APPENDIX E2

Design Guidelines for Single Family Homes in Lost Lake Resort

Lost Lake

RESORT

Design Guidelines
for
Single-Family Homes

Rev. 1/5/10

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INTRODUCTION

Lost Lake has been conceived and carefully Master Planned as an exclusive resort community set within a natural mountain environment. In order to preserve the beauty of its setting, to maintain a pleasant and desirable environment, to establish and preserve a harmonious design for the community, and to protect and promote the value of property, all architectural design, site planning, and landscaping shall be subject to design review. The project developer, in conjunction with a Design Review Board and the Lost Lake Property Owners Association Inc., will be involved in the management of land within Lost Lake Resort.

In accordance with the requirements of the Lost Lake Covenants, Conditions, and Restrictions (CC&Rs), this document sets forth the Architectural, Site Planning, and Landscape Guidelines that shall define the general design theme of all single-family, whole-ownership lots within Lost Lake. This document also describes specific design requirements and the general construction procedures.

This document may be amended from time to time by the Lost Lake Design Review Board but will continue to meet or exceed any similar guidelines set by the Town of Forestburgh.

VISION STATEMENT

Lost Lake is located in Forestburgh, New York nestled within the Catskill Mountains, a place of extreme natural beauty, rich history, and incredible recreation. A community built in harmony with-in its natural setting, collectively providing a broad range of resort and recreation amenities.

As part of the Catskill region, the vision of Lost Lake begins with a strong respect for the natural environment. The setting of is one of grassy meadows opening within forest, streams and our main lake. At 1417 feet above sea level, the climate provides cool summers making Lost Lake the summer focus and your retreat from the city. Our vision is one of an active resort community built with care and sensitivity through architecture and landscape. The vision reflects the Catskill heritage and Adirondack ideal and blends into, rather than dominates, its natural setting.

The Adirondack legacy also brings a spirit of adventure and the allure of the mountains shared by those who forged the area and those who enjoy its current recreation lifestyle. Lost Lake, with its strong summer focus, provides a range of residences and lodging closely related to the outdoor recreation lifestyle, with the potential for golf, swimming, tennis, biking, and hiking opportunities. The overall community is knit together by a network of pathways that connect to regional trail systems and nature observation decks.

Our vision is also one of responsible care for the environment and sustainability of the architecture and the community. To this end, the Master Plan and Design Guidelines embrace the principles set forth in the LEED Green Building Rating System and the NAHB National Green Building Program.

DESIGN THEME

The Design Theme for Lost Lake evokes the sense of retreat to the high forest, a place to relax and enjoy the active recreation and quiet serenity of the Catskill Mountains. The overriding goal is to present a balance of architecture and landscape that is inviting, relaxing, and comfortable as a haven, a place of direct simplicity and authenticity in contrast to today‘s more complex and hectic urban centers.

To accomplish this goal, it is important that architecture and landscape work in concert, that buildings share the leading role with the site itself by respecting the existing trees and topography within the community.

The Design Theme calls for a scale of architecture that is personal and intimate, settling quietly into the landscape. Careful site planning to retain existing trees and minimize site disturbance will allow the visual balance of landscape and architecture. This merging of site and building can be further enhanced by transitional places that blur the line of indoor and outdoor porches, decks, patios, and terraces. The sense of summer and the enjoyment of the outdoors can be enhanced by these transitional living areas.

The form and scale of residences within Lost Lake shall be supportive of the Design Theme by presenting buildings of simple, additive parts that reflect a more human scale and express the functions they enclose. Large, monolithic forms of harsh geometric shape are to be avoided in favor of building compositions of smaller scaled components that recall traditions in mountain architectural forms, from the summer lake cottages to high country ranch and alpine buildings. Central forms of simple geometry enhanced by additive elements such as porches, bay windows, dormers, balconies, doorways, and divided window patterns can present a rich and varied architecture.

The architectural expression of the Design Theme begins with the direct and authentic use of the “noble materials” of the surrounding mountains stone, wood, and rustic patina metals. The architecture can present an honest simplicity of form and structure conveying a style that is relaxed and supportive of the casual resort lifestyle.

There is great opportunity to express care and craftsmanship in detailing. Wood used in a variety of creative ways ties to the tradition of mountain architecture. The use of shingles, board and batten siding, heavy planks, chinked timbers, and siding with varied sizes and profiles offer an abundance of design opportunities to personalize individual residences. Timber trusses, beams, rafters, and corbel braces with careful connection details can extend the heritage provided by earlier buildings within the region. Trim, carefully proportioned and detailed in wood, can be stained in woodland hues or painted in soft, light-reflecting colors to enhance the play of sunlight and emphasize important features like porches, bay windows, and entries. The architectural personality will be reinforced through wood detailing that ranges from a casual refinement to a heavy, rustic look. The climate and sun also encourage the emphasis of light, shade, and shadow

as dynamic, changing patterns within the architecture. The use of subtle stains and soft trim colors and the play of sunlight and shadow from columns, beams, and trellises against the overall background of the ageless and natural materials will extend the richness of the architecture.

The Design Theme also expresses the influence of weather, the dynamic pattern of changing conditions in the mountains throughout the year. Roofs play an important role in this relationship by providing welcome porch shade for a summer afternoon and a protected entryway during the typical winter snowfalls. Protective pitched roofs with simple forms, extended overhangs, and sheltering images are central to the Design Theme. The architecture can respond to the weather conditions and present an image of shelter, protection, and comfort, both physically and psychologically. The durability of stone to express the notion of home and hearth through interior fireplaces and exterior chimneys supports the image of a comfortable and protective mountain retreat. Stone can also convey a timeless outgrowth of the site by anchoring buildings into the ground and standing up to the exposure of the climate.

The Catskill Mountain region brings emphasis to environmental responsibility and the importance of sustainable communities and buildings. The Design Theme embraces this philosophy, from site planning to architecture, the principles of sustainable design and construction should be evaluated for both technical and aesthetic decisions. This overall philosophy is further outlined in the following section on Green Building Design, and owners are encouraged to research and implement sustainable design strategies whenever possible.

The Design Guidelines include regulations for the architecture, site planning, and landscape of Single-Family Homes within the neighborhood. The Streetscape of the community is also addressed herein, and the Design Review Process and Construction Regulations are described to help owners and designers meet the requirements outlined within the Guidelines.

GREEN BUILDING DESIGN

We require the design of residences within Lost Lake to be environmentally sensitive and meet current green building design and construction guidelines, and take advantage of new trends and technologies that implement these guidelines. All residences will be required to conform to the requirements necessary to attain a minimum level of certification through either the Leadership in Energy and Environmental Design (LEED) Guidelines for Homes, currently available from the United States Green Building Council (USGBC), or the NAHB National Green Building Program Specifications as set forth by the National Association of Home Builders. These guidelines evaluate environmental performance from a whole building perspective, and provide a definitive standard for what constitutes a green building.

LEED certification processes and requirements can be found at www.usgbc.org\programs\leed.htm and include administrative fees. NAHB National Green Building Program processes and standards can be found at www.nahbgreen.org.

OVERALL DESIGN SUMMARY

The intent of the Design Guidelines is to encourage diversity and individual expression of design while assuring that the collective result creates a visually harmonious community and compatibility among neighboring properties within the project. The design of each home must respond to the unique characteristics of its site, the trees and vegetation, topography, natural drainage patterns, views, and sun orientation. While individual homes can add richness to the community by expressing artistry and creativity in design, it is very important that each residence add to the overall visual harmony of its neighborhood by responding to the natural environment and expressing the design theme of Lost Lake.

It is particularly important that the overall form, massing, and scale be consistent with the Design Guidelines and support the overall community image that blends the natural landscape with the architecture. Within that overall fabric, diversity of expression can be achieved through variety of detail and color, the composition of windows and doors, and the placement of additive elements such as porches, dormers, bay windows, and chimneys. Individual homes, however, should not call undue attention to themselves with monumental entries, overwhelming massing, and other distracting characteristics.

Of particular importance to the visual quality of each residential neighborhood is the design of driveways and garages. Careful design consideration in site planning and overall massing must address the neighborhood streetscape as well as the design of the individual home. Driveways are to enter each site in a discreet manner, responding to topography and trees while avoiding extensive paved or graded areas. In general, when ever possible garages are to be located and oriented so they become subordinate to the home itself. The primary exposure to the street frontage should be the residence, rather than the garage door elevation as the dominant image. The Design Guidelines limit the percentage of the street frontage elevation that can be faced with garage doors. Given the high snowfall levels of the Catskill Mountain region, driveways should also be designed with snow removal and storage in mind.

The design of Single-Family Homes in Lost Lake should strive to accomplish two purposes. The first is to provide the solitude, privacy, and family retreat into the wonderful mountain environment. The second purpose is to foster community interaction between neighbors by providing the opportunity for informal neighborhood contact. To achieve this second quality, the design of homes can benefit by providing porches, terraces, and outdoor rooms that orient toward the street and community walkways. These semi-private places can extend the livability of the home, while allowing friendly interaction with neighbors and avoiding the introverted streetscape of suburbia.

