

Sunset Bluffs Association, Inc

Architectural Review Board

The Architectural Review Board has been established to maintain and enhance the character and aesthetic quality of Sunset Bluffs. The specific rules governing the activities of the Architectural Review Board (ARB) of the Sunset Bluffs Association, Inc are provided in Article IV of the Master Declarations of Conditions, Covenants and Restrictions recorded with the Wake County Register of Deeds in Book 2014, Pages 2038-2059. The review and approval of the initial construction activities of all new homes in Sunset Bluffs will be administered by the ARB under the control of the Declarant. Additionally, **ALL exterior modifications and/or additions will be subject to review and approval by the ARB**, or by a Modifications subcommittee in the event that the Declarant assigns this responsibility to the Association.

Architectural Review Guidelines

The guidelines provided below are primarily intended to assist homeowners who are considering modifications to the exterior of their home and/or lot. These guidelines may be revised periodically provided that such revisions are consistent with the general design scheme of Sunset Bluffs.

1. *Application Process:* Attached is the application for modification proposals to be submitted to the ARB. Once a fully completed application has been received, **the ARB has up to 60 days to approve or deny the application.** Prior to the commencement of any exterior modifications, written approval from the ARB is required. **Therefore, please do not commit labor or materials or apply for any other necessary permits until written approval has been granted.** Modifications that are installed prior to written approval by the ARB may be subject to demolition/removal and/or a Monetary Fine established by the HOA. Each application is unique and will be reviewed as such. **Just because another homeowner was approved for a project does not necessarily mean that your similar project will be approved.** Also, the only projects that do not need approval are: installation of low voltage outside lighting, lawn irrigation system, sod installation, and minor landscaping. Everything else is considered to be an exterior modification. **Do not rely on a contractor's word that their work does not need an ARB approval.**
2. *Frequently Proposed Modifications:* Provided below are guidelines dealing with the most frequently proposed modifications – please note that this list is not exhaustive and that all exterior modifications are subject to ARB approval. As stated above, these guidelines may be revised in the future to account for technological advances and general changes in construction practices.
 - a. Exterior colors: In the event that any portion of the exterior structure and appurtenances are to be re-painted the same color as was previously approved and applied, a new application for approval is not required. Any changes in exterior colors require completion of an application and ARB approval. Typically, the ARB will require paint color samples prior to consideration of the request.
 - **Exterior Maintenance:** Maintenance and repair of all fences, retaining walls, play structures, sheds, outbuildings, and other improvements on the lot is required. This includes but is not limited to maintaining exterior painted or stained surfaces to prevent fading, peeling, and cracking of paint. Warped and/or rotted boards must be repaired or replaced. All requests to change stain or paint colors must be approved by the ARB.
 - b. Fencing: The installation of any fencing on a lot is subject to approval of the ARB. All fences should be located at least three (3) inches from a property line. Any shared or adjoining fences

should have a 6 x 6 differential post to the attached fence. In general, fences are to be constructed on site of either treated wood or powder-coated aluminum. *Wooden decorative fences* are allowed in side and rear yards and can be up to *four feet in height*. Exposed 6 x 6 in. posts should be used on corners as well as every 16 ft. of linear fence along portions of fence that face the street(s) and/or common area(s). Pickets should be 1 x 4 in. or 2 x 2 in. with spacing between pickets of less than 1.5 inches. Horizontal support members should be located on the inward facing side of fence. *Wooden privacy fences* are allowed primarily in rear yards and can be up to *five and a half feet in height* provided that they have a decorative detail (such as scalloped or arched tops) or *six feet in height where the upper 25% of fence is semi-opaque* (such as a lattice detail). Exposed 6 x 6 in. posts should be used on corners and every 8 linear feet of fence. arched fences can have 6 x 6 in. posts on corners and every 8 feet along portions of fence facing the street(s) and/or common area(s) and every 16 linear feet with intermediate 4 x 4 in. posts along internal portions of fence. Pickets should be 1 x 4 in. or 1 x 6 in. with spacing between pickets of less than 1.5 inches. All horizontal support members should be on inward facing side of fence. Wooden fences may be stained, painted, or left unfinished. If painted, wooden fences should match the color of the trim of the house. Decorative powder-coated aluminum fences may be up to *5 ft. tall* and should have a “wrought-iron” fence appearance. Aluminum fences may be black, charcoal or bronze in color. The street-facing side of all fences should be planted with evergreen shrubs that will screen 50% of the fence surface at plant maturity. Please refer to the attached drawings for visual depictions of fence guidelines.

