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Updated September 2006

DESIGN GUIDELINES

for

Village Green Heights

A Residential Subdivision

Pleasant Prairie, Wisconsin

Purpose:

The Design Guidelines for the Village Green Heights Subdivision are created by the Architectural Control Committee to insure the highest-quality development of the property. The Design Guidelines assist and direct owners in making the most appropriate improvements within the subdivision. These guidelines attempt to create a standard that will insure the overall quality of our environment at Village Green Heights Subdivision.

Please note that the Village Green Heights Subdivision Covenants, Conditions, and Restrictions (CCR's) have also been established to insure the highest and best development of the property. The Design Guidelines are to supplement the CCR's, but also mirror the same standard that the CCR's set forth. Both the CCR's and Design Guidelines protect Owners against improper uses of the property, guard against poorly designed or proportioned structures, provide a harmonious color scheme, and encourage attractive landscaping thereby enhancing the value of investments of our homes.

Architectural Control Committee:

The Architectural Control Committee oversees all improvements on the property to accomplish the foregoing objectives. The Architectural Control Committee is responsible for the evaluation and approval of all the submittals required in connection with any proposed improvements. The Committee maintains the right throughout the construction period to assure that every building has been completed in substantial compliance with the plans submitted.

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Building Set-back Minimums

Front 30ft
Rear 25ft
Side 10ft (Corner Lot Side 30ft)

Height

Maximum height 35 ft

Square Foot Minimums

1-Level 1900 Sq ft
2-Level 2200 Sq ft (with a first floor minimum of 1100 Sq ft)

Below is a summary of chapter 3 of the CCR's. Where conflicts exist the strictest interpretation shall apply:

1. No building shall be erected, altered, placed or permitted to remain on any Lot other than one, single-family dwelling not exceeding two stories (plus attic) in height, and a private attached garage for not less than two cars.
2. The Architectural Control Committee must approve proposed improvements of any kind.
3. Any grading of a Lot must conform to the Master Grading and Drainage Plans ("Grading Plans") on file with the Village.
4. No fences of any kind shall be permitted in the Street Yard of any Lot at any time. No cyclone chain-link, privacy or stockade fencing shall be permitted on any Lot. In all cases, the finished ("good") side of the fence shall face the adjacent Lot(s). All fences shall be of the "see-through" variety (by way of example, but not of limitation, wrought iron, picket, etc.). Except for fences around swimming pools as required, no fence above four (4) feet shall be permitted in any part of the Lot.
5. It shall be the responsibility of each Lot Owner to remove all debris caused by any and all construction work occurring on his Lot.
6. All construction of dwellings and incidental structures shall be completed within one year from date of commencement of construction. Pavement of driveways, construction of walkways, landscaping shall be completed within one year from issuance of an occupancy permit from the Village.
7. In addition to the provisions contained within this Declaration, all Lots and improvements thereon shall be subject to the Village ordinances and applicable state and federal laws, as may be amended from time to time (hereinafter collectively

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referred to as "Laws"). In the event of a conflict between the CCR's, the Subdivision Plat, or any Village ordinance, the strictest provision shall control.

