

**WHITE SANDS CIVIC ASSOCIATION  
RESIDENTIAL CONSTRUCTION GUIDELINES  
Amended 6/27/08**

It is the responsibility of the White Sands Civic Association, Inc., acting under the Covenants, to uphold property values and protect the interests of the majority without placing an undue burden upon the home builder. The Association encourages attractive home construction.

The government of Calvert County has jurisdiction over new construction and property improvements. Each builder, in addition to White Sands Civic Association Architectural Control Committee approval, must obtain the necessary county permits and comply with Calvert County rules and regulations.

These guidelines of standards and requirements for construction are intended to assist and speed the prospective homeowner's preparatory steps.

A copy of the Calvert County building requirements may be obtained from the Department of Inspections and Permits in Prince Frederick or by calling 410-535-1600.

**ARCHITECTURAL CONTROL COMMITTEE**

The Architectural Control Committee, a standing committee of the White Sands Civic Association, Inc., under policies established by the Board of Directors, must review and approve or disapprove all applications for **any and all** construction such as homes, additions, fences, garages, grading, and storage sheds within White Sands. Failure to get approval may result in legal action.

The purpose of the review is to maintain and conserve the property values and natural beauty of White Sands for all property owners. The review covers all matters pertaining to enforcement of the White Sands covenants and Calvert County zoning ordinances and building standards. Application approval by the Whites Sands Civic Association, Inc., Architectural Control Committee is required prior to Calvert County issuance of construction/building permits.

The plans for any dwelling or other building to be constructed, or externally altered, or any other structure (including fences) must be approved in writing by the Architectural Control Committee **prior to start of construction or alteration**. Approval response is generally made within two weeks upon receipt of a completed application.

Construction will be monitored by the Architectural Control Committee to insure that the building and surrounding grounds meet all the aesthetic standards specified by the approved plan.

The design of the intended construction may be of any style, so long as it is consistent with and/or complimentary to the surrounding environment. Quality of construction will be the factor of consideration in appraising architectural style. The Architectural Control Committee in no way guarantees that a construction style will be approved because the same or similar construction style already exists in White Sands.

## BUILDING REQUIREMENTS

The owner must display the County Building Permit on a site, prior to the start of construction, and at all times until construction has been completed. **Owners will be responsible for all damages incurred to the roadways and other properties.**

The proposed construction site will be inspected by the Architectural Control Committee (with owner, if desired) prior to the beginning and at the end of construction. Inspections are for White Sands Civic Association, Inc. purposes only and are not to be interpreted as assuring conformance to Calvert County building requirements.

All exterior construction must be completed within nine (9) months from date construction commences, including the lot cleanup. You must notify the association of your construction start date (date when clearing/breaking ground will begin), otherwise the 9 month time limit will commence with the date of application approval.

- a) If the property owner has not completed the exterior construction and/or does not clean up the lot within the nine (9) month construction period, the White Sands Civic Association, Inc. will give the owner written notice.
- b) Upon written notice, the owner must submit a proposed time-line indicating the intention to complete the building exterior and lot cleanup within three (3) months.

The owner may request a hearing before the Architectural Control Committee. Following the hearing, the Architectural Control Committee recommendations will be issued to the Association's Board of Directors, hereafter referred to as the Board. The Board may approve, disapprove, or modify the Architectural Control Committee's hearing recommendations.

- c) If the Board approves the Architectural Control Committee's hearing recommendations, the owner will be notified that he/she has three (3) months from the date of the hearing to complete the exterior, including lot cleanup. If it is not completed within the three (3) month extension period, the owner will be required to submit an updated application for an additional three (3) month extension and will be assessed a fee of five hundred dollars (\$500).

If the Board disapproves or modifies the Architectural Control Committee's hearing recommendations, the owner will be notified of their disapproval and/or recommendations.

- d) The three (3) month procedure, followed by the fine, will continue until such time that the construction guidelines have been met.

Contractors/builders are required to register with the White Sands Civic Association, Inc., and execute a Contractor/Builder Agreement prior to any construction.