ARCHITECTURAL GUIDELINES

A. FORM AND MASSING: The overall form and massing for Single-Family Homes shall be based upon combining one or more central forms of simple geometry with secondary elements added to them. The result will be a composition of additive forms, creating interest in massing while maintaining a pleasing human scale. The goal is to retain a simple order, and an honest and direct structure that can respond to the topography and create visual interest without being overly complex. In light of this goal, program elements that help enhance the additive nature of the architectural forms while adding to their visual interest is encouraged. Such program elements may include, but are not limited to, garages with secondary dwellings above them, carriage houses, guest cottages, and the like.

Form and massing should avoid rigid symmetry and allow a casual integration of forms to evolve. While individual components of the home may express repetition or symmetry, the overall composition should be asymmetric, yet balanced and well proportioned.

B. SCALE AND FLOOR AREA: Sensitivity to the human scale is critical in presenting a comfortable, residential feeling within the natural setting and to enhancing visual relationships between neighboring homes. To assure this attention to human scale is accomplished, buildings that have two stories should include significant portions that are only one story in height. In no case may eave heights exceed two stories.

C. BUILDING HEIGHT: All Single-Family Homes shall be limited to 35 feet in height, as calculated by measuring the vertical distance from the highest point of the structure to the average of the highest and lowest points where the exterior walls touch natural grade along the side of the building facing the nearest street. Exceptions to the Building Height limit include chimneys, cupolas, towers, and the like, with the specific approval of the Design Review Board. Owners and designers are encouraged to review the Code for specific Building Height requirements and exceptions.

D. GARAGES AND PARKING: A Single-Family Home may have a total of three (4) standard-sized, single-bay garage doors, no more than two (2) standard-sized, single-bay garage doors may be visible from the street, one double-bay door is also an acceptable configuration. Oversized garage doors are permitted only if they are facing at least ninety (90) degrees from the street.

Garage location, access, and automobile turning movements must consider existing trees in the site layout. Garages and parking areas should also consider snow shed and snow storage to prevent injury to residents and damage to automobiles.

Porches, entryways, and other secondary components on a home‘s street elevation can be used as effective elements to lessen the visual impact of garage doors from the adjacent street, by acting as special forms or elements that remove the focus from the garage doors. The same effect may be accomplished by locating the garage deeper into the site than the

primary front elevation of the house. Garages with dwelling units above them are encouraged, as they reinforce the cottage scale of these structures within the community.

E. PORCHES: Porches provide a personality and welcome invitation to the community. They also extend the opportunity for outdoor living in the receptive climate of Lost Lake. Therefore, it is encouraged that Single-Family Homes incorporate at least one porch that fronts a public area, a pathway, street, or the golf course, recognizing that designers must strike a balance between porch design and impacts to the amount of light that enters the home.

The design of porches, in terms of column and railing detail, configuration, and color, provides a great opportunity for individual expression. When properly designed with protective roofs, they also act as effective buffers against snow shed from high roofs at entries and egress points around the home.

F. ACCESSORY BUILDINGS: Accessory buildings such as detached garages, carriage houses, guest cottages, storage sheds and similar structures must match the main residence in both style and materials.

G. STRUCTURAL EXPRESSION AND INTEGRITY: An important design goal for Lost Lake is the honest and direct expression of building structure. This visual confirmation of the structural system establishes a sense of protective shelter and recalls the tradition of wood and stone buildings in rustic mountain regions. In order to reinforce this important aspect of the Design Theme, the Design Guidelines encourage incorporation of the following principles:

Building foundations shall appear to grow out of the site, merge with the topography, and carry the weight of the structure through the use of heavy stone or stucco walls at building bases. This visual support for the building can be enhanced through graduated or battered (sloped) stonewalls. It can also be furthered by the partial engagement of large, anchoring boulders set into the corners and lower portions of the foundation walls.

Wood and timber walls can reflect the horizontal and vertical support of the structure through scale, proportion, and continuity of the column and beam systems. Trusses and other wood systems that span spaces or transfer loads will be effective if the load-bearing system is honestly expressed and timber members are sized to accept their true or represented loading.

Visual continuity can be achieved if column, beam, and connection systems are designed to provide a continuous transfer of loading in a logical and ordered manner from roof to foundation. Illogical visual representations such as beams landing above large window openings without an expressed header are discouraged.

The roof framing offers the most visually rewarding opportunity to express the structural integrity of the building while adding interest, character, and individual identity. Beams, rafters, purlins, and supporting brackets can establish scale, detail, and visual harmony if they project an honest and direct expression of the structural system.

H. EXTERIOR WALLS: There are a variety of exterior wall types that may be incorporated into the buildings. In general, it is supportive of the Design Theme to use two or three and no more than four exterior wall materials on any building elevation. Often, the use of a single material on the walls of a building component or secondary element of the building form can

add emphasis to the composition of additive forms. However, the use of a single material over all or most of an entire home is not supportive of the Design Theme. Material board mockups illustrating all exterior finish materials to be used are required for all projects within Lost Lake.

The following wall types may be considered for buildings but must adhere to the certification standards of either the LEED or NAHB certification programs:

1. **Stone:** Stone indigenous to the Catskill Mountains or other real or synthetic stone veneers that tie in with the indigenous stones shall be used to tie buildings to their sites and may also be used to express structural mass walls and chimneys. The stone must be laid in a manner that appears structural, with careful fitting of individual pieces. Larger stones should be set at the bottoms of walls, with smaller stones appearing closer to the tops of walls. Stonewalls should avoid a mosaic or quilted pattern and should instead strive to appear load bearing. The battering (sloping) of stonewalls is encouraged.
2. **Stucco:** Real or synthetic stucco with earth-tone colors.
3. **Wood Shakes and Shingles:** The shingle style often found in cottages, bungalows and Arts and Crafts Homes, is very appropriate for homes. Shakes and shingles can add a refinement, varied texture, and pattern to wall surfaces.
4. **Wood Board and Batten:** Vertical board and batten, as well as reversed wide battens over boards, may be used in varied sizes and widths.
5. **Timber with Chinking:** The western ranch influence of hewn timber (flat face) may be used as a stacked timber wall. Corners may be interlocked or timbers may die into a vertical corner post. Round logs used as stacked log walls may be used with specific approval from the Design Review Board on a case-by-case basis. If round logs are used, they must be in scale with the other components of the home. Excessively large logs are discouraged.
6. **Timber Frame and Glass:** A structural frame of timber may be in-filled with glass to create an exterior wall. The individual members of the frame should be sized to represent their true or apparent structural loading.
7. **Wood Siding:** Various sizes and profiles of wood siding may be used in horizontal or vertical patterns. Diagonal siding is discouraged without specific approval from the Design Review Board. This approval is on a case-by-case basis.
8. **Metal Siding:** Metal siding may be used in a limited manner to accent building forms. When used, metal siding shall be naturally-patina material in colors that blend with the subtle earth tones of the site.
9. **Ornamental and Structural Steel:** These materials may be used as accent elements to reinforce the structural expression and crafted nature. Appropriate uses include metal banding at column bases, steel crossties, and steel connectors at timber connections.

I. DOORS AND WINDOWS: Doors and windows provide the opportunity to create scale, proportion, and detail to exterior elevations, while responding to view and privacy considerations. Doors can be the trademark of the home, suggesting creative design in terms of artistry, materials, shape, and size.

Windows can provide expansive glass for viewing if set within a structural frame. In such cases, roof overhangs should be used to shade large glass areas and avoid reflective glare. If set within stone or stucco walls, windows should be recessed and include arches or headers to express structural support. If set within wood and shingle walls, windows should be trimmed on all sides. Individual windows and divided lights should have square or vertical proportions as opposed to horizontal shapes.

Sizes of window components in multi-pane assemblies can add a human scale and proportion to the home. When used, divided lights must be authentic or simulated to appear authentic, using internal spacer bars to simulate true divided lights. Highly reflective glass and glass block are not permitted.

J. ROOFS: Overall, roofs should convey a sense of shelter and protection for the home. They can also establish scale and interest through a successful composition of varied pitches and forms, with varied pitches used at locations that reinforce the additive nature of the building mass. Both practically and visually it is important to keep basic roof forms simple and to strive to avoid complex intersections at awkward pitches and angles. Roofs should be designed to efficiently deal with the snowfall of the Catskill Mountain region, and simple forms will help achieve this goal, both in terms of holding snow efficiently during the colder months, and directing run-off as the weather warms and the snow melts from the roof.

Major roofs for Single-Family Homes shall have a minimum pitch of 8:12. Secondary roofs over building components such as pop-outs, porches and dormers may have lesser pitches, down to a minimum of 3:12.

Roofs colors are limited to darker shades of earth tones while colors and materials must be consistent with the requirements necessary to receive credit through the LEED for Homes or NAHB National Green Building Program certification programs.

Roof forms must consider snow and rain shedding to avoid potential for personal injury and property damage. The roof plan should be designed in concert with the site and landscape plans to avoid conflicts with drainage and safety issues.

The technical design of roofs–such as detailing for ventilation, insulation, and the like–should consider the factor of severe snowfall and the potential for associated ice dams.

K. DORMERS: Dormers are strongly encouraged as both functional and aesthetic elements of architecture. Placement, shape, and size of dormers should take into consideration the scale and proportions of the primary building as well as interior spaces and functions. Dormer materials may be selected from the exterior wall materials and roofing materials used on the building.

