



**NORTH RIDGE FARMS HOME OWNERS ASSOCIATION  
ARCHITECTURAL CONTROL COMMITTEE (ACC)  
REVIEW GUIDELINES FOR SUBMITTAL**

North Ridge Farms is a deed restricted neighborhood. As such, there are a number of modifications to the exterior of your home which may be subject to ACC approval. Any improvements or changes, including but not limited to any building, construction, placement of any structure, excavation, grade alteration or change which in any way substantially alters the exterior appearance of the lot from its theretofore natural or improved state; any permanent outdoor structure or outbuilding; room additions or exterior improvement made to existing home; landscaping and ornamental items shall be usual and customary and are not to be noxious or offensive; exterior fences; swimming pools and hot tubs; and outside pet dwellings shall require written approval.

Landscaping is typically not declared as a “project” subject to ACC review unless you are making a significant or unusual change to the look of your home. Tree and plant replacement are not considered as a “project.” Adding a rock garden, water fountain, large landscape beds, earthen fill or replacing landscape beds with sod would be considered as a “project” subject to ACC review. Unusual (non-customary) landscaping such as adding a row of trees near a sidewalk, replacing mulch with rock, or removing all landscaping, etc., would be considered as a “project” subject to ACC review.

Please contact the ACC if you are unsure as to whether or not a project requires approval. Refer to North Ridge Farms Deed Restrictions for additional information. <http://www.nrfcrestwood.com/restrict.html>

**Submitting a request for architectural review:**

All plans and specifications must be submitted to the ACC. They should be mailed or emailed to:

**ACC c/o Bill Shannon  
KMS Property  
PO Box 791  
Goshen, KY 40026  
[kmsproperty@twc.com](mailto:kmsproperty@twc.com)**

**Submittal Checklist**

1. Project Approval Request Form, completed with name, address, lot # and contact information
2. Site Plan showing the location of modifications or additions and distance from property line.
3. Elevation of the improvement or changes with reference to the existing and finished lot grades.
4. The general design intent should include construction drawings, with plans and elevation views, etc. and/or pertinent information necessary for the ACC to determine if the design is aesthetically pleasing and in compliance with the community standards.
5. The exterior finish material and colors of all building materials, if applicable (color samples should be included with submittal).
6. As an option you may want to inform your neighbor about your project if it has an affect on their property such as groundwater runoff alteration or altering a shared view.

*North Ridge Farms*  
PO Box 164 Crestwood, KY 40014  
[www.nrfcrestwood.com](http://www.nrfcrestwood.com)

**Review process by the Architectural Control Committee:**

Upon the ACC's receipt of the above information, the committee will review your application to confirm it is complete. If your application is not complete you should receive notice within 15 days. If complete, the ACC will consider the design, harmony with the existing structures, topography, view obstructions, impact to neighbor open space, and other factors. This process may take up to 30 days. It is the responsibility of the homeowner to confirm receipt of application. After the determination has been made, you will be notified in writing regarding the status of your request. Possible determinations are: approved, denied, approved with conditions or pending (more information needed). The application is good for six months after approval from ACC. If your project has not started within this time period, you will need to resend your ACC request with a revised start and end date for your project.

**Compliance with local building codes is the responsibility of the homeowner. ACC recommends that research take place prior to submission.**