

**DESIGN MANUAL FOR SINGLE FAMILY RESIDENCES  
IN THE  
STONEBRIDGE WOODS SUBDIVISION  
HOMER GLEN, IL  
(Revised 07/2020)**

**SECTION 1:        INTRODUCTION**

**1.1     Forward**

The Stonebridge Woods Design Manual (sometimes referred to herein as the “Manual”) has been created to provide the members of the Stonebridge Woods Homeowners Association, Inc., their architects, engineers, landscape architects, building contractors and landscape contractors with the information necessary to design and construct the fine homes which will comprise the Stonebridge Woods Subdivision.

It is imperative that every party involved in the design and construction of a home in Stonebridge Woods read this entire Manual and become thoroughly familiar with all the material contained herein.

The Stonebridge Woods Design Review Committee will encourage and gladly participate in preliminary discussions to assist in clarifying the concepts, contents and requirements of the Manual.

**1.2     The Site**

Stonebridge Woods is located within the Village of Homer Glen, generally located at the Southwest corner of 159<sup>th</sup> Street and Parker Road.

Stonebridge Woods features single family residential homesites. The homesites of Stonebridge Woods range in size from 15,022 square feet to 51,053 square feet, with an average footage of 24,459 square feet. The unique features and beauty of each homesite will be carefully considered in order to conserve and enhance the natural splendor of Stonebridge Woods.

**1.3     Master Plan**

The concept of Stonebridge Woods was to create a development of fine custom traditionally designed homesites while conserving and enhancing the environment of beauty on an extraordinary parcel of land. This has been achieved by the implementation of the following criteria:

1. Large Lot sizes in the wooded area, well above the minimum R-3a size.
- 2 The incorporation of “conservancy” areas of new and existing trees and vegetation.

3. Increased setbacks within the wooded areas of the site.
4. Minimizing the actual cut and fills of soil on the site.
5. The creation of common area.
6. Allowance for greater street and driveway grades
7. The establishment of a Design Review Committee to approve and oversee compliance with all home and landscaping design submittals.

This master plan has not only taken into account the sensitive and unique nature of the environment, but a market that appreciates a distinctive development focused on nature, privacy and a relatively maintenance-free lifestyle.

#### **1.4 Schedule of Fees**

1.4.1 Design Review Fee: At the time of submission and review of the Site Base Sheet with the Design Review Committee, the Owner shall remit to Stonebridge Woods Homeowners Association the non-refundable amount of \$ 250.00 for building review, and \$ 50.00 for landscape review.

1.4.2 Owner's Performance Deposit: Upon approval of the completed construction documents, but in all events prior to the commencement of any excavation or construction activity, each Lot Owner shall be required to remit to the Stonebridge Woods Homeowners Association, an Illinois not-for-profit corporation (referred to herein as the "Association"), a deposit in the amount of \$2,500.00, in cash or bond (provided, however, that any bond should be in form and substance sufficient in all respects to the Design Review Committee in its sole discretion). Such funds shall be held on account without interest to ensure the Owner's compliance with all the building and landscaping requirements of this Manual and the Stonebridge Woods Design Review Committee.

In the event that the Owner shall fail or refuse to comply with said requirements, funds may, in the sole discretion of the Design Review Committee, be used from the account as required to remedy the deficiency. The Owner shall be responsible to restore the account to its full amount within 15 days.

After successful final inspection by the Design Review Committee, the unused balance of such funds shall be returned to the Owner.

## **SECTION 2:           GOVERNING REGULATIONS**

### **2.1     Applicable Laws, Ordinances and Regulations**

The Village of Homer Glen has established building and zoning ordinances which regulate the safety and quality of construction within the Village. These regulations are fully in effect at Stonebridge Woods. Copies of these ordinances are available at the Homer Glen Village Hall. Further, the State of Illinois, County of Will, and other regulatory agencies have regulations which may affect the design and construction of a residence in Stonebridge Woods. The requirements of the Stonebridge Woods Design Manual, and such other requirements as may be imposed by the Design Review Committee, are in addition to the requirements of applicable laws, codes, ordinances and regulations of any governmental body or agency.

**BUILDING PERMITS WILL BE AVAILABLE TO LOT OWNERS OR CONTRACTORS ONLY AFTER SUBMISSIONS OF ALL PLANS, PAYMENT OF FEES AND APPROVAL BY THE ARCHITECTURAL DESIGN REVIEW COMMITTEE. SUFFICIENT TIME SHOULD BE ALLOWED FOR THE REVIEW AND REVISION OF SUCH PLANS BASED ON ARCHITECTURAL DESIGN COMMITTEE REVIEW.**

It is the responsibility of each Owner and his architect, engineer and contractor to become thoroughly familiar with the applicable ordinances pertaining to construction of a residence within Stonebridge Woods.

### **2.2     Stonebridge Woods Design Manual**

The Stonebridge Woods Design Manual is intended to be a supplement to the existing local and state ordinances governing the development of Stonebridge Woods. Further and more importantly, this Manual is intended to set forth the goals, guidelines and regulations which shall govern the development of the fine, distinctive homes of Stonebridge Woods.

The Stonebridge Woods Design Manual may contain restrictions which are more stringent than correlating village, county or state regulations. Such restrictions shall take precedence over the lesser village, county or state regulations. However, the Stonebridge Woods Design Manual shall not be construed under any circumstances to permit the design or construction of any structure or portion thereof which is not in conformance with any or all applicable codes.

In the event that a discrepancy exists in the Manual, the Design Review Committee reserves the right to review any such discrepancy and interpret and resolve any conflicting provisions. The decision of the Design Review Committee shall be considered final and binding in all such matters.

All terms used within this manual shall have the meanings set forth in the Declaration for Stonebridge Woods.

### 2.3 Design Review Committee

The purpose and goal of the Design Review Committee is “to preserve the architectural and aesthetic appearance of the premises and the natural beauty of the land.” Prior to the turnover of the management of Stonebridge Woods to the Association, the Developer established the Design Review Committee and vested such Committee with the sole responsibility to review, revise, approve or disapprove of the submissions, plans, drawings and specifications of each and every proposed structure or development in Stonebridge Woods. The decisions of the Design Review Committee shall be final and binding.

Each Design Review Committee member is committed to providing courteous, prompt, cooperative and equitable service to each architect, engineer, builder, landscaper and Owner in Stonebridge Woods.