L. CHIMNEYS, FLUES AND ROOF VENTS: Chimneys may be finished with stone or stucco to match or strongly relate to the same material used on the foundation of the building, or they may be finished with wood shingles or shakes. Chimney caps offer an opportunity for individual artistic expression done in stone, stucco, or metal.

Large flues and vents are to be consolidated when feasible and enclosed within a chimney type enclosure. Small flues such as plumbing vents may be exposed if painted to match the adjacent roof. Chimneys, flues, and roof vents should be designed with stout upslope diverters to prevent damage due to snow shed.

M. GUTTERS, DOWNSPOUTS, AND SNOW SHEDDING: While the overall design and strategic placement of roof forms should be the primary way to effectively manage water run-off and snow shedding, additional gutters, downspouts, and snow fences/guards may also be needed to properly design the roof system. These devices can be used effectively to divert water away from entries and patios and toward surface drainage on the site. Properly placed snow guards can help retain snow on the roof and avoid or slow potentially dangerous avalanching of snow from the roof.

Gutters, downspouts, and flashing will ideally be fabricated from copper and allowed to reach a natural patina. In lieu of copper, metal with an applied coating to relate to or match the primary or secondary roof color may be used. Snow guard braces and rails made of steel are to be painted to match or relate to the primary or secondary roof color. Snow guardrails may also be made of timber.

N. SKYLIGHTS AND SOLAR PANELS: These devices offer energy savings through natural daylight and solar heat gain. Layout, location, size, and configuration of skylights and solar panels are to fit with the design and proportions of the building and roof forms, bubble skylights, for instance, are not permitted. They are to be designed in a manner that avoids random patterns or interrupts the visual continuity of the roof. Solar panels are to be mounted in the same plane and angle as the associated roof.

O. COLORS AND FORMS: There are two important aspects to building color. The first is the predominant color palette of overall building forms, the major exterior exposures of walls and roofs. The second aspect of color is the accent found on details and trim.

1. **Major Building Forms:** The primary goal for major building forms is to blend into the colors and textures of the trees, soils, and rocks of the native landscape. Stone should relate to outcroppings in the general area, typically in the gray and brownish-gray colors. Bright reflective stone such as white or buff limestone should be avoided.
2. **Major Wood Wall Materials:** including siding, shingles, timbers, and logs, should be treated or stained in semi-transparent finishes to enhance the natural colors and qualities of the wood.
3. **Roof Color**: Roofing color and material should be limited to darker shades of earth tones. Colors and materials must be consistent with the requirements necessary to receive LEED for Homes or NAHB green building program credit.
4. **Details and Trim:** The color of details and trim offers the opportunity to establish individual identity and interest. The colors of small details can either be the same as the primary wall materials or may be from a broad range of colors that are found on the site in soils and plant materials, including flowers, sage, and other foliage. However, these colors are to be subtle and are to avoid bright, vivid, or intense primary colors as well as black or bright white. Trim around windows and doors and at porches can either be the same as the primary wall material, or a light, soft color to reflect light and to enhance shadow patterns. Trim colors may be off-white, warm gray, sage gray/green, beige, light gray/blue, and other such subtle colors. Colors for pre-finished window frames, mullions, and divided lights shall complement colors found naturally on-site, such as pine and sage greens, reddish-browns, tans, and the like.

P. EXTERIOR EQUIPMENT AND SATELLITE DISHES: Exterior Equipment: All exterior mechanical, electrical, and other utility equipment such as air conditioning units, metering devices, transformers, natural gas service lines, Propane tanks and the like shall be substantially screened from public view and adjacent homes. Wall-mounted utilities shall be screened using landscaping or materials similar to the exterior walls, with exposure only as required by utility companies for meter reading.

1. **Satellite Dishes:** Satellite dishes are permitted if twenty-four (24) inches or less in diameter. All satellite dishes shall be painted to match adjacent exterior walls, and located in inconspicuous areas to the fullest extent practical. Dish locations shall be shown on documents submitted to the Design Review Board for approval.

Q. EXTERIOR BUILDING LIGHTING: Owners and designers are encouraged to review the Code for specific exterior lighting requirements described in these Guidelines. In general the Code requires that exterior lighting be:

1. Architecturally integrated with the character of the residence.
2. Directed downward and away from adjoining properties and public areas.
3. Energy-efficient, and fully concealed or recessed so that the light source is not visible from off-site.
4. Completely turned off or significantly dimmed when the residence is not occupied.

Exterior building lighting shall be kept to the absolute minimum required for safe entry and egress. Lighting produced by the burning of fossil fuels is not permitted.

SITE PLANNING GUIDELINES

A. BUILDING SITE AND SETBACKS: The front, rear and side setbacks as generally have been established to maintain a balance between buildings and the natural setting, while still providing flexibility in building configuration and location relative to trees and topography. In general, the Code prohibits any improvements within designated setbacks, except for overhangs, site walls, fencing and similar site elements. Garages and chimneys may also partially occur within setbacks, see the Code for specific dimensions allowed.

In essence, the minimum setback on either side must be at least ten (10) feet and the front setbacks must be a minimum of thirty (30) feet from the property line, and rear setbacks must be a minimum of ten (30) feet from the property line unless otherwise indicated on a subdivision plat of a portion of the Property, duly recorded and filed in the Plat Records of Sullivan County, New York. Patios or other improvements that encroach into rear setbacks must be a minimum of ten (10) feet from the rear property line.

Lots having been identified as properties with special setback considerations are lake and golf course lots and are therefore subject to a rear setback of forty (40) feet from the property line. No patios or any other improvements may encroach into the rear setbacks on these lots.

Each home should be located to provide a sensitive response to existing trees, views, and sun exposure. Whenever possible, homes on individual lots should be offset from their neighbors to develop an interesting, undulating streetscape.

B. MAXIMUM SITE COVERAGE: The Maximum Site Coverage at each Single-Family Home site shall not exceed fifty (50) percent of the lot. The total area of all improvements fully or substantially impervious to water percolation shall be included within Maximum Site Coverage calculations, including, but not limited to, driveways and aprons, auto-courts, hammerheads and guest parking spaces, covered porches and entries, roof overhangs, patios, spas and pools, and walkways. The intent of Maximum Site Coverage is to limit site disturbance and retain the natural state of the neighborhood as much as possible.

C. AREA OF DISTURBANCE: The area around a project impacted by construction activity, or the Area of Disturbance, shall be limited to the immediate area around the building excavation, with reasonable allowances made for practicality of construction and the safety requirements of authorities having jurisdiction. The Area of Disturbance must be shown on Site Plans submitted to the Design Review Board, and the Design Review Board may, at its discretion, require that the Area of Disturbance be reduced in an effort to lessen impacts on existing vegetation, particularly large trees. Existing tree stumps may be retained or removed, at the discretion of the Owner. When removed, care shall be taken to prevent damage to adjacent vegetation, and to keep the Area of Disturbance as small as possible.

D. DRIVEWAYS AND PARKING: All driveways must enter their lots as single lanes of no more than twenty (20) feet in width and should be located in response to existing trees and

topography. Asphalt is the preferred material for use on driveways, as it is non-reflective and presents a more rural character when tied to the streets and lanes of Lost Lake. Concrete, concrete pavers and natural pavers are discouraged for driveways, but may be used in a limited manner away from streets for auto-courts or hammerheads. When used, concrete and pavers shall be integrally colored in muted tones that blend with the landscape.

Driveway configurations should be efficient while providing for convenient access, garage entry, and turning movements. Expansive entry courts should be avoided in order to preserve the natural site and maintain an informal and understated community image.

In addition, each site plan should accommodate a total of two off-street parking spaces, including garage spaces. Again, all driveways and parking should be designed with snow shed and snow storage in mind.

E. SITE UTILITIES: Site utilities should be located on each lot with great sensitivity, taking care to limit the Area of Disturbance and keeping future maintenance of the utilities in mind. Locating utilities under or immediately adjacent to driveways helps to accomplish these goals. Septic systems are not permitted.

F. FENCES AND WALLS: In order to maintain the visual quality of an open and natural wooded landscape, above-grade fences and walls shall only be used in limited locations. Fences and walls are permitted to enclose service areas and trash receptacles, hot tubs and pools for safety reasons and enclose small privacy areas. Fences and walls are not to be used to define or enclose property boundaries.

Wood fences should be left natural to weather or should be treated and stained to match adjacent buildings. They should be constructed of high-quality, maintenance-free materials.

Walls can be constructed of stone to match adjacent buildings.

Wire mesh, t-post fencing and chain link fences are prohibited. Chain link fencing is permitted on security enclosures owned and operated by the POA or the Developer only.

G. DOG RUNS: Dog runs are permitted, provided they are constructed of high-quality materials, see Fences and Walls above, and in colors to complement their associated residences. Dog runs shall be attached to residences, not freestanding, and are limited to an area of three hundred (300) square feet. Dog runs shall be screened from the street or golf course.

