

HALF MOON BAY COMMUNITY ASSOCIATION
RESIDENTIAL CONSTRUCTION HANDBOOK

November 22, 2004

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Architectural Control Committee Members:

Bud Henning
Don Hillerud
Ray Feldman
Jim Longhenry - Chairperson

HALF MOON BAY
ARCHITECTURAL CONTROL COMMITTEE CHECKLIST

November 22, 2004

Subdivision: _____

Lot: _____ Block: _____ Address: _____

Builder: _____ Owner: _____

House/Structure Type: _____ Sq. Ft. 1st Level: _____

Sq. Ft. 2nd Level: _____

Sq. Ft. 3rd Level: _____

State/Town of Germantown Inspector _____

	Date Rec'd	Date App'd
<u>Preliminary Plans:</u>		

Site Plans (1) - include setbacks in the layout	_____	_____
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House/Structure Plans (1)	_____	_____
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Final Plans:

Site Plans (1) showing house/structure location, proposed grade, significant trees affected, driveway location and material, sidewalks, decks and patios	_____	_____
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House/Structure Plans (1) include exterior elevations, construction details, roof pitch, square footage of each level, exterior color including trim, type of shingle and color, brick or stone and color	_____	_____
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Landscaping Plans	_____	_____
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Please Note: Get your preliminary plans to the committee as soon as you start discussions with builders to ensure that what you are planning to build meets the construction guidelines for Half Moon Bay. Once you have finalized your final plans you need to have the committee review your final plans for the site, house/structure and landscaping prior to the start of construction. **ALLOW AT LEAST 45 WORKING DAYS FROM THE TIME WE RECEIVE YOUR PLANS FOR ARCHITECTURAL APPROVAL.**

Comments: _____

Submit plans to:

Approved: _____

Half Moon Bay Community Assoc.
 c/o Architectural Control Committee
 N7832 Lake View Ct.
 New Lisbon, WI 53950

Date: _____

Date Plan Returned _____

Half Moon Bay Residential Construction Guidelines

Construction on all residential lots are limited to single family residence - no mobile or manufactured homes(see exception below).

Square Footage Minimum (Any exceptions requires Architectural Control Committee approval)

- Dwelling Square Feet Minimum is:
 - Single story dwelling - 1,400 sq ft.
 - Two story dwelling - 1,800 sq ft.
 - main floor minimum sq ft is 1,200 sq ft.
 - second floor minimum sq ft of at least 50% of first floor
 - Bi-level - 1,800 sq ft.
 - Tri-level - 2,250 sq ft
- Minimum width of 24 feet
- Minimum two-car attached garage with a maximum of 832 sq ft.
- Rooms with ceilings less than 7 feet in height from the floor for more than 50% are not considered floor area and will not be used in determining total square footage

Use Restrictions

- Single family residential use only
- No fractional interest, ownership, cooperative, licensing or other arrangements that would entail weekly, monthly or other type of revolving or periodic occupancy by multiple owners, cooperators, licensees or timesharing participants - this also applies to Half Moon Bay condominiums (Article VII
 - Section 7.1 - Declaration of Half Moon Bay I Condominium)
- No mobile homes; manufactured homes only on an exception/variance basis after meeting the construction guidelines and the finished quality is comparable to a stick-built home based upon the opinion of the Architectural Control Committee

Setback Guidelines/Requirements (any exceptions requires the approval of the Architectural Control Committee)

- Side Lot line states that no building, porch or projection shall be erected or maintained closer than 20 feet from the side lot lines
- Lake Side or Rear Lot Line (Castle Rock Lake or Legend Lake) states that no building or building improvement including decks, porches, or other projections (such as patios) shall be erected or maintained closer than 30 feet from the lake side lot line.
- Street Side Lot Line states that no building, porch or projection shall be erected or maintained closer than 50 feet from the street side lot line.

Note: In addition, any and all setbacks shall conform fully to any requirements promulgated by the Town of Germantown, the County of Juneau and/or the State of Wisconsin.

