

Flora's Bluff / Killegray Ridge Architectural and Landscaping Guidelines

**Rev 2
September 23, 2021**

1. Philosophy

Flora's Bluff / Killegray Ridge (FB/KR) properties are governed by the Bald Head Association (BHA) Unified Covenants, Community Wide Standards, and Design Guidelines, and the FB/KR Covenants and Guidelines. These documents govern the appearance and maintenance of our properties and common areas. The purpose of this FB/KR Guidelines document is to help FB/KR property owners understand the guidelines and processes governing our neighborhood.

Within this system of guidance, restrictions, and processes, the FB/KR Home Owners Association (HOA) Board of Directors has four significant responsibilities. First, to ensure that the original concept and design of the FB/KR neighborhood is maintained. Second, to ensure FB/KR properties meet or exceed BHA Community Wide Standards. Third, to maintain neighborhood common areas. Fourth, to assist property owners in navigating BHA and FB/KR architectural requirements. Successfully meeting these responsibilities will preserve our neighborhood's unique reputation as "The Gem of Bald Head Island."

There are several relevant organizations that assist and guide the FB/KR HOA in accomplishing these responsibilities:

FB/KR Board of Directors: The FB/KR Board acts on behalf of the HOA membership in ensuring compliance with the FB/KR HOA covenants and guidelines, and the BHA covenants, community standards, and design guidelines.

FB/KR Architecture Committee (AC): The FB/KR AC assists the FB/KR Board in developing and administering community design guidelines. The AC also acts as the FB/KR HOA's liaison with the Bald Head Association's Architecture Review Committee.

Bald Head Association (BHA): The BHA is responsible for administering and enforcing the BHA architecture and landscaping design guidelines and the community standards.

BHA Architectural Review Committee (BHA/ARC): The BHA/ARC assists the BHA in developing, administering, and enforcing design guidelines and community standards. The BHA/ARC also establishes the processes and procedures through which changes to designs are evaluated and approved.

2. FB/KR as a Planned Community

FB/KR homes must follow BHA/ARC design guidelines. However, this community was created as a total concept and designed within that concept's overall plan. It is a "Form-Based Plan." Each unit was planned specifically for its location and relationship to other structures. The entire neighborhood was planned to work with the topography, to maximize views and privacy and to be homogenous while still being clustered together. Therefore, the guidelines and philosophies

regarding the impact of individual dwellings on the harmony of surrounding dwellings and the community have increased importance in FB/KR.

For example, an exterior modification to one FB/KR house, that might be technically feasible under BHA/ARC guidelines, may negatively impact other dwellings or the community at large. Departures from the original design elevations may detract from the design of the community, or reduce the planned views and sight lines of individual homes.

The BHA Design Guidelines, page 6, state that the purpose of the Design Guidelines is for: “Enhancing and protecting the value, desirability, and attractiveness” of Bald Head Island properties and maintaining the environment in which they exist. As a planned community, this is especially true for FB/KR.

The BHA Design Guidelines also discuss specific technical building and architectural details that must be followed during building or renovation of a dwelling. In addition, the Guidelines provide a list of non-technical issues the BHA/ARC will consider when considering approval of building or renovation submittals. These non-technical issues are:

- The suitability of the proposed building, improvements, structure, landscaping, and the materials of which it is to be built
- The proposed site; visual aesthetics; natural platforms, and finish grade elevations
- Harmony of external design with nearby structures, property, and environment
- Location in relation to surrounding structures, property, and plant life which it deems appropriate and to the extent they are articulated in the Design Guidelines
- Possible negative impact on other Units

The FB/KR Architecture Committee (AC) and Board, when considering exterior modifications to neighborhood homes, will also evaluate these non-technical factors. When considering a request to modify the exterior of any neighborhood structure, they will place significant emphasis on maintaining the design of the community, including approved color schemes and materials, and on how the proposal impacts other individual homes’ ambiance including their existing views and sight lines. Owners of surrounding properties will be asked to comment on the proposed change. Only proposals that conform to these principles will be approved.

3. Standard and Non-Standard Changes to FB/KR properties

Standard changes to a property are modifications which the FB/KR Board has previously coordinated with and gained the approval of the BHA/ARC. The FB/KR Board developed and coordinated these changes in order to streamline the BHA/ARC approval process. (See Appx. B for the list of FB/KR standard changes and approval process details).

Non-Standard changes have not been pre-coordinated with the BHA/ARC, and must be approved by both the FB/KR Board and the BHA/ARC.

Approval for Standard and Non-Standard changes are handled through separate approval processes. (See Appx. A, The Approval Process).

