



**ARCHITECTURAL REVIEW BOARD  
GUIDELINES**

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**ALTERATIONS AND ADDITIONS  
HOMEOWNER'S SECTION**

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**March 2013**



## TABLE OF CONTENTS

### **Architectural Review Board**

Alterations and Additions

Homeowner Section Page

#### **Guidelines**

Conditions of Approval	4
Architecture	4
Building Placement, Massing and Restrictions	6
Porches and Decks	7
Patios and Sidewalk	8
Garages and Carports	8
Accessory Buildings, Mechanical Equipment and Locations of Trash Containers	9
Exterior Colors	10
Fences	10
Driveways and Walkways	12
Lighting	13
Mailboxes	13
Dog Houses and Runs	13
Play Equipment	13
Basketball Backstops – Permanent and/or Portable	14
Retaining and Screen Walls	14
Tree Removal	15
Awnings	15
Satellite Dishes	15
Landscaping, including Summer Grass	15
Construction Maintenance and Miscellaneous	17

#### **Appendix**

Architectural Style References and Examples Craftsman and Colonial Revival	22
Architectural Features and Detailing	23
Color Selection and Exterior Colors	25
Pre-Approved Rain Barrel Conditions	26
Application for Approval of Exterior Design Change	27
Summer Grass Neighbor Notification and Approval	30

## **GUIDELINES - INTRODUCTION**

These Guidelines will be the primary vehicle for establishing and maintaining the architectural correctness and diversity for any and all residential development that is unique to Bedford at Falls River. The Guidelines may be periodically updated as required by the Architectural Review Board (ARB). For additional information refer to the Declaration for Bedford at Falls River.

## **ARCHITECTURAL REVIEW BOARD (ARB) PROCEDURES**

1. For Architectural Review Board Procedures Pre-Closing Builder Section, refer to Architectural Guidelines and Architectural Review Board Procedures dated May 2005 as prepared by Wakefield Development Company.
2. After homeowners have closed on their property, the procedures of this section must be followed and completed for any alterations and additions to existing dwellings in Bedford at Falls River.
3. No project may be started without formal ARB review and approval. It is the sole responsibility of the applicant to insure complete compliance with all relevant building practices, code permits, and licensing requirements.
4. Failure to comply with these ARB requirements, approved applications or conditions of approval, etc. may result in the required removal of any non-conforming construction, detailing, colors, etc.
5. The Application for Alterations and Additions Form (see Appendix) must be submitted to the ARB review of all exterior changes or additions to your residence or property. The list of changes, alterations or additions includes, but is certainly not limited to the following:

- Attached or Detached Garages
- Any addition to an existing dwelling
- Awnings, Trellage, Arbors and Solar Shading Devices
- Decks/Front or Side Entrance Porches
- Dog Houses/Dog runs
- Exterior color changes
- Fencing
- Landscaping projects
- Patios
- Retaining Walls
- Screened Porches
- Storage Sheds/Playhouses
- Energy Saving Devices and Alterations

6. All submittals and questions shall be submitted to the ARB at:

Professional Property Management, Inc. of Raleigh (PPM)