8. All plans for dwellings shall include a landscape plan which shall be subject to the written approval of the Architectural Control Committee prior to commencing construction of the dwelling. Each and every Owner of any Lot shall be responsible for the costs of installing the required landscaping on his or her Lot and in accordance with the Landscape Standards approved by the Architectural Control Committee in conjunction with the construction of the dwelling on the Lot
9. No noxious or offensive activity shall be carried on upon any Lot nor shall anything be done thereon which may be or may become a nuisance to the neighborhood. Trash, garbage or other wastes shall not be kept except in sanitary containers and all such materials or other equipment for disposal of same shall be properly screened from public view. Outside incinerators are not permitted.
10. All driveways shall be located a minimum of five (5) feet from the side property line.
11. All dwellings proposed to be erected, altered or modified shall specify on the construction plans dwelling materials acceptable in quality to the Architectural Control Committee and the construction shall be carried out with such roofing materials as approved by the Architectural Control Committee.
12. All dwellings shall have pitched roofs with a pitch to be approved by the Architectural Control Committee in conformity with village requirements.
13. The architectural design of dwellings should create visual variety, and at the same time, promote an integrated character for the neighborhood. Providing variety with continuity to avoid monotony is the objective. Dwellings within the development should be of a similar type and size and be designed so that streetscapes are unified. The general architectural vernacular for the Village Greens Heights single-family development shall be traditional, using traditional building materials
14. The front façade of each dwelling (except for the trim) shall be at least sixty-five percent (65%) brick, stone or similar masonry product. All-wood facades shall be permitted when the architectural vernacular has traditionally employed such material (by way of example, wood clapboard façade on a Georgian style dwelling). The Architectural Control Committee may make exceptions to the restrictions on façade materials where design elements make the use of such materials appropriate (by way of example, vinyl siding may be permitted on the façade when the dwelling is "farm house" style with a wrap-around porch).
15. Hung bays shall not be permitted on first floor at any dwelling, except for boxed, bow or bay windows.
16. All dwellings shall have at least one fireplace.

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17. The Owner of the Lot shall be responsible for maintaining the street trees and grassy areas planted in the Dedicated Public Streets (right-of-way) abutting his or her Lot.
18. All Lots and improvements are subject to the Village ordinances and applicable state and federal laws, as may be amended from time to time. In the event of any conflict the strictest provision shall control.

Architectural Standards for Village Green Heights Residential Subdivision

1. All improvements must comply with all federal, state, county and local law, ordinances and rules.
2. Buildings should be of traditional residential proportions. The size and scale of residential units should be harmonious with the surrounding neighborhood environment.
3. Residences within close proximity of other residences cannot be substantially identical in design, material, and color. No dwelling shall be erected on any lot abutting, or directly across the street from, a Lot with dwelling of the same exterior design or appearance, or with identical front elevations. Not more than two (2) dwellings of the same exterior design or appearance, or with identical front elevations, shall be erected on the same "Streetscape". A Streetscape shall mean the dwelling facades along both sides of a street before a natural break. The Architectural Control Committee shall apply the following criteria to determine whether the exterior design and appearance and front elevations of two dwellings are the same or, instead, are sufficiently dissimilar:
 - a) distinctly different roof forms, lines or profiles;
 - b) distinctly different façade compositions consisting of different window and door style and placement and two different garage and entryway locations; or
 - c) distinctly different entry treatments and location including porches, columns, etc.
4. Exteriors must be faced with a finished traditional type of material.
5. Driveways must be paved with 2 inches of asphalt, or 5 inches of concrete, brick, or stone pavers, or approved surface.
6. Each Owner is required to pay for and install a specific mailbox and coach light chosen by the Developer.
7. Above ground pools are prohibited.
8. All above ground wires, including, but not limited to, electrical, telephone, cable, and utilities are prohibited.
9. All fencing must be ornamental and "see through" and must not exceed four feet in height (unless around an in-ground swimming pool which calls for a 5 foot height). Chain link, privacy and stockade fences are prohibited.
10. All grass in yards must be Kentucky Bluegrass or approved like grass and maintained at a height not to exceed 5 inches. Excessive weeds and unsightly growth in grassy areas is prohibited.
11. No structures shall be constructed within any easements.

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12. All exterior lighting must be clear or white incandescent and shall not be obnoxious, annoying or create a public nuisance, except for temporary holiday lighting and decorating.
13. No satellite receiver dishes shall be allowed or installed on any Lot at any time except satellite dishes of twenty-four (24) inches or less, installed on a building, which must receive Architectural Control Committee approval after reviewing the dish size and location of the dish on the property.
14. Exterior antennas are prohibited.
15. Exterior doghouses and fenced dog runs are prohibited.
16. Insect "zappers" or "killers" are prohibited.
17. Windmills are prohibited.
18. Active solar power homes must be sensitive in design and must be approved by the Architectural Control Committee.
19. Firewood piles must be out of site of roads and adjacent residential units.