## SECTION 3:

### SITE PLANNING

#### 3.1 Objective

The basic concept of Stonebridge Woods provides that the natural beauty of each individual site be conserved and enhanced by the location of the dwelling to be built on it. Toward that end, it is the objective of the Design Review Committee to establish the following controlling guidelines and standards.

#### 3.2 Setbacks

The following minimum building setback lines have been established for the development of Stonebridge Woods.

<u>Lots less than 30,000 sq. ft.</u>		<u>Lots greater than 30,000 sq. ft.</u>	
Front Yard	30'	Front Yard	50'
Rear Yard	30'	Rear Yard	30'
Interior Side Yard	10'	Interior Side Yard	15'
Corner Side Yard	30'	Corner Side Yard	30'

#### 3.3 Conservancy Easement Areas

Conservancy Easement Areas may have been established on some Lots in order to provide permanent landscaping buffers between dwellings and to conserve and enhance the natural beauty of Stonebridge Woods.

Dwelling units and other permitted and approved structures such as swimming pools, tennis courts and mechanical equipment will not be permitted within any Conservancy Easement Areas.

Certain items such as driveways, sidewalls and buried utility lines, may pass through a Conservancy Easement Area subject to the approval of the Design Review Committee. Refer to Section 6.3 for Conservancy Easement Area landscaping requirements and regulations.

### **3.4 Placement on Site**

To maintain the natural atmosphere of Stonebridge Woods, varied orientations of homes are encouraged when possible. Varied orientations, as opposed to home fronts being lined up squarely with each other, avoid a subdivision “cookie-cutter” look.

Approval of the location of a home on a Lot will be affected by the following factors:

- Building and Conservancy Setback Lines
- Existing Topographic Features
- Existing Vegetation and Landscape Features
- Existing Wetlands, Water and Drainage
- Proposed Design Style of New Home
- Location of Adjacent Homes
- Utility Easements

The Design Review Committee shall have the right and authority to require the modification of proposed home placements based on any or all of the above criteria, or as the Design Review Committee may reasonably require.

### **3.5 Driveway Location and Configuration**

The location, size and configuration of driveways shall be subject to approval of the Design Review Committee. Circular driveways and/or guest parking stalls shall be permitted, subject to approval.

### **3.6 Adjacent Homes**

As previously stated, the locations of homes on adjacent Lots will be a factor in determining the optimum location for a proposed dwelling. The location of homes on adjacent Lots which have received site plan approvals but have not yet begun construction, may be obtained from the Design Review Committee upon request.

### **3.7 Owner of Adjacent Lots**

Nothing in this manual shall be construed to prohibit multiple lot ownership. However, the development of adjacent Lots as a single parcel for a single dwelling will be carefully scrutinized by the Design Review Committee. Factors such as the location, geographic features and intended usage of the two Lots will affect the approval of the Design Review Committee of the proposed development.

## **SECTION 4:           ARCHITECTURAL STANDARDS**

### **4.1     Objective**

The basic concept of Stonebridge Woods provides that the natural beauty of each individual site be conserved and enhanced by the dwelling built upon it. Toward that end, it is the objective of the Design Review Committee to establish the following controlling guidelines and standards.

### **4.2     Styles**

The architectural standards are intended to neither promote nor discourage any one particular design style. The design of homes using traditional architecture, design and styling is encouraged. The goal of the Developer and this Design Manual is to promote the following:

4.2.1 Appropriateness of Design Style. The Design Review Committee shall have the sole discretion to determine whether the proposed design will reflect the intended distinguished character of Stonebridge Woods. Design styles and construction materials, which may be appropriate in other geographic areas of the United States or abroad, may be deemed inappropriate for Stonebridge Woods.

4.2.2 Authenticity of Design. Each will be reviewed for the purpose of determining if the design is reasonably faithful to the intended style. Items to be considered will include plan layout, exterior elevations, detailing, and use of colors and materials. To avoid repetition of similar models within the subdivision, a plan for new construction will not be approved if it contains the same front and rear elevations of a current home that has already been replicated more than once in our subdivision.

4.2.3 Uniqueness of Design. Any residential design which duplicates or substantially duplicates the design or the significant details of any other home in Stonebridge Woods will be expressly prohibited.

4.2.4 Compatibility with the Site. The proposed design style must be compatible with the natural topographic features of the Lot. Design styles which would require excessive disturbance to the natural topographic features of the Lot, or which would excessively dominate the site, will not be permitted.

Each home should be custom designed as an entity in itself to express the unique charm and style of its architecture. In all cases, care should be taken in following through in detailing to achieve authenticity in the architecture.

### **4.3     Sizes and Building Heights**

Minimum and maximum sizes of dwelling and maximum building heights are governed by the Zoning Ordinance of the Village of Homer Glen. The current maximum permitted height

by Village Ordinance is 35 feet or 2-1/2 stories, whichever is less. The ordinance is subject to change by the Village.

Minimum ranch home size should be 2,500 square feet minimum on Lots less than 30,000 square feet and 3,000 square feet minimum on Lots greater than 30,000 square feet. The two-story home size should be 3,300 square feet minimum on Lots less than 30,000 square feet and 4,000 square feet on Lots greater than 30,000 square feet. However, design approval is not guaranteed merely because a home meets a certain square footage requirement. The main criteria will be the distinct characteristics and quality of the design and its compatibility within the rest of the development. A relatively smaller home with outstanding, unique details may be approved, whereas a much larger home with fewer unique details may not be approved.

#### **4.4 Garages**

Garages shall be designed as an integral part of each home. Materials and detailing shall be consistent with the residence. Detached garages will not be permitted. Where three car garages or more are included in a residence plan, a setback of garages is required and side loading of the garage is encouraged to the extent feasible, based upon Lot size and house style.

#### **4.5 Materials and Colors**

The selection of exterior materials and colors is extremely important. The materials shall be of the highest quality and shall be appropriate for the design style of the home. All materials, usage, detailing and color selection shall be submitted to and are subject to prior approval of the Design Review Committee to ensure its suitability of the usage intended.

Masonry products shall be utilized on the first floor of all residences. Stucco with stone accents, stone or masonry, or stone material on the first and walkout levels, and masonry, stone or cedar on second level are acceptable. Dryvit or E.I.F.S. shall only be permitted above the first floor level on any residence.