### 1. HOUSES

- a. The property owner and/or contractor must submit a complete set of house plans, a completed copy of the "Application for Approval of Plans for Construction" form, and a copy of the plot plan, approved by the County Engineering Department, showing general layout, erosion control and location of proposed structure with respect to property lines. The house plans must include architectural drawings showing floor plans, all external elevations, and all detailed drawings needed to complete the architectural display. When more than five (5) feet of foundation will be above ground level, the elevation drawings must show the foundation.
- b. A check made out to the White Sands Civic Association for five hundred dollars (\$500) for the building impact fee must be submitted to the Architectural Control Committee prior to building approval.

- c. The front line of all buildings must be at least twenty-five (25) feet from front property line and ten (10) feet from side and rear lines except with written permission of the Architectural Control Committee **and** a special County zoning exception.
  - i. Calvert County setback zones will prevail where the County has changed setbacks for protection of waterways, sediment control, erosion control and so forth. All properties within one thousand (1,000) feet of the water are within the **critical area**. Additional permits and fees apply.
  - ii. Setbacks are measured from actual property lines. All parts of the building such as porches, stoops, steps, entries, decks and overhangs, including heat-pumps whenever possible, must be within setback requirements.
- d. When clearing lots and removing trees, the property owner and/or contractor must assure that:
  - i. Before any earth is disturbed (including stump removal), straw bales or plastic erosion barrier/silt fences are placed to prevent any earth from washing onto adjoining property, drainage ditches, or into streams or the bay. All earth must be confined to the lot under improvements, as required by the Calvert County Erosion and Sediment Control Ordinance.
  - ii. White Sands is a wooded community and trees and shrubbery are valuable assets. All trees must be saved to within twenty (20) feet of the structure whenever practical. Strict regulations concerning tree and vegetation removal from critical areas are being enforced by County and State officials.
  - iii. Construction debris must be confined to the lot under construction. The lot must be kept neat during construction. Any firewood left on the lot during construction must be cut into fireplace length and neatly piled. All uprooted tree stumps, brush piles and debris must be removed from the property to a County – Approved disposal area during construction and upon completion of the house. No fires of any kind are allowed on a construction site.  
**Disposal of debris in White Sands is prohibited.**
  - iv. All disturbed areas must be seeded and straw covered, or otherwise stabilized, in accordance with County requirements before erosion barriers are removed.
  - v. Additional building rules and restrictions:
    - (1) Only a single family dwelling may be erected on any residential lot.
    - (2) Homes smaller than 1000 square feet of finished living space will be rejected.
    - (3) Modular homes will not be approved unless they have the Building Official and Code Administrators (BOCA) seal of approval affixed and meet all covenants and construction requirements.
    - (4) Roof pitch of less than five/twelve (5/12) will not be allowed.
    - (5) Construction approval will not be granted for mobile homes, or single or double-wide trailers on any residential lot.
    - (6) The exterior finish must be of quality materials, such as wood, logs, stone, brick, vinyl, aluminum. Painted and/or parged (coated with plaster) cinder block will not be allowed.
    - (7) Exteriors must be painted in white or earth tones. No bright or gaudy colors such as blue, green, red, or pink will be allowed. Check with the Architectural Control Committee for approval.
    - (8) Any exposed portion of the foundation that is concrete or cinder blocks must be surfaced with parging, stucco or the equivalent.
    - (9) All houses and garages must have gutters and down spouts.
    - (10) Corner lot landscaping must not obstruct the view of traffic from any direction.
    - (11) Blank walls are not allowed on a side facing a road except in special cases such as a corner lot.
    - (12) The Architectural Control Committee will disapprove applications for “look-a-like” homes within four lots of the building site on either side of the street to preserve the individuality of homes in the community.

