

To: Fieldstone Farms HOA Architectural Control Advisory Committee

1530 Lexington Parkway Franklin, TN 37069

Phone: 615-790-9124

Email: pm@myfieldstonefarms.com

REQUEST FOR ARCHITECTURAL APPROVAL

UPON RECEIPT of a complete submittal, the Committee has 30 days to act on this request

Please read these instructions carefully. Requests that do not comply with these instructions are not complete; additional information will be required; and the thirty (30) period the ACAC has, to review the request, does not start until the request is complete. Consult the Architectural Guidelines & Maintenance Requirements found at www.myfieldstonefarms.com under the Resource Center tab for guidance toward your submittal.

When Submitting your request: All pages, including documents, drawings and pictures should be combined into ONE PDF file for submittal.

Please Print Legibly

_____ ***Homeowner Name (s)**

_____ ***Date of Request**

_____ ***Street Address of Property**

_____ ***Phone**

_____ **Section**

Email address: _____

Briefly describe the nature of your request, for example: Install a fence; Landscape changes; Building an addition; Exterior painting; Playset; Hot tub; Deck; etc.

Request for: _____

NOTE: For exterior painting, additional forms in this packet must be completed.

Next, provide detailed plans, drawings, materials, plat plan (if required) and color palette to be used. *Plat Plan should be a single map of your lot only, obtained from the City of Franklin records' department on West Main Street. It will show your lot dimensions and any easements.*

Exterior Painting requires additional information and submittals; the requirements are spelled out in the additional pages 3 - 7, instructions are provided, along with the only colors permitted for painting brick.

For additions, fences, playsets, gazebos, arbors, major landscaping projects, and the like, a plat plan with the specific location of the requested item drawn on the plat is required.

Applicable to all fence requests:

- A survey is required to insure the fence is built on the owner’s property line. Fences cannot be built on common property nor can they be built over a drainage easement.
- Fences cannot obstruct the flow of surface water or the flow of water in any drainage easement.
- Property pin markers and property lines must be established before construction begins.
- Types of fences permitted in each section are listed in the appendix of the Architectural Guidelines.
- *Maintenance of homeowner’s property outside the fence (i.e. easements) is the responsibility of the homeowner unless maintained by the HOA, as some sections are. Consult Property Management for details.*

Photographs of the lot and house should accompany all requests.

The time period selected by the homeowner for project completion below, must not be exceeded. If extra time is needed, please request an extension from management via the email address above. **If the project is not completed within the specified time limit, and no extension is granted, the project approval is subject to revocation.**

Note: A permit and inspection by the City of Franklin may be required and is the homeowner’s responsibility to obtain. ACAC Approval does not imply compliance with City Codes.

READ CAREFULLY: By signing this form,

- I am requesting approval for this request;
- I agree to allow property management to enter my property lines for pre, during, and post-project inspection; and
- I understand this request and any subsequent approval is revoked, if this project is not started within ten days of projected start date and completed on time.
- Start date and completion date may be changed with the approval of a written request.
- It is incumbent upon each owner to update property management at the above email address of any deviations in the schedule and when the project is complete and ready for final inspection.

Homeowner Name Printed

Projected start date

Homeowner(s) Signature

Days needed to complete project upon approval

If you are not requesting exterior painting approval, submit your request with applicable documents.

If this request is for exterior painting, continue and complete the rest of this packet.

Fieldstone Farms HOA Exterior Paint Request Instructions

Painting Form Follows These Instructions

In accordance with the FF HOA CCRs and the Architectural Guidelines, approval is required is before any change or alteration to the exterior appearance, finish material, color, or texture of your home.