Home designs should avoid using too many varied exterior materials on a home as this may give the house a cluttered appearance. Materials and colors with highly reflective characteristics should also be avoided

#### **4.6 Foundations**

Due to the unique topography of Stonebridge Woods, multi-leveled or terraced designs employing walkout basements will be possible. Concrete foundations and walls shall be designed to minimize the amount of visible exposed concrete.

Where the top of the foundation wall is level, the amount of visible concrete shall be no more than six inches (6"). Where the top of the foundation wall is stepped or sloped, the amount of visible concrete shall be no more than eight inches (8").

Plant material (i.e., bushes or shrubs) is not considered an acceptable screen for exposed concrete.

#### **4.7 Roofs**

The minimum roof pitch shall be 8:12. The scale, proportions, and detailing of all roof surfaces are to be consistent with the overall design style of the home. A lower roof pitch may be approved by the Design Review Committee when essential to the architectural style (i.e. 'Prairie' style architecture, etc). Roof designs that are not authentically integrated with the home design shall not be permitted.

Only the finest roofing materials will be permitted. Materials such as slate, clay, tile, concrete roof tile, rough-sawn cedar shakes, smooth sawn wood shingles and architectural heavy duty shingles are examples of appropriate materials.

Rooftop equipment, such as heating/cooling units, shall be located so as to not be visible from the street or from any adjacent property.

#### **4.8 Chimneys, Flues, and Roof Vents**

To the greatest extent possible, all roof vents and non-fireplace flues are to be located on roof surfaces not visible from the street. All roof vents and flues shall be painted to match the roof color. Metal chimneys are not permitted.

#### **4.9 Skylights**

To the greatest extent possible, skylights are to be located on roof surfaces not visible from the street. Skylights which, through necessity or design intent, are located on roof surfaces visible from the street, shall be fully integrated into the design. Such designs shall be subject to review and prior approval of the Design Committee

#### **4.10 Antennas**

Television or radio antennas, or towers of any kind, shall not be permitted on the exterior of any dwelling or structure within Stonebridge Woods.

*Note:* Television signal reception will be available via cable. (See also Section 5. 15 regarding satellite dishes

#### **4.11 Address Plates**

One uniform address plate per home will be permitted. Address plates must be consistent with the house design and constructed of high-quality material. Excessively large or garish address plates will be prohibited. (Also refer to Section 5.13).

#### **4.12 Decks, Balconies, and Terraces**

Decks, balconies and terraces shall be carefully integrated into the overall design of the dwelling and landscaping. Structural posts for decks or balconies shall be clad with a material compatible with the residence. Walls and railings shall be similarly clad and detailed. Trellis-type roof coverings or shading devices will be reviewed by the Design Review Committee on a project-by-project basis. The overall size of any deck, balcony, or terrace shall also be subject to review by and prior approval of the Design Review Committee.

Wood balconies and decks should be painted or stained to match house exterior trim. No unfinished or pressure treated wood will be permitted unless appropriately painted or stained. Unless using a standard white stain or same color as house trim stain, a sample of the finished wood must be submitted with other exterior materials in connection with the initial design review.

#### **4.13 Sheds and Storage Buildings**

Sheds and storage buildings are not permitted, except as required to house approved in-ground pool filtering and pumping equipment. The design and location of such structures shall be approved by the Design Review Committee.

Any existing sheds (those not required for pool equipment) may remain for now, as they were installed prior to the Homeowner's Association Board. However, they are subject to the following Design Manual amendments:

- A. They must meet Village Requirements. See Homer Glen village code website and documents to ensure that you are compliant.
- B. They must be removed upon sale of your house prior to new ownership. A paid assessment letter will not be released by the Stonebridge Woods Homeowners' Association Board of Directors until the shed has been removed from the property.

#### **4.14 Miscellaneous**

No window or sleeve-type air conditioner units, window fans or any other item which is situated in or projected out from any window opening shall be permitted.

#### **4.15 Awnings**

Awnings shall be permitted only upon prior written approval of the Design Review Committee as to the appropriateness of same for the design style of the home, the materials, colors, size and quality.

#### **4.16 Animal Dwellings**

No reptiles, rabbits, livestock, fowl or poultry of any kind shall be raised, bred or kept in any separate dwelling (examples: kennels, coops, hutches) within the yard in /on any outside

property. No domesticated animals will be raised for sale.

## **SECTION 5: SITE IMPROVEMENTS**

### **5.1 Objective**

The basic concept of Stonebridge Woods provides that the natural beauty of each individual site be conserved and expressed in the various site amenities and improvements. Toward that end, it is the objective of the Design Review Committee to establish the following controlling guidelines and standards.

### **5.2 Detached Accessory Structures**

Detached accessory structures shall include, guest houses, gazebos, play houses, pool houses, permanent outdoor grill, fireplaces and garden structures. Such structures shall be permitted subject to the following restrictions:

1. Such structure shall comply with all pertinent building and zoning ordinances of the Village of Homer Glen.
2. The structure shall be subject to the approval of the Design Review Committee.
3. Accessory structures intended exclusively for storage purposes will not be permitted.

### **5.3 Driveways**

All driveways shall have an approved hard surface over appropriate base materials. Asphalt driveways are not permitted. Approved hard surfaces shall include concrete, pured concrete, brick or stone pavers, or concrete aggregate (decorative gravel installed over an asphalt concrete base). The color, texture and size of the proposed pavers or aggregate gravel material shall be subject to prior review and approval of the Design Review Committee. Where driveway lengths are unusually long, gentle curves should be used to enhance the overall appearance. Circular driveways will not be permitted if they require the removal of large trees.

### **5.4 Sidewalks and Patios**

Size, location configuration and material of sidewalks and patio designs shall be subject to review and prior approval of the Design Review Committee. Approved patio materials shall include pured, pressed or aggregate concrete, natural or cut stone, brick pavers and wood. Approved sidewalk materials shall include poured, pressed or aggregate concrete, natural or cut stone or brick pavers; provided, however, that garden walks in backyards may be mulch, bark chips or other appropriate organic materials. Gravel and cast concrete stones are prohibited.