- (13) The Architectural Control Committee may require building plan changes for aesthetic reasons. For example, they may require an addition to the roof overhang, change in roof pitch, or the addition of shutters.
- (14) Any changes to a structure's exterior or lot placement from the approved plan requires a reexamination **prior** to making the change. Failure to obtain a reexamination voids the original Architectural Control Committee approval.
- (15) Location of driveway and parking areas must be shown on site plants. Driveway and parking areas must be hard surfaced with gravel, CR6 or asphalt. Driveways must accommodate four (4) vehicles.
- (16) All houses must be built with a garage and/or a detached shed for outside storage.
- (17) A minimum of six (6) foundation plants (at least two gallon size) will be required on all new homes.
- (18) Building materials and supplies cannot be stored on property except for immediate use for Architectural Control Committee approved construction.
- (19) No building will be used for any purpose other than residential, except on lots designated for business or commercial use.

## **2. ADDITIONS TO HOUSES**

- a. A Calvert County permit and approval by the Architectural Control Committee is required for any structure attached to the house prior to installation.
- b. Calvert County permit and approval by the Architectural Control Committee is required for swimming pools (in or above ground) and satellite dishes. Satellite dishes are not allowed between the house and road.

## **3. FENCES**

- a. All fences must be approved by the Architectural Control Committee prior to installation.
- b. All fences must be five (5) feet from the property line on the street side.
- c. Only wood, vinyl, or chain link fences less than four (4) feet in height will be permitted between the house and the street.
- d. Six (6) foot fences **may be** permitted behind the mid-line of the house on a case by case basis to be determined by the Architectural Control Committee.

## **4. GARAGES/SHEDS**

- a. All garages/sheds must be approved by the Architectural Control Committee prior to building. All garages and any shed over one-hundred fifty (150) square feet must have a Calvert County building permit.
- b. Siding and roofing should match the house as closely as possible. All sheds must be maintained in good repair.
- c. No more than two outbuildings (garage or sheds) will be approved on any property.
- d. No building of a temporary nature will be permitted to be erected or placed upon any property.
- e. No building, i.e. shed or garage, will be permitted on any undeveloped property.
- f. No carports may be constructed on any property, unless attached to the house.

## **5. CULVERTS**

- a. An on-site inspection will determine the road access requirements. If the lot inspection indicates a culvert, the culvert must be installed by the contractor/builder in accordance with Calvert County specifications.

**WHITE SANDS CIVIC ASSOCIATION, INC.**  
**ARCHITECTURAL COMMITTEE**  
**APPLICATION FOR APPROVAL OF PLANS FOR CONSTRUCTION**

Owner's Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

Property Address: \_\_\_\_\_

**1. NEW HOME CONSTRUCTION**

Construction Site: Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ Plat \_\_\_\_\_

House Type: Rambler \_\_\_\_\_ Split Foyer \_\_\_\_\_ Other \_\_\_\_\_

Note: Modular Homes Must Have the BOCA Seal of Approval

Number of square feet: Main floor \_\_\_\_\_ Other \_\_\_\_\_ Total \_\_\_\_\_

Type of foundation: \_\_\_\_\_

Exterior Walls: Material \_\_\_\_\_ Color \_\_\_\_\_

Documents to be submitted with this form:

- Plot plan showing location of construction with set back dimension, driveway, septic, etc.
- Drawings of all four exterior elevations including foundation if more than five (5) feet above ground.
- Dimensional floor plan.

**NOTE:** For new house construction, a Calvert County approved building permit plat is required.

**A check for \$500 impact fee must accompany this application for new home construction.**

**2. APPROVAL REQUEST FOR OTHER CONSTRUCTION:**

( ) Detached building or garage ( ) Deck (size) \_\_\_\_\_ ( ) Shed (size) \_\_\_\_\_  
( ) Fence (type) \_\_\_\_\_ ( ) Addition to existing structure ( ) Other \_\_\_\_\_

Documents to be submitted with this form:

- **Plot plan showing location of construction with set back dimension, driveway, septic, etc.**

Requests for any of the above must contain this form, a detailed description/drawing of the proposed structure, a plot plan and a description of exterior materials and colors.

I, the owner and/or contractor of above property, have read and understand the "Building Guidelines" and Covenants of White Sands and I certify that the proposed construction does conform to these documents.

Signed \_\_\_\_\_

**Approved: WSCA - ACC**

Date \_\_\_\_\_

By \_\_\_\_\_

Approval Date \_\_\_\_\_