



Stonehenge Manor Homeowners Association, Inc. Architectural Guidelines and Rules & Regulations

INTRODUCTION

All residents benefit from the planning and design that has been an important part of the development of **Stonehenge Manor**. The intent of the Architectural Guidelines is to assure the residents that the standards of design and quality will be maintained. This, in turn, protects the property values and enhances the overall environment of **Stonehenge Manor**.

An essential element of Architectural Control is the recognition by all homeowners of the importance of maintaining the ambiance of the Community.

PURPOSE

The Protective Covenants establishes and describes the **Stonehenge Manor** (Association), and assures each Owner that the quality of **Stonehenge Manor** design will be maintained. The Association is responsible for administering these Covenants and providing administrative support to the Architectural Review Committee (ARC).

The Declaration of Covenants for **Stonehenge Manor** states: "...no exterior construction, alternation, addition, erection, or alteration shall be made unless and until plans and specifications showing at least the nature, kind, shape, height, materials, and location shall have been submitted in writing to and approved by an Architectural Review Committee to be established by the Board." altered or allowed to remain, until the "Architectural Review Committee" has approved in writing"

MEETINGS

The ARC shall meet as necessary to review Applications received and present their findings within sixty (60) days of receipt.

RESPONSIBILITIES

On behalf of the Association, the ARC or Board of Directors is empowered to adopt, promulgate, amend, revoke, and enforce

Design Requirements for the purpose of:

1. Governing the form and content of plans and specifications to be submitted to the ARC for approval or disapproval.
2. Governing the procedure for submission of plans and specifications; and

3. Establishing guidelines with respect to the approval or disapproval of design features, architectural styles, exterior colors and materials, details of construction, location and size of any structure, landscaping, and all other matters that require approval by the ARC.

LIMITATION OF RESPONSIBILITIES

The ARC approval is based only on the aesthetic features of the approved modification. The ARC assumes no liability with regard to the structural integrity of any requests. The ARC makes no representation as to their expertise regarding either the structural adequacy, capacity or safety features of the proposed improvement or structure as shown on the submitted plans or on the ultimate construction of the approved modification. The ARC does not assume the responsibility for the performance or quality of work of any contractor.

ARCHITECTURAL CONTROL COMMITTEE POLICIES

The ARC does not seek to restrict individual taste or preferences. In general, its aim is to avoid harsh concepts in the landscape and architectural themes of **Stonehenge Manor** and to foster thoughtful design so that there is harmony between neighboring residences. The ARC intends to be completely fair and objective in the architectural review process and to maintain sensitivity to the individual aspects of design. The approval of the ARC of plans or specifications submitted for approval, shall not be deemed to be a waiver by the ARC of the right to object to any of the features or elements if and when the same features and elements are included in any subsequent, plans and specifications submitted for approval for use on other Units.

APPROVAL NECESSARY

The Covenants also state that; No building, outbuilding, garage, fence, wall, retaining wall, landscaping, pool, spa, porch, or other structure or improvement of any kind shall be erected, constructed placed or maintained on any properties, nor after construction of a dwelling or other exterior improvements upon a Unit shall any landscaping, dwelling or other improvements on each Unit or color scheme thereof, be altered, changed repaired or modified unless the same shall be approved in writing by the Architectural Control Committee. The foregoing prior approval is intended to specifically apply to the painting of the exterior of a dwelling, the installation of a pool or spa, or any other maintenance, repair or modification which changes the exterior appearance of a dwelling or other improvements on a Unit or a Lot.

TIME LIMITATIONS

After approval by the ARC, all improvements shall be completed within one hundred twenty (120) days from commencement of the improvement. Projects that remain uncompleted for long periods of time are visually objectionable and can be a nuisance and a safety hazard for neighbors and the Community. The ARC may establish a more specific time for completion as a condition of its approval.

