

Fairfield Glade

Property Standards

Quick Reference Guide

Version 4.0

Approved by Fairfield Glade Board of Directors

03/10/2021



“Property Values Protected by Deed Restrictions.”

**A Handbook explaining the property use and
maintenance standards of Fairfield Glade, Tennessee**

*Prepared for the Residents & Property Owners of
Fairfield Glade by the
Fairfield Glade Property Standards Committee*

This handbook is the product of the Property Standards Committee. It is believed that the information is accurate but the information in this handbook does not supersede Board Policy or Community Covenants and Restrictions.

BACKGROUND

Fairfield Glade celebrated its 50th year in 2020 as a planned community. Its original developers envisioned an attractive community with amenities and assets that would endure and attract a wide variety of retirees and other residents. To accomplish this goal Fairfield was created as a deed restricted community known as the Fairfield Glade Community Club. The Club is administered by a Board of Directors elected by the property owners. The Board of Directors is guided by the Vision, Mission and Core Values of the Club:

Vision Statement: Fairfield Glade will continue to be a growing resort/retirement community and one of the best-value master-planned communities in the U.S.

Mission Statement: The Fairfield Glade Community Club will continuously improve the resort lifestyle experience while fostering and promoting a strong sense of community.

Core Values: Those beliefs and ideals that we hold dear, that we will not compromise and that define who we are and what is most important to us.

- Provide a safe environment for our members, visitors, and guests.
- Maintain a friendly, caring, and respectful atmosphere.
- Maintain honesty, integrity, and transparency.
- Provide a variety of amenities and services which reflect the interests of current and future members and guests.
- Maintain community standards to preserve property values.
- Manage our natural environment by promoting and preserving trails, natural areas, and common areas.
- Maintain a strong financial position for current operational stability and future investment in the community.
- Act in the best long-term interest of the community as-a-whole.
- Maintain a strong relationship with local governments and other entities that help our community.
- Maintaining a physically, socially, and intellectually vibrant lifestyles for our members.

The Core Values with extended definitions can be found of the www.fairfieldgladeresort.com_website home page.

In a deed restricted community such as this there are various rules and regulations governing what a property owner can/cannot or must/must not do with or upon his property. Fairfield Glade's governing document, the Amended and Restated Declaration of Covenants and Restrictions, serves in general as the "constitution" of our community. Accordingly, it sets forth restrictions and standards and establishes the authority of the Club and its Directors to establish additional rules necessary to protect and promote the property values in Fairfield Glade. Those who choose to purchase homes in Fairfield are bound by these rules and regulations.

There are a couple of things to keep in mind as you read on. First, all initial construction in Fairfield Glade must be reviewed and approved by the Board through its Architectural Control Committee. This handbook does not attempt to cover any of the requirements for approval of initial construction or additions to existing structures. Refer to Fairfield Glade Community Club website for additional information: www.fairfieldgladeresort.com.

Second, there are rules or regulations that do not relate directly to the use and maintenance of individual properties. An example of such a rule is a policy regarding use of our lakes. This handbook does not attempt to cover any of those regulations. The purview and concern of this handbook is the various rules, regulations and policies relating to the use and maintenance of individual properties in Fairfield Glade.

Finally, there are suggestions and best practices that the Board publishes to aid owners in the maintenance of their homes. The Landscaping Suggestions and Best Practices article that can be found on the My Property page of the website is an example. It is there to help but is not an enforceable policy.