4. Limited-Use Common Areas

Most of FB/KR is a “drip-edge” community. This means that the owners of FB/KR properties only own the land directly under their home as delineated by the dwelling’s roof edge. There are eleven exceptions: 9, 11, 15, and 17 Scotch Bonnet, and 901, 902, 903, 904, 905A, 905B, and 907 Bramble Reach are actual deeded lots. Crofters are included as part of the dwelling. Garages located under a crofter are also part of a dwelling.

The rest of the land in FB/KR belongs to the FB/KR HOA as “common area.” Some of this area is designated “limited-use common area” and is intended for the use of individual properties.

Detached garages are limited-use common areas. For example, the cluster of garages and trash receptacles on lower Killegray Ridge Circle are all limited-use common areas and reserved for use by those individual dwellings.

Owners are responsible for maintenance of limited-use common areas associated with their property. Modifications to limited-use common area spaces or structures require the same approval process as if they were being made to the dwelling itself.

Note: Modifications to common areas must also be approved by the BHA/ARC, and the FB/KR HOA Board has responsibility to follow the same processes as property owners to effect such changes.

5. Repairs v. Modifications

Repairs to a dwelling do not change the look of the dwelling or limited-use common area. Repairs, in some instances, may be made with different materials than originally used (see Appx. B). Repairs using existing or standard pre-coordinated materials and finished in the existing color, do not require approval. However, changing a structure’s colors to a standard, pre-coordinated color package does require approval as a “standard” change (see Appx. A, The Approval Process).

Modifications change the appearance of the dwelling or limited-use common area by changing the shape, look, or impact on other units, or by using non-standard materials or colors. Modifications are “non-standard” changes and require approval (see Appx. A, The Approval Process). Note: There is one “standard” modification of changing from lattice to one of four BHA/ARC pre-coordinated options of horizontal boards for grade level screening that still requires approval (see Appx. A and Appx. B for details).

6. Landscaping

The FB/KR HOA will landscape common areas and some limited common areas. Property owners may also perform landscaping maintenance (weeding, trimming, and mulching) on their property and limited use common area. This does not require approval from the FB/KR Board or BHA/ARC. Any tree/bush trimming, however, must follow the trimming requirements in the

BHA/ARC Design Guidelines. Replacing dead or unhealthy plants on properties and limited use common areas is considered a “repair” and does not require approval (see Appx. D, Approved Plantings).

Changing landscaping further than maintaining and repairing landscaping requires approval of the FB/KR Board, the Village, BHA/ARC Coordinator Office, and BHA/ARC approval in accordance with the BHA/ARC Design Guidelines.

7. Storm Water Permits (Permeable and Impermeable Coverings)

The North Carolina Department of Environmental Quality issued a Storm Water Permit for the development of FB/KR to the developer, Bald Head Island, Ltd. This permit limits the use of impermeable coverings (coverings which rain water cannot soak through) throughout the neighborhood.

According to the permit, there is no more space in FB/KR for impermeable coverings. As such, the FB/KR Board cannot approve any modification resulting in additional impervious covering.

8. Roofs

As a planned community where all properties were planned as a whole to be homogenous, only asphalt roof shingles in certain brands and colors as described later in this document are allowed in FB/KR. The FB/KR HOA Board strongly recommends properties look at fortified asphalt roofs when replacing their roofs. Fortified roofs provide better protection in withstanding weather. Fortified roofs use science-based best practices for strengthening roofs to make them stronger and more durable. Preventing replacement of roofs and avoiding water infiltration into homes is directly tied to roofing system performance and reliability. Fortified roofs use better performing shingles and underlayment to help provide this better performance and reliability. Additionally, owners may also get benefits such as: a discount on home insurance, cash to help pay for a fortified roof evaluation, and/or cash toward installing a fortified roof when replacing a roof. More information is available at <https://fortifiedhome.org/endorsements/nciua/>.

9. HOA-Owned Structures

The two HOA-owned structures include the “Schoolhouse” near the western entrance to the neighborhood, and the “Garage” located near the eastern entrance. The FB/KR HOA Board of Directors oversees maintenance of these buildings including upkeep and insurance coverage. As with all common areas, these structures are intended to support the entire community and to be used in ways beneficial to the community as a whole.

Examples of how these buildings are used to benefit the community are:

- a. Allowing contractors working on community projects (landscaping, boardwalks, etc.) to store equipment during the project, reducing project completion time and lowering FB/KR project expense.
- b. Storing HOA-owned maintenance equipment (wheelbarrows, rakes, power washer, etc.) for our landscaper’s and members’ use.

c. HOA sponsored community events (neighborhood clean-up days, meet and greet community socials, community history lectures, etc.).

Since the HOA-owned structures are for common use, the following restrictions apply:

a. Personal property is not allowed to be stored in these buildings.

b. Personal projects/maintenance are not allowed to be worked on in/around these buildings.

c. When borrowing HOA-owned maintenance tools from these buildings, use the tools at your property and then return them promptly to the structures.