In the event the ARC fails to approve or disapprove plans and specifications within sixty (60) days after they were received in writing to the ARC in acceptable form, including all information necessary for their consideration and review, approval by the ARC shall be deemed to have been granted. The ARC

shall have the right to request additional information if in its opinion, the information submitted is incomplete or insufficient.

INSPECTIONS

Periodic inspections may be made by the ARC while construction is in progress to determine compliance with the approved plans and specifications and provisions of the Declaration. Any inspections must be at the permission of the homeowner.

JOB SITE CONDITIONS

All job sites shall be kept in a neat and orderly condition and all trash must be contained. Construction hours are subject to rules and regulations as established by the ARC and/or the Association from time to time, or the local ordinances, whichever is more restrictive. All construction operations must be performed in Accordance with local governmental ordinances.

APPROVAL

Upon approval by the ARC, a copy of the applicant's plans and specifications bearing such written approval shall be returned to the applicant. Approval of any application shall be final and the approval may not be thereafter reviewed or rescinded provided that there has been compliance to all conditions of approval. If the request for approval is disapproved by the ARC due to aspects of the request that can be remedied by the applicant, the recommended changes can be made to the request and returned to the ARC for approval.

VIOLATIONS

If any alteration or modification is made without the required prior written consent of the ARC, the alteration has been undertaken in violation of the Protective Covenants. All unapproved alterations or modifications may be required to be removed until ARC approval is granted. In no event may any alteration or modification be allowed to remain if in violation of any of the Covenants and Restrictions contained in the Declaration, or in violation of any zoning or building ordinance or regulation.

The ARC is empowered to enforce its policies, as set forth in the Covenants and this Manual, by means specified in the Covenants, including an action in a court of law, to insure compliance. The Association also has the right to levy a fine on Owners for modifications made without the written request and approval from the ARC.

KEY ARCHITECTURAL GUIDELINES

The ARC evaluates all submissions based on the individual merits of the application. Besides evaluation of the particular design proposal, this includes consideration of the characteristics of the individual site and lot size, since what may be an acceptable design on an exterior in one instance may not be for another. The following criterion is general in nature and applies to all of the dwelling units in **Stonehenge Manor**.

Relation to Stonehenge Manor Open Space

Factors such as removal of trees, disruption of the natural topography and changes in rate or direction of storm water run-off may also adversely affect **Stonehenge Manor** common open space.

Conformance with Covenants

All applications are reviewed to conform that the request is in conformance to all applicable Covenants and Restrictions affecting **Stonehenge Manor** common open space as recorded in the records of Wake County.

Validity of Concept

The basic idea of the proposed alteration requested must be sound and appropriate to its surroundings.

Design Compatibility

The proposed alteration must be compatible with the architectural characteristics of the applicant's house, adjoining houses and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials color and construction details.

Location and Impact on Neighbors

The proposed alteration should relate favorably to the landscape, the existing structure and the neighborhood. The primary concerns are access, view, sunlight and drainage. For example, fences or landscaping may obstruct views, or access to neighboring properties; decks or larger additions may infringe on a neighbor's privacy.

Scale

The size of the proposed alteration should relate well to the adjacent structures and its surroundings. For example, a large addition to a small house may be inappropriate.

Color

Color may be used to soften or intensify visual impact. Parts of an addition that are similar to the existing house such as roofs and trim should be matching in color. No permission or approval is required to repaint in accordance with the originally approved color scheme.

Materials

Continuity is established by use of the same or compatible materials as were used in the original house. For instance, an addition with vinyl siding may not be compatible with a stucco house.

Workmanship

Workmanship is another standard, which applies to all exterior alterations. The quality of work should be equal to or better than that of the surrounding area. Poor practices, besides causing the owner problems, can be visually objectionable to others.

Wetland/Preserve Areas Certain areas within and contiguous to **Stonehenge Manor** are designated as wetland and/or preserve areas for which the Association has the ultimate maintenance responsibility. Such areas are protected by various regulatory agencies, and as such, may not be disturbed by residents and/or the Association. .