1. All exterior paint colors must be reviewed for approval by the Architectural Control Advisory Committee (ACAC). The ACAC will assess the overall color composition formed by the individual materials, color(s) and schemes. In order to harmonize and provide consistency, approval of specific paint colors or schemes will be based on, but are not limited to: the home's architecture, color of stone or brick, accents (doors, shutters etc.), roof color, landscaping, colors & schemes of adjacent homes and the surrounding neighborhood area.
 - a. Appendix I of this form indicates the only colors allowed when painting a brick house.
2. The condition of the home and separate structures (porches, decks, gazebos, etc.) exterior paint must be free of noticeable and unsightly peeling, blistering, cracking, oxidation, and fading that displays a general lack of maintenance of the property that negatively detracts from the home's appearance and that of the neighborhood overall.
3. If painted, all roof vent caps, wall caps, louvers, plumbing jacks, chimney, flashing, valley flashing, etc., are to be painted a color not in contrast with the color of the roofing or siding, and will not be left unpainted sheet metal.
4. Garage doors are to be the same color as the siding or trim of the Home or white, as approved by the ACAC. Outlining the garage door panels, or windows in a contrasting color or in a checkerboard design is not permitted. Garage doors will not be painted in such a manner or color that they become the focal point of the homes exterior.
5. Most homes have multiple color paint schemes (e.g., base color (siding color), trim color and accent color for shutters and doors). New colors and scheme submitted should preserve this multiple tone scheme when possible. For example, if the trim was a different color than the accents (doors and shutters etc.) originally it should also be different in the submitted colors. Painting a home one single color with no differentiation between the base color (siding), trim and accents is not allowed.
6. The Fieldstone Farms HOA subdivision must adhere to the multiple color and paint scheme pattern as applied by the original builder with emphasis on using existing subdued primary and earth tone colors that are intrinsic within the subdivision. Contact the Association Management Company for more information on these color palettes. (We'll need these or guidance)
7. Color and scheme selections shall be submitted to the ACAC along with color photos of the house indicating what colors are to be painted on each section. A color digital photo or color print out of each section/side of the house **and pictures of three homes on each side of your home and three homes directly across the street is required.** Failure to submit this information will result in a delay until the requested information is provided.

- a. The Design of Fieldstone Farms was developed in such a manner as no two houses, within three houses of each other or across the street, would have similar designs or color schemes.
8. In general, after approval, only those areas that are painted may be repainted, only those areas stained may be re-stained. Unpainted surfaces and unstained areas (such as brick and stonework) shall remain unpainted and unstained unless painting these areas, i.e. brick, have been approved by the committee.
9. Concrete patios may be stained with committee approval. Driveways and sidewalks may not be stained or painted
10. Porches must be painted a single color as approved by the ACAC. Porch railings and columns must be painted white or a trim color as approved by the committee. Painting individual porch columns, railings or balusters alternating or different colors is not approved. Any approved colors other than white should be complementary to the other colors of the house and earth tones should be used. Bright vibrant colors such as deep or brash purples, blues, greens, reds, oranges, neon's, etc., will not be approved.
11. Trim colors requested will not be so contrasting such that they outline windows, pop outs, the homes shape etc. in an obtrusive and stark manner when compared against the base color of the siding. Trim colors should be complimentary in nature to the base color. See above comment
12. A paint request must contain the manufacturer's paint color name and number, (i.e., Sherwin William's/ base- Burlap SW6137, trim-Believable Buff SW6120, accent #1- Noble Brass SW2351, Accent #2- SW2231 Wilderness Green) Paint should be flat or low luster, (i.e., satin) not gloss. and the specific location the homeowner would like to paint the color
13. You must provide actual paint samples at least 3" x 2" with your request unless you are using a pre-approved paint color. Digital photos of paint chips will not be accepted.
14. The Owner's Affidavit must be initialed and submitted in order for the request to be complete.

***** PAINTING BRICK: Although painted brick homes can look beautiful, you'll want to be sure you are committed to the look because going back is often impossible and always expensive. Painted brick usually requires more maintenance. Dirt and mildew are often more visible on painted brick, especially if going with white or light in color. You'll need to power wash or scrub your house down on a regular basis. Using the wrong type of paint, or not noticing chips or cracks in the paint can trap moisture in the porous bricks causing mold or a breakdown of the brick. Brick experts agree that to correctly maintain your painted brick, it should be repainted every 3-5 years.**