11010 Raven Ridge Road  
Raleigh, North Carolina 27614  
919.848.4911  
919.870.7241 Fax  
eMail: CLemly@ppmral.com

7. The Guidelines are in total effect concerning any alteration or addition.
8. The Application submitted should include the following and any other documentation as required to communicate the scope of the proposed new construction:
  - A plot plan (plan, site plan, or reasonable facsimile) showing the location of the proposed alteration or addition, the existing building, and property lines,
  - Detailed construction drawings to scale, including a full view of the addition, with elevations, as it will look attached to the existing structure. A view of the entire structure is necessary to help determine balance.
  - Drawings or photographs showing the existing conditions before the proposed changes,
  - Samples of colors and materials, if different from exiting building,
  - A landscape plan and plant schedule, if applicable or required.
  - Perspective drawings of complex projects
9. Concept drawings or preliminary plans may be submitted to the ARB for review, comment and approval to proceed before more detailed plans are completed.
10. All submittal shall be one copy, 8-1/2" x 11", one-side only format.
11. Incomplete applications and those with insufficient detail or improper format will be returned for revision prior to ARB review and approval.
12. The ARB will review each proposal and determine if the proposal is either Approved, Approved with Conditions, More Info Needed or Declined.
13. ARB determinations will be completed and a written reply will be issued within a maximum of thirty (30) days following the ARB review of a complete application.
14. Final responses to ARB decisions (i.e. Approved with Conditions and Declined) shall be retained for the record.
15. Major additions often have an impact on neighboring property. Plans must be well thought out to minimize any adverse impact. Applicants should consult with neighbors while making plans. The design must be compatible in scale, massing, character, materials, and color with the original house. New windows and doors should match, and be located to relate well with existing windows. If possible the roof pitch should match the original roof. If possible, the location of the addition should not have an adverse impact on neighboring

properties or impair the view of neighbors. Changes in grade or drainage must not adversely affect adjacent property. Additions should be located to minimize the removal of trees and the destruction of natural areas. The ARB may require supplemental landscape treatment to compensate for the removal of vegetation, or to soften the addition visually.

#### **STANDARD CONDITIONS OF APPROVAL**

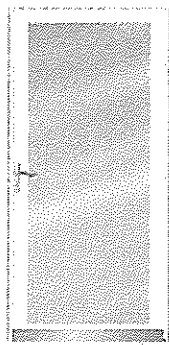
1. Work must be completed within a 3 or 6 month completion cycle as assigned in the approval letter.
2. Do not impede or redirect stormwater flow.
3. Resident shall be responsible to ensure that no vendor signage is visible on the property or in devil strip. Any vendor signage will be removed, without further notice to resident.
4. Landscape screening required: All fencing [front, side and rear yard] visible from streets, alleyways, or common space; shall require evergreen plantings as additional landscape screening. Landscape screening shall be defined as a minimum of one planting per section of fence. Planting when installed shall be a minimum of 50% of the fence in height.
5. Additional conditions may be required by the ARB, on a case by case basis

#### **ARCHITECTURE**

1. Architectural diversity is very important to Bedford at Falls Rivers. Historically correct architectural styles such as Colonial Revival, Craftsman, Greek Revival, Victorian and Neo-classical are strongly encouraged. This detailing along with more traditional style architecture helps achieve the diversity and classic older neighborhood features which is highest priority at Bedford at Falls Rivers.
2. Architectural correctness is required with all architectural applications. See the "Architectural Style Reference" sections in the Appendix for appropriate and inappropriate uses of details, massing, materials, etc. It is strongly encouraged that each applicant reference "A Field Guide to American Homes" by Virginia & Lee McAlester and other similar architectural style reference books prior to submittal to the ARB.
3. Diverse roof styles, building massing and materials are emphasized. Appropriate roof brackets and roofs with wide overhangs (1'-6" to 2'-6" wide and 1'-0" wide at dormers) are required on Craftsman style architecture. Properly more ornately detailed roof overhangs and trim are required on the classical architectural styles. Craftsman style roof brackets shall be constructed of 4" x 4" wood members minimum and as approved by the ARB. Large "Bungalow" style dormers and smaller dormers (i.e. shed, gable, hipped, etc.) are encouraged and may be required on some 1 and 1-1/2 story houses.
4. Continuous horizontal trim at the base of siding and above window/door heads is a primary element in Craftsman, Prairie and Victorian style architecture. This style also includes simple square edged exterior trim including wide window and door trim. Continuous horizontal trim at the base of siding is also prominent in some classical style architecture.