LANDSCAPE GUIDELINES

A. OVERALL LANDSCAPE CHARACTER: The overall visual goal for landscaping is the enhancement of the existing woodland, rather than obvious alteration. As one moves from the remote, undisturbed areas into the built environment there will be a physical transition in the landscape development. The careful development of these transitional areas, or eco-zones, is important to maintaining an attractive and natural environment for the neighborhood that fits comfortably within its overall context. As the transitional areas lead to the built environment of home-sites and other amenities, the Design Guidelines encourage some individual expression within the people places to illustrate pride of ownership and foster the sense of a living and personalized community. At the same time, however, homeowners should be aware of the impact their landscaping makes to neighboring properties. Home landscape should keep in character with the overall intent and specific requirements of the Design Guidelines, while offering variations and diversity for each home. Opportunities for variation include raised planters, pots, walkway paving materials, planting themes, and seasonal color.

B. THE PRESERVE ZONE: Preservation and protection of the undisturbed forests, streams and meadows is the goal of this zone. The Preservation Zone is typically found outside the individual lots, but maintenance of this zone is a community-wide concern. Non-irrigated seeding as erosion control, and fire fuel reductions are two preventive measures recommended in this otherwise undisturbed, but routinely maintained zone. Fuel reduction includes removal of dead wood, and the trimming of low branching trees.

C. THE TRANSITION ZONE: The Transition Zone is comprised of areas that have been disturbed during construction activity on individual home sites. The Transition Zone typically ends approximately twenty (20) to thirty (30) feet from the home, but may extend to the property lines, depending upon the size of the residence, the configuration of the lot, and the impact of the Immediate Landscape, see next section. This zone is to be restored to a naturalized state through the succession of a native plant community. This is primarily achieved by non-irrigated hydro-seeding. The seeding specification includes both native grasses and shrubs that are intended to blend with the preservation areas, see Appendices for Approved Seed Mixes.

Limited and naturally spaced native trees and brush may be planted within this zone as part of a spatial or visual transition between the mature forest and the Immediate Landscape.

Many of the Transition Zones within are in common areas, and are the responsibility of the Homeowners' Association. Within private parcels, tree planting and a maintenance plan are required for approval. Removal of trees over three (3) inches in diameter must also be specifically approved by the Design Review Board.

Seed mixes, or grassing equivalent, are meant to be applied at a proper recommended rate per

acre. Such action should take place during the recommended optimal seeding time and a proper watering schedule should be followed. A professional landscape contractor shall conduct these operations, as well as other planting operations described elsewhere in the Guidelines. Failure to achieve substantial vegetative cover after one growing season will require a re-application of the hydro-seed mix or grassing equivalent.

D. THE IMMEDIATE LANDSCAPE: The Immediate Landscape ties the home to the site more than any other area, and creates spatial and visual softening for the vertical lines and mass of the structure. The goal is to settle the home into the land. Within front yards this zone shall encompass the area from the primary building walls to ten (10) feet away from the structure, and for side yards five (5) feet away. The Immediate Landscape within rear yards shall include the area from the primary building walls to twenty (20) feet away from the structure. Because of the proximity of this zone to the residence, it is highly visible and often most intensely treated. Low spray heads or low-flow bubblers are allowed.

Hard-scape elements such as walkways, patios, walls, and the like shall be accurately represented on Site and Landscape Plans with material selections and installation details (see Hard-scape Section).

Key planting design considerations and guidelines for the Immediate Landscape include the following:

1. Avoid rigid or uniform placement of plant material.

2. Group or cluster shrubs of the same species, rather than scattering or mixing them throughout the site.

3. Limit the number of plant species for trees to not more than three (3) types, and for shrubs not more than eight (8).

4. Consider the ultimate size, but space materials to fill-in within three (3) growing seasons.

5. Avoid formal or pruned plantings, such as clipped hedges.

6. Use plant material to help spatially define outdoor spaces without creating solid screens or visual barriers.

E. TREES: For both deciduous and evergreen trees, staking is an option but not required. When staking for deciduous trees, use only one stake to the west of the tree, and allow for ample wind movement. For conifers, additional staking may be required. After one full growing season all staking is to be removed. All trees shall be drip-irrigated with multiple emitters. For trees, a minimum of six (6) foot height is required with a single trunk and symmetrical form. For single-leader deciduous trees, a minimum caliper of two (2) inches is required, along with symmetrical form. For multi-trunk trees, the minimum caliper shall be one-half (1/2) inch, with a minimum height of six (6) feet.

F. SHRUBS AND GROUND COVER: All shrub and ground cover plant material shall be drip-irrigated with a permanent automatic system. All non-native planting areas shall receive soil amendments for the root zone and minimum two (2) inch mulch.

For ground covers, all material shall be representative of industry standards for size in respect to the container type – i.e., flats, liners, four (4) inch pots or one (1) gallon material. Placement shall be triangular in pattern and spaced to achieve full coverage within two full

growing seasons. No ground cover shall be spaced greater than eighteen (18) inches on center. A minimum of seventy (70) percent of the total shrub count shall be five (5) gallon in size, and the remainder may be one (1) gallon. In shrub groupings, the on-center spacing shall ensure full massing in three (3) growing seasons. No shrub planting as a single monoculture shall be spaced greater than forty-eight (48) inches on center, twenty-four (24) inches to thirty-six (36) inches on center is the preferred spacing.

G. LAWN AREAS: Lawn areas are subject to the following design criteria:

1. Lawns shall be configured to be functional, not simply decorative.

2. No lawn is allowed within ten (10) feet of the rear or side yard property lines. On golf course lots, lawns must be screened using drip-irrigated, native plant material.

3. Turf areas must immediately adjoin outdoor use areas such as patios.

4. Curvilinear edges are encouraged in lieu of hard-line edges or acute angles.

5. All turf areas must be continuously edged and contained by mechanical means such as wood, metal, concrete, plastic, etc.

6. Avoid long narrow strips of lawn less than eight (8) feet wide.

H. IRRIGATION: Irrigation or supplemental watering whether in the form of temporary irrigation, drip irrigation, or spray irrigation shall be designed to minimize impact upon the site, yet provide enough moisture to ensure healthy plantings. Landscape Plans showing irrigation design shall be submitted to the Design Review Board for review and approval.

Conventional spray irrigation is limited to defined lawn areas within the Immediate Landscape. These systems must also be fully automatic and in conformance with all local and state regulations. The frequency and duration of the watering schedule must be in conformance with all local water conservation programs or guidelines. Watering in excess of these voluntary regulations is not permitted.

I. HARD-SCAPE ELEMENTS: Approved materials for hard-scape include concrete pavers, natural stone, colored concrete, and turf block. Patios are encouraged to be constructed on sand beds, as opposed to concrete slabs.

1. Fire Pits: Site Plans must show the location in relation to all tree drip lines, and must be submitted for approval. Any fire pit must be attached to the patio hard-scape and cannot be located outside the building setbacks.

2. Hot Tubs: Hot tubs are permitted if designed and located to be screened from adjoining properties, the roadways, or the golf course. Landscaping is the preferred method of screening hot tubs from view. If fencing is used, it cannot exceed five (5) feet from above finished grade, and must comply with the Fences and Walls Section as well as current Industry Codes.

3. Pools: In-ground pools should be located and designed to minimize site disturbance. No aboveground or temporary swimming pools are allowed.

4. Fountains: Recirculating, reflecting pools within hard-scape areas are encouraged, so long as they are unobtrusive and are less than thirty-six (36) inches in height. Garden Art/Sculpture: Any sculpture greater than twenty-four (24) inches in height shall not be visible from adjacent properties, the golf course, or the road frontage. Those under

twenty-four (24) inches shall be in earth tones or dark muted colors.

5. **Landscape Lighting:** In order to protect and enhance the night sky above Lost Lake from light pollution, low-level, concealed source lighting shall be used when necessary at walkways or grade changes. Fixtures should not exceed twenty-four (24) inches in height and may be activated by a motion sensor. No tree up lighting is allowed. All exterior lighting shall be in conformance with the Exterior Building Lighting Section of the Guidelines.

6. **Boulders:** Natural stone may be used within hard-scape areas as accent elements, or to form site retaining walls. When used boulders shall comply with the following guidelines:

   - Rock selection is limited to native and on site.
   - When used in boulder retaining walls, stones shall appear naturally dry-stacked, with large, substantial boulders on the bottoms of walls and smaller stones at the tops.
   - All stone shall be set into the ground at least one-third (1/3) of its total diameter, and laid horizontally. Do not stack or arrange boulders into formal or rigid alignments. Rocks scarred or damaged during earthwork activities shall be removed or set for best appearance. Avoid scattered placements, and limit boulder use to accent other use areas.

7. **Landscape Berms** are not permitted without specific Design Review approval.

J. STREETSCAPE: The streetscape refers to the visual character of the roadways and pathways within the community. It is composed of the roads and paths themselves, and also the associated signage, lighting, drainage courses, fences, and street furniture. Perhaps most importantly, the visual quality of the streetscape is influenced by the terrain and plant communities through which the roadways pass.

Consistent with the Design Theme, the streetscape is intended to settle into the natural landscape in an unimposing manner, retaining the rural, mountain quality that the site offers. The Master Plan has, to the extent practical, located roads and pathways carefully in order to avoid excessive grading and allow the retention of significant trees and existing plant communities.

