

**To: Jefferson Farms Residents**

Please use these guidelines when planning your improvement projects.

These are the basic guidelines the Design Control Committee will use when evaluating project proposals.

Following these guidelines will help you to get approval of your project.

Make sure to share these guidelines and the Jefferson Farms Deed Restrictions with your contractors, architect, and/or project manager.

Keep a copy of these guidelines with your Deed Restrictions for future reference.

Please include a copy of these guidelines with your realtor documents if you sell your home.

Call a member of the Design Control Committee or a JF Trustee if you have questions or concerns.

**Design Control Committee**

**Chairperson:**

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**Committee Members:**

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**JF Trustees**

<b>Name</b>	<b>Phase</b>	<b>Telephone</b>
June Gutterman	I	570-1024
Judi Matz	II	837-8688
Arlene Richman	III	657-0432
Cheryl Wood	IV	837-7148
Joe Miller	V	834-9649
Dick Matz	VI	837-8688

<b>Phase</b>	<b>Lots</b>
<b>I</b>	1-28
<b>II</b>	29-57
<b>III</b>	58-86
<b>IV</b>	87-131
<b>V</b>	132-168
<b>VI</b>	169-198

Jefferson Farms Design Control Committee  
**Review Guidelines**  
**April 17, 2001**

It shall be the intent of the Jefferson Farms Design Control Committee to interpret and enforce the intentions of the Jefferson Farms Warranty Deed Restrictions. It is not within the Committee's scope to write new Deed Restrictions or revise existing Deed Restrictions. The Committee's goal is to maintain conformity and harmony with the Jefferson Farms Warranty Deed Restrictions and other structures in Jefferson Farms. However, it is recognized that there will be instances where the Deed Restrictions do not provide guidance on the acceptability of some forms of improvements. In these instances the Design Control Committee shall use their best judgment in approving the submitted plans. Decisions shall be made with the intention to maintain the neighborhood in the same appearance and quality. A key element in the decision process will be precedent of what is already in the neighborhood.

The Committee will not review or warrant the structural integrity of any plans or specifications. Owners will be responsible for obtaining all necessary permits and verifications that the plans and specifications will meet all applicable code requirements. Owners will also be advised to call the Ohio Utility Protections Service when undertaking any excavation on their property. The Design Control Committee is not responsible for any damage to any buried utilities. Committee members are also not available to complete any plans or make any corrections of violations.

All property owners in the Jefferson Farms Subdivision, who are current on their annual homeowner fees and use their Jefferson Farms home as their primary residence, are eligible to be members of the Design Control Committee. Only one member per property will be allowed.

A Committee Chairman shall be elected by a majority vote. A new election for the Chairman can be called on a yearly basis. To be eligible for the Chairman's position, Committee members shall have participated on the Committee for a minimum of six months. If there are not two or more members meeting this criteria, the Chairman position shall be open to all members of the Committee.

Approval of plans shall be by simple majority vote of the Committee members. Members not responding will not be counted as approval or disapproval votes. If no members respond, the Chairman will approve or disapprove the submitted plan. The Chairman will cast the deciding vote on ties. Members shall not be allowed to vote on requests submitted by themselves or other family members, including family members who may own another home in the Jefferson Farms Subdivision. All plans must be submitted in writing and have enough detail to clearly explain the intentions of the homeowner. Professionally created plans are not required. All responses to the homeowner must also be in writing. The Committee Chairman is responsible for maintaining a record of all submissions and responses.

If the Committee becomes aware of a violation of the Jefferson Farms Warranty Deed Restrictions they shall send a letter to the home in violation, which explains the violation and requests correction of the violation, or a plan to make a correction. If the homeowner does not respond in an appropriate time frame, a second letter shall be sent requesting a plan submission. This second letter shall warn of possible further actions that can be taken by the Trustees. If the homeowner does not respond to the second letter, the Trustees shall be advised to take further actions that they deem necessary. The Trustees shall also be consulted on any violations where legal actions might reasonably be expected.

The following guidelines will be used when reviewing submitted plans that are not clearly defined by the existing Deed Restrictions. These guidelines are based upon past decisions of the Design Control Committee.

## **SATELITE DISHES**

- All dishes shall be less than 1 meter in diameter.
- Dishes shall be of earth tone colors such as shades of grey, brown, or green.
- Only one dish will be allowed on the exterior of the home.
- All dishes must be located such that they are not readily visible from the street. Dishes shall be located at the ground level or hidden in the valley of a roof or other roof section. Location on the ground is preferred. If located on the ground they shall be on the side or back of the home, in an inconspicuous area and hidden by soft landscaping material. The landscaping material shall have enough height when initially installed to hide the dish. The landscaping materials shall also be of an evergreen variety. The plan shall indicate the height of the landscaping material when initially installed.

