

# Wildwood Point Association Inc.

P.O. Box 88

Gasburg, VA 23857

[www.telpage.net/wwp/](http://www.telpage.net/wwp/)

April 11, 2019

## **Policy and Procedures for Applying Article VI, Architectural Control, and Article VII, Building & Use Limitations, of the Wildwood Point Covenants and Restrictions.**

This policy document supersedes architectural guidelines adopted by the Board of Directors on July 28, 2004. The covenants and restrictions of Wildwood Point limit the minimum size and type of dwelling by section, restrict use to single family residences, and further require property owners to submit proposed plans for any construction and alteration for prior approval in writing by the Wildwood Point Association. Property owners should first contact the Warren County Planning/Zoning & Code Enforcement department to apply for the required permits prior to submittal to the Wildwood Point Architectural Committee for review and approval. This protects homeowners from commencing any construction that is not in compliance with Association and Warren County regulations and ensures the harmony of external design and location in relation to surrounding structures and topography. The following policies and procedures are established for use in administering the provisions of Articles VI and VII of the covenants and restrictions which, are attached at the end of this document.

### **Submission of Plans for Approval**

The below information provides guidance to assist all Wildwood Point property owners in preparing the required plans for construction and for submission to the Association Board's Architectural Committee for review and approval. This includes clearing lots, building a bulkhead, pier, boathouse, dock, deck, shed, fence, driveway, garage, carport, pool, trailer/double-wide, modular home, house, or addition. The plans MUST be approved prior to starting any construction.

An owner's plans to build a home, modify a home, or for placement of manufactured or modular homes are required, as a minimum, to meet construction building standards of Warren County Environmental Health Department and the Planning, Zoning & Code Enforcement Departments for such items as; foundations, footings, roof pitch/slope, crawl space closure, HVAC, electrical, plumbing and septic systems, access porch, steps and safety rail. In addition, no residential dwelling shall be located nearer than 35 feet to the front property line nor nearer to the roadway than the setback line which is indicated on the recorded plat. No residential dwelling shall be located nearer than 10 feet from any side lot line nor 25 feet from rear line. All residential dwellings must have a minimum enclosed living area of 720 sq. feet exclusive of open porches or attached garages. Plans that are returned disapproved or requiring additional information shall be resubmitted and approved prior to starting construction. Exterior construction should be completed within 6 months of initiation of the project, and performed safely and without damage to adjacent properties.

Sheds/accessory buildings shall not be located nearer than 35 feet to the front property line nor nearer to the roadway than the setback line which is indicated on the recorded plat. No Shed/accessory buildings shall be located nearer than 10 feet from any side lot line nor 10 feet from rear line. Sheds/accessory buildings over 144 square feet (12' x 12') require a building permit and may require a zoning permit from Warren County Planning/Zoning & Code Enforcement department. Sheds/accessory buildings under 144 square feet (12' x 12') size do not require a building permit from Warren County Planning/Zoning & Code Enforcement department but may require a zoning permit or electrical permit if electric service is to be added. Submission of plans to Wildwood Point Association is still required for all sheds/accessory buildings regardless of square footage.

**Submittals to the Association Must Include:**

- An electronic copy of the plans for construction should be submitted to the Association Board's Architectural Committee or two hard copies of the plans for construction should be submitted; one copy to be returned approved to the property owner and one copy to be retained for Association records.
- Site plan must reflect specific locations and dimensions of both existing and new construction with dimensions from all property boundaries. A legible hand drawn sketch on a photocopy of the plat is acceptable. Adjacent property set back dimensions and any property easements shall be clearly shown on the site plan. Major construction or home placement should include proposed locations of well, septic tank and field drain, driveway, water lines, electric, phone, and TV cable paths.
- Description of homes must specify:
  - a. Exterior construction materials (i.e. brick, wood, siding, block & stucco, concrete, etc.)
  - b. Exterior dimensions and general style (i.e. 1 or 2 story; basement or crawl space; ranch, cape cod, 1 1/2 story w/ dormers, etc.)
  - c. Type of roof, pitch/slope and material.
  - d. If manufactured housing, specify the building code standards used by the manufacturer.
  - e. Ideal plans include, but do not require, detailed construction plans including room sizes.
- Listing of appropriate permits that were obtained and statement that construction shall comply with all building codes and requirements by the applicable regulatory agencies. We recommend including a copy of the building/construction permit approved by the County or regulating agency to speed up the Association review process.
- Owners (not contractors, or sales agents) must submit requests for approval to Wildwood Point Association, Inc. on all construction requiring permits. The property owner shall forward a signed cover letter of request to the Association for review and approval action if a contractor, architect, realtor, or other agent of the

owner actually submits plans.

**Residential Construction or Manufactured Housing Placed as "permanent dwellings" in Restricted Sections B, C, D, E, and Lots numbered 3 through 93 in Section A.**

The following are the minimum standards for building or placing housing in the restricted sections of Wildwood Point:

- a. Each home shall be permanently installed on, and enclosed with, a masonry foundation and shall be connected to permanent sewer, water, and electrical utilities, and shall have the approval of the Warren County Environmental Health Department and the Planning, Zoning & Code Enforcement Departments.
- b. All equipment used for transporting the home to the permanent site; i.e.; wheels, axles, springs, hitch, etc., shall be removed from the home site after installation.
- c. Manufactured homes must carry North Carolina Department Verification Seal of Approval of North Carolina Residential Building Code Compliance. (Housing which meets the lesser standards promulgated by the U.S. Department of Housing and Urban Development [HUD] for manufactured or mobile housing is acceptable for placement in Sections F, G, T, and lots 3 through 44 in Section F, but does not meet the standard for the restricted sections.) Site built homes must comply with the building codes and construction standards of the North Carolina Building Code referenced by the County Planning, Zoning and Code Enforcement Dept.
- d. To preserve the predominant character of the neighborhood, each permanent home shall have a roof of not less than 5/12 pitch, and covered with commonly accepted roofing material used in conventional home construction. A complex architecturally designed and engineered roof or a roof of unique materials may be considered. Under no circumstances will doublewides with rooflines of less than 5/12 pitch, although meeting HUD standards for manufactured or mobile homes, be approved for placement as a permanent dwelling in the restricted sections.
- e. Consistent with North Carolina Building Code, primary entry doors requiring steps or stairs for access must have an entry stoop, landing or porch of at least 3' x 3' to allow for the opening sweep of the entry door or a screen or storm door. Pre-cast mobile home steps or trailer stair units positioned in front of entry doors do not meet this requirement.