- c. Additions, Porches, Out-buildings: In general, any additions or exterior buildings should match the existing house in terms of design, materials (including roofs), and colors. All materials to be used (including foundations) must be submitted at time of request. Detailed drawings shown to scale are required for additions and new structures. If the proposed current project is an addition to, or has a correlation to a previously approved project, then a reference including date of approval and picture(s) of said project must be included with your submittal. In addition:

- All local building codes must be adhered to, including setback and location requirements.
- A maximum of three (3) accessory uses on a zoning lot are permitted inside the corporate limits of the Town on lots of 0.3 acres or larger. On lots that are less than 0.3 acres, the number of accessory structures is limited to two (2) per zoning lot.
- On zoning lots less than one (1) acre, the total aggregate square footage of all accessory structures shall not exceed 10% of the zoning lot.
- Outbuildings such as storage sheds, workshops and detached garages should be built on site and meet building massing and setback requirements such that they fit in the general design scheme of Sunset Bluffs. **Cinder Blocks cannot be used as a foundation.**
- Greenhouses will be considered on a case-by-case basis with careful consideration given to the proposed size and placement of the structure on the lot. To the extent possible, the greenhouse should be site-built using materials that are similar quality and appearance of the existing house.
- Detached accessory structures may be located in the rear yard area only. House additions may be located in the rear or side yard area. If the house addition structure is located in the side yard it shall not extend beyond the front wall of the principal structure.
- Additions or exterior accessory structures must match the existing house in terms of design, materials and color except decks, gazebos and pergolas which may be stained or painted. Stain or paint color must be approved by the ARB.
- Permanent barbecue grills are to be placed in the rear of the house and requires ARB approval.

d. Play Structures: Permanent placement of playground and recreational equipment such as slides and swing sets require approval by the ARB. In general, these structures should be as inconspicuous and compatible with the surrounding area as possible. Careful consideration of placement within the lot, screening, structure material (typically, treated wood) and colors will be factors in the approval process.

- All local building codes must be adhered to, including setback and location requirements.
- Swings, gymnastic sets, volleyball nets, playhouses, and other recreational equipment are permitted in rear yards only. Exceptions may be made for unusually shaped lots at the discretion of the ARB.
- Recreational equipment and play structures must be limited to twelve (12) feet in height and maintained in good finish and safe working order. Recreation equipment cannot extend into common areas or any other property.
- The backboard of permanent basketball hoops shall be attached to a black removable or fixed pole. Backboards may not be attached to the house or garage. All playing surfaces must be a hard, finished surface such as concrete, not grass or dirt.
- Portable basketball hoops cannot be placed closer than ten (10) feet from the street curb and must not obstruct the sidewalk. Portable basketball hoops must be in an upright position or removed from view. No external weights (bricks, sandbags, etc.) are to be used to immobilize portable basketball hoops.
- Requests for exceptions due to special circumstances must be made to the ARB.

e. Swimming Pools/Hot Tubs: Permanent “In-Ground Pools” and hot tubs will not be permitted without prior written approval of the ARB. The ARB will consider submissions on a case-by-case basis and will grant approval only after careful consideration of the placement of the pool along with proper screening, and related equipment such that noise, visual and storm water run-off impacts are mitigated to the extent possible. Permanent or Seasonal “Above-Ground Pools” will not be permitted. Above-Ground Pools are defined as having sides or walls of 24 inches or more in height. Kiddie pools, foldable pools, and all types of inflatables are allowed on a daily basis only.

f. Retaining Walls and Drainage Modifications: Retaining wall design, including location, height, and materials, is subject to ARB approval. Generally accepted materials include stone (natural or man-made), brick and treated wood (in limited applications in side and rear yards). Any significant changes to drainage patterns will also require ARB approval with primary attention paid to impact on adjoining lots. Consultation with an engineer or the Town of Fuquay Varina is required to ensure that any changes to drainage patterns will not adversely affect adjacent lots. **Documentation of consultation must be submitted with application.**

g. Landscaping, Yard Furnishings, Decks, and Patios: All major landscape improvements such as the addition or removal of mature trees, evergreen screening, yard furnishings (fountains, statuary, arbors, etc.) and hardscape additions/expansions (i.e., patios/decks) require ARB approval. In general, indigenous plants are encouraged and furnishings and hardscapes should be located in private areas of the lot.