## 5.5 Fences and Walls

Fences or Walls are not allowed except in the following situations:

### Swimming Pool Fences:

Fences are allowed (required by Homer Glen) for the sole purpose of surrounding a swimming pool for safety and must be approved by the Architectural Design Review Committee, and must meet all of the following:

- Must meet all of Homer Glen pool installation rules/regulations.
- May not completely or nearly completely envelope the back yard.
  - Pool fences should not be designed to retain pets in the yard - See Pet Retention Fences below.
  - This follows section 6.4 Lot Line Delineation regulations.
- Must not obstruct sight lines. No solid or privacy fences are permitted – See Section 6.13 Views and Sight Lines.
- Must enhance rather than detract from the overall appearance of the property and must be adequately screened by natural plantings.
- Must surround the pool area with the smallest footprint possible.
  - Fence must be no more than 10 feet (10') from the pool or pool patio/walkway and no closer than 5 feet (5') to the lot line. This should yield the smallest footprint possible without compromising safety.
  - The size, configuration, placement and proposed finished materials shall be subject to the review and prior approval of the Design Review Committee. See section 5.8 Swimming Pools.
- Must be a minimum of 5 feet (5') from any property line.
- Must not project into any front yard.
- Must be five feet (5') in height or less.
- Must be made of wrought iron, aluminum or similar material. Fences may not be made of wood, plastic, or any opaque fencing as these are strictly prohibited in all areas of the subdivision.
- All fencing must be screened on the exterior side of the fence.
  - Screening should be designed to obscure or visually break up the fencing without creating a privacy fence of bushes and evergreens. Walls of Arborvitae will not be approved.
  - Mature size and height of screening should be considered at installation time.
    - Height of mature screening should not obscure views and sight lines and should not exceed 5 feet (5'). See Section 6.13 Views and Sight Lines.
    - Plants/bushes should be spaced appropriately to allow growth and open areas.

### **Decorative Landscape fences:**

Approved decorative landscape accent fences are allowed.

### **Pet retention fences:**

Only invisible fences for the purpose of confining pets are permitted and may be installed no closer than 5 feet (5') from any property line.

No Owner shall construct or maintain a so-called "dog run" on a Lot consisting of a fenced area for the purpose of confining pets.

## **5.6 Trellis Work**

As an architectural or landscape feature, a trellis shall be permitted if consistent in design and material with the dwellings.

## **5.7 Statues and Fountains**

Statues and fountains which serve to accentuate the natural beauty and drama of Stonebridge Woods may be considered. Statues and fountains must not reflect light or glare to the street or adjacent Lots. Fountain water noise must not be a nuisance to neighbors. Statues and fountains which would make a dominating, harsh or distracting impact on the site are prohibited.

All permanent statues and fountains must be approved by the Design Review Committee. They must be made of natural materials and incorporated into the landscaping for a natural appearance. These structures should be a decorative element in the overall landscape design, rather than the main focal point. Approved materials shall include stone, cast concrete and cast bronze. Plastic, resin or statuary of man-made materials or materials other than stone, concrete or cast bronze is prohibited.

## **5.8 Swimming Pools**

Below or in-ground swimming pools shall be permitted subject to compliance with all state and local ordinances. Above grade exterior swimming pools shall not be permitted. The size, configuration, placement and proposed finished materials shall be subject to the review and prior approval of the Design Review Committee.

## **5.9 Lighting**

Homer Glen is considered a dark sky community. Therefore, exterior lighting shall be designed to produce a subdued, tranquil effect. Excessively bright, harsh or glaring lighting will not be permitted. Flood lighting of the dwelling or site shall not be permitted. Dwelling or site lighting shall be uniform in color. Quantity, size, type, color and location of exterior lighting and fixtures shall be subject to review and prior approval of the Design Review Committee. Tennis

court lighting will not be permitted. Lighting should blend into outdoor elements and not be excessively obvious. Also, the color of exterior lighting must be essentially white. Varied colored lights are not permitted.

### **5.10 Mailboxes**

Mailboxes must be approved by the HOA before purchase / installation. Mailboxes must be of high quality material, basic, use similar color to the house and without ‘character.’

Effective January 11, 2017, mailbox regulations were added to the Village Land Use Code. The code states, “No person may construct a mailbox receptacle in the Village right-of-way which would not easily break away if hit by a vehicle or otherwise creates a potentially hazardous roadside obstacle.” In addition to the Village regulations, mailboxes must meet United States Postal Services (USPS) postal requirements which can be found at <https://www.usps.com/manage/mailboxes.htm>

### **5.11 Signage**

Subject to the provisions of the Declaration, there shall be no signage permitted, whether temporary or permanent, anywhere on any Lot, dwelling or accessory structure including signs located in windows from within dwellings or structures. Refer to Section 8.10 for permitted construction signage. Homeowners’ wishing to sell, or agents’ contract to sell a residence or open lot, may maintain signage approved by the Board for marketing purposes consistent with local ordinance. The only exceptions allowed are temporary signs related to life event celebrations (i.e. – graduations, birthdays, welcoming a new baby, etc).

### **5.12 Entrance Gates and Markers**

Entrance gates and markers are permissible subject to compliance with the Building and Zoning Ordinances of the Village of Homer Glen. Permitted entrance gates and markers are also subject to the review and prior approval of the Design Review Committee.

### **5.13 Flags**

The display of flags shall be limited to the United States Flag. Only one flag display per site is permitted. The maximum flag size permitted is three feet (3’) by five feet (5’) in length. The maximum ground mounted pole size is 15 feet in height. One bracket for temporary flag display on the residence shall be permitted. Flag pole and bracket locations are subject to review and prior approval of the Design Review Committee.

### **5.14 Satellite Dishes**

Subject to review by the Design Review Committee, one satellite dish per Lot may be permitted, based on the following criteria:

1. Satellite dishes equal to or less than 18” may be mounted on roofs or walls.
2. Attempt should be made to locate the dish in the least intrusive location, not visible from the street, without preventing practical ability to use dish.

### **5.15 Outdoor Recreational Equipment, Playsets and Lawn Toys**

Tennis courts, basketball courts or any recreational courts require approval of the Design Review Committee, and in no event shall be within 10 feet of any Lot line.

### **5.16 Clothes Lines**

Clotheslines or other outside laundry drying apparatus are prohibited.

## **SECTION 6: LANDSCAPING**

### **6.1 Objective**

The basic concept of Stonebridge Woods provides that the natural beauty of each individual site be conserved and enhanced by the landscaping placed upon it. Toward that end, it is the objective of the Design Review committee to establish the following controlling guidelines and standards.