Review Process

The review process by the Village Green Heights Architectural Control Committee must be completed **prior** to your obtaining any municipal or state permits. The Village of Pleasant Prairie will not issue a building permit without approval from the Architectural Control Committee.

In order to expedite the Architectural Control Committee evaluation process, you must complete a two-step process.

STEP ONE: Preliminary Architectural Control Committee Approval

Provide the Architectural Control Committee (at the address below) with the following:

- 1) Signed & Dated Application
- 2) **2** copies of the Preliminary Site Plan containing the following:
 - a. The location and dimensions of the site and of the proposed improvements on the site including the building footprint, driveway & coach light (coach light must be exactly 5 feet off of property line in front of home, preferably near the driveway)
 - b. All setback areas appurtenant to the site
 - c. The architectural elevation of the proposed improvements
- 3) \$200 check payable to the *Village Green Heights Homeowners Association*
- 4) (\$2500 curb deposit check payable to *Land & Lakes Development Co.* – if applicable)

The application and check should be mailed to:

Land & Lakes Development Co.
Attn: Village Green Heights Architectural Control Committee
123 N. Northwest Highway
Park Ridge, IL 60068

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The Architectural Control Committee will approve, disapprove, or conditionally approve your PRELIMINARY application within 21 days upon receiving the application.

Upon receiving PRELIMINARY APPROVAL from the Architectural Control Committee, then you may proceed to STEP TWO.

STEP TWO: Final Architectural Control Committee Approval

Provide the Architectural Control Committee with **3** copies of each of the following:

- 1) A site plan, reflecting the location of the building, driveway, and improvements to be constructed
- 2) A landscaping plan which the Owner has proposed for the property
- 3) Final architectural and engineering drawings, including elevations, building height, size, materials, coach light, and colors (samples of material required)
- 4) A soil erosion control plan (as required by the Village to prior to issuance of a building zoning permit) describing soil erosion techniques, which will be utilized both during construction and permanently thereafter
- 5) Any additional information that may be reasonably required by the Architectural Control Committee. Send a copy of your signed PRELIMINARY APPROVAL to the address previously listed.

Once received, the Architectural Control Committee will review the required submittals and either approve, disapprove, or conditionally approve them. Assuming that all pertinent information is received accordingly, the review process typically takes no more than 21 days after receiving the application.

In the event of any exterior changes to an existing building or structure, the required submittals shall consist of the plans and specifications for the proposed changes, together with such additional information the Architectural Control Committee may require.

All submittals to the Architectural Control Committee must be in accordance with the forgoing Design Guidelines and CCR's.

When approved by the Architectural Control Committee, an Architectural Control Committee will stamp and sign the approved plans. This stamp and signature will be needed when applying for permits from the Village of Pleasant Prairie. The Architectural Control Committee approval process shall precede your applying to the Village. Architectural Control Committee approval is INSUFFICIENT to begin construction, the Village must also approve and issue permits before any commencement of work.

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Curb Deposit

As soon as the curbs have been installed, a curb deposit of \$2500 will be collected at the time of application to the Architectural Control Committee. After construction on the lot has been completed, this amount will be refunded such as long as no damage has been done to the curbs. If the curb has been damaged or destroyed, this deposit will be used in full or in part to repair the curb.

Commencement of Construction

No construction, clearing or grubbing may commence until such a time as the Architectural Control Committee approval has been obtained and all the requisite permits have been received from the state and municipal authorities. **Once commenced, the construction must be completed within one (1) year.** The Architectural Control Committee has the right to inspect the construction to insure compliance with the plans submitted, the Covenants, Conditions, Restrictions, and Easements for the Village Green Heights Subdivision. Please note that before commencing any excavation upon your site, you must contact *Diggers Hotline* at (800) 242-8511 so as to ascertain the location of the underground utility lines on your site.

Questions

If you have any questions or need clarification please contact the Village Green Heights Architectural Control Committee at (847) 825-5000.