ARCHITECTURAL CONTROL APPLICATION PROCEDURE

STEP 1. Prior to any alteration, addition or improvement the property owner (not contractors or other parties) requests an Architectural Application from the Management Company or obtain from the community website.

STEP 2. Application is completed with all supporting documents and returned to:

**Stonehenge Manor c/o
Towne Properties PO
Box 99149
Raleigh, NC 27624
Office 919-878-8787
Fax 919-376-8800**

STEP 3. The Management Company dates application upon receipt and it is deemed completed, thus starting the sixty (60) day approval/disapproval time frame, copies and distributes dated application to Architectural Review Committee or Board members, as appropriate.

STEP 4. Committee or Board members receive copies of the dated application, review and approve/disapprove within sixty (60) days from the date of receipt and return signed applications to the Management Company.

STEP 5. The Management Company receives approved/disapproved applications from the Committee or Board and returns a copy of the original to the homeowner with a stamped "Approved" or "Disapproved" within the sixty (60) day time limit from the original day of receipt. (In the case of "Disapproval", the reasons and/or requirements will be typed on the application, stamped and returned. Should the property owner want to resubmit another application or forward additional information required, the sixty (60) day process starts again with each submittal.) The Architectural Review Committee or Board members names will not appear on the original application but will become part of the Association's permanent records by attachment to the original application.

STEP 6. Property owner receives authorization and starts project within sixty days from the approval date, or receives Disapproval and either, submits additional information or appeals for reconsideration (thus starting the sixty (60) day approval process once again), or abandons the project.

STEP 7. In the case an application is not satisfactorily agreed upon by the Committee and the applicant, the applicant may appeal to the Board of Directors for reconsideration within sixty (60) days and final approval or disapproval.

SUMMARY OF PROCEDURES

HOW TO PREPARE AN APPLICATION FOR ARCHITECTURAL COMMITTEE REVIEW

Completed applications should be delivered or sent to the Management Company.

A sample application form is attached.

SITE PLAN

A site plan or property survey should be included with the application showing the location of existing structures and the boundaries of the Property. Proposed changes or additions should be indicated including dimensions and distances from the home and adjacent properties. Please include one (1) copy of each of these documents.

MATERIALS AND COLOR

Samples of the materials and colors to be used and an indication of existing colors and materials should be provided. In most cases, a statement that the proposed wall, for example, is to be painted to match the existing house trim or house color is sufficient. Where materials and/or colors are compatible but different from those of the existing structures, samples or color chips should be submitted for clarity.

DRAWINGS AND PHOTOGRAPHS/ELEVATION

A graphic description of the request should be provided. This may be in the form of manufacturer's literature or photographs as well as freehand or mechanical drawings. The amount of detail should be consistent with the complexity of the proposal

The City of Raleigh

After receiving approval from the ARC, a permit may be required from The City of Raleigh or other governmental authorities. The Applicant must determine whether this requirement applies to the requested modification.

THIRD PARTY COMMENTS

Written comments from neighbors and other residents concerning proposed changes must be furnished to the ARC. These comments will be considered during the review process. The ARC however, shall make its decisions based on standards set forth in the Covenants and further described in these Guidelines, Rules and Regulations, which may be updated from time to time.

Stonehenge Manor Homeowners Association, Inc.

c/o Towne Properties

PO Box 99149

Raleigh, NC 27624

Office 919-878-8787 Fax 919-376-8800

SUPPLEMENT TO THE DECLARATION OF RESTRICTIONS AND COVENANTS

STONEHENGE MANOR HOMEOWNERS ASSOCIATION, INC. ARCHITECTURAL STANDARDS, CRITERIA AND DESIGN REQUIREMENTS

The following are ARC approved standards that are not specifically outlined in the **Stonehenge Manor** Protective Covenants. No assumptions should be made that the restrictions included in the Protective Covenants and not listed here have been waived by the Association.