HOW TO USE THIS GUIDE

The goal of this guidebook is to provide residents with a simple and concise reference of the community rules and regulations as a first step in promoting voluntary compliance. It is important that all property owners and residents understand the rules and regulations in order to maintain, enhance, and perpetuate the beauty and attractiveness of the community. Although all policies, rules and regulations are published in their entirety on-line, they are sometimes hard to find, and frequently written in “legalese” rather than a reader friendly format. This book has been prepared, not as a substitute for the official adopted rules and regulations, but as a quick reference covering the most frequent questions and situations, and as a guide to assist residents in locating the complete policy on-line. Residents are encouraged to refer to the official on-line policy as needed for complete information and for policy updates that may have occurred after the printing of this guidebook. **In the event of any inconsistency between the information contained in this guide and the provisions of any current Fairfield Glade Community Club policy, the provisions of the current policy shall prevail.**

The following step by step “roadmap” to access each policy on-line is offered to assist you in finding the most up to date information. Please call the Property Standards office for assistance and further information at: **(931) 707-2149**. On-line access to Fairfield Glade policies:

- Enter www.fairfieldgladeresort.com in your browser address bar
- Click on “Member Login”
- Enter your Fairfield Glade member number preceded by “FG” (upper case or lower case works)
- Enter your password
- Click on the “Sign In” Box

- On the Member Section screen, select the “My Property” drop-down menu and click “Property Policies”
- Click on the Policy you wish to read

THE COVENANTS, RESTRICTIONS & POLICIES of FAIRFIELD GLADE

Restrictions and responsibilities that accompany property ownership are found in both the DECLARATION OF COVENANTS AND RESTRICTIONS and in the policies adopted by the BOARD of DIRECTORS. In some instances, a restriction or responsibility set forth in the DECLARATION is addressed in more detail by a BOARD policy.

COVENANT RESTRICTIONS

All property owners are responsible for the reasonable maintenance of all exterior portions of a lot or living unit including all landscaping and grass. (*See Property Standards Policy for details)

- A. Lots and living units can only be used for residential purposes. No property can be used for a trade or business except for certain ancillary business activities carefully defined in Article XIII. Such activities cannot involve persons (such as customers or employees) coming onto the property who do not reside there. Likewise, no single-family home may be used as a hotel or motel or for any type of short-term lodging (< 28 days).
- B. No structure or facility of a temporary character (such as a tent, RV, motor home) can be used as a residence.
- C. Outbuildings or accessory buildings are not allowed except in certain limited situations and only then with approval of the Architectural Control Committee.
- D. Signs are not permitted except in very limited situations.
- E. Property owners are responsible for assuring that no obnoxious activity is carried on by residents or their guests or tenants.
- F. Except for household pets, no animals, livestock, or poultry can be raised, bred or kept on any lot.
- G. Except for seasonal lighting, no exterior lighting is allowed without approval of the Architectural Control Committee.
- H. Clotheslines, garbage cans, woodpiles and similar items must be located in accordance with guidelines, and no lot shall be used as a dumping ground for rubbish, trash or garbage.
- I. In accordance with this restriction, residents may not use vacant lots or properties to dispose of tree limbs, grass clippings and other yard waste. Article XIII, Section 15

THE POLICIES

Clothesline, Garbage Can, Woodpile & Related Items Policy



Garbage cans, woodpiles, storage barrels, compost bins or compost areas, recreational accessories including, but not limited to trampolines and above ground pools are not permitted in front yards or where visible from the street. When placed in a back or side yard, garbage cans must be discreetly placed against a building and kept in good order.

Fence Policy



Fences are not permitted unless approved by the Architectural Control Committee. There are circumstances when fences may be approved to define a small area within a lot. Above ground electric fences are not allowed. See the full Fencing Policy for more detailed information regarding fencing.

Flagpoles Policy (Installation of In-Ground)



All such installations must be approved by the Architectural Control Committee. There are specific installation and size limitations.

Garage / Yard / Estate Sales Policy



- No more than four (4) garage, yard, or estate sales are permitted per household each calendar year
- No garage, yard, or estate sale shall last longer three (3) consecutive days
- Signs promoting such sales are limited to four (4) directional signs and one (1) on site

Lighting Policy (Exterior Residential)



lighting.

