



FAIRWINDS OF SANDWICH HOMEOWNERS' ASSOCIATION

ARCHITECTURAL REVIEW AND IMPROVEMENT GUIDELINES (CONSOLIDATED)

INTRODUCTION

The purpose of these Architectural Review Committee Guidelines (Guidelines) is to set standards for review and approval of all plans for structures, recreational equipment, and landscaping.

SUBMISSION REQUIREMENTS

All ARC requests must be submitted through TownSq.

All requested documentation is required for review.

Requests missing documentation will be rejected and must be resubmitted with complete information.

Required submission materials include:

- Complete online ARC request form
- Site plan including lot dimensions, placement, and drainage
- Architectural elevations
- Material and color samples
- Construction timeline
- Contractor and insurance information (if applicable)

REVIEW PROCESS

The ARC will review submissions and evaluate compliance with community standards, compatibility with surrounding homes, and overall design harmony.

Applicants will receive written approval, conditional approval, or denial with explanation.

POST-APPROVAL COMPLIANCE

Construction must begin within 6 months and be completed within 9 months unless otherwise approved.

ARC representatives may conduct inspections during construction to confirm compliance.

CONSTRUCTION REGULATIONS

Owners must comply with all local laws, permits, and HOA governing documents.

Work hours are limited to 7:00 AM – 8:00 PM.

Temporary structures or storage require approval.

Sites must remain clean, with weekly trash removal and cleanup after storms.

Dust control is required at all times.

No burning of construction waste is permitted.

Streets and sidewalks must remain clean and unobstructed.

Grass and vegetation must be maintained below 8 inches.

ARCHITECTURAL CONTROLS

Minimum dwelling size is 1,500 sq ft for one-story homes and 1,700 sq ft for two-story homes.

All dwellings must have full basements.

Exterior materials must be consistent with approved materials including vinyl siding, brick, stone, or stucco.

Roofing must be 30-year asphalt shingles or better.

Windows must be vinyl and include shutters on street-facing elevations.

Driveways must be concrete, asphalt, or pavers.

Fences must not exceed 5 feet and must be constructed of approved materials.

STANDALONE SHED GUIDELINES

One shed per lot is permitted and must be located in the rear yard.

Maximum size is 10 ft by 12 ft (120 sq ft).

Maximum height is 8 ft at the wall and 10 ft at the peak.

Sheds must comply with setback requirements (3 ft from lot lines, 10 ft from main structure).

Materials must match the home exterior. Plastic or temporary structures are prohibited.

Sheds must be installed on a concrete or post-and-beam foundation and anchored properly.

Electrical is permitted; water and gas are prohibited.

Sheds must be maintained in good condition and not used for habitation.

IN-GROUND BASKETBALL HOOP GUIDELINES

Only one in-ground basketball hoop per lot is permitted.

Hoops must be installed within 16 inches of the driveway edge and not obstruct sidewalks or streets.

Hoops must be professionally manufactured with dark-colored poles and neutral backboards.

Use is limited to 7:00 AM – 9:00 PM.

Hoops must be maintained in good condition and repaired if damaged.

Concrete installation is required per manufacturer specifications.

ENFORCEMENT

Failure to obtain approval or comply with guidelines may result in notices, fines, required removal, or legal action.