Fieldstone Farms HOA Paint Request Form

Owners Name: _____

Property Address: _____

Mailing Address (If Different): _____

Home/Cell Phone #: _____

Email Address: _____

Are you repainting your home to match the existing colors and scheme? (Yes / No)

Are you using a Pre-approved Paint Scheme? (Yes / No). What are pre-approved paint schemes
If yes provide Scheme # _____

Have you painted test swatches on your home to compare colors? (Yes / No)

Who is doing the painting? (Contractor, self, etc.) _____

Have you consulted with a professional exterior paint design specialist? (Yes / No)

If Yes, who: _____

Provide your requested paint colors:

Paint Manufacturer (name): _____

Base Color - Name & Color Number: _____

Trim Color - Name: & Color Number: _____

Garage Door(s) - Name & Color Number: _____

Accent Color - Name & Color Number: _____

Second Accent - Color Name & Color Number: _____

Accent Color - Location on Home (i.e. indicate where and what color accents will be painted):

Front Door: _____

Shutters: _____

Other: _____

Gutters: _____

- Provide a printed color picture or digital picture file of each side of home which indicates where each color will be applied on the home.
- Pictures of the three homes on each side of the home and the corresponding three homes across the street are required.
- You must drop off the paint sample at The Fieldstone Farms Clubhouse/ Office or mail in actual color chip sample(s) with your request.
- Do not commence work until you have received written approval. If you have questions, please email or call. Thank you for your cooperation.

Planned Start Date

Planned Completion Date

Signature of Homeowner

DATE

Owner's Affidavit: (Read and initial):

1. To my knowledge, nothing in the proposed improvement/alteration request is in violation of the Declaration of Covenants, Conditions and Restrictions of Fieldstone Farms HOA as applicable to the subject lot. _____ (initial)
2. I represent and warrant that the proposed improvement/alteration will be completed in strict compliance with the Governing Documents (HOA CCRs and Architectural Guidelines) _____ (initial)
3. I understand that approval by the ACAC shall in no way be construed as a waiver of modification of the Governing Documents. _____ (initial)
4. I represent and warrant that the proposed improvement/alteration will be in conformity and harmony of external design and location to the surrounding structures and topography, and that the quality of workmanship and materials involved will be in conformity with that of the existing structure. _____ (initial)
5. I understand that it is my responsibility to conform to any city, county, state, federal, or other agency building codes and ordinances and to obtain the required building permits that may apply to this improvement/alteration: Approval by the ACAC shall in no way be construed as a waiver of such. _____ (initial)
6. I agree that no construction or other work detailed on this improvement/alteration request shall commence until I have received the written approval from the ACAC. I understand that the ACAC will act on this request as quickly as possible and contact me regarding their decision. According to the CCRs the committee has 30 days to review and render a decision. _____ (initial)
7. I have read and understand the specific sections of the CCRs and Architectural Guidelines that pertain to my request. _____ (initial)
8. Upon completion owner shall submit a photo of the finished improvement to be added to their file. _____ (initial)
9. I understand that painted brick requires maintenance that includes cleaning and repainting. _____ (initial)

The Architectural Control Advisory Committee meets both virtually and in person to review submissions. To ensure timely review of your improvement, please submit your plans to the FF office in advance of the thirty (30) day review period allowed under the declaration and these architectural guidelines. You will receive a written response after the Committee reviews your submittal.

Appendix I

Color choices for painting a brick home:

Whites, Cream & Tans

Sherwin Williams

SW 7006	Extra White
SW 7005	Pure white
SW 6385	Dover White
SW 7042	Shoji White
SW 7012	Creamy
SW 7531	Canvas Tan
SW 7506	Loggia

Benjamin Moore

PM-19	White Dover
PM-20	China White

Porter

7195-1	White Umber
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GRAYS

Sherwin Williams

SW 7064	Passive
SW 7667	Zircon
SW 0055	Light French Gray
SW 7015	Repose Gray
SW 7016	Mindful Gray
SW 7017	Dorian Gray
SW 7043	Worldly Gray

Benjamin Moore

HC-172	Revere Pewter
HC-173	Edgecomb Gray