No exterior lighting shall be installed on any lot or living unit without prior written consent of the Architectural Control Committee. See the full Exterior Residential Lighting Policy for more detailed information regarding exterior

Pet Nuisance Policy



No animals, livestock or poultry of any kind shall be allowed on any lot or parcel of land in Fairfield Glade, except dogs, cats or other household pets may be kept, provided that they are not housed, bred or maintained for commercial purposes and that they do not endanger the health, safety or welfare or unreasonably disturb the owner of any lot or living unit within Fairfield Glade.

Open Burning Policy



No residential open burning is allowed within the boundaries of Fairfield Glade. Usage of outdoor grills, indoor fireplaces, outdoor fire pits, and the like, are classified as “Allowed Burns” with specific guidelines detailed by the Architectural Control Committee. Please refer to the “*Fairfield Glade Open Burn Policy*”.

Parking Policy



Parking of any vehicle off the driveway is prohibited except for Architectural Control Committee-approved parking pads. Limited exceptions may be granted by the Property Standards staff for short duration.

Overnight parking of vehicles and other equipment shall not be permitted on any lot, street, or common property in Fairfield Glade. This regulation shall apply to the following types of vehicles and or equipment:

- Boat motors and accessories
- Boat trailers
- Boats, Personal watercraft
- Commercial vehicles: *as defined in the Parking Policy*
- Inoperable, untagged, unregistered or junked vehicles
- Motor homes
- Portable storage containers “PODS” type containers
- Privately owned vehicles for sale
- Recreational vehicles
- Travel trailers
- Truck tractors and / or trailers
- Utility trailers

Under special circumstances with proper advance permission, the above items may be parked temporarily, not to exceed 48 hours.

Propane Tank Screening Policy



Propane tanks must be positioned in such a manner to avoid notice from casual observation. Tank installation and screening guidelines must be followed.

Property Standards Policy



- All exterior elements of a structure must be in good repair and free from peeling paint, mildew, rust; and all structural elements must be firmly attached. Windows, roofs and doors cannot be covered with tarps or boarded up, except temporarily in case of emergencies. Driveways, sidewalks, patios, fences, gates and garden décor must likewise be kept in good repair.
- Exterior areas including porches, decks, patios, carport, driveways, or yards may not be used for storage even if an attempt is made to screen or conceal such items with tarps or other materials.
- Shrubbery must be trimmed; dead and dying growth must be removed from shrubs, plants and trees; and grass and weeds must be mowed to a height not to exceed (8) eight inches.
- Ditches and culverts may not be obstructed.

Sign Policy



Signs, unless approved by the Architectural Control Committee, are not permitted in Fairfield Glade. All permitted exterior signs must adhere to height, width and installation requirements.

- Directional signs are limited to an arrow.
- No commercial signage is permitted.
- No signs shall be placed on private property without permission.
- “*Private Property*”, “*Beware of Dog*”, “*No Trespassing*”, or similar signs are not permitted.
- No balloons or flags or similar items are permitted on a sign.
- Real Estate signs have special requirements: Only State Licensed Contractors who have a current license on file with the Architectural Control office will be permitted to display construction signage.
- Garage/Yard Sale signage is limited to sales conducted by Fairfield Glade residents and must adhere to the Garage/Yard/ Estate Sale Policy.
- Political signage is not permitted.
- Public Service, community information, and all other signs of this type must have Architectural Control Committee approval.

Tree Policy



A minimum number of trees are required on each developed lot and must be maintained in perpetuity.

The required number is determined by lot size and the street, lake, and/or golf course frontage. Prior Architectural Control Committee approval is required to remove any tree greater than three inches in diameter. Detailed requirements covering minimum number, size, placement, removal and/or replacement of trees are contained in the Tree Policy and should be reviewed prior to taking any action or initiating modification.

ARCHITECTURAL CONTROL COMMITTEE ITEMS REQUIRING REVIEW



Fairfield Glade is a “deed restricted” community. All new construction is built according to the plans submitted to and approved by the Architectural Control Committee. This also means exterior changes to any home must be pre-approved by the Architectural Control Committee. Approval for most projects is easily obtained.