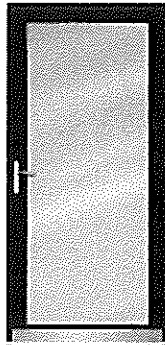
5. Textured finish materials such as shakes or a different width siding may be emphasized at gable ends of roofs and around dormers. The emphasis also applies to trim detailing at gable ends and dormers.
6. Various muntin configurations should be used in windows (i.e. no muntins upper and lower sashes, 2 over 1, 4 over 1, 6 over 1, etc., prairie style muntins, etc.). Various shaped windows are encouraged (i.e. cottage style windows, special shape windows such as rounds, ovals, etc.). Various special window configurations are encouraged (i.e. triple window including one 6 over 1 center window with 4 over 1 side windows). Half glass,  $\frac{3}{4}$  glass,  $\frac{1}{3}$  glass, etc. doors (with various muntin configurations matching the window muntins) and doors with sidelites with appropriate styled door hardware and lighting also contribute to the overall architecture character.
7. Shutters are not allowed on Craftsman and other inappropriate architectural styles. Shutters are allowed on other styles of architecture where appropriate. However, shutters are only allowed on single windows and shall be sized appropriately to the size of the window. Appropriate shutter hardware is also required.
8. Brick (stone, shake, etc.) veneer “wallpaper” is only allowed on a case-by-case basis. Such veneers should return around corners to rear of house or around to a major element. Such veneers on entire house or minimum of three sides are strongly encouraged. Where such veneers are used on corner lots and lots adjacent public/high visibility areas, such veneers are required to wrap sides and rear elevation due to the high visibility of such lots.
9. Vinyl siding and trim is allowed on case-by-case basis. Only manufacturers with a wide variety of color (i.e. light and dark color palette) choices are allowed. No more than two light vinyl siding colors allowed adjacent each other for additional diversity of exterior color and better value to the color choices available in painted siding.
10. Aluminum siding and trim, concrete masonry units and prefabricated metal buildings and similar siding materials are not allowed.
11. Wood framed [boxed] chimneys are not allowed. Masonry chimneys are encouraged. Direct vented units are allowed, however, they must be integrated into the architecture (i.e. gable or shed roofs over fireplace boxes). Exposed spark arrestors are not allowed. Outdoor fireplaces with chimneys may employ spark arrestors, and will be reviewed on a case by case basis.
12. Synthetic stucco [Exterior Insulated Finish System -EIFS] is not allowed. Synthetic stone, natural stone and hard coat stucco are allowed.
13. All exterior siding shall be finished, painted, stained or otherwise protected from the elements of nature.
14. Flat roofs shall not be permitted unless on appropriate flat roof porches or stoops with appropriate balustrade detailing.

15. Roof top mechanical equipment must be so located to reduce or eliminate its visibility from street, sidewalk or adjacent properties.
16. Windows shall be double paned insulated glass. True divided lights are encouraged.
17. Entrance doors shall be compatible with the house design. Craftsman and other style doors with upper glazed panels and sidelites are strongly encouraged. Door material shall be solid wood, fiberglass or metal insulated exterior.
18. To minimize visual impact, screen/storm doors must be compatible with the design of the exterior door. Full vision panel doors are encouraged, and shall match the color of the entrance door or the surrounding trim. Multi-panel, screen-away, ventilating panel, and security panel style screen/storm doors, shall be reviewed on a case by case basis and shall be compatible with the color of the entrance door behind.
19. Photographs of Storm/Screen Doors:



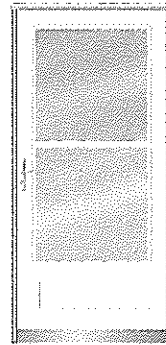
**Acceptable.**

Full Vision Panel  
White



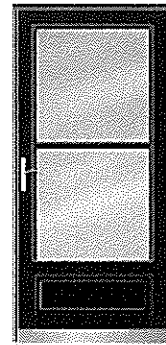
**Acceptable**

Full Vision Panel  
All Colors



**Unacceptable**

Multi-Panel  
White



**Acceptable**

Multi-Panel  
Color compatible

20. No screened or greenhouse type enclosures shall be permitted on the front of the house. Patio or pool enclosures are permitted as reviewed and approved by the ARB on a case by case basis. All detailing shall be consistent with the main house (i.e. match siding, trim and roofing detailing, match colors, etc.). Exterior detached additions (accessory buildings) which may obstruct the view of the lakes and other natural areas from adjacent properties are not allowed.
21. No window or through-wall air conditioning units will be allowed on elevations visible from the street, lake or adjacent properties and is subject to ARB approval on a case by case basis.
22. All solar collectors require ARB approval. A drawing showing location of the unit on the roof showing visibility from streets and neighboring lots must be submitted to the ARB. Solar collectors shall be located as inconspicuously as possible. Whenever possible, collectors should be placed on the rear of the home or on the side that has the least public exposure. Collectors should be attached only to the roof, not free standing or ground supported. Every effort must be taken to camouflage the plumbing and supports for the collectors. This camouflage may require completely encasing the collectors. All metal parts



should be painted to match the roof color. There should be a minimum exposure of piping with no piping running down the side of the dwelling. The ideal installation is one that is laid flat on the roof. Any tree removal required to permit increased solar exposure to the collectors must adhere to the tree removal guidelines. No topping or removal of trees on association common areas and/or greenways shall be allowed.

## **BUILDING PLACEMENT, MASSING AND RESTRICTIONS**

1. Streetscape is of the utmost important at Bedford at Falls River. Therefore, building placement guidelines, details and build-to liens are established for each lot as indicated in the appendix for reference. Houses are to be built as close to the minimum frontyard setback (10'-0" to 25'-0" typically) as possible unless steep topography or narrow lot width at street (i.e. cul-de-sac lots) require otherwise.
2. A goal of Bedford at Falls River is to maintain a maximum of 60% of the homes be two-story with no more than three (3) two-story houses in a row. One-story and one-and-one-half-story houses are strongly encouraged to break up the monotonous massing and rhythm of the streetscape.
3. The same elevation will not be approved to be built within 4 lots same side of street or same distance opposite side of street. Same or similar detailed elevations on the same street will only be reviewed on a case by case basis.
4. Wrapped porches are required on all corner lots addressing the intersection for additional massing diversity. See porch section for additional details and requirements.
5. Houses located on corner lots and adjacent highly visible public areas are required to maintain additional detailing to match the front around the entire house. Rear decks shall have additional trim detailing, lattice and additional landscaping below decking and shall be painted to match trim color. Garages are never allowed to be oriented toward the intersection of a corner lot. Additional landscaping to match front yard shall also be required. Additional sod may also be required on a case-by-case basis. Builders and owners shall take extreme care in placement of houses; facing the required appropriate ARB approved orientation, etc. prior to clearing lot or beginning construction. Violations may include required removal of such non-conformities and unapproved construction.

## **PORCHES AND DECKS**

1. Porches are also very important detail of Bedford at Falls River, therefore it is a goal to have front porches on two (2) out of three (3) lots. Porches and wrapped porches are strongly recommended on all lots.
2. Porches shall be functional with the main area of the porch to have a minimum of 6'-0" (7'-0" to 8'-0" strongly recommended depending on house size and detailing) clear floor space between the face of the house and the inside face of the porch column and/or handrail (whichever is most critical). The intention here is to provide ample space for furnishings (swing, glider, chairs, etc.) and circulation. Porch space that is used for circulation only may be smaller and will be reviewed on a case by case basis.