- Any fruit-bearing trees should be planted a sufficient distance from property lines and restricted to the backyard to avoid fruit littering in adjacent properties and public access areas in order to maintain neighborhood safety.
- Replacement of screening landscaping should be at least 3 feet in height, and an overall sufficient size that will rapidly screen.
- Any new plantings must not obstruct driveways or house entrances. **White pebbles cannot be used in landscaping beds.** Furnishings and hardscapes should be located in private areas of the lot that are not readily visible from the street, with the exception of corner lots.

- Property owners are responsible for determining the location of any public utilities or easements and shall take the necessary steps to prevent any impact to the use of utilities. It is recommended that property owner's contact 811 or the local call-before-you-dig phone number to identify the approximate location of buried utilities to be marked with paint or flags.
- h. Refuse/Recycling Receptacle Screening: All roll-carts, bins, and other receptacles shall be stored on a lot in an area screened from public view and in a manner as not to be visible from the street. Hard structures such as fence panels that match recommended privacy fence styles provided in these Guidelines or evergreen plants that provide 50% coverage at time of installation do not require approval by the ARB. Proposed screening that employs an alternative design requires submittal and approval by the ARB. Also, any containers needed to be stored on a permanent constructed surface must be proportional to that area and approved by the ARB.
- i. Driveway extension/Parking pad: Any driveway extension or parking pad must be approved in writing by the ARB. Any construction shall have a concrete surface and must be proportionally and aesthetically appealing, as well as adhere to all town setback regulations.
- j. Solar Panels: Any permitted solar equipment shall be roof-mounted on the rear of the structure, flush with the roof surface, with all appurtenances recessed into the structure's attic.
- k. Satellite/Antennae: The erection of antennae or other structures designed for the receipt or transmission of television, radio, or other communication signals on any lot is specifically prohibited without the approval of the Architectural Review Board, except in the case of certain permitted commercial uses which might require such antennae, but in no event without the express written permission of the Architectural Review Board. *It is understood that no owner can be prohibited from installing such antennae or other structures*, with the intent of this provision being to ensure that those structures are in keeping with and do not impact negatively on the general development scheme and appearance of SUNSET BLUFFS. <https://www.fcc.gov/media/over-air-reception-devices-rule>
- l. Radon Mitigation System: A radon mitigation system should be installed by a qualified contractor in accordance with the Environmental Protection Agency (EPA) standards and local building codes. Architectural Review Board (ARB) approval is not required for radon mitigation systems that exit the side or back exterior walls of the house. Radon mitigation systems with the positive exhaust pipe exiting the front elevation of the house require ARB approval prior to installation. For aesthetic purposes, attempts should be made to use aluminum, color matched conduit for the positive exhaust pipe and locate near existing downspouts. If PVC is used, it must be painted to match the color and pattern of the house. To reduce the noise transfer to adjacent houses, screening should be placed near the exhaust fan and positive airflow duct.

It is intended for these Guidelines to serve as a starting point as homeowners begin the process of considering modifications to their home. The Architectural Review Board will endeavor to strike a balance between allowing the expression of individual tastes and functional needs with the importance of preserving the general design scheme and character of the neighborhood.

SUNSET BLUFFS FENCE DESIGN GUIDELINES

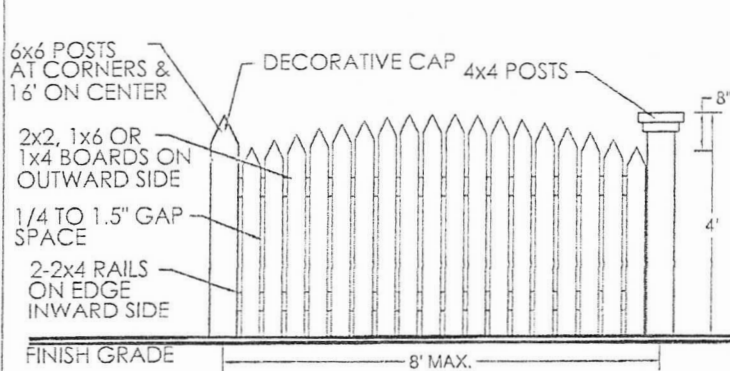
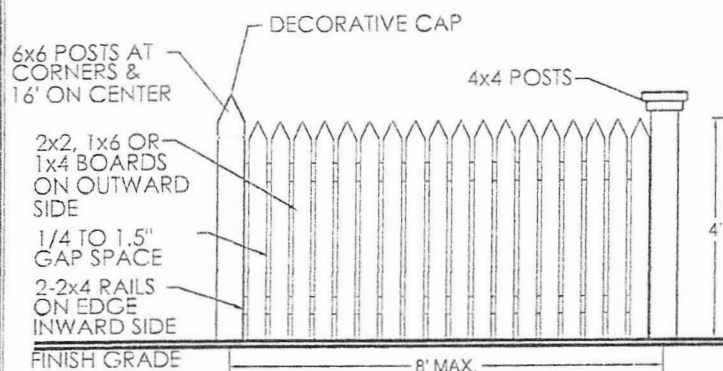
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RECOMMENDED DECORATIVE AND PRIVACY FENCE STYLES