As stated in the Amended and Restated Declaration of Covenants and Restrictions, Article XII. Architectural Controls, Section 2. Single Family Lots, “No Construction, improvements, buildings, structures, landscaping, or development of any kind whatsoever, shall be commenced, carried out on, constructed, altered, added to or maintained on any Single Family Lot unless plans and specifications and related data required by the Design Standards have been submitted to and approved in writing by the Architectural Control Committee...”

The following listed items are intended to help each property owner better understand the required procedure to follow, to add or change something on his lot or living unit. This list consists of the most common changes requested and is **not all-inclusive**. The cooperative effort of every property owner is appreciated since the individual personal values are affected through each property owner’s response/action.

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|----------------------------------|--------------------------------|
| Addition/Alteration to home | Garage (Additions/Alterations) |
| Awnings/Canopies | Gazebos |
| Carport enclosures | Glass-in existing screen porch |
| Deck (Additions/Alterations) | Headwalls |
| Ditch Work (Rockline/Concrete) | Lattice work |
| Docks (Additions/ Alterations) | Lights (Yard, Drive/Dock) |
| Doors (Added exterior) | LP Tanks |
| Driveway (Extension/Turnarounds) | Mailbox Enclosures |
| Fences | New homes/ Alterations |
| Flagpoles | Painting/ Re-painting |

Replacement of Old Docks
Re-roof
Resurfacing Driveways
Retaining Walls
Seawalls
Shutters
Sidewalks
Siding
Signs
Windows

Skylights/ Solar Tubes
Stone Front of House/Garage
Tree Removal
Underbrushing
Utility/ Storage Shed
Variance (setbacks)
Water Features

Failure to apply for approval or deviations from approved plans could result in financial penalties.

Getting approval is an easy process; generally, the Architectural Control Committee request form and a drawing/sketch showing the proposed change is all that is needed. If you contemplate any changes or additions to your home or lot, do not hesitate to contact the **Architectural Control office at: (931) 707-2149**.

COMPLIANCE & ENFORCEMENT PRACTICES



Compliance starts with you, the homeowner. Make sure your property, and your use of that property complies with Fairfield Glade standards and policies. Keep in mind that the same standards apply to every developed lot whether it is a full-time or part-time residence, a vacation home, or a rental property. Likewise, owners are responsible for making sure all tenants and guests comply with the policies and standards of the community.

Enforcement efforts and procedures are the responsibility of the Property Standards Inspector who routinely visits neighborhoods and notifies homeowners of apparent violations and also responds to resident concerns about possible violations. Reports and questions may be called into the Property Standards office at (931) 707- 2149 or e-mailed to the Inspector at the address shown on our website. In order for the Inspector to follow up with you regarding your concerns, you will be asked to leave your name and phone number; however, all contacts with the Property Standards Inspector are confidential. When violations are noted the owner is contacted by mail and given a definitive time to correct the problem. In those instances where homeowners respond to the written notice and correct cited problems, no further action and no fines become necessary.

There are a few things you need to keep in mind about the enforcement process. First, some problems take longer than others to resolve. There may be several complicating factors involved, and the lack of an immediate resolution does not mean your concerns have been ignored.

Secondly, let the policies be your guide, not what you see that someone else has done or is doing. There are instances where something that is not now permitted was put into place before a standard/policy went into effect, and thus has been “grandfathered”. Other conditions may be violations that have not yet been addressed, or ones that are currently being worked on. Do not assume that everything “on the ground” reflects *current* guidelines and policies.

Finally, remember that our community standards and enforcement procedures are not meant to be harsh, punitive or unnecessarily restrictive. They are a necessary element in keeping our neighborhoods stable and attractive. Our Community Club does an excellent job of protecting our property values by providing attractive, well maintained public grounds. But the stabilization of our neighborhoods and our property values relies upon the continued efforts of each property owner. The value of your home is affected, either positively or negatively, by the conditions of the homes in your neighborhood. Let us all work together to protect, enhance, and preserve our beautiful and unique Fairfield Glade Community.