Landscape planning should not be an after-thought that happens after the construction of the home. It is important that the funds for an appropriate level of landscaping be included in the building budget from the onset of the project. To this end, all landscaping plans must be submitted for approval to the Design Review Committee at the same time as the house plan is submitted. All plans must be professionally rendered, indicating name, size, quantity and location of all vegetation and landscape items, including any statuary, fountains, garden benches and the like.

### **6.2 Design Guidelines**

The landscaping standards are intended to neither promote nor discourage any particular landscaping design styles. Rather, the goal is to promote the following:

**6.2.1 Appropriateness of Design:** The Design Review Committee shall have the sole discretion to determine whether the proposed design will reflect the intended distinguished character of Stonebridge Woods. Design styles, which may be appropriate in other geographic areas of the United States or abroad, may be deemed inappropriate for Stonebridge Woods.

**6.2.2 Uniqueness of Design:** Any landscape design which duplicates or substantially

duplicates the design of the significant details of any other landscape design in Stonebridge Woods will be expressly prohibited.

**6.2.3 Compatibility with the Site:** The proposed landscape design must be compatible with the natural topographic features and existing vegetation of the Lot. Landscape design, which would cause excessive disturbance to either the natural topography or vegetation, will not be permitted.

### **6.3 Conservancy Easement Area:**

Conservancy Easement Areas already containing mature or significant plant materials shall remain substantially unaltered. Existing vegetation may be pruned and otherwise maintained. New plant and landscape material may be added to further develop the Conservancy Easement Area, subject to the approval of the Design Review Committee.

Conservancy Easement Areas, which are substantially devoid of mature or significant plant materials, shall be designed and planted to create an area which, when mature, will be compatible with established Conservancy Easement Areas.

Subject to the approval of the Design Review Committee, new (and existing) Conservancy Easement Areas may be designed to look “natural” through the planting of wild flowers, field grasses, etc., or may incorporate material selected from the list of recommended landscape and plant material.

Under no circumstances shall any landscaping or plant material be added or deleted, and grade altered, or any other changes be permitted without the prior approval of the Design Review Committee.

### **6.4 Lot Line Delineation**

Lot lines shall not be delineated, defined or accented by any fence, landscape planting, material or structure.

### **6.5 Grading, Contours and Drainage**

Lots in Stonebridge Woods are generally designed to provide for storm water runoff along the side and rear yards. Grades and contours shall not be altered or modified in any way which would interfere with the flow of water away from the building or site. All culverts shall be designed and maintained in accordance with the approved Engineering Plans for the Subdivision.

Existing contours and grades shall not be altered in a manner which would adversely affect existing vegetation, whether or not such vegetation is within the Conservancy Easement Area.

## **6.6 Creeks and Ponds**

The configuration of the creeks and ponds within Stonebridge Woods shall not be altered in any manner. Buildings or structures of any kind will not be permitted over, upon or within any creeks and ponds.

## **6.7 Erosion Control**

The proposed landscape scheme shall include the design of retaining walls or similar devices to prevent the erosion of the natural and revised contours of the Lot. Retaining walls and similar devices may be constructed of concrete but be faced with natural materials such as brick, stone, rough-cut stone or boulders. Railroad ties, wood or manmade materials are prohibited.

## **6.8 Sump Pump Runoff**

Sump pump discharges shall be located to provide positive drainage away from the residence. The discharge shall be concealed from the view of adjacent Lots and from the street. All discharge piping shall be buried from the home until the discharge point. Sump pumps shall discharge to a storm sewer when practical. The sump pump runoff should not cause 'swamping' issues to adjacent property.

## **6.9 Roof and Gutter Runoff**

Homes without gutters shall provide positive drainage from the home on all sides. The ground below all eaves shall be landscaped or protected to prevent erosion of the soil or ponding of water.

Downspouts for gutters shall discharge into below-grade receptacles and shall be carried underground until the discharge point.

## **6.10 Removal of Vegetation**

In keeping with the Stonebridge Woods Master Plan, the retention of existing vegetation beyond the Conservancy Easement Areas is encouraged, providing that such vegetation is worthy of retention. However, under no circumstances shall any tree six inches (6") in diameter or greater be removed unless such removal is necessary to accommodate a dwelling, garage, driveway, sidewalk, terrace, patio, pool, tennis court or public utility lines, and there exists no reasonable alternative as to location. A tree may be removed if deemed diseased or dead.

## **6.11 Sod and Seed**

Upon the Owner's receipt of a Certificate of Occupancy, or when the Design Review Committee determines that the construction is essentially completed, the Owner shall have 30

days in which to sod all lawn areas. Should weather not permit the sod installation within the allotted time, a written request for an extension must be submitted to the Design Review Committee. All silt fences must remain up until sod is installed.

Sod is mandatory for the front and sides of the yard. Seed may be allowed for backyards as approved by the Design Review Committee. If seed is approved, sod must still be installed up to the back of the house line so that the front and sides of the house which are seen from the street are sodded. Shade seed is often required for wooded area backyards.

Areas scheduled to remain in a natural state shall be restored and maintained on a schedule to coincide with the completion of sodding.

### **6.12 Mulching and Bedding**

Organic materials shall be considered for plant mulching and bedding. Mulch is especially recommended when plants, shrubs and trees are young and newly planted, until they become established after several years. Decorative stone or aggregate bed areas are now permitted by the board as of June 2018. However, they must be of higher quality material and must be a neutral color. No lava rock will be allowed. Design Review Committee must approve selection of decorative stone in the case of new construction and those wishing to switch from mulch to decorative stone.

### **6.13 Views and Sight Lines**

Landscaping which significantly blocks or limits any views and sight lines will be prohibited.

### **6.14 Screening**

Landscape material chosen for the screening is encouraged to be of an “evergreen” variety to provide year-round screening.

### **6.15 Pruning and Maintenance**

Existing vegetation required or selected to remain shall be surveyed for disease, damage, and overall appearance by the homeowner. Trees and shrubs shall be regularly maintained (pruned, shaped, and treated) by the homeowner on a regular basis.

### **6.16 Completion Time for Landscaping**

All landscaping must be completed within 60 days or the earlier to occur of (i) the Owner’s occupancy date, or (ii) the completion of the home. All extensions (even those for delays due to adverse weather or winter months) shall only be granted upon a written request for an extension to the Board which must be received within such 60-day period.