Within the context of the Master Plan and Design Theme, the following guidelines address components of the streetscape:

1. **Driveways:** The intersections of driveways with the associated roadways are to be located and configured in a manner that will provide safe access and good sight lines, while minimizing site grading, retaining walls, and the removal of trees or other significant plant communities. As mentioned elsewhere within these Design Guidelines, driveways should be carefully designed with snow shed and snow storage in mind. In order to preserve the rural alpine character of the community, driveways are to be constructed of pervious materials. The width of driveways should not exceed 14 feet.

2. **Street Lighting:** An important goal is to minimize light pollution and retain the beauty of the existing night sky. Therefore, streetlights will be used by the developer only where safety is enhanced, such as at roadway and pathway intersections.

3. **Fences and Gates:** While Lost Lake may have a gatehouse as a point of entry and reception roadways will be open to public access. Fencing related to private service yards or pools may be constructed with specific approval of the Design Review Board. Fences that define property boundaries or gates at private driveway entries, however, are not consistent with the vision of buildings set with the natural landscape.
4. **Drainage:** Site drainage should be designed to follow the natural terrain and watercourses of the site whenever feasible. Site drainage considerations also include drainage from snow-shed areas during the months of snowmelt.
5. **Street Furniture:** Street furniture such as benches, shelters, and trash receptacles are intended to reinforce the Design Theme by using materials such as wood and metal in a style that relates to the architecture of the community.

DESIGN REVIEW BOARD (ACC) AND PROCEDURES

A. DESIGN REVIEW BOARD: The Design Review Board ("Architectural Control Committee") shall be initially comprised of three members, per the CC&Rs. A quorum for conducting Design Review Board business will consist of three (3) or more members. A simple majority vote of the members in attendance will be required to approve, table, or deny a development proposal. The Design Review Board will set its own meeting schedule, generally with at least two (2) meetings each month.

Members of the Design Review Board will evaluate all development proposals in accordance with the Design Guidelines, as amended from time to time. The members will use their knowledge of design and building to interpret the merits of each proposal and its compliance with the Design Guidelines.

The Design Guidelines contain both absolute requirements and relatively general goals or suggested design principles. Typically, the absolute requirements are used for issues such as building height and setbacks. The interpretation and application of the more general requirements will be left to the discretion of the Design Review Board. This will allow judgment, discretion, and flexibility to address the unique characteristics of each Single-Family Home-site. It should be understood, however, that the overall goal is to apply the Design Guidelines in a fair and impartial manner to all properties. Any variance or deviation from the Design Guidelines will be limited to design solutions that relate to unusual circumstances or solve unique issues. Approval of such variances or deviations will take into consideration the special merit and design creativity, within an overall consistency with the Design Theme.

Plans for new building, site, or landscape construction, as well as plans for renovation, expansion, or refurbishing of existing buildings and landscape must receive final approval by the Design Review Board, prior to commencement of construction. Individual applicants are responsible for ensuring they are in possession of and in compliance with the latest version of the Design Guidelines.

B. DESIGN REVIEW PROCESS: This portion of the Design Guidelines describes a road map to the Design Review Process. In order to help assure that the process is both positive and productive, there are a series of steps that begin prior to the start of design and carry to the completion of construction. The Applicant shall employ a NY State licensed Architect or design professional, Landscape Architect or landscape professional, or Engineer, as appropriate, for the work being planned. The following steps are to be followed for all projects:

1. **Planning Meeting:** The purpose of this meeting is to provide the Owner and the Architect/Designer with the necessary introductory information to initiate the design

process. It will also allow discussion of the Owner‘s objectives and goals in the context of the Vision and Design Theme. Specific issues such as lot configuration, setbacks, easements, utilities, the Design Theme, and overall design concepts can be discussed in the context of the specific property involved.

2. **Sketch Plan Review:** During this step, the Design Review Board will review the Sketch Plan for the project. The Sketch Plan must convey the design intent of the project within the context of the site. Two (2) sets of full-sized drawings at the scales indicated shall be submitted for review. Specific information to be submitted with review fees must include:

   - **Existing Site Conditions**, including topography, boundaries, setbacks, and easements. Actual locations of and sizes of trees must be indicated (1“ = 20‘ minimum scale, with north indicated).
   - **Proposed Site Plan**, showing property boundaries, easements, existing and new grading, building footprints and roof overhangs, all other improvements, Area of Disturbance, Maximum Site Coverage, and existing vegetation (1“ = 20‘ minimum scale, with north indicated).
   - **Schematic Building Floor Plans**, indicating walls, doors, windows, roof overhangs, elevations for each floor, etc. (1/4“ = 1‘-0“ minimum scale, with north indicated).
   - **Schematic Roof Plan**, indicating roof pitch and direction of slope, materials, chimneys and major flues (called out as painted), ridges, valleys, hips and pitch breaks, and exterior walls below (dashed) (1/4“ = 1‘-0“ minimum scale, with north indicated).
   - **Schematic Building Exterior Elevations,** with exterior materials graphically called out and described (1/4“= 1‘-0“ minimum scale).
   - **Schematic Landscape Plan**, showing location, type, and drip-lines of vegetation to remain, vegetation to be removed, and proposed vegetation; Area of Disturbance; and erosion control measures (1“ = 20‘ minimum scale, with north indicated).
   - **Material Samples**, to show quality, texture and color for all proposed exterior materials.

3. **Design Review Board Notification:** The Design Review Board reviews the Sketch Plan and will notify the Applicant of the comments from the review in writing with in approximately two (2) weeks.

4. **Final Plan Review:** Within this step, the Design Review Board will review the Applicant‘s set of construction plans, prepared and stamped by the appropriate professional licensed in the State of New York for the building(s), site improvement plans, and landscape plans that have been prepared to describe in detail, the design and construction of the project. Applicants will be notified in writing of the Design Review Board’s Final Review Comments. The Final Plan Submittal shall convey the design intent in enough detail to illustrate the final design of the constructed project. Two (2) sets of full-sized drawings, minimum twenty-four (24) by thirty-six (36) at the scales indicated shall be submitted for review. Specific information to be submitted must include:

- **Site Plan**, indicating access drive and parking, existing trees to be saved and those to be removed, site grading and drainage (with existing and final topography), utility locations and tie in points setbacks Area of Disturbance, Maximum Site tie-in points, setbacks, Area of Coverage calculations, property boundaries and easements, building configuration and roof decks and terraces, snow areas from roof, and snow storage areas. (1‘ = 20‘ minimum with north indicated). Building footprints and driveway locations shall be staked for review at the time of Final Plan submission.
- **Foundation Plan,** indicating top and bottom elevations of all walls, unexcavated areas and crawl space areas. (1/4“ =1‘-0“minimum scale, with north indicated).
- **Floor Plans**, indicating overall building dimensions, room layouts, mechanical rooms and flue/duct chases, window and door locations and call-outs, roof overhangs, meters utility connections, satellite locations, and exterior lighting systems (locations and sheets). (1/4“ = 1‘-0“minimum scale, with north indicated).
- **Roof Plan**, indicating roof and direction of slope, materials, chimneys and major called out as painted), valleys, hips and pitch, ridge vents (if used), guards and clips, gutters, exterior walls below dashed). (1/4“=1‘-0“minimum scale, with north indicated).
- **Exterior Building Elevations**, indicating building height (with natural grade shown dashed); exterior materials indicated and described for walls, stairs, railings, flashings, chimney and sill caps, etc; window and door locations and configurations; all exterior trim with sizes indicated; exterior expressed structural components; exterior lighting, meters and utility connections, satellite dish locations and finished grade (1/4“= 1‘-0“ minimum scale).
- **Building Sections**, indicating roof, walls, floors, porches, terraces, patios, decks, exposed structure, room names, and finished grade (1/4“ = 1‘-0“ minimum scale).
- **Exterior Building Details**, indicating the visual expression of materials, structure, finishes, trim, soffit and fascia, railings, chimney caps, and other such detail components that describe the building.
- **Landscape Plan**, indicating existing trees to be saved and removed (show drip-lines); planting plan by species and size of all proposed trees, shrubs, and ground cover; all hard-scape and deck areas; driveway, maneuvering, and parking areas; retaining walls; fences and privacy walls; exterior lighting (with cut sheets); and irrigated areas on Irrigation Design Plan (1“ = 20‘ minimum scale, with north indicated).
- **Material and Color Board**, describing, through actual samples, the exterior materials and colors of the project.
- **Construction Management Plan (CMP)**, illustrating the proposed strategy for managing the jobsite. The CMP shall include the location of all construction fencing around the Area of Disturbance, all other protective fencing, silt fence locations, location of construction trailer, construction parking areas, snow storage areas, waste receptacle locations, sanitary facility locations, and concrete washout areas. Scale shall be the same as Site Plan.

- **Application and Fees**, with Application stamped and signed by the licensed professional who prepared the submittal.

Design Review Board reviews Final Plan and notifies Applicant of the results in writing. Upon Final Plan approval, the Design Review Board will provide an Approval Letter for Town of Forestburgh prior to or coordinated with the Town Building Inspector.