1. WINDOWS, DOORS, SCREENED ENCLOSURES AND PATIOS

- . Bright-finished or bright plated (other than white) metal exterior doors, windows, window screens, louvers, exterior trim or structural members shall not be permitted. The use of black or white anodized aluminum to match the original trim is the preferred material.
- . The use of reflective tinting or mirror finishes on windows and doors is prohibited.
- . Security bars on windows or doors are prohibited.
- . Only proper window treatments and blinds are allowed in the windows. Any broken blinds must be replaced.
- . Screened enclosures (attached and detached) shall not be permitted on the front or sides of dwelling units without approval of the ARC.
- . All screen enclosures must have a hip, gable or mansard roof.

2. SOLAR PANELS

- a. Solar heating panels shall be reviewed on an individual basis, and if approved by the ARC must be installed so as to present the least obtrusive condition.

3. EXTERIOR WALL FINISHINGS

- a. The use of the following materials is appropriate:
 - 1. Stone (natural or synthetic)
 - 2. Brick
 - 3. Hardiplank (cement board)
- b. The use of the following materials is not allowed:
 - Rough Sawn Siding
 - T-111 Siding
 - Aluminum siding
 - Vinyl Siding
 - Masonite Siding
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- c. Anything not specifically stated would be subject to approval by the ARC. In general, colors should be muted. Most paint manufacturers have "traditional" or "Williamsburg" color charts from which selections should be made. All exterior colors and materials must be approved by the ARC.
- d. Exterior colors that, in the opinion of the ARC would be inharmonious, discordant and/or incongruous to the **Stonehenge Manor** shall not be permitted.

4. ROOFS

No change in color of existing roofing material shall be permitted without the approval of the ARC. Roofing material must be either asphalt or fiberglass architectural shingles, with a minimum 30-year warranty.

Flat roofs are not permitted except as described in paragraph c. below. All roof pitches shall be a minimum of 6:12 ratio.

Flat deck first floor patio roofs, which also serve as second floor balconies, may be approved by the ARC. The second story balcony must be accessible from a second story door and must have a continuous railing at its perimeter. The first floor roof structure/second story floor must match as close as possible the existing house roof in materials and design.

5. GARAGES, SHEDS, DRIVEWAYS, WALKWAYS AND EXTERIOR LIGHTING

Only one (1) outbuilding per lot is permitted.

Any change from the existing garage door must be approved by the ARC.

No curbside parking areas are to be created by altering existing curb or street paving.

All proposed exterior lighting should be detailed on the request for architectural modification. No exterior lighting shall be permitted which, in the opinion of the ARC, would create a nuisance to the adjoining property owners

Driveways and walkways shall be constructed of concrete. No asphalt drives or walkways will be permitted.

Driveway aprons must be concrete and may not be widened without the approval of the ARC and the City of Raleigh.

Any proposed walkway must be approved by the ARC prior to installation. This includes concrete walkways, stepping-stones or paver bricks.

All holiday lights and decorations must not be installed before 30 days of the holiday and must be removed no later than 30 days after the holiday.

6. AWNINGS AND SHUTTERS

Metal fold-down awnings and canopies do not meet the standards of the community with respect to conformity and harmony of external design and shall not be permitted or affixed to the exterior of any residence.

Permanent fixed and operational shutters are permitted. Design and color of shutters must be coordinated with the house and be approved by the ARC.

7. LANDSCAPING

All major improvements of landscaping must first be submitted to the ARC with a survey prior to installation. Proposed landscaping must be shown on a lot survey, which includes the house, all impervious surfaces and existing landscaping.

Landscape of a minor nature such as naturalizing an area of the yard or adding low growing shrubs or bedding flowers need not be submitted for approval, provided they do not encroach upon neighboring properties.

All Landscaping installed with approval by the ARC must be maintained to the standards as set forth by the Association.

No private landscaping may be planted within any utility easement or within the designated slope easements. The HOA reserves the right to landscape within the slope easements.