## **6.17 Parkway and Parkway Trees**

Parkways should be maintained in sod. Landscape bedding or other materials will not be permitted between the sidewalk and curb or within 20 feet of curb in area without sidewalk. The installation of parkway trees is the responsibility of the lot owner. The installation of parkway trees is regulated by Village ordinance and the approved Subdivision Landscape Plan. Parkway trees should be located at forty foot (40') intervals on all parkways. They must be at least 2 1/2" in diameter. The parkway is the area behind the curb extending 17 feet. If there is no sidewalk or walking path, the trees can be placed at various distances from the curb within the parkway to achieve a more natural look. The Village maintains a list of acceptable parkway trees that should be considered.

## **SECTION 7: DESIGN AND APPROVAL PROCESS**

### **7.1 Objective**

One intent of the Stonebridge Woods Design Manual is to provide a clear and concise outline of the steps required to obtain the required approvals of the Design Review Committee. Toward that end, the following procedures have been established.

### **7.2 Approval Process**

In order to facilitate an orderly progression through the design and approval process, it is imperative that each of the following procedures be followed consecutively and completely. Incomplete, inaccurate, or untimely submittals will cause delays in the approval process.

#### **7.2.1 Preparation of Site Base Sheet**

A detail site survey will be required by both the Design Review Committee and the Village of Homer Glen. The survey will be prepared and scaled by an Illinois Registered Land Surveyor and at the minimum shall contain all of the following information:

- A. Scale 1" = 20'-0"
- B. Lot boundaries w/dimensions
- C. All building and conservancy setbacks and easements
- D. Existing topographical features of site, drawn with contour lines at 1' -0" grade intervals. Contour lines shall be shown extended a minimum of 10' - 0" into each adjacent Lot and greater if necessary to indicate pertinent features.

- E. Existing drainage flow patterns for entire site, including indication of creeks and ponds.
- F. Existing tree and shrub locations including tree heights, diameters, and indication of drip lines.
- G. Locations of all existing utility lines, including service and connection points.
- H. Outlines and top-of-foundation elevations of existing dwellings and all accessory structures from all adjacent Lots.

### **7.2.2 Preliminary Site Review**

Once the Site Base Sheet has been prepared and the Owner has selected an architect, the Owner shall schedule an on-site meeting. In attendance should be the Owner, his architect, and landscape architect. At least one member of the Design Review Committee will attend the meeting. Additionally, if mature trees are located on the site, the Stonebridge Woods Arborist must also be in attendance.

The purpose of this meeting is to establish the following:

- A. The quality of existing trees and vegetation;
- B. Significant geographic features of the Lot, including topography, drainage, and site lines.
- C. Significant geographic features of adjacent Lots, including the proposed location(s) of homes not yet under construction.

### **7.2.3 Preliminary Design Review**

Once the architect has completed the preliminary design, the Owner shall schedule a Preliminary Design Review with the Design Review Committee. In attendance should be the Owner and his architect.

- A. Completed Site Base Sheet, at 1"=20'-0" scale, with notes from Preliminary Site Review.
- B. Proposed Site Plan indicating location of home and proposed site improvements. The site plan shall be presented as a tissue overlay to be placed upon the completed Site Base Sheet.
- C. Proposed Floor Plan(s), including basement plan if it will contain habitable space.

Floor plans may be presented at a scale of either 1/8" or 1/4" = 1'-0".

- D. Proposed elevations of major exterior elevations. Elevations are to be drawn at the same scale as the floor plans.
- E. Proposed exterior materials and colors. Major materials (i.e. brick, siding, and shingles) shall be presented in sample form, while lesser materials may be described in written form or by brochure.

#### **7.2.4 Preliminary Landscape Review**

After the Design Review Committee has approved the preliminary architectural design (per Section 7.2.3), the Owner shall cause its landscape architect to prepare and submit a Preliminary Landscape Plan. Upon completion of such plan, the Owner shall schedule a Preliminary Design Review with the Design Review Committee. In attendance should be the Owner and his landscape architect or landscape contractor.

The drawings shall contain the following information and be presented in the format described.

- A. Completed Site Base Sheet, at 1" = 20'-0" scale, with notes from Preliminary Site Review;
- B. Preliminary Site plan, indicating location of home and site improvements as approved by the Design Review Committee. The site plan may be presented as a tissue overlay over the completed Site Base Sheet;
- C. Proposed Landscape Plan, indicating status of existing trees, locations, sizes, and species of proposed plant material and other landscape development. The Landscape Plan shall be presented as a tissue overlay to be placed over the Site Plan and Site Base Sheet;

All Preliminary Home Designs must be submitted in a professional blue-line or black-line architectural rendering depicting all elevations and the floor plan of the home. Photographs or sketches of home will not be permitted.

#### **7.2.5 Review of Completed Construction Documents**

When the architect has completed the construction documents, the Owner shall deliver the completed plans and required sample to the Design Review committee. The Owner shall also remit the required Design Review Fee. Refer to Section 1.4, Schedule of Fees.

The Owner shall submit three (3) sets of completed construction documents, bearing the following information and presented in the format described;

- A. The completed documents shall be prepared by and bear the seal of a licensed architect. The drawings shall be sealed according to the requirements of the Village of Homer Glen.
- B. The Site Base Sheet, drawn at a scale of 1" = 20'-0", shall be completed to become the Site/Plan/Permit Survey. The completed survey shall include:
  - 1. All information contained in original site Base Sheet per Section 7.2.
  - 2. Location of dwelling, with top-of-foundation elevation.
  - 3. Locations and elevations of all site improvements.
  - 4. All proposed finished grades, indicated at 1' -0" grade intervals, drawn as contour lines in U.S.G.S. datum.
  - 5. Locations of existing trees scheduled to be removed or relocated.
- C. Landscape Plan: the completed Site Plan/Permit Survey shall be enlarged to a scale of 1" = 10'-0" and reproduced in a "half-tone" screened image to provide a suitable light background for the final landscape plan. In addition to all existing trees, the completed Landscape Plan shall indicate all proposed plant material, noting size and species at each location.
- D. If a lawn sprinkling system is to be utilized, submit complete design drawings drawn at a scale of 1" = 10'-0".
- E. Architectural Floor Plans: Shall be drawn at a scale of 1/4" = 1' 0" and shall be completely dimensioned.
- F. Exterior elevations: Shall be drawn at a scale of 1/4" = 1'-0" and shall depict all exterior elevations in complete detail. Samples of all exterior materials and colors shall be included.