5. **Construction Meeting:** The purpose of this meeting is to provide the Contractor with the necessary introductory information to initiate the staging and construction processes. It will also allow discussion Design Review Board‘s objectives and goals with respect to Lost Lake construction procedures. Specific issues such as Area of Disturbance, protective fencing existing vegetation, staging requirements, parking, and the like will discussed.
6. **Re-submittals:** Should an Applicant‘s Sketch or Final Plan Submittal not be approved, a new submittal package shall be prepared to include all the Design Review Board‘s comments. Re-submittal requirements are the same as those for the original submittals, including a new Application and a Re-submittal Fee. All changes to re-submitted drawings shall be indicated by bubbles illustrating revisions from the originals.

C. DESIGN REVIEW BOARD MEETING DATES: The Design Review Board will generally convene on a biweekly basis for project review sessions, on a date determined by the Board. Results of the project review sessions will be made in writing to all Applicants who submitted for Sketch or Final Plan Reviews in a timely fashion. Applicants who submit projects for review at least one week prior to the monthly Design Review Board Meetings will be accommodated. Projects submitted less than one week before meetings may be accommodated, at the discretion of the Board. The Board will notify in writing any Applicant whose project cannot be reviewed due to late submission, an overwhelming number of submissions, or other extenuating circumstances.

D. DESIGN REVIEW FEES: Design Review Fees are required to help defray the costs associated with meetings, reviews, and inspections required for the Design Review and Approval Processes described above. The following Design Review Fees are non-refundable unless noted otherwise:

• Pre-Planning	No Fee
• Sketch Plan Fee	No Fee
• Final Plan Fee	$2,000.00 + .35 cents per sq. ft.
• Re-submittal Fee	$100.00
• Pre-construction Meeting	No Fee

E. DESIGN REVIEW BOARD MEMBERSHIP AND DUTIES: The Design Review Board shall initially consist of three members, per the CC&Rs. Only the Design Review Board will be responsible for enforcement of the Guidelines described herein, and for amending the Guidelines from time to time. The Review Board shall meet twice per month, at the discretion of the Board.

CONSTRUCTION REGULATIONS

A. CONSTRUCTION COMMENCEMENT: No construction may begin until the Final Construction Documents have been submitted to the Design Review Board, the Town of Forestburgh has issued the Building Permit, and the Pre-Construction Meeting has taken place. Final Design Review Board approval is valid for one calendar year from the date of issue. If no construction has commenced after one year, Applicants must re-submit their proposals for re-approval by the Design Review Board prior to construction start.

Once construction begins, it shall proceed forward at a reasonable pace until construction is complete. If a project is delayed with no work for what the Design Review Board deems is an unreasonable amount of time, usually thirty days or more, the Design Review Board may request the site be re-vegetated until work commences again.

B. CONSTRUCTION SIGNAGE: Standardized construction and sales signs are required for all exterior construction projects and homes for sale. To avoid a haphazard or otherwise unsightly streetscape, construction and sales signs shall match the standard signs illustrated in the Appendices. Only one (1) sign is permitted at any given time for a lot or address. A standard construction sign is permitted until construction activity is complete, and then must be removed before a standard sales sign is erected.

C. CONSTRUCTION PARKING: In an effort to foster Lost Lake as a quiet residential community and retreat for its residents, construction impact shall be kept to an absolute minimum. All construction parking shall be either on-site within the approved Area of Disturbance, or as practical, on the street directly in front of the lot under construction. Street parking shall occur entirely on the paved portions of streets, within the area defined by extending the lot‘s property lines. To protect the natural environment of the neighborhood, construction parking shall not take place outside the designated Area of Disturbance. Parking is also prohibited in front of neighboring lots.

D. CONSTRUCTION ACTIVITY AND NOISE CONTROL: All construction activity within the development shall take place during the following designated days and hours:

Monday through Friday 7:00 am to 7:00 pm

Saturday 9:00 am to 4:00 pm (if construction site is within three hundred (300) feet of an occupied residence, only indoor work is permitted)

No construction activity permitted on Sunday’s and Holidays which include New Year‘s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.

The intent of the designated days and hours cited above is to limit noise including, but not limited to, noise produced by construction equipment, generators, radios, and construction crews.

E. MATERIAL DELIVERIES: All material deliveries shall take place during the days and hours permitted for construction activities, except that deliveries during weekends and holidays are not permitted.

F. CONSTRUCTION SITE MANAGMENT: All construction sites shall be kept clean and free of debris, with no trash or debris leaving the jobsite. Dust and dirt shall also be controlled and kept on-site, using water trucks or similar methods. Concrete washout from any source shall be performed on-site within the approved Area of Disturbance, in a location where it will eventually be buried by the structure or covered by paving. Washout areas shall also be away from any catch basins or drain inlets that may get clogged by the concrete. Construction site management shall follow the approved Construction Management Plan submitted for Final Review.

- These Design Guidelines are intended to be consistent with the recorded Covenants, Codes and Restrictions and the recorded plate map.

Design Review Board

Single-Family Home Application Form

1. GENERAL INFORMATION

Submission Date _____

Type of Review (check one)

- ☐ Sketch plan
- ☐ Final Plan
- ☐ Resubmitted Plan

2. PROJECT TEAM INFORMATION

Name of Project _____

Location of Project _____

Name of Applicant _____

Company _____

Address _____

Phone: _____ Fax: _____

Name of Owner _____

Address _____

Phone: _____ Fax: _____

Name of Designer _____

Company _____

Address _____

Phone: _____ Fax: _____

Name of Builder _____

Company _____

Address _____

Phone: _____ Fax: _____

Design Review Board

Single-Family Home Application Form (cont'd)

3. PROJECT INFORMATION

Total Lot Size: _____ Acres (or SF)
Allowable Total Maximum Site Coverage: (____) Square Feet
Proposed Total Maximum Site Coverage: (____) Square Feet

Number of Bedrooms: _____ Each
Number of Parking Spaces: _____ Each (Including garages)
Allowable Total Floor Area: (____) Square Feet
Proposed Total Floor Area : _____ Square Feet
Allowable Maximum Building Height: 35 Feet
Proposed Maximum Building Height: _____ Feet

End of Application Form

SUSTAINABILITY INITITATIVES PROGRAM

INTRODUCTION:

Globally, sustainability is most often defined as "meeting the needs of today without compromising the ability of future generations to meet their needs." By definition, the overarching tenet of sustainable design is to use resources within their renewable limits. Many benefits are achieved through this process such as: improved indoor environmental quality, reduced energy usage, increased user satisfaction, and reduced impact on the development's external environment.

Sustainable development is about doing the right thing and protecting what we're here to enjoy. The built environment has a profound impact on our natural environment, economy, health and productivity. Buildings consume nearly a third of America's energy much of it wasted by inefficient design, while land-use decisions influence another third used in transportation. Real-estate development therefore offers abundant opportunities for saving resources, not to mention reducing waste and restoring damaged land.

The Lost Lake Design Guidelines seeks to reduce these levels of consumption; therefore, the sustainable concepts include tree preservation, cultural and historical preservation, open space management, water conservation, protection of natural habitat, reduction of energy use, and attention to aesthetic values.

By building and operating "green" we intend to maximize both economic and environmental performance. Some environmental benefits: enhance and protect ecosystems and biodiversity, preserve air and water quality, reduce solid waste, conserve natural resources. Some economic benefits: enhance asset value and profits, reduce operating costs, optimize life-cycle economic performance. Some health and community benefits: minimize strain on local infrastructure, contribute to overall quality of life, enhance occupant comfort and health, improve air, thermal and acoustic environments.

By complying to standards of either the **US Green Building Council's LEED rating system or the National Association of Home Builder's National Green Building Program** you actively help complete the vision for this community. Green buildings make effective use of our natural resources; they pollute less, cost less to operate, and tell a good story all at once. These programs help to construct and implement a hierarchy of means:

Audubon International's Sustainable Development Program

US Green Building Council's LEED rating system (for Homes)

National Association of Home Builder's National Green Building Program

US EPA's ENERGY STAR home rating program

US EPA's Waste Wise management program

GREEN IMPACT IN DESIGNING YOUR HOME

A. OVERALL DESIGN INTENTION: The design of your home determines how well it will minimize the overall ecological footprint. Remember, design is the first signal of intention. The following are some overall design strategies that Lost Lake recommends you and your architect/designer explore when creating your new home.

1. Site your home to take advantage of solar orientation and prevailing breezes. This facilitates the use of natural day lighting through out your home. Depending of your lot, the southern and western windows may benefit from sun shading devices. Plus, this orientation allows you to better use natural ventilation, along with ceiling fans, as a way to reduce your heating and cooling load.
2. Site your home to minimize site grading and earthwork, and to complement the overall neighborhood. This reduces construction costs and minimizes impact to the soil processes.
3. Include proper space in your kitchen or garage to make "blue bag" recycling easy and convenient.

