited
        2. Acceptable edging (this is not an exhaustive list)
            1. Trench
            2. Stacked stone
            3. Steel edge

3. Plant list / plant schedule
    1. Common name
    2. Botanical / scientific name
    3. Quantity
    4. Size at the time of planting

4. Mass planting is preferred
    1. Group like plant material together
    2. Ensure proper placement and spacing between individual plants

5. Mulch
    1. Limited to organic material
    2. Prohibited (this is not an exhaustive list)
        1. Brick chips
        2. Gravel
        3. Stone
        4. Rubber
        5. Mulch only beds
    3. Choose appropriate mulch material to enhance the planting
    4. Areas under a stand of pine trees may be mulched in pine needles

6. Lawn
    1. Sod lawn
        1. Note on plan type of grass
        2. All lots fronting the golf course. Sod the first 20' from the property line
        3. Lots up to .5 acres; All turf areas.
        4. Lots equal to or greater than .5 acres
            1. Front lawn
            2. Side lawn
    2. Seeded lawn
        1. Note on plan type of grass
        2. Submission must include a 12-month turf plan including aeration, seeding (including type of seed), at least 2 pre-emergent applications in the spring, fertilization, post-emergence weed treatment, etc.

7. Lighting; See site plan guidelines

8. Hardscape
    1. Material – see site plan guidelines
    2. No hardscapes shall abut any vertical walls
    3. Provide irrigated landscape area(s) to separate hardscapes from vertical walls.
    4. Front entry sidewalk
        1. Sidewalks leading from the driveway to the front door shall be set off from the front wall of the home to allow 2 rows of bushes, a

row of flowers, and a strip of turf.

2. Sidewalks shall have an interesting shape.

9. Foundation landscaping
    1. Required along all building sides
    2. Required along all garden and retaining walls. See site plan guidelines

    Acceptable material info. The list below is not exhaustive.
        1. Half walls
        2. Sitting walls
        3. Fireplace

10. Building corners; Taller shrubs to be located at all corners

11. Windows. Windows should not be obscured or blocked by landscaping either at the time of planting or by allowing the plant to grow and block the window.

12. Evergreen screens; sized and spaced at time of installation to screen the following from view (this is not an exhaustive list):
    1. HVAC equipment
    2. Backflow boxes
    3. Utility boxes
    4. Pool motor and equipment
    5. Recreational equipment
    6. Hot tubs
    7. Blank walls containing no windows or doors

Crescent ARC Fee Schedule

1. Introductory Meeting (Fee paid with submission) $100.00.

2. Application Submittal (Fee paid with application) $350.00
    1. Fee includes one resubmittal for more information
    2. 2nd and subsequent resubmittals (Fee paid with each resubmittal) $150.00.

3. Interim Review (Fee paid before start of construction) $250.00
    1. Fee includes one resubmittal for more information
    2. 2nd and subsequent resubmittals (Fee paid with each resubmittal) $150.00

4. Final Review (Fee paid before start of construction) $250.00.
    1. Fee includes one resubmittal for more information
    2. 2nd and subsequent resubmittals (Fee paid with each resubmittal) $150.00.