

Juniper Creek Townhouse Association

Request for Modification

In general every owner has the right of peaceful and exclusive possession of property and all appurtenances. However, Juniper Creek Townhouse Association Board has the right to establish and promulgate all reasonable rules, regulations and programs relating to the care and maintenance of exterior, improvements and landscaping of the common areas.

To that end, modification, installation, replacement, or relocation of any external feature requires the approval of the Juniper Creek Townhouse Association Board (JCTA). The following sets out the parameters and requirements for such changes. In order to obtain an application or if you have any questions about the procedure, please contact:

Name: Jeanette Mendence – Association Manager
Telephone: (910) 295-3791
E-Mail: jeanette@casnc.com

You may mail your application to:

Juniper Creek Townhome Association
C/O CAS, Inc.
P.O. Box 83
Pinehurst, NC 28370

Please follow the procedure, below:

- Obtain a “Request for Modification” Application from the Community Manager by contacting her directly
- Review additional JCTA requirements
- Determine requirement to obtain proper permit(s) from the Village of Pinehurst
- Complete the “Request for Modification” Application; please answer all questions as omissions or blanks may lead to delays
- Sign application and affidavit assuming financial responsibility
- Submit the package to JCTA Board via mail, see above for address
- Board will review the application and notify you of the approval, disapproval, or request for more information
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Note that the following general rules apply:

- An application must be submitted and approved by the Board for any exterior changes, or changes listed below
- Installation may not start until all permits and approvals are obtained
- Townhouse owner must ensure that all inspections and safety precautions are followed
- All installations must comply with all Zoning and Building Code requirements of the Village of Pinehurst and additional JCTA requirements

The following require approval:

- Installation of awning,
- Propane tanks,
- Gas log fireplaces (only vent-free),
- Satellite dishes,
- Screen/Storm doors,
- Changes to heat pumps location,
- Deck waterproofing/staining, and
- Other exterior changes

The following are not allowed:

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- Fences,
- Wood burning stoves,
- Modifications to deck,
- Landscaping of common areas,
- Gas Grills on common property,
- TV Antennae, and
- Enlargement or modification to exterior of townhouse structure
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Additional Guidelines for Propane Tank Installations:

- A propane tank installation permit for a single townhouse shall be defined as the installation of a propane tank for a single townhouse residential structure and does not include any other installation of mechanical fixtures or change(s).
- All hazardous propane situations that are discovered must be corrected at once and any situations discovered as a result of maintenance and re-installation must conform to current JCTA requirements and all Village of Pinehurst requirements. This applies to all recently purchased/existing residence or renovations which included relocating the in-ground propane tank.
- The Homeowner or an agent must be present for tank installation so that all NPGA GAS Checks for leaks inside and outside the home can be completed.
- Propane tanks must be located within 80 feet of a good all-weather driveway so the delivery truck can fill the tank from your driveway. Tanks may not be filled from common property or the pine straw.
- All installation material(s) and related equipment must conform to National Standards.
- All gas burning logs installations must have an individual shutoff valve conveniently located and must be of the vent-less type.
- Storage of propane gas and the installation of equipment in residential structures shall be in accordance with Village of Pinehurst code.
- If a propane tank is also being installed, a separate permit is required from the Village of Pinehurst and must be obtained before installation of the propane tank can start.

In addition to the Village of Pinehurst requirements, the following is required by the JCTA Board:

- Distributors shall not fill a propane tank unless a permit for installation has been issued and its installation inspected and approved
- Propane tank must be installed underground
- Tank cover must be of an earth tone color
- When exposed to probable vehicular damage due to proximity to driveways or parking areas, propane tank regulators and piping shall be suitably protected
- All installations must be performed by a qualified professional

Additional Guidelines for Installation of Awnings:

- The awning must be retractable in nature, either manually or mechanically.
- The awning must be of a dark green color. Please include a sample of the color to be installed with your application.
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Additional Guidelines for Installation of Satellite Dishes:

- TV Antenna (bunny ears) or any other type of antenna, e.g., ham radio antennas are prohibited.
- Installation of a satellite dish above the roof ridge is prohibited on any structure, e.g., a satellite dish on a pole extending beyond the roof ridge or in a tree.
- Installation of a satellite dish on the roof or the side of a structure is prohibited as this tends to damage the integrity of the waterproofing system and may cause internal damage.
- All new or re-installation must conform to current rules.

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- Owners will assume cost for the re-installation or the realignment process after roof replacement, and/or repairs to structure, which requires removal of the dish.
- Satellite dishes over twenty-four (24) inches in diameter are prohibited, and those twenty-four (24) inches and under must be mounted on a post structure and may not be installed on the front of any home.
- Colors shall conform to the building's color and wires shall be professionally attached and not allowed to hang loose.

Guidelines for Deck Waterproofing/Staining:

- The sealer or stain used to seal or stain the deck must be of a clear nature

Guidelines for Screen/Storm Door:

- The color of the screen/storm door must be brown, or a color which blends with the existing structure
- The number of light panes must be two or one
- No unfinished or raw aluminum/wood screen/storm doors are permitted