10. Property Maintenance

Property owners must maintain their structures and limited common areas in a “clean, neat, sightly, and attractive manner” in accordance with the BHA/ARC Community Wide Standards: https://www.baldheadassociation.com/Images/bhinews/site/about/Community_Wide_Standards_FINAL_1-2021.pdf

11. Amendments

Any amendments to these FB/KR Guidelines must be approved by the FB/KR Board.

Appendices

A. The Approval Process

B. Standard Changes: Color Packages/Roof Shingles, Grade Level Screening, and Repair Materials

C. Additional FB/KR Architectural Guidance

D. Approved Landscaping Plantings

Appendix A

The Approval Process

FB/KR has two separate approval processes, one process for “standard changes” and another for “non-standard changes.”

Standard changes include color changes and other options that have been previously coordinated between the FB/KR Board and the BHA/ARC.

Non-standard changes are changes that have not been previously coordinated and approved by the FB/KR Board and the BHA/ARC.

Standard Change Approval

Currently, the only standard changes are house and/or trim colors, roof shingles, and grade level screening.

A. This process applies to pre-coordinated house and/or trim colors and roof shingles. (See Appx. B for details). These changes have already been through the formal FB/KR and BHA/ARC approval process and the BHA/ARC will accept the paint colors and/or roof shingles request forms directly from the property owner. The BHA/ARC Coordinator will approve/file the request if requested paint colors and/or roof shingles are from the FB/KR pre-coordinated list.

Step 1. Fill out the appropriate form.

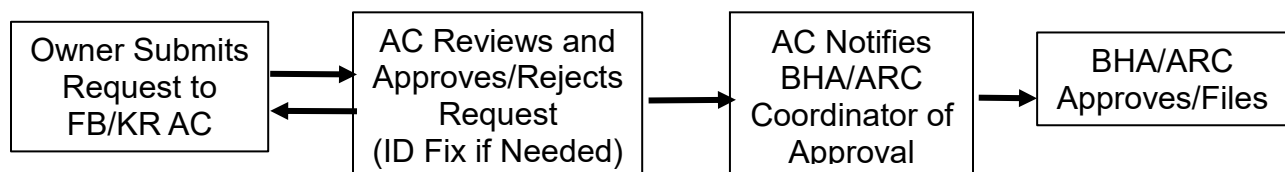
Use the “Paint/Color” form for paint colors. Use the “Roof” form for roof shingles. These forms are available at:

<https://www.baldheadassociation.com/architectural-review-and-design-guidelines>

Owners can also request a copy of the required forms from the FB/KR AC by emailing FBKRArch@gmail.com.

Step 2. Send the form(s) to the BHA/ARC Coordinator (See Appx. B).

B. This process is for changing grade level screening designs. (See Appx. B) This change has already been through the formal FB/KR Board and BHA/ARC approval process, but requires an FB/KR AC review, approval, and approval forwarding to BHA/ARC.



Step 1. Fill out the appropriate form and submit to the FB/KR AC.

Use the “Minor Change” form for requesting grade level screening changes. (See Appx. B for details). Form is available at:

<https://www.baldheadassociation.com/architectural-review-and-design-guidelines>

Owners can also request a copy of the required form from the FB/KR AC by emailing FBKRArch@gmail.com.

Send completed form via email to FBKRArch@gmail.com. Please include in email subject line: Attention: FBKR Grade Level Screening Change Form [Property Address]. DO NOT SEND DIRECTLY TO THE BHA/ARC.

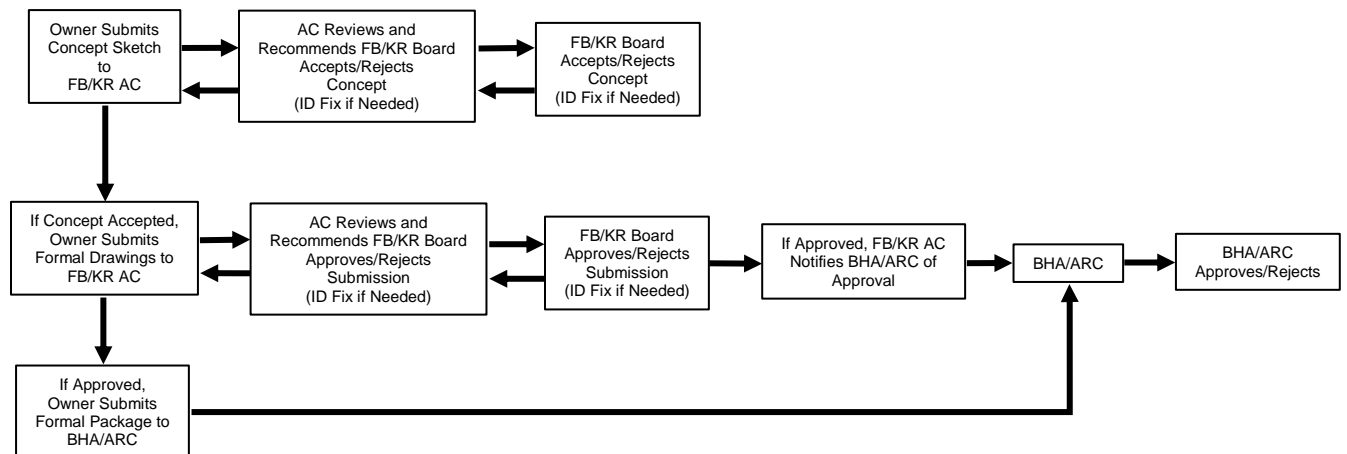
Step 2. The FB/KR AC will review the change request for accuracy. If a problem is identified the AC will work with the property owner to resolve the issue. If there are no problems, the AC will approve the request as a FB/KR standard change that has been approved by the FB/KR Board for this specific property.