## **GAZEBOS/ARBORS**

- All detached gazebos or arbors shall be constructed of wood material. No aluminum, fiber glass or plastic construction will be allowed
- If a gazebo or arbor is attached to a deck, they shall be of the same construction and color of the deck.
- If the gazebo or arbor is attached to the house, they shall be of the same color and construction of the house.
- If a gazebo or arbor is neither attached to the house or the deck, they shall match the house in construction and color. Location of detached gazebos or arbors shall be such that they do not minimize neighbor's privacy and ability to enjoy their property.
- Shingles on gazebos shall match the shingles used on the house.
- Screens shall be prohibited on detached gazebos or arbors
- Plans must be submitted that show the location of the gazebo or arbor.
- Before approving plans for a detached gazebo or arbor, all neighbors who share a common property line, including property corners, shall be asked to anonymously approve/disapprove the plan. If any neighbors object to the plan, the plan shall not be approved. The Design Control Committee may serve as an arbitrator when necessary.
- All detached gazebos and arbors shall have landscaping installed to soften the view of the structure.
- All necessary building permits shall be obtained from Violet Township or any other agency with jurisdiction.
- Before approving construction of a gazebo or arbor the homeowner shall submit a construction schedule to be approved by the Committee.

## **LANDSCAPING**

- The Chairman of the Committee shall have the authority to approve most landscaping plans. Large plans that include excavations, grading changes, or hardscaping (retaining walls, timbers, etc.) plans shall be submitted to the Committee members.
- When landscaping is used for screening purposes, the height of the plants when initially installed shall also be submitted for approval. Landscaping used for screening purposes shall be of an evergreen variety.
- Landscaping shall not be planted in any swells or drainage areas. Mounds shall not be created in any swells or drainage areas.

## **BACKYARD TENNIS/BASKETBALL/VOLLEYBALL COURTS**

- Before approving plans for a backyard basketball/tennis/volleyball court, all neighbors who share a common property line, including property corners, shall be asked to anonymously approve/disapprove the plan. If any neighbors object to the plan, the plan shall not be approved.
- Chain link fencing shall not be approved under any circumstances.
- Lighting shall be aimed to not shine into neighbor's yards or homes.
- Landscaping and/or mounds shall be installed to soften the view of the court.

## **POOLS**

- All pools and fencing must be approved by Violet Township.
- The plan for the pool should also have the plan for the fence and the landscaping material.
- Plastic fencing will not be allowed.
- Metal fencing shall be discouraged and only allowed if it is representative of fences in surrounding properties.
- A construction schedule must be submitted for review and approval.

## **ADDITIONS**

- All additions must meet all local building codes and be approved by Violet Township.
- The exterior of all additions must be of the same color and construction method of the existing home.
- Additions shall not interfere with any existing swells or drainage.
- Shingles on additions shall match the shingles used on the house.
- Gutters and downspouts, tied into the buried drainage system, shall be installed on all additions.
- A construction schedule must be submitted for approval.

## **FENCING**

- Unless described below, all fencing shall meet the requirements of the Warranty Deed Restrictions.
- Fencing around pools will necessitate a different type of fence than allowed by the Warranty Deed Restrictions and the fencing design will be reviewed on a case by case basis. Fencing around pools shall be approved by Violet Township.
- Plastic fencing will not be allowed under any circumstances.
- A minimal amount of wood privacy fencing will be allowed if it is attached to the house or deck and is necessary to create privacy on a lot surrounded by or adjacent to a street or close to an adjacent home. This is entirely up to the discretion of the Committee members.

## **PLAYHOUSES/SWING SETS**

- No metal or plastic playhouses or swing sets will be allowed. The general construction of all swing sets and playhouses must be wood and of natural color. They shall not be painted.
- Playhouses must be part of a swing set assembly.
- Before approving plans for a playhouse or swing set, all neighbors who share a common property line, including property corners, shall be asked to anonymously approve/disapprove the plan. If any neighbors object to the plan, the plan shall not be approved.
- Swing sets shall be located such that they do not interfere with neighbor's privacy or ability to enjoy their property.

## **FLAGPOLES**

- Flagpoles shall not be allowed in the front or on the sides of homes.
- Requests to install flagpoles will be reviewed on a case by case basis.
- All flags not on approved flagpoles must be attached to the house or the light pole.

## **DECKS/PATIOS**

- All decks shall be constructed of wood.

- All building permits shall be obtained.
- Construction schedules shall be submitted for approval.
- Decks and patios shall not be located such that they will interfere with an adjoining property owner's privacy or ability to enjoy their property.

### **SPORT ACTIVITIES**

- The Design Control Committee shall approve any equipment or improvement placed on the property associated with a sports activity. The intent is to not allow such equipment or improvements to detract from the aesthetic character of the property. Sports activities include, but are not limited by, skateboard ramps, trampolines, soccer goals, basketball courts, volleyball courts, and tennis courts. Neighbor approval may be solicited for such equipment or improvements