B. APPLIANCES: The installation of Energy Star Certified Appliances in your home is required. These appliances are significantly more efficient with their use of water and electricity. This reduces your utility bills while also reducing the impact on our natural resources. Furthermore, most all of these appliances are available in stainless steel, black, white, and even cabinet integrated finishes, so aesthetics are not compromised by higher environmental performance. While natural gas is not currently available to the resort, strong consideration should be given to Liquid Petroleum (LP) fueled appliances. Burning LP gas in the home is less polluting than burning fossil fuels in a power plant to generate electricity. The following appliances are readily available in LP gas models or can be converted to LP gas with the assistance of a conversion kit:

1. **Dishwasher:** The most water-efficient dishwashers currently on the market use about 4 gallons of hot water per load, which is half as much as the least efficient ones. Remember that a dishwasher that uses half as much water will only need half as much energy to heat that water.
2. **Refrigerator:** The refrigerator is the single biggest power consumer in most households. Energy Star labeled refrigerators incorporate a number of advanced features to save energy while keeping your food fresh. They are readily available in side-by-side, freezer top or bottom models, and many even offer through door ice and water features.
3. **Clothes Washer:** Horizontal axis washing machines (front-loaders) use 60% less energy because they use far less water. Energy Star washers often spin-dry your clothes better, saving on drying energy, too.

4. **Clothes Dryer:** The dryer is typically the second-biggest electricity-using appliance after the refrigerator. Compared to electric dryers, using a LP gas dryer can cut your cost per load in half. Look for models with a moisture sensor to further reduce energy use by another 15%.
5. **Cooking Stove:** Gas with electric ignition stove tops and ovens are twice as efficient as electric or gas with pilot light models. Also, ovens with a self-cleaning function are up to 20% more energy-efficient because they have more insulation to withstand the higher temperatures sustained during the cleaning cycle.
6. **Heating Stove:** LP gas heating stoves burn cleaner and produce great heat. They also come with a programmable thermostat, helping deliver more effective thermal comfort for your home.
7. **Central Air Furnace:** Using a LP gas unit can cut heating cost significantly. Look for efficiency rating of 90% or greater.
8. **Water Heater:** LP gas-fired units typically cost about 40% as much to operate as electric units, so choose them whenever possible. A simple board of rigid insulation under the tank of an electric water heater prevents heat from leaking into the floor, saving 4-9% of water heating energy. Look for efficiency rating of 60% or greater.
9. **Boilers:** Also consider an "Integrated Water Heater/Home Heating System." A number of advanced, high-efficiency boilers with integral water heaters are now on the market. Heat-pump heating and cooling systems that have a water-heating component are also available. Some units are plumbed for easy integration with solar systems.

   The Energy Star also certifies equipment that heats and cools your home such as Air-conditioners, Furnaces, Boilers, Heat pumps, and Thermostats.

C. DOORS AND WINDOWS: By choosing ENERGY STAR doors and window products, you can cut down your heating and cooling costs and make your home more comfortable at the same time. ENERGY STAR labeled windows are twice as efficient as the average window produced just ten years ago. These products are designed to reduce heat loss and solar gain making your house warmer in the winter and cooler in the summer. Plus these products are available in every aesthetic design you desire and open to allow fresh airflows during the summer. Doors and Windows must comply with the requirements set forth to attain credit through either the **US Green Building Council's LEED rating system or the National Association of Home Builder's National Green Building Program**

D. INSULATION: Proper insulation can reduce the demand for heating and cooling making homes more comfortable. Lost Lake is in climate zone which is predominantly a heating zone. Preference should be given to loose and spray cellulose insulation products that are made out of 100% recycled newspaper and that are treated with borates for fire and insect resistance. Spray cellulose wall insulation is mixed with less toxic binders to adhere to stud and joist cavity surfaces, while completely filling cavities and reducing air movement within wall cavities, deterring moisture intrusion and flame spread. It also reduces infiltration, further contributing to a quieter, more comfortable and energy efficient home. Cellulose insulation is also formaldehyde-free, which preserves air quality.

If you use batt insulations, cotton batt products should be prioritized. These products tend to

use recycled cotton products including denim, do not itch, and contain no chemicals harmful to air quality. When using batt insulation, expandable foam and caulk should be used to prevent infiltration. These sealers are applied where wood connections and where framing is drilled to provide for plumbing and electrical runs. Holes between floors and between stud cavities around wire runs should be sealed. Also caulk top and bottom plates on all floors. These practices, when coupled with batt insulation, will reduce infiltration for better comfort and smaller energy bills.

- Fiberglass should be used only as a last resort for projects. Many fiberglass insulation products include recycled glass, formaldehyde-free binders, non-asphalt adhesives or colored dyes. Formaldehyde-free binders reduce indoor air quality problems and insulation may contain up to 30% recycled glass. Manufactures of these preferred fiberglass products can be found at www.greenguard.com.

NOTE:

1. Insulate crawl space walls only if the crawl space is dry all year and the floor above is not insulated. A vapor retarder, (e.g. 4- or 6-mill polyethylene film), should be installed on the ground to reduce moisture migration into the crawl space.
2. For more information, see: Department of Energy Insulation Fact Sheet (D.O.E./CE 0180), Energy Efficiency and Renewable Energy Clearinghouse, P.O. Box 3048, Merrifield, VA 22116; phone: (800) 363-3732;

www.coml.gov/roofs+walls/insulation/ins_11.html

- **PAINTS AND STAINS:** Request the use of Green Seal certified products for your home. Green Seal is an independent, non-profit organization that strives to achieve a healthier and cleaner environment by identifying and promoting products and services that cause less toxic pollution and waste. When Green Seal products are not practical, you should still request low volatile organic compound (VOC) products. These products are better for air quality in their use and manufacturing. When used for interior finishes the "new house" smell (off-gas chemicals) is significantly avoided, which is good for your health. Many of these products are also water based, which facilitates clean up.

E. FLOORING: For your wood flooring, remember to request reclaimed and salvaged wood when possible, and when new wood is required, ask for lumber certified by Forest Stewardship Council (FSC). We recommend solid wood floorboards instead of engineered products. Solid wood floors can be refinished numerous times, have lower amounts of embodied energy, and are not manufactured with multiple compounds that may impact your indoor air quality.

- For wall-to-wall carpets, look for Green Label certified carpets. These products are better for your indoor air quality and typically are recyclable at the end of their useful life. Recycled products are just as durable and attractive as conventional carpet. We are happy to note that most carpet manufacturers today offer lines of "green" carpet. Be sure to request "green" backing and padding too.
- For areas that you want to tile, local natural stone is a great choice. For ceramic tiles on floors, walls and counters, look for brands that contain high amounts of recycled content.

- **CONCRETE AND ASPHALT:** The foundation, driveway, walking paths, and even floor slabs for your new home can easily be more sustainable. The recycled content in these materials typically includes reground asphalt and concrete, and fly ash. Recycled content can run as high as fifty (50) percent in these products, and should at least be thirty-five (35) percent.

F. LANDSCAPING (Plants & Irrigation): Preference should be given to the use of native plant species for your landscaping, see suggested plant palette (Appendix A). When the desired landscaping style is difficult to achieve with one hundred (100) percent native species, we recommend that you request your landscape architects/designer employ xeri-scaping. Xeri-scaping is simply landscaping with slow-growing, drought tolerant plants to conserve water and reduce yard trimmings. This strategy helps reduce irrigation requirements and mitigates the spread of non-native plants within the community.

Proper irrigation choices and using native and other drought-tolerant plants can significantly reduce water use, often times by one-half the water of a conventional landscape. Trees, shrubs, flowers, and groundcovers can be watered efficiently with low-volume drip emitters, sprayers, and bubblers. Turf lawns are best watered by sprinklers. A beautiful xeriscape starts with a good design. The physical characteristics of the site should be considered and so should your needs and your aesthetic preferences. For example, here are a few of the considerations:

1. **Sun:** What portions of the property receive hot, afternoon sun? What portions receive morning sun and afternoon shade? The amount and time of sun may affect the types of plants you choose.
2. **Function:** Do you need an outdoor living area? If so, consider expanding the patio area with additional shade structures and low-water-use trees to provide privacy.
3. **Views**: Are there views you want to protect or screen? Know the mature size of the plants you select to ensure the views and screening you desire.
4. **Time:** How much time do you plan to spend maintaining your landscape? If you would rather enjoy your yard than work on it, choose low-maintenance plants.

G. LIGHTING: Economics, health, and aesthetics all favor the maximum practical use of day lighting in our homes. Sunlight is free and uses no electricity. Until recent developments made windows much more energy-efficient, there was reason to minimize window area to reduce heating and cooling bills. In addition to using traditional windows for day-lighting, clerestories, skylights, light-shelves, and atria represent other creative ways of bringing daylight into a building. Much of the art of practical day lighting lies in the use of simple architectural details such as wide window sills, louvers, walls, and other methods of bouncing light deep into a building. Use day lighting wherever practical before resorting to electric lighting.

For your electrical lighting needs, look for fixtures that can use compact fluorescent bulbs (CFB). A CFB uses approximately one quarter of the electricity of incandescent bulbs and last up to ten (10) years. Many of the recessed lighting systems are now available in CFB, including the dimmable options. Look for recessed fixtures that are designed to hold the CFB horizontally to maximize the lighting effectiveness. CFB are also available for you traditional table/floor lamps and flood lights.

H. EXTERIOR FINISHES: Request reclaimed wood when possible. This helps reduce the number of trees harvested to build your home. In addition, this reclaimed lumber is often very attractive and rustic in scale and appearance, which adds character. There are numerous suppliers of this salvaged lumber.

When new wood is required, ask for lumber certified by Forest Stewardship Council (FSC), which provides a credible guarantee that the lumber comes from a well-managed forest. This lumber should not cost you any more to purchase, and it separates your home from the clear cutting practices that degrade ecosystems.