Step 3. The AC will notify the property owner and the BHA/ARC Coordinator that FB/KR has approved the change, and the BHA/ARC Coordinator will send your grade level screening change request to the BHA/ARC for official approval.

C. Please Note: Using pre-coordinated garage door materials, siding materials, and balusters/railings materials are considered repairs and do not require approval. (See Appx. B for details about these specific materials).

Non-Standard Change Approval

This process is used to request approval for changes which are not covered by pre-coordinated colors or materials, and is more lengthy and complex. While a standard change approval may take just a few days, a non-standard approval may take several months to complete. This is in part because formal drawings are required from the owner and also because the BHA/ARC only meets to consider FB/KR applications once a month.



Stage I: Concept Review

Step 1. The owner submits a “concept sketch” to the FB/KR AC. This sketch allows the FB/KR Board to review and accept or reject the change concept without the owner having to provide a possibly expensive formal architectural drawing at the start of the process. This sketch should be approximately to scale, and show the requested change in enough detail to allow review. It can be hand drawn. Normally, an owner will fill out a “Minor” Change Form.

The owner will include the completed BHA/ARC Minor Change Application form with the sketch. (See Standard Change Approval, Step 1.) Send the scanned sketch and form to FBKRArch@gmail.com. Please include in the subject line Attention: FB/KR Concept Sketch – [Property Address]. DO NOT SEND DIRECTLY TO THE BHA/ARC.

Use the “Minor Change” form available at:

<https://www.baldheadassociation.com/architectural-review-and-design-guidelines>

Step 2. The AC reviews the concept. If the AC identifies fixable problems, it will work with the owner to resolve those issues. Once the AC reaches a decision on the concept, it will recommend that the FB/KR Board accept or reject the concept.

Step 3. The FB/KR Board will review the concept, taking into consideration the AC’s recommendation. If the Board identifies fixable problem areas, it will pass this information back to the owner through the AC. Once the Board decides to accept or reject the concept, the AC will notify the owner.

If the FB/KR Board accepts the concept, this is not yet a formal approval for the change.

Stage II: Formal Approval

Step 1. Once the FB/KR Board has given an okay of the “concept,” the owner must then submit formal drawings/documentation requirements via pdf file to the FB/KR AC at FBKRArch@gmail.com. DO NOT SEND DIRECTLY TO THE BHA/ARC AT THIS POINT. These drawings/documentation will be required throughout the remainder of the process. The best source of advice on content and composition of these drawings and the formal submission package is the BHA/ARC Coordinator whose contact information is available on the BHA website. Currently, the Coordinator is:

Fran Pagliaro
910-457-4676 ext. 22
fran@baldheadassociation.com

Step 2. The AC reviews the formal submission. If the AC identifies fixable problems, it will work with the owner to resolve those issues. Once the AC reaches a decision on the submission, it will recommend that the FB/KR Board approve or reject the submission.

Step 3. The FB/KR Board will review the submission, taking into consideration the AC’s recommendation. If the Board identifies fixable problem areas, it will pass this information back

to the owner through the AC. Once the Board decides to approve or reject the submission, the AC will notify the owner.

Step 4. If the Board approves the submission, the AC will notify the owner and the BHA/ARC of the approval by forwarding the formal submission package (with FB/KR Board approval memo, change application, and formal drawing/documentation) to the BHA/ARC.

Step 5. The BHA/ARC is the final approval authority for the change request. They will review and discuss the submission, then vote to approve or deny the request. The Coordinator will notify the owner of their decision. Until an owner receives an official BHA/ARC approval/denial letter for the change, the change is not approved.

Note: The BHA/ARC will charge a “change review fee” for all non-standard changes submitted to the ARC for formal approval. The BHA/ARC Coordinator will contact the property owner regarding payment of this fee. The FB/KR HOA does not charge any review fees.