DECORATIVE FENCES

A

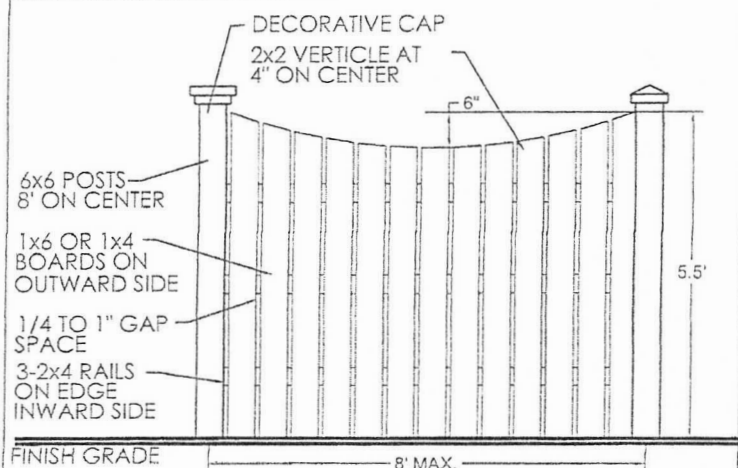
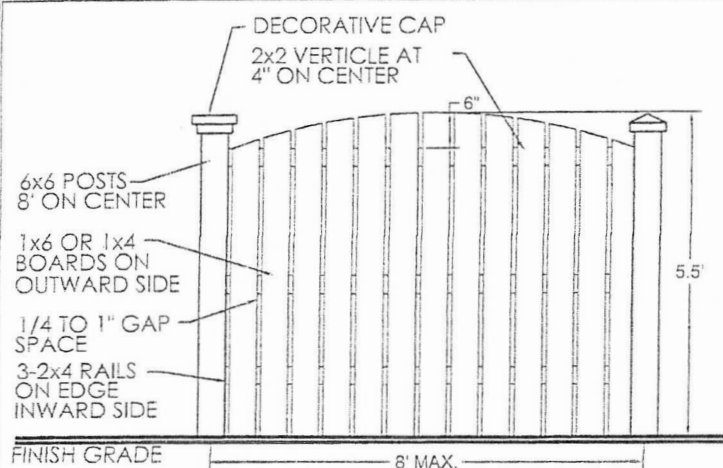
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PRIVACY FENCES