Half Moon Bay Residential Construction Guidelines

Construction

Plans

- All plans and specifications must be approved by the Architectural Control Committee
 - Lot Clearance
 - Residential Building (structural blueprints)
 - proposed grade
 - house location
 - exterior elevation
 - construction details
 - roof pitch
 - square footage of every level
 - Landscaping
 - Exterior Lighting
 - Porches, Sundecks, Patios, etc.
 - Surface Drainage Changes
 - Materials - brick/stone/stucco/vinyl and color, type shingles and color
 - Driveway location and material (gravel, bituminous or concrete allowed)
- Any changes to any of the above plans after approval must be resubmitted to the Architectural Control Committee for approval

Foundation Height

- The natural surface drainage pattern shall not be changed by grading, filling or installing conduit. Any exceptions to this must be approved by the Architectural Control Committee.
- Top elevation of footings shall be no more than 1 ft above the 100 year flood level established by the Corps of Engineers.
- Top of foundation wall shall not exceed 6 feet 10 inches from the footing and/or 4 feet 6 inches from the existing grade. This is not covered by our covenants but what the Committee uses in approving construction plans.

Roofing

- Roofing must be dark colored material or cedar shingles or shakes. Must have a minimum 6:12 slope - same roof pitch everywhere but a 2:12 maximum pitch difference allowed

Construction Schedule

- Total building construction must be completed within 9 months from date construction begins
- Building exterior including the exterior color must be completed within 6 months from the date construction begins
- Landscaping shall commence within 6 months after commencement of construction on the lot and shall be completed within one planting season after the commencement of construction
- No construction work shall commence before 7:30 AM or after 6:00 PM. Between Memorial Day and Labor Day no work will be permitted to take place on Saturday or Sunday

Half Moon Bay Residential Construction Guidelines

Construction cont.

Garage

- Garage external appearance conform to the external appearance of the dwelling house.
- Must be an attached garage and a minimum of 2 car garage

Miscellaneous

- All dwelling houses shall have a well defined front entrance
- Deck and porch supports and similar exposed structural members must conform in design and appearance to the main structure

Note: While the Declaration of Covenants currently allows one auxiliary building we ask that you not start such a structure until the committee working on the amendments to the Covenants completes their work as it is the wish of the Board of Directors and several members of the Homeowners Association not to allow any auxiliary structures.

Site Improvements (Major Landscaping, Porches, Decks, Patios, additions, etc.)

- Improvements shall conform to the requirements of Article VII and Articles X including all plans and specifications being approved by the Architectural Control Committee.

Site Clearance

- A lot owner proposing to fell or remove existing trees or shrubs shall submit a site plan showing the proposed changes to the Architectural Control Committee for approval prior to commencing the Proposed work.

Lot Aggregation

- No lot shall be consolidated, divided or redivided

Driveways

- No driveway shall be placed closer than twenty (20) feet to any side Lot Line after the first thirty (30) feet as measured from the front (street side) Lot line
- Driveway surface shall be constructed with gravel, bituminous or concrete surfaces

Fences

- Boundary fences on individual properties are not permitted

LP Gas and Electrical Hook-Up

- Each lot will be provided with hook-up capability for LP gas and electrical. Each Lot Owner is responsible for connecting its lot to LP gas and Electrical.

April 2, 2005

Half Moon Bay Residential Construction Guidelines

Sewer

- Sewers are installed in the streets adjacent to the Lot in all areas except the Meadow lots where they are installed at the rear of the lot. Each Lot Owner is responsible for connecting its lot to the sewer line. **You should have your plumber contact the Sanitary District 30 days prior to the installation of the lateral to the sewer line.**

Wells and Pump

- Each Lot Owner is responsible for purchasing, installing, maintaining, Repairing and replacing a well and grinder pump to service its Lot.

Failure to Act

- In the event that plans and specifications are not submitted to the Committee, or the actual design, construction or location of any improvement shall be materially at variance with the approved plans and specifications, the Association may, until one year (but not thereafter)after the completion of construction, commence a suit to require the removal or alteration fo such improvement. All costs associated with this including reasonable attorneys' fees shall be a charge and continuing lien upon the subject property. Be advised that the township can enforce ordinances and individuals can enforce restrictive covenants.

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**Half Moon Bay Residential Construction
Variance Approval Guidelines**

Any request for a variance to the above guidelines will follow the following procedures:

All requests for variances must be sent in writing prior to the commencement of construction to:

Half Moon Bay Community Association
c/o Architectural Control Committee
N7832 Lake View Ct.
New Lisbon, WI 53950

Town of Germantown Zoning Ordinance Variance

If the variance requested is a variance to the building ordinances of the Town of Germantown, the Half Moon Bay Architectural Control Committee will notify the owner of this. The owner/builder will be required to get the approval directly from the zoning administrator of the Town of Germantown.