Appendix B

Flora's Bluff/Killegray Ridge Standard Changes

Paint Color and Roof Shingles Application Process Grade Level Screening Change Application Process Standard Repair Material Options

1. Paint Colors / Roof Shingles Application Process (ARC Paint Application Form or Roof Shingles Form Required):

Units have a choice to select a body paint color/trim paint colors package, and/or roof shingles from the approved lists shown below by following this process:

Step 1. Select body color and trim package and/or roof shingles from lists below (duplexes/combined buildings must coordinate in writing and use the same colors).

Step 2. Fill out BHA/ARC Paint Application Form or Roof Application Form.

Step 3. (If selections are on the lists below, you do not need to send the forms to the FB/KR AC first as these have already been approved by the BHA/ARC). Send filled out Paint Application Form or Roof Application Form electronically via email directly to the BHA/ARC Coordinator. Please include in email subject line: Attention: FB/KR Paint Application or Roof Form – [Property Address].

Currently, the Coordinator is:

Fran Pagliaro
910-457-4676 ext. 22
fran@baldheadassociation.com

Step 4. If the form includes approved colors/and or roof shingles shown below and information is correct, the BHA/ARC Coordinator will place the form in the BHA/ARC file for your Unit. There will be no BHA/ARC review or review fee charge for this change.

Duplexes/Crofters/Garages:

Duplex/combined structure units (property owners) must coordinate simultaneous submittal of paint and roof applications and agree in writing on the same body/trim package colors and/or roofing shingles and general time frame for painting and/or roofing shingles.

All crofters and garages will be painted the same body color and trim package as the main unit. **Exception:** Duplex/shared buildings' garage colors may be different from their main units if the main unit colors are different. Those crofters/garages will match one of the main units and owners must coordinate and agree in writing which unit will be matched.

Body Colors:

Units have a choice of these body colors (duplexes/shared structures must coordinate and have same body color):

Bennington Gray, HC-82, Benjamin Moore

Timber Wolf, 1600, Benjamin Moore

Silver Lake, 1598, Benjamin Moore (or Nantucket, IP Maibec 218, Silex Gray, pre-painted cedar shingles or HardieShingle, Light Mist, straight edge, pre-painted cement shingles)

Sandy Hook Gray, HC-108, Benjamin Moore

Sea Urchin, 1052, Benjamin Moore

Sierra Hills, 1053, Benjamin Moore

Silver Chain, 1472, Benjamin Moore

Hazelwood, 1005, Benjamin Moore

Baltic Gray, 1467, Benjamin Moore (or HardieShingle, Pearl Gray, straight edge, pre-painted cement shingles)

Trim Color Packages:

Units have a choice of these trim packages (with option of white louvers, white entry doors, but NOT white garage doors (garage doors must be painted trim package “door” color) (duplexes/shared structures must coordinate and have same trim package). Note: Some properties have “decorative boards,” “shutters,” “screen frames,” and/or “porch ceilings,” but some properties do not.

Package 1

Trim:	BM PM-4 Brilliant White
Doors, Decorative Vertical Boards:	BM HC-156 Van Deusen Blue
Louvers, Grade Level Screening/Lattice, Shutters, Screen Frames:	BM HC-188 Essex Green
Porch Ceiling, Soffits, Show Rafters:	BM HC-146 Wedgewood Gray
Screen Doors	BM 1576 Ice Cap

Package 2

Trim:	BM PM-4 Brilliant White
Doors, Decorative Vertical Boards:	BM 312 Crown Hill Yellow

Louvers, Screen Doors, Grade Level Screening/Lattice,
Shutters, Screen Frames:

BM HC-188 Essex Green

Porch Ceiling, Soffits, Show Rafters:

BM 685 Verdigris

Package 3

Trim:

BM PM-4 Brilliant White

Louvers, Doors, Decorative Vertical Boards:

BM HC-87 Ashley Gray

Screen Doors, Shutters:

BM 312 Crown Hill Yellow

Porch Ceiling, Soffits, Show Rafters:

BM HC-146 Wedgewood Gray

Grade Level Screening/Lattice:

BM HC-188 Essex Green

Package 4

Trim:

BM PM-4 Brilliant White

Louvers, Doors, Shutters, Decorative Vertical Boards,
Trash Gate:

BM HC-154 Hale Navy

Grade Level Screening/Lattice

BM HC-122 Great Barrington Green

Porch Ceiling, Soffits, Show Rafters:

BM HC-142 Stratton Blue

Package 5

Trim:

BM PM-4 Brilliant White

Louvers, Doors, Shutters, Decorative Vertical Boards:

BM HC-188 Essex Green

Grade Level Screening/Lattice

BM HC-135 Lafayette Green

Porch Ceiling, Soffits, Show Rafters:

BM HC-136 Waterbury Green

Package 6

Trim:	BM PM-4 Brilliant White
Louvers, Doors, Shutters, Decorative Vertical Boards:	BM PM-6 Hamilton Blue
Grade Level Screening/Lattice:	BM HC-155 Newburyport Blue
Porch Ceiling, Soffits, Show Rafters:	BM HC-146 Wedgewood Gray

Package 7

Trim:	BM PM-4 Brilliant White
Louvers, Doors, Shutters, Decorative Vertical Boards:	BM 1393 Grappa
Grade Level Screening/Lattice:	BM HC-125 Cushing Green
Porch Ceiling, Soffits, Show Rafters:	BM HC-146 Wedgewood Gray

Package 8

Trim:	BM PM-4 Brilliant White
Louvers, Doors, Shutters, Decorative Vertical Boards, Grade Level Screening/Lattice:	BM HC-188 Essex Green
Porch Ceiling, Soffits, Show Rafters:	BM 685 Verdigris

Package 9

Only 823K, 825K, 827K, 829k, 819aK, 819bK have this as triplex garage option:

Body:	BM 685 Verdigris
Trim (All Casings, Corner Boards):	BM HC-139 Salisbury Green
Louvers, Doors:	BM HC-188 Essex Green
Soffits, Show Rafters:	BM 682 Warm Springs

Package 10

Trim:	BM PM-4 Brilliant White
Louvers, Doors, Shutters, Decorative Vertical Boards, Grade Level Screening/Lattice:	BM HC-136 Waterbury Green
Porch Ceiling, Soffits, Show Rafters:	BM 682 Warm Springs

Package 11

Trim:	BM PM-4 Brilliant White
Louvers, Doors, Shutters, Decorative Vertical Boards, Grade Level Screening/Lattice:	BM HC-154 Hale Navy
Porch Ceiling, Soffits, Show Rafters:	BM 682 Warm Springs

Package 12

Trim:	BM PM-4 Brilliant White
Louvers, Doors, Shutters, Decorative Vertical Boards, Grade Level Screening/Lattice:	BM HC-134 Tarrytown Green
Porch Ceiling, Soffits, Show Rafters:	BM 682 Warm Springs

Package 13

Trim:	BM PM-4 Brilliant White
Louvers, Doors, Shutters, Decorative Vertical Boards:	BM PM-6 Hamilton Blue
Grade Level Screening/Lattice:	BM HC-155 Newburyport Blue
Porch Ceiling, Soffits, Show Rafters:	BM HC-130 Webster Green

Package 14 (Formerly Bramble Reach only. If package is used elsewhere, decorative vertical boards should match garage door color if boards are located above/near garage door)

Trim:	BM PM-4 Brilliant White
Doors:	BM 1393 Grappa
Shutters, Grade Level Screening/Lattice:	BM HC-134 Tarrytown Green
Louvers, Decorative Vertical Boards, Soffits, Show Rafters:	BM 678 Pacific Rim
Flat Porch Ceilings:	BM 674 Spring Sky

Roof Shingles:

Units have a choice of these roof shingles and colors (duplexes/shared structures must coordinate and have same shingles):

1. GAF – (Model) Timberline HDZ – (Color) Slate
2. GAF – (Model) Natural Shadow – (Color) Slate
3. CertainTeed – (Model) Landmark – (Color) Georgetown Gray
4. Owens Corning – (Model) Oakridge – (Color) Estate Gray
5. Owens Corning – (Model) Duration – (Color) Estate Gray

2. Grade Level Screening Change Application Process (ARC Change Form Required):

Lattice: All units have a choice of keeping their current lattice. These grandfathered FB/KR neighborhood standards for lattice screening are:

- Diagonal crisscross wooden lattice design
- Wooden strips approximately ½ - 2 inches thick, 1 ½ inches wide
- Spaces approximately 2 1/2 inches between strips.
- Installed on the back of a 2 x 4-inch frame. Frame is mounted flush with front of posts.
- Painted appropriate color from the specified trim package.

Horizontal Boards: All units have a choice to select one of the horizontal boards screening options from the pre-coordinated options list shown below by following this process:

Step 1. Select the screening option from the lists below (duplexes/combined buildings must coordinate and go through the change process at the same time).

Step 2. Fill out the BHA/ARC Change Form with property information and also circle the selected pre-coordinated screening option on the horizontal boards' grade level screening drawing (this circled drawing is required by the BHA/ARC and is provided after the horizontal board option descriptions in this document for your use in the process).

Step 3. Send filled out Change Form and the circled drawing option form electronically via email to FBKRArch@gmail.com. Please include in email subject line: Attention: FB/KR Grade Level Screening Change Application – [Property Address]. DO NOT SEND DIRECTLY TO THE BHA/ARC.