Date _____

Village Green Heights
Application for PRELIMINARY APPROVAL
from the
Architectural Control Committee

LOT # _____

Name _____	Contractor Name _____	Architect _____
Address _____	Company _____	Company _____
City _____	Address _____	Address _____
State _____	City _____	City _____
Zip _____	State _____	State _____
Daytime Phone _____	Zip _____	Zip _____
Evening Phone _____	Phone _____	Phone _____
Email _____	Email _____	Email _____

Please make sure that the following information is included in your preliminary submittal to the Architectural Control Committee:

- Application: This sheet must be filled out and dated on the line provided above
- 2 copies of the Preliminary Site Plan containing the following:
 - ✓ The location and dimensions of the site and of the proposed improvements on the site including the building footprint, driveway, & coach light (coach light must be exactly 5 feet off of property line in front of home, preferably near the driveway)
 - ✓ All setback areas appurtenant to the site
 - ✓ The architectural elevation of the proposed improvements
- \$200 check payable to Land & Lakes Development Co.

Mail the preceding information to:
Land & Lakes Development Co.
Attn: Village Green Heights Architectural Control Committee
123 N. Northwest Highway
Park Ridge, IL 60068

For Village Green Heights Architectural Control Committee use ONLY:

_____	_____	_____	_____
Date Received	Name	Signature of Approval	Date

Date _____

Village Green Heights
Application for FINAL APPROVAL
from the
Architectural Control Committee

LOT # _____

Name _____	Contractor Name _____	Architect _____
Address _____	Company _____	Company _____
City _____	Address _____	Address _____
State _____	City _____	City _____
Zip _____	State _____	State _____
Daytime Phone _____	Zip _____	Zip _____
Evening Phone _____	Phone _____	Phone _____
Email _____	Email _____	Email _____

Please make sure that **3 copies of each** of the following information is included in your preliminary submittal to the Architectural Control Committee:

- Application: This application must be filled out and dated on the line provided above (only 1 copy of this needed)
- A site plan, reflecting the location of the building, driveway, and improvements to be constructed
- A landscaping plan which the Owner has proposed for the property
- Final architectural and engineering drawings, including elevations, building height, size, materials, coach light, and colors (samples of material required)
- A soil erosion control plan (as required by the Village to prior to issuance of a building zoning permit) describing soil erosion techniques, which will be utilized both during construction and permanently thereafter

Mail the preceding information to:
Land & Lakes Development Co.
Attn: Village Green Heights Architectural Control Committee
123 N. Northwest Highway
Park Ridge, IL 60068

For Village Green Heights Architectural Control Committee use ONLY:

Date Received	Name	Signature of Approval	Date
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Village Green Heights Architectural Control Committee

Checklist for Architectural Control Committee Approval:

- (1) filled out application form
- (1) \$200 Review Fee Check – made out to *Village Green Heights Homeowners Association*
- (2) sets of house plans*
- (2) surveys/site plans*
- (1) landscape plan – can be drawn on a separate copy of survey
- (1) color scheme (need to see color of brick/stone & siding)
- (1) \$2500 Curb Deposit Check – made out to *Land & Lakes Development Co.* (**If applicable**)

**The ACC needs to receive at least two copies (1 for my files & 1 to send back stamped and approved). If you would like more stamped copies, please remember the ACC will keep one for their files, stamp the rest and mail them back to you.*

All submittals should be sent to:

Land & Lakes Development Company
Attn: Preston Kendall
123 N. Northwest Hwy
Park Ridge, IL 60068

The Architectural Control Committee will first and foremost ask the following questions:

- Does the house meet the minimum square footage requirements (1900sf for a ranch, 2200sf for a two-story)?
- Does the house have at least 65% brick or stone on the front façade?
- Does the house fit on the lot (abiding to all setbacks, easements, non-vehicular access points, etc.)?
- Is the house unique to the existing streetscape (the house should not be too similar to any neighboring houses)?

If you answered “no” to any of the questions above than your plans will NOT be approved. If you should have any questions, please feel free to call Preston Kendall at 847/825-5000.