Have your architect/designer visit these websites to find more suppliers for reclaimed and certified lumber:

www.fscus.org

www.certifiedwood.org

www.oikos.com

www.audubonintl.org

www.greendesign.net

www.energystar.gov

www.usgbc.org

Lost Lake
RESORT

Design Review Board (ACC) Checklist

GENERAL SUBMITTAL REQUIREMENTS

Step 1: Pre-Planning Meeting

- ☐ Actual submittals not discussed with Applicants at this time
- ☐ Show examples of previously-approved submittals
- ☐ Discuss general Design Theme and how the guidelines set forth by either the US Green Building Council's LEED for Homes rating system or the National Association of Home Builder's National Green Building Program will be incorporated into the site and home design. It is strongly recommended that the designer or builder be familiar with the rating systems prior to design.
- ☐ Discuss "ground rules" for Guidelines and any "hot buttons"
- ☐ Verify Applicant has current Guidelines and Appendices
- ☐ Discuss design and construction schedule, and requirement for mockup
- ☐ Discuss specific issues such as lot configuration, setbacks, easements, and utilities

Step 2: Sketch Plan Review

- ☐ Completed Application (wet-stamped by licensed Architect)
- ☐ Two (2) sets of full-sized drawings
- ☐ Proof of registration for the project with either the LEED for Homes Program (which can be accomplished online at www.gbci.org) along with proof that the builder has contacted an official LEED for Homes Provider, OR

  Proof of selection of a registered Verifier for the project for the NAHB National Green Building Program (which can be found at www.nahbgreen.org)
- ☐ Submittal prepared by professional Architect or building designer.
- ☐ Existing Site Conditions (1" = 20'), Topography, Boundaries, Setbacks, Easements, Locations and sizes of existing trees
- ☐ Proposed Site Plan (1" = 20'), Property boundaries, Easements, Existing and new grading, Building footprints with roof overhangs, Area of Disturbance, Maximum Site Coverage (calculations), Existing vegetation
- ☐ Schematic Building Floor Plans (1/4" = 1'-0"), Walls, doors and windows, Roof overhangs, Elevations for each floor

- ☐ Schematic Building Roof Plans (1/4” = 1’-0”), Roof pitch and direction of slope, Materials, Chimneys and major flues (called out as painted), Ridges, valleys, hips and pitch breaks, Exterior walls below (dashed)
- ☐ Schematic Building Exterior Elevations (1/4” = 1’-0”), Exterior materials called out, Building Height Calculations (1/4” = 1’-0”)
- ☐ Schematic Landscape Plan (1” = 20’), Location and type of existing vegetation, Location and type of proposed vegetation, Area of Disturbance, Erosion control measures
- ☐ Roof Material Samples (for composition shingles and factory metal roofs) Must show appropriate colors and high-quality construction

Step 3: Final Plan Review

- ☐ Completed Application (wet-stamped by licensed Architect)
- ☐ Two (2) sets of full-sized drawings
- ☐ Documentation indicating preliminary scoring for, or certification of the project, prepared by a registered NAHB Verifier or LEED for Homes Provider
- ☐ Submittal sealed by licensed Structural Engineer
- ☐ Site Plan (1” = 20’), Access drive and parking, Trees to be saved and trees to be removed, Site grading and drainage, Existing and final topography, Utility locations and tie-in points, Setbacks, Area of Disturbance, Maximum Site Coverage (calculations), Property boundaries, Easements, Building configuration and roof plan, Decks and terraces, Snow-shed areas from roof, Snow storage areas

Note: Applicant must stake Building footprints and driveway locations.

- ☐ Foundation Plan (1/4” = 1’-0”), Top and bottom elevations of all walls, Unexcavated areas, Crawl space areas
- ☐ Building Floor Plans (1/4” = 1’-0”), Overall building dimensions, Room layouts, Mechanical rooms and flue/duct chases, Window and door locations, Exterior lighting systems (locations shown and cut sheets provided)
- ☐ Roof Plan (1/4” = 1’-0”), Indicate all roof slopes and direction of slope, Call out ridges, valleys, hips, and pitch breaks, Show roof materials, Indicate chimneys and mechanical flues, Show, exterior walls below (dashed)
- ☐ Exterior Building Elevations (1/4” = 1’-0”), Exterior materials called out, Building height shown, Window and door locations and configurations, Exterior trim shown, Exterior expressed structural components, Meters and utility connections, Satellite dish location(s), Finished grade
- ☐ Building Sections (1/4” = 1’-0”), Showing roofs, walls, floors, porches, terraces, patios, decks, exposed structure, room names, and finished grade
- ☐ Exterior Building Details (no scale), Indicating visual description of materials, structure, finishes, trim, soffits, railings, chimney caps, etc.
- ☐ Landscape Plan (1” = 20’), Existing trees to be saved and those to be removed, Proposed plantings (trees, shrubs, and groundcover) shown by species and size, All

hard scape and deck areas, Driveway and parking areas, Retaining walls, Fences and privacy walls, Exterior lighting (and cut sheets), Irrigated areas shown on Irrigation Plan.

- □ Material and Color Board (no scale), Actual samples, photos, and catalog cut sheets, Must illustrate all exterior materials and colors.
- □ Construction Management Plan (no scale), Location of all construction fencing, Area of Disturbance, Silt fences, Construction trailer, Construction parking areas, Snow storage areas, Waste receptacles, Sanitary facilities, Concrete washout areas

APPENDIX A

Lawn and Naturalized Seed Mixes
Lawns - 50% Perennial Ryegrass, 25% Bluegrass and 25% Fescue

Meadows and bank stabilization in low maintenance areas outside mow zones, hydroseed with ERNMX-105, Northeastern US Roadside Native Seed Mix (Ernst Conservation Seeds), or equal.

Wet areas – for bottom of stormwater basins use ERNMX-127, Retention Basin Floor Seeding Mix, or equal, and for sidewalls use ERNMX 128, Seasonally Flooded Area Mix, or equal.

APPROVED PLANTING SPECIES:

Botanical Name	*Common Name*
Deciduous Trees	
Acer rubrum "October Glory"	Red Maple
Acer saccharum	Sugar Maple
Betula nigra	River Birch
Fagus grandifolia	American Beech
Liriodendron tulipifera	Tuliptree
Nyssa sylvatica	Sweetgum
Platanus occidentalis	American Planetree
Quercus palustris	Pin Oak
Quercus rubra	Red Oak
Ulmus americana "Princeton"	Princeton American Elm
Coniferous Trees	
Abies concolor	White Fir
Larix laricina	Larch
Picea glauca	White Spruce
Pseudotsuga menziesii	Douglas Fir
Pinus resinosa	Red Pine
Pinus strobus	White Pine
Tsuga canadensis	Canadian Hemlock

Minor Trees

Amelenchier canadensis	Shadblow
Cornus alternifolia	Pagoda Dogwood
Cercis canadensis	Redbud
Cornus florida	Flowering Dogwood
Chionanthus virginicus	Fringetree
Malus "Red Jade"	Red Jade Crabapple
Malus "Radiant"	Pink Flowering Crabapple
Prunus c."Thundercloud"	Thundercloud Plum
Syringa reticulata	Japanese Tree Lilac

Shrubs

Aesculus parviflora	Bottlebrush Buckeye
Cotoneaster horizontalis	Rockspray Cotoneaster
Ilex glabra compacta	Compact Inkberry
Juniperous "Bar Harbor"	Bar Harbor Juniper
Hydrangea arborescens	Smooth Hydrangea
Hamamelis virginiana	Witch Hazel
Kalmia latifolia	Mountain Laurel
Myrica pennsylvanica	Bayberry
Pieris floribunda	Andromeda
Potentilla fruticosa "Goldfinger"	Potentilla
Pinus mugo var mugo	Dwarf Mugo Pine
Rhododendron catawbiense	Catawba Rhododendron

Perennials, Ferns

Chrysanthemum maximum	Daisy
Dennstaedtia punctiloba	Hay Scented Fern
Echinacea purpurea	Purple Coneflower
Henerocallis species	Daylily
Osmunda cinnamomea	Cinnamon fern
Perovskia atriplicifolia	Russian Sage
Rudbeckia fulgida	Black Eye Susan

Wetter Area Plants (e.g. wetbasins)

Minor Trees (wet areas)

Alnus serrulata	Speckled Alder
Celtis occidentalis	Hackenberry
Salix discolor	Pussy Willow

Shrubs (wet areas)

Cornus sericea	Red Twig Dogwood
Cephalanthus occidentalis	Button Bush
Ilex verticillata	Winterberry
Myrica pennsylvanica	Bayberry
Rhododendron viscosum	Swamp Azalea
Vaccinium corymbosum	Highbush Blueberry
Viburnum dentatum	Arrowwood Viburnum

Herbaceous Plants (wet areas)

Caltha palustris	Marsh Marigold
Hibiscus mosheutos	Rose Mallow
Iris pseudacorus	Yellow Flag Iris
Peltandra virginica	Arrow Arum
Saururus cernuus	Lizard Tail
Sparganium eurycarpum	Giant Bur Reed
Typha angustifolia	Narrow Leaf Cattail