Step 4. If the form includes one of the specific options shown below and information is correct, the Form and drawing option will be forwarded to the BHA/ARC Coordinator (and you copied). This change package must still meet the BHA/ARC for official approval.

Note: Since the FB/KR HOA Board has already purchased the drawings and received BHA/ARC approval for the following four specific options for grade level screening, property owners do not have to purchase drawings if they select one of these options. The BHA/ARC will charge a "change review fee" for a grade level screening change request. The BHA/ARC Coordinator will contact the property owner regarding payment of this fee (currently the fee is \$100). The FB/KR HOA does not charge any review fees.

Units have the following specific options for horizontal boards grade level screening (duplex/shared structures must coordinate the same one and must submit a change package to the FB/KR AC at the same time). Note: Only these specific designs are pre-coordinated. Any modifications would require going through the FB/KR approval process and the BHA/ARC non-standard approval process including purchasing and submitting formal drawings and meeting the BHA/ARC for approval.

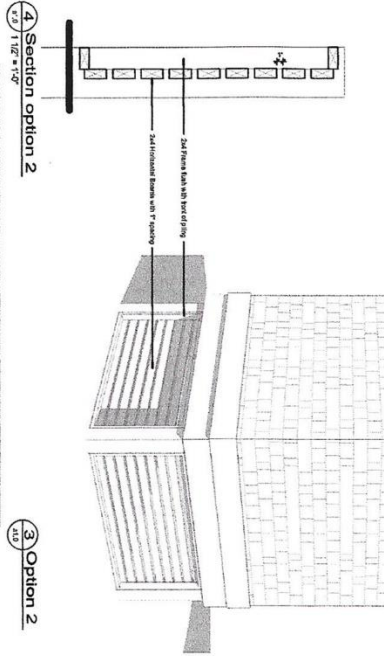
Option 1: 1 x 4-inch horizontal boards with 1-inch separation with 2 x 2 inch vertical bracing board(s) behind the horizontal boards. Boards will be attached to the back of a 2 x 4 inch frame. The frame will be flush with the front of the posts. Boards will be indented 4 inches back from the front of the posts because they will be attached to the back of the 2 x 4 inch frame. There will be a minimum of one 2 x 2 inch vertical bracing board behind the horizontal boards. This vertical bracing board will be centered on the frame (with the option of additional centered vertical bracing boards). Boards will be painted appropriate color from specified trim package. A property must use same boards and design for the entire property.

Option 2: 2 x 4-inch boards with 1-inch separation with no bracing. The frame will be flush with the front of the posts. Boards will be indented 4 inches back from the front of the posts because they will be attached to the back of the 2 x 4 inch frame. Boards will be painted appropriate color from specified trim package. A property must use same boards and design for the entire property.

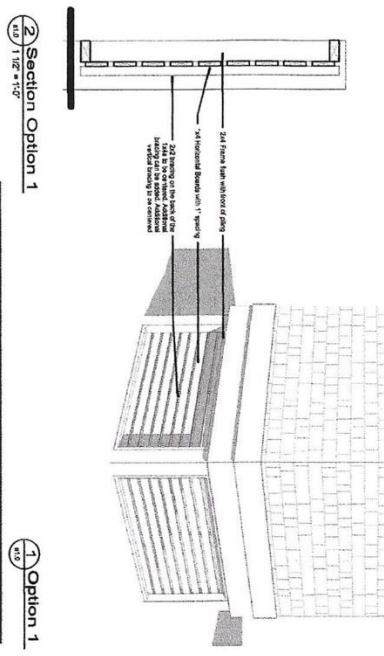
Option 3: 1 x 6-inch horizontal boards with 1-inch separation with 2 x 2 inch vertical bracing board(s) behind the horizontal boards. Boards will be attached to the back of a 2 x 4 inch frame. The frame will be flush with the front of the posts. Boards will be indented 4 inches back from the front of the posts because they will be attached to the back of the 2 x 4 inch frame. There will be a minimum of one 2 x 2 inch vertical bracing board behind the horizontal boards. This vertical bracing board will be centered on the frame (with the option of additional centered vertical bracing boards). Boards will be painted appropriate color from specified trim package. A property must use same boards and design for the entire property.

Option 4: 2 x 6-inch boards with 1-inch separation and no vertical bracing. Boards will be attached to the back of a 2 x 4 inch frame. The frame will be flush with the posts. Boards will be indented 4 inches back from the posts because they will be attached to the back of the 2 x 4 inch frame. Boards will be painted appropriate color from specified trim package. A property must use same boards and design for the entire property.