8. FENCES

- a. All fencing shall be black aluminum fencing, at a height ranging between four (4) feet and five (5) feet and must be approved by the ARC.
- b. No fencing shall be placed on **Stonehenge Manor** Homeowner Association property. No fencing shall be installed within any utility easements without prior written consent of the utility company.
- c. Fencing may not start before the front corners of the house.
- d. Fence must be on the property line and any new fences must be tied into a neighbors existing fence.
- e. If there are any types of easements on your property, there may be additional fence restrictions from the City of Raleigh. Please check with the City directly prior to submitting your request.

9. BASKETBALL GOALS

Portable goals are allowed but must be removed from view immediately when not in use.

Permanent goals will be considered providing they are constructed of black poles, permanently mounted, not visible from the street, and the ARC approves the location, height, and type of goal and post.

Permanent goals mounted on the house will not be allowed.

Lights for night basketball play will not be permitted. Use shall be restricted to daylight hours.

All play equipment must be kept in good condition.

10. SWIMMING POOLS

Proposed pool, decking, screen enclosure and landscaping plans with survey must be submitted to the ARC for review.

Above ground swimming pools shall not be permitted, other than toddler or wading pools.

Swimming pools shall not be permitted on the street side of the residence without the approval of the ARC.

All pool equipment and heaters must be screened from view with landscaping from adjacent properties and roadways.

No decking, screening or landscaping may be installed on any portion of any HOA property.

Spas or hot tubs will be permitted only when their placement does not interfere with the neighboring homes and will not create a nuisance. They do require ARC approval.

Any pool, spa or hot tub that is permitted must also conform to all local zoning ordinances regarding this type of installation.

All pools, spas and hot tubs will only be approved if enclosed by an approved fence.

11. ANTENNAS, SATELLITE DISHES, FLAGPOLES, SIGNS AND MAILBOXES

No exterior television or radio masts, towers, poles, antennas or aerials may be erected.

Placement and landscape buffering requirements must be determined by the ARC as a condition of approval for satellite dishes. All satellite dishes must be maintained on a regular basis to include proper industry standard mounting and damages.

A flagpole for display will be permitted with prior approval from the ARC. Flagpoles shall not be used as an antenna.

One "For Sale" or "For Rent" sign shall be allowed to be erected or displayed on a Lot without written permission of the ARC.

One political sign shall be allowed to be erected or displayed on a Lot without written permission of the ARC. Such sign shall not be placed on the Lot earlier than 60 days before an election and must be removed within 7 days after the election.

No sign shall exceed 10 square feet. No sign shall be nailed or attached to a tree.

The ARC shall determine form, size, color, content, and time of placement and location of any other sign. This prohibition of signs, flags and banners does not apply to the Declarant or assigns.

12. PLAY EQUIPMENT, GARDENS AND DECORATIVE OBJECTS

All playground equipment or playhouses shall be placed to the rear of the property and only with approval of the ARC. Location on the Lot and screening requirements may be a condition of ARC approval.

Trampolines are permitted but owner must receive approval from the ARC. Trampolines must be in working condition and kept in a neat manner in the rear of the property.

Vegetable gardens require approval from the ARC and must be located to the rear of the property. Large vegetation such as corn may be prohibited.

No clotheslines or similar structures shall be permitted on any portion of an Owner's property.

No decorative objects such as sculpture, birdbaths, fountains and the like shall be placed or installed on the street side of any Lot without approval from the ARC.

Window air conditioning units are prohibited.

Above-ground and sub-surface fuel tanks are prohibited.

13. PETS, PET HOUSES AND PENS

No poultry, fowl, horse, cow, sheep, goat, pig, or animal other than household pets shall be kept, harbored, or bred on any of the said lots or within any home situated thereon.

Household pets are herein described to be cats, dogs, parakeets, and other small domestic animals with the exception of pigs. Household pets may not be kept, bred, or maintained for any commercial purpose. All dogs shall be contained in an enclosed rear fence or decorative privacy fence. No chain link permitted unless in a fully enclosed structure in the rear yard.