Note: A perspective rendering of the residence exterior may be of assistance for this review.

The Design Review Committee shall, in good faith, endeavor to either approve or disapprove of each submittal within 30 calendar days. Every effort will be made to complete the review sooner, if possible. Additional meetings may be required to resolve issues which may arise during the review period, if such meeting may result in expediting the approval process.

Upon approval of the completed construction documents, the Owner shall be required to pay a performance deposit. Refer to the Section 1 .4, Schedule of Fees, for a complete description.

One (1) copy of the approved plans will remain in possession of the Design Review Committee; two (2) copies of approved plans will be returned to the Owner; one (1) copy for his personal records, and one (1) copy for submission to the Village of Homer Glen.

#### **7.2.6 Application for Building Permit**

Approval of plans by the Design Review Committee is required before submittal to the Village of Homer Glen for a building permit.

Approval by the Design Review Committee shall indicate conformance with the requirements of the Stonebridge Woods Design Manual. Such approval shall not be construed under any circumstances to imply compliance with the codes and ordinances of the Village of Homer Glen, the County of Will, the State of Illinois, or any other governing agency.

#### **7.2.7 Location (Stakeout) of Home on Lot**

After the issuance of a building permit by the Village of Homer Glen, the Owners surveyor shall proceed immediately to stake out the dwelling location on the Lot. The surveyor shall verify existing Lot boundaries and shall subsequently stake out the dwelling exactly as it appears on the approved Site Plan.

The Design Review Committee may require reasonable opportunity to observe the staked out Lot. Such request may be made necessary due to unique or difficult site conditions. In such event, the Owner shall notify the Design Review Committee a minimum of 48 hours notice prior to completion of the stakeout. If the Owner is not notified of any required changes within 24 hours of stakeout completion, it may be assumed that the Owner may proceed with construction as planned.

#### **7.2.8 Preparation of Spotted Survey**

Once the concrete foundation walls have been poured, the Owner's surveyor shall prepare a survey of the concrete foundation verifying actual top-of-foundation elevation(s) and dimensioned location on site. Such information shall be added to the Site Plan and submitted to the Design Review Committee. This updated Site Plan of "Spotted Survey" is an important legal document and, as such, several copies should be retained in the Owner's personal records.

#### **7.2.9 Final Inspection/Certificate of Occupancy**

A Certificate of Occupancy will be issued by the Village of Homer Glen when the dwelling is in compliance with all applicable codes and ordinances and is ready for occupancy. Once the Certificate of Occupancy has been issued and all landscape work has been completed, the Design Review Committee shall conduct a final inspection to verify compliance with the approved completed construction documents.

The passing of the final inspection, along with the submission of the Spotted Survey shall signify the successful completion of the project and shall warrant the return of the Owner's performance deposit, subject to the conditions of Section 1.4.

## **SECTION 8:           CONSTRUCTION REGULATIONS**

### **8.1     Objective**

The basic concept of Stonebridge Woods provides that the natural beauty of each individual site be conserved throughout the construction process. Toward that end, it is the objective of the Design Review Committee to establish controlling guidelines and standards as follows:

### **8.2     Performance and Accountability**

It shall be the responsibility of the Owner to assure his builder's compliance with all construction regulations contained herein.

If the Owner's builder shall be found deficient in the performance of any of these construction requirements, Stonebridge Woods reserves the right to take any corrective or remedial action necessary. The costs from the Owner's performance deposit.

### **8.3     Preservation**

Certain areas on each site are designated as "Conservancy Easement Area." Such areas are to remain as nearly as possible in their natural state. Conservancy Easement Areas shall be subject to the following restrictions:

- A.     Prior to the beginning of construction, "snow" fencing shall be placed at the perimeters of all Conservancy Easement Areas. Such fencing shall be wood, durable plastic, or other approved material.
- B.     Existing vegetation and topography shall not be altered under any circumstances unless specifically permitted by the Design Review Committee.
- C.     No construction activities of any kind shall be permitted including the driving or

parking of vehicles, the storage of tools, equipment, or building material, including the stockpiling of dirt or spoils.

Other trees or vegetation scheduled, indicated, or required to remain are to be protected by approved “snow” fencing. Fencing shall extend to protect tree drip lines, or farther, if necessary.

#### **8.4 Access**

Access to Stonebridge Woods shall be allowed only through the main entries off of 159<sup>th</sup> Street and Parker Road . Individual Lots shall be accessed only via the roadways established by the Developer. No other access will be permitted. Construction vehicles shall not enter Stonebridge Woods by way of Pine Hill Drive.

Access onto the site from the roadway shall be restricted to the driveway curb cut. The curb cut shall be located by the surveyor, and then cut and the access leveled with gravel fill prior to any vehicular traffic being permitted on the site.

#### **8.5 Vehicles and Deliveries**

The permitted speed limit within Stonebridge Woods shall be 20 miles per hour.

All vehicles shall be parked on the site, within the Lot boundaries, unless written permission is obtained from the Design Review Committee. Street parking, if permitted, shall be restricted solely to one side of the roadway.

Construction equipment or materials shall not be parked or stored upon any roadway within Stonebridge Woods. Circumstances requiring temporary set up of equipment (i.e., a crane or concrete pump) in a roadway may be permitted subject to the approval of a written request submitted to the Stonebridge Woods office at least 48 hours prior to such intended use.

The washing or cleaning of all vehicles, including concrete delivery trucks, shall be confined to within the Owner’s Lot boundaries. Other cleanup areas may be designated from time to time by the Design Review Committee. Such activities shall not be permitted on any roadway or on any other Lot or site within Stonebridge Woods.

Deliveries of supplies and equipment shall be limited to the hours of 6:30 AM until 6:00 PM, Monday through Saturday. Supplies and equipment shall be unloaded promptly and in an orderly fashion. Delivery vehicles shall exit the site and Stonebridge Woods immediately after delivery. The delivered equipment or materials shall immediately be stored in an orderly manner within the Lot boundaries.

#### **8.6 Lot Boundaries**

All construction work, parking of vehicles and equipment, and the storage of materials

and supplies shall be confined to within the Lot boundaries of the specific construction site.

Dirt and other stockpiled materials shall also be confined within the Lot boundaries in a location approved by the Stonebridge Woods Design Review Committee. Such stored material shall not, under any circumstances, be permitted to obstruct the flow or drainage patterns of the Lot or of any adjacent Lot.