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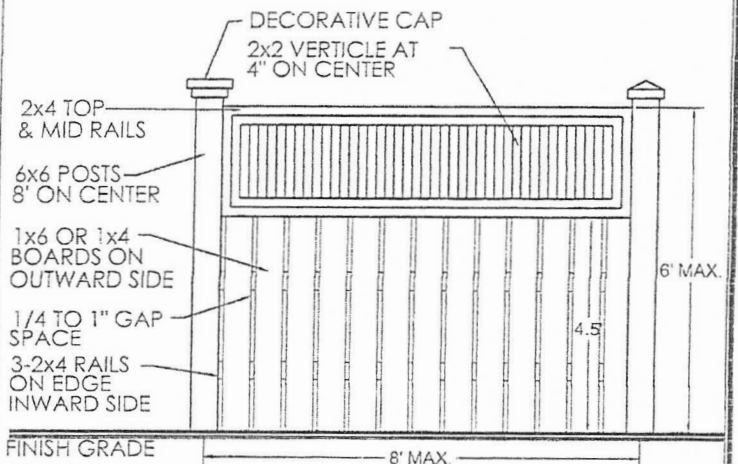
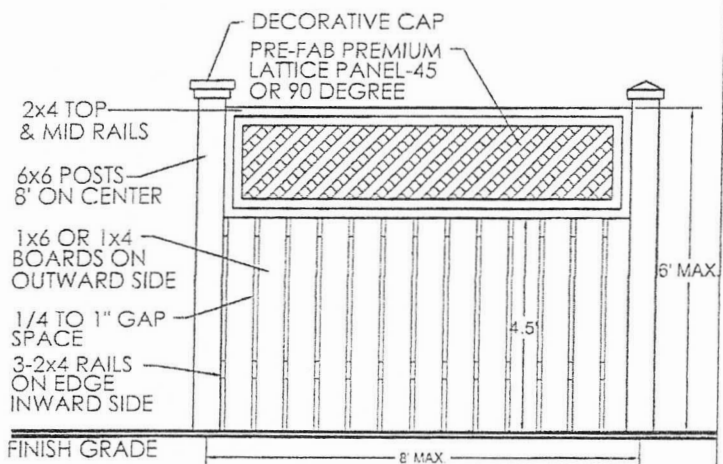
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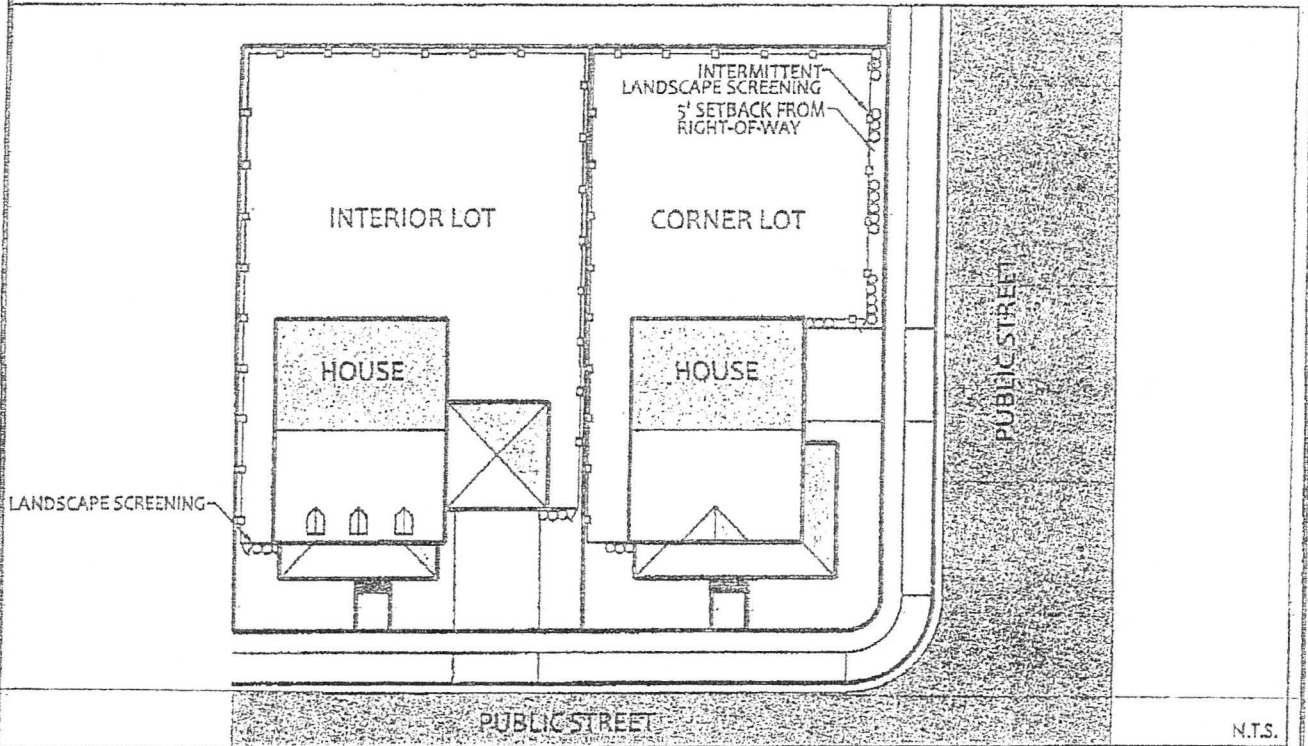
PRIVACY FENCES

C

D



TYPICAL DECORATIVE FENCE PLOT PLAN



TYPICAL PRIVACY FENCE PLOT PLAN