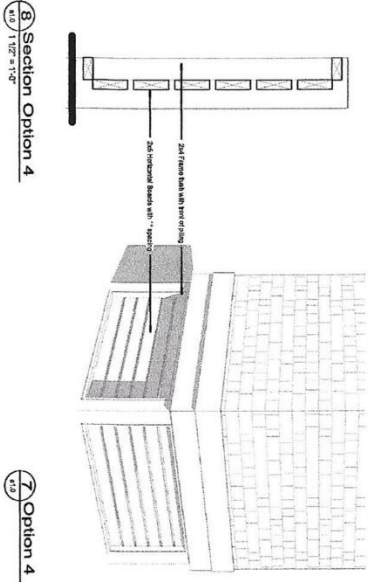
Please Note: To submit an application for changing grade level screening for your property, print the following page, circle your selected pre-coordinated screening option on the horizontal boards' grade level screening drawing, and send it electronically with your change form to FBKRArch@gmail.com to start the approval process.



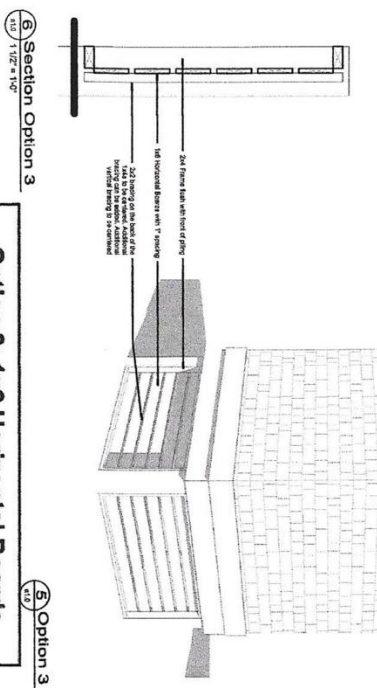
Option 2: 2x4 Horizontal Boards



Option 1: 1x4 Horizontal Boards with 2x2 Vertical Back Bracing



Option 4: 2x6 Horizontal Boards



Option 3: 1x6 Horizontal Boards with 2x2 Vertical Back Bracing

Flora's Bluff / Killegray Ridge

Grade Level Screening Options
Bald Head Island, NC 28461

3. Repair Material Standard Options

The repair material options listed below for body shingles and garage doors do not require approval. However, only these specific materials listed below can be used. Any modifications to these would require going through the BHA/ARC approval process and meeting the BHA/ARC for approval on a case-by-case basis.

Note: Although body shingles and garage door materials below can be used without approval, units must go through the paint and color application process to change the color of those materials from what a property currently has.

If you have any questions about these materials, send an email to FBKRArch@gmail.com.

All units have a choice of these body shingles (duplexes/shared structures must coordinate and use same shingles):

1. Cedar Wood Shingles
2. Fiber Cement Siding Shingles (HardieShingle Straight Edge)

All units have a choice of these garage doors materials (must match existing design):

1. Wood
2. Metal (preferable aluminum)

All units have a choice on these porch materials (must match existing design):

1. Wood for everything including rails and balusters
2. White TREX Transcend top rail, bottom rail, and balusters (only) and everything else must be in wood including posts. No other TREX products are approved.

Appendix C

Additional FB/KR Architectural Guidance

1. Installation Requirement

All installations in FB/KR must follow manufacturer's installation specifications and guidance.

2. FB/KR Board Must Approve Changes

The FB/KR Board must approve any changes before they are submitted to the BHA/ARC. This is a requirement of the BHA, as stated in the BHA Design Guidelines:

"Some areas in BHA have "neighborhood" associations with restrictions specific to their community. Permission for changes must be granted by both the neighborhood association and the Bald Head Association's Architectural Review Committee (hereafter referred to as "ARC"). Members must obtain approval from their neighborhood association before submission for ARC approval. A letter verifying the neighborhood association approval is required for ARC review. Any conflict between the restrictions of the neighborhood association and the Bald Head Association will be resolved by applying the more stringent restriction."

3. Precedents

Approval of a modification for one dwelling does not create a precedent for approving that modification for any other neighborhood dwelling. The BHA/ARC guidelines state "No Architectural Review Committee decision or existing house design on Bald Head Island shall be considered a precedent."

4. Standards Updates

In service to owners, the FB/KR Board will stay aware of advances in building trends/materials and will use the BHA/ARC change process to coordinate the approval and addition of common-sense updates to the list of "Standard" changes.

Appendix D

BHA/ARC Landscaping Guidelines Approved Plantings (Current as of September 23, 2021. Access BHA website for updates)

The BHA/ARC Landscaping Guidelines for approved plantings can be found at this link:
https://www.baldheadassociation.com/Images/bhinews/site/about/ARC/UNIFIED_DESIGN_GUIDELINES_25th_Edition_FINAL_Landscape_Section.pdf.

Please send an email to FB/KR67@gmail.com with Subject: Landscaping Question from [Property Address] to inquire about landscaping around your property.