All dog houses must be approved prior to installation.

Doggie doors are allowed but must be approved prior to installation.

All dogs shall be kept on a hand leash and must not be allowed to become a nuisance by barking or otherwise disturbing neighbors.

Tying a dog will not be permitted.

Owners must clean up after their pets.

14. VENTILATORS, SKYLIGHTS, GUTTERS AND DOWNSPOUTS

- a. Attic ventilators or other apparatus requiring penetration of the roof should be as small in size as functionally possible and should be painted to match the roof color. They should be located

generally on the least visible side of the roof and not extend above the ridgeline. Approval of any ventilators must be obtained from the ARC prior to installation.

- b. Gutters and downspouts must match the trim on the house and be as inconspicuous as possible. Run-off must not adversely affect the drainage on adjacent properties. Installation of gutters and downspouts must have ARC approval.

15. PATIO, PATIO ENCLOSURES, AND DECKS

Patio enclosures are an extension of the home and have a significant impact on its appearance. All enclosures should be designed to conform to the contours of the house color and materials should be compatible with the existing home and surrounding homes. All patio enclosures must have ARC approval prior to the commencement of construction.

All patios, patio slabs and courtyards must be approved by the ARC prior to installation.

All decks shall be constructed on the rear or side of the house. Material shall be pressure treated lumber of grade 2 or better.

16. PERMANENT BARBECUES

Permanent barbecues may be permitted in rear yards but should not be a dominant feature on the landscape and should be located so they will blend as much as possible with the surrounding area. Supplemental planting should be provided to soften the visual impact of the barbecue, particularly when little or no natural background or screening is available.

No permanent barbecue shall be installed until approval is received by the ARC.

Non-permanent barbecues must be stored in the back of the house when not in use.

17. MAJOR EXTERIOR ALTERATIONS

The design of major alterations should be compatible in scale, materials, and color with the applicant's house and adjacent houses.

The location of major alterations should not impair the views or amount of sunlight and natural ventilation on adjacent properties.

Roof pitch should match the type used in the applicant's house.

New windows and doors should match the type used in the applicant's house and should be located in a manner which will relate well with the location of exterior openings in the existing house.

If changes in grade or other conditions, which will affect drainage, are anticipated they must be indicated.

Generally approval will be denied if adjoining properties are adversely affected by changes in drainage.

Construction materials should be stored so that impairment of views from neighboring properties is minimized. Excess material and debris should be immediately removed after completion of construction.

18. HOME AND YARD MAINTENANCE

The following items must be maintained on a regular basis:

- Lawns must be mowed

- Flower beds must be weeded

Driveways, streets, sidewalks and fence line must be edged

Juniper hills must be weeded and maintained

Furniture, trash, tools, construction materials, etc. are not to be stored on a property at any time.

Trash and recycle bins must be stored out of sight or screened from view from the street. Any fencing or landscaping installed to cover trash/recycle bins must be approved by the ARC prior to installation.

All exterior portions of the home must be kept in a state of good repair.

Mold and mildew must not be allowed to collect and grow on the exterior of the home.

Siding and trim around the windows, doors and garages must be kept in a good state of repair including painting and power washing as needed.

19. VEHICLES AND PARKING

Parking of any vehicles (including but not limited to motorhomes, boats, trailers, motorcycles, minibikes, scooters, go-carts, trucks, campers, buses, vans and automobiles) on streets, thoroughfares, sidewalks, walkways or grass is prohibited.

Parking of commercial vehicles, mobile homes, recreational vehicles, boats and other watercraft, trailers, damaged, rusty, unkempt, unsightly, stored or inoperable vehicles in places other than enclosed garages is prohibited.

Garage doors shall be kept closed at all times, except during times of ingress and egress from the garage.

REQUEST FOR ARCHITECTURAL APPROVAL

See attached ARC form