The Design Review Committee shall reserve the right to dictate the relocation of any item deemed too close to a Lot boundary or otherwise found objectionable.

## **8.7 Site Maintenance**

The builder shall be required to keep the entire site clean at all times, including the construction area and all setback and Conservancy Easement Areas. Debris or materials which drift or are windblown onto the roadway or adjacent Lots shall be collected by the builder and removed from the site.

The builder is required to properly install and maintain a silt fence around the perimeter of each Lot. Earth, mud or other materials that are windblown or washed onto the roadway or adjacent Lots shall be immediately cleaned up and the silt fence repaired or the base of such fence re-buried so as to prevent further such occurrences. The builder and the Owner shall be jointly and severally responsible for payment to the Association (at the rate of three (3) times the actual cost incurred) the cost of power rodding or repairing any storm sewers which shall become clogged in large part due to run-off from any Lot as a result of an improperly installed or maintained silt fence. The Owner may, in the sole discretion of the Board, either be billed for the cost of such services or such amount may be deducted from the Owner's performance deposit.

The builder is required to provide dumpsters and portable toilet facilities at the site. All debris and refuse shall be deposited into the dumpster. Debris is not to be allowed to accumulate on the site. The dumpster shall not be allowed to fill to the point of overflowing. Portable toilet facilities shall be serviced regularly to be maintained in a sanitary condition and shall not be removed from the site until plumbing installed within the home shall be operable.

Construction workers are prohibited from eating meals anywhere within Stonebridge Woods except on the site at which they are employed. All food debris must be deposited into the dumpster.

Material that may spill or fall from vehicles (whether they are delivery, equipment or construction personnel vehicles) on any roadway within Stonebridge Woods, shall immediately be removed and the road cleaned.

The burning of construction debris or of removed landscape material is prohibited.

Any cleanup work necessitated by the builder's failure to maintain the site and/or

roadways in a clean condition, shall be performed by Stonebridge Woods personnel at the builder's expense.

All excess excavation spoils and debris not removed by the builder may, in the discretion of the Board, be removed by such contractors or agents hired by the Association. The Owner shall be billed for the cost of such services (or such amount deducted from the Owner's performance deposit) at the rate of three (3) times the actual cost incurred.

Construction machinery and materials of any kind shall be placed on a Lot only on an as needed basis (i.e., no storage of lumber, stones, crates, sand, cement mixers, etc., for an extended period of time on a Lot). Building materials and lumber must be stacked NEATLY and placed in ORDERLY "SQUARED OFF" patterns on a Lot. All items must be used in a timely manner and be removed immediately on completion of the work.

### **8.8 Noise**

Builders are urged to be sensitive to the privacy of the residents of Stonebridge Woods, especially in the early morning hours. Excessive or unnecessary noise of any kind will not be permitted. The sound generated by radios shall be kept at a moderate level.

Vehicles shall be required to be properly muffled. Excessively noisy vehicles will not be permitted within Stonebridge Woods.

### **8.9 Utilities**

It will be the responsibility of the builder to confirm the locations of sewer and water stubs. The builder is strongly urged to contact J.U.L.I.E. to verify the locations of utilities on the Owners Lot.

If the utility line is cut or damaged by the builder or any construction personnel, such damage shall be reported to the Stonebridge Woods office immediately. Builders shall use only the utilities that are located on the site on which they are working.

### **8.10 Construction Signs**

One sign shall be permitted for the builder and architect. The maximum dimension permitted for such sign shall be 3-0" high x 4-0" wide. Signs shall be located no closer than 10' from any Lot boundary.

Sign(s) may not be erected on any site until construction has commenced. Upon the Owner's receipt of a Certificate of Occupancy, or when the Design Review Committee determines that the construction is essentially completed, all signs must be removed.

### **8.11 Temporary Structures**

Temporary structures, such as construction trailers, shall be considered on an individual basis by the Design Review Committee. Size, location and appearance of such structure shall be subject to approval by the Design Review Committee.

### **8.12 Miscellaneous Requirements**

Any damage to streets, curbs, drainage inlets, streetlights, mailboxes, structures, etc., caused by the builder or any of his subcontractors, shall be repaired by Stonebridge Woods and such costs shall be taken from the Owner's performance deposit.

### **8.13 Builder's and Subcontractor's Insurance**

All builders shall provide and maintain at all times while performing any work in Stonebridge Woods, insurance of the following types:

- A. Workmen's Compensation as provided by Statute, plus Employer's Liability, with a minimum limit of \$1,000,000.
- B. Comprehensive General Liability, including coverage for sublet operations, with minimum limits as follows:
  - 1. Bodily Injury: \$1,000,000/\$1,000,000;
  - 2. Property Damage: \$1,000,000/\$1,000,000 (builder's obligation hereunder **shall not contain exclusions known as "XC" exclusions**).
- C. Owner and Builder's Protective Liability with minimum limits, as follows:
  - 1. Bodily Injury: \$500,000/\$500,000;
  - 2. Property Injury: \$500,000/\$500,000.
- D. Automobile Liability Insurance for all owned, leased, hired and non-owned vehicles, on a comprehensive form, with minimum limits, as follows:
  - 1. Bodily Injury: \$500,000/\$500,000;
  - 2. Property Damage: \$500,000.

Builders must also require that any subcontractors who perform any work for such builders in Stonebridge Woods provide insurance coverage as specified herein.

All such policies of builder's and subcontractor's insurance shall name the Lot Owner who has retained the builder, the architect and Stonebridge Woods as additional insureds.

All builders and their subcontractors are required, as a condition of being permitted access to Stonebridge Woods, to submit and maintain on a current status, certificates evidencing such insurance coverage before any work is commenced and while work is being performed in Stonebridge Woods. All such certificates of insurance shall contain a statement requiring insurers to give at least ten (10) days' prior notice to the parties named as additional insureds, of any cancellation or material change in the coverage shown therein.

## **SECTION 9: AMENDMENT OF DESIGN MANUAL**

This Design Manual is subject to amendment and change at any time without notice by the Board of Directors of the Stonebridge Woods Homeowner's Association, Inc., as provided in the Declaration of Covenants and Restriction for the Stonebridge Woods Subdivision to which the original Design Manual has been attached prior to recording. The Design Review Committee can propose changes to the Design Manual that will be subject to approval by the Board of Directors.

- END OF MANUAL -