The Board of Directors adopted these guidelines for implementation beginning April 11, 2019.

Mike Ernzen  
President  
Wildwood Point Association

Debbie Ernzen  
Secretary  
Wildwood Point Association

**Article VI, Architectural Control, and Article  
VII, Building & Use Limitations, of the Wildwood Point Covenants and  
Restrictions.**

ARTICLE VI

ARCHITECTURAL CONTROL COMMITTEE

Section 1. Review by Committee. No building, fence, wall or other structure shall be commenced, erected or maintained upon the Properties, nor shall any exterior addition to or change or alteration therein be made until the plans and specifications showing the nature, kind, shape, height, materials, and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the Board of Directors of the Association, or by an architectural committee composed of three (3) or more representatives appointed by the Board. In the event said board or its designated committee fail to approve or disapprove such design and location within thirty (30) days after said plans and specifications have been submitted to it, or in any event, if no suit to enjoin the addition, alteration or change has been commenced prior to the completion thereof, approval will not be required and the Article will be deemed to have been fully complied with.

Book 222 - Page 58

ARTICLE VII

BUILDING AND USE LIMITATIONS

Section 1. All lots in Section B, C, D, and E of Wildwood Point Subdivision shall be limited to residential use. Lots numbered 8 through 91, inclusive in Section A of Wildwood Point Subdivision shall be limited to residential use.

No building shall be erected, altered, placed or permitted to remain on any residential lot other than one or two family dwelling and private garages or out-buildings incidental thereto. All dwellings must have a minimum enclosed living area of 720 sq. ft. exclusive of open porches or attached garages. All structures shall be completed on the exterior within six (6) months from start of construction. No structure of a temporary nature, trailer, basement, tent, shack, garage, barn or other outbuilding shall be occupied or stored on any residential lot either temporarily or permanently. No residence structure shall be located nearer than 35 feet to the front property line, nor nearer to the roadway than the setback line which is indicated on the recorded plat. No residence structure shall be located nearer than 10 feet from any side lot line. No sign or any kind of advertising device shall be displayed to the public view on any residential lot except one professional sign of not more than one (1) foot square, other than signs used by a builder to advertise a new home previously unoccupied.

Section 2. Lots numbered 1 through 7 inclusive in Section A and lots numbered 1, 2, 45 and 46 in Section F may be used for either commercial or residential purposes. Business establishments situated thereon shall be limited to retail sales, service, and uses normally

permitted in commercial districts. Smoke, odor or excessive noise which would be offensive to adjoining residential areas shall not be permitted.

Section 3. Lots numbered 3 through 44 inclusive in Section F and all lots in Section T may be used for either residential or camping purposes. On each of said lots the owner shall be permitted to place temporary or seasonal living quarters for vacation and recreational use but in no event shall any permanent or year round residence be erected having an enclosed living area of less than 720 square feet.

Section 4. No animals, livestock or poultry of any kind shall be raised or kept on any lot except dogs, cats or other household pets provided that they shall not be so maintained for any commercial purpose.

Trash, garbage or any other waste material shall be kept in sanitary containers or incinerators. Equipment for the storage or disposal of such materials shall be kept in a clean and sanitary condition.

#### Book 222 - Page 59

All structures intended for occupancy must be equipped with inside plumbing facilities. All sanitary plumbing and wells shall conform with the minimum requirements and be approved by the Health Department of Warren County, North Carolina.

Section 5. Easements. Easements are reserved along and within 10 feet of the rear line and sidelines of all original lots in the subdivision for the construction and perpetual maintenance of conduits, poles, wires and fixtures for electric lights, telephones and other public and quasipublic utilities and drainage and to trim any trees which at any time may interfere or threaten to interfere with the maintenance of such lines with right of ingress to and egress from and across said premises to employees of said utilities. Said easement to also extend along any owner's side and rear property lines in cases of fractional lots. The person owning more than one lot may build on such lot line and the easement shall be inoperative as to said line provided that such building shall be placed thereon prior to the instigation of use of this easement for one of the foregoing purposes.

It shall not be considered a violation of the provision of easement if wires or cables carried by such pole lines pass over some portion of said properties not within the five foot wide easement as long as such lines do not hinder the construction of buildings on the property.

Section 6. Variance. The purpose of the foregoing Building and Use Limitations being to insure the use of the properties for attractive residential uses, to prevent nuisances, to prevent impairment of the attractiveness of the property, to maintain the desirability of the community and thereby secure to each owner the full benefits and enjoyments to his home with no greater restriction upon the free and undisturbed use of his property than are necessary to insure the same advantages to other owners. Any reasonable change, modification or addition to the foregoing shall be considered by the Developer and the Association and if so approved will then be submitted in writing to the abutting property owners and if so consented to in writing shall be recorded and when recorded shall be as binding as the original Covenants.

The foregoing Building and Use Limitations shall not apply to the Common Properties.