Half Moon Bay Community Covenant/Guideline Variance

If the variance is solely a variance of the Half Moon Bay Community Covenants/Guidelines, the Half Moon Bay Architectural Control Committee will review this variance request:

- If it is a major variance or a setback variance, the Half Moon Bay Community Association Board of Director will make the final decision.
- For all other variances, a vote of the members of the Architectural Control Committee will be conducted with the decision determined by the majority vote

If the variance is deemed to be of a nature that might impact the immediate neighboring lot or home owner/owners then the lot/home owner/owners will be notified in writing of this request and allowed to provide their position in writing on this variance request to the Half Moon Bay Community Association Board of Directors.

Any controversy relating to the interpretation or enforcement of this decision shall be submitted to arbitration according to the rules of the American Arbitration Association for final settlement.

Half Moon Bay
Architectural Guidelines

General

- Each home should have its own character while displaying consistency of design and attention to detail.

Site/ Site Plan

- Respect existing vegetation and trees; work with and around natural features.
- No site clearing can begin without permission of the Architectural Control Board..
- Use site features to help define space, i.e. entry areas, patios.
- Work with and promote the planned "natural" areas to preserve site features and lower maintenance cost.
- Pond and lake lots:
 1. Respect diagonal view corridors.
 2. Respect cross drainage issues.
 3. Side and rear elevations get less review unless highly visible.
 4. Houses set diagonally not allowed..
- Corner lots:
 1. Use the corner to your advantage.
 2. Houses set diagonally not allowed.
 3. Elevations facing each street are equally important.

Home:

Overall Massing

- Inside and outside plans should work together.
- Consolidate the building footprint to minimize construction impact on the natural features of the lot.
- Integrate the mass of the house into the home to reduce the impact of the garage (Detached garages are not accepted).
- Emphasize simple, strong forms, rather than numerous small or unrelated bits and pieces.
- Be consistent with the style, i.e. vertical lines on Victorian architecture, horizontal on prairie school, etc.
- Respect the side and rear elevations. "Open sites" mean we see the homes on all sides.

Roofs:

- 6:12 minimum slope.
- Same roof pitch is to be used everywhere, but 2:12 pitch difference will be allowed if justified.
- Avoid mixing different roof forms on the same home, i.e. gables and clipped hips, unless supportive in style.
- Think about fascia size relative to the home size, lines and styles.
- Roofs appropriate to style of home.
 1. Do not submit a Tudor or Elizabethan style home with less than a 10;12 pitch.

Garages:

- De-emphasize garages whenever possible.
- Use single doors occasionally to break up the garage entrances.
- Study the garage entrances with the purpose of making them look less like a garage.

Half Moon Bay
Architectural Guidelines

Details:

- Brick/stone - feature material.
- Brick fronts should wrap corners at least 16" to 24".
- Use brick in larger simpler areas.
- Avoid small half walls.
- Avoid small light recessed areas adjacent to garage doors.
- Use "solider courses" to help establish lines of the building.
- Chimneys and metal flues should have tasteful caps. Masonry flues should be creative and appropriate to the home style.
- Avoid busy salt and pepper brick.
- Columns must be sized to the dwelling size.
- No thin wraps around doors and windows.

Entry—Front Door:

- Use careful planning to create an attractive main entrance.
- The entrance should be to scale to the rest of the house.
- Door style should be consistent to home style.
- Plan for large stoops with adequate space for plants.
- Plan for sufficient weather protection.

Paint:

- Do not use all trim as outline.
- Paint corners the same as the siding.
- Compatible contrast.
 1. Rule: the greater the contrast, the less you use.

Windows:

- Match home style.
- Do not mix types.
 1. Grids consistent with home style.
 2. Diagonal with Country French only.

Siding:

- Aluminum siding should be smooth, avoid sheen.
- Vinyl siding must be smooth with no sheen.
- No vertical vinyl joints in masonite on front elevation(Limit on other sides.)
 1. Avoid triple 5 or equal unless all clean.
- Mix different siding directions carefully.

Flatwork:

- Sidewalks should not just go the shortest distance.
- Think about features.

Decks:

- Consistent with style, an extension of your home.
- Avoid small underpinning or float.
- Front and /or rear handrails should be consistent with home style.
- Colors should be consistent or complimentary with that of the home.

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Half Moon Bay
Architectural Guidelines

Fences:

- See Article VII, Section 10.

Miscellaneous:

- If future structures, decks, arbors, screen porches, landscape changes, etc, are planned and sufficient information is presently known, we suggest including it for review. If planned for a later date, these items will require approval from the Architectural Control Committee.
- All Building Plans, and any changes or additions made at later dates also require approval of the Germantown Township Zoning Administrator.