3. Houses on corner lots shall be designed to architecturally address the corner and both street frontages. Therefore, a house on a corner lot shall have porches that wrap the house corner (facing the intersection) at least 8'-0" around the side elevation. It is suggested that additional doors be located on the wrapped porch where appropriate (i.e. private door from a living, dining or bedroom area).
4. All porches, decks and stair risers must be enclosed. Lattice used under front porch must be a horizontal pattern (not diagonal). Lattice shall be wood and painted or stained to match the trim color. Vinyl lattice is allowed however must have the appearance of wood lattice. Diagonal lattice may be used under rear porches and decks if not visible from street. Lattice must be framed between structural members and trimmed out in wood. Lattice may be held off ground approximately 4" maximum to prevent staining from soil.
5. All exposed vertical wood trim, risers, stringers, etc. must be painted to match the trim color.
6. All rear decks and porches visible from a street corner lots must be finished to match the front porch detailing (handrails, horizontal lattice, etc.) and colors. Lattice may be held off ground approximately 4" maximum to prevent staining from soil. Lattice is not required on porches where the finished floor level is less than 4'-0" above finished grade and if additional landscape screening is provided for a solid screen to provide a visual barrier below the deck or porch. Evergreen shrubs are required for decks over 4'-0" above grade.
7. Various porch columns and handrail detailing is strongly encouraged (i.e. brick piers with concrete cap and tapered wood columns, tapered round columns, triple and double square columns at corners and major elements such as steps, etc.) and in some highly visible locations and conditions (i.e. corner lots) may be required by the ARB.
8. Exposed vertical pickets attached directly to deck framing are not allowed. Horizontal trim is required to cover such conditions.
1. Metal porch roofs are encouraged and shall be consistent with the house's design detailing

#### **PATIOS AND SIDEWALKS**

1. Where grades allow, patios will be required in lieu of decks. See additional notes concerning visibility and other decks in the previous porch section.
2. Size of patio should be consistent with the size of the house and yard. All patios will be reviewed with respect to their visual impact on adjacent property.
3. Brick pavers, brick edges, textured concrete, detailed/patterned concrete, control and expansion joints, curvilinear shaped surfaces and edging are encouraged at all patios and sidewalks.

## **GARAGES AND CARPORTS**

1. Elevations must be designed to subordinate garages to the house to the greatest extent possible.
2. Front load projecting garages are not allowed. Front load garages shall not project in front of the main house front façade or porch. It is strongly recommended that front load garages be located a minimum of 2'-0" back from the front façade of the house.
3. Garages shall be located opposite the main direction of vehicular traffic where possible.
4. Side-load garages are required where feasible.
5. Detached and rear load garages are strongly encouraged. Rear and side load garages are especially encouraged on corner lots and may be required in most cases.
6. All front load garages and all other garages facing the street on corner lots shall have two single car width doors in lieu of one double width door. Two single car width doors will be required on side load garages where the garage has high visibility from the street and will be reviewed on a case-by-case basis. Single width garage doors shall be 9'-0" wide. Doors less than 9'-0" are not allowed.
7. Glass in upper garage door panels is required on Craftsman and similar style houses and encouraged on all others.
8. Garages shall be designed and constructed properly for sufficient space for storage of vehicles and comfortable circulation around vehicles into the house. Steps, mechanical equipment, storage shelving, etc. shall not prohibit vehicle storage and circulation.
9. Garage finished floor elevations shall be coordinated with the main house finished floor elevation a maximum of 2'-0" difference to minimize amount of steps (3 risers maximum) from garage to main house and minimize the amount of siding and trim above the garage doors. Finished floor elevations on lots with questionable (i.e. moderate to severe) topography shall be reviewed and approved on site by the ARB on a case basis prior to beginning construction.
10. All detached garages and carports shall be finished to match the main house detailing and colors.

## **ACCESSORY BUILDINGS, MECHANICAL EQUIPMENT, AND LOCATION OF TRASH CONTAINERS**

1. All storage buildings, playhouses, etc. (accessory buildings) type structures shall be constructed and finished to match the main house detailing, trim roof slopes/overhangs, colors, etc.
2. Accessory buildings shall be proportioned per the site and house and shall not be larger than 12'-0" x 12'-0" except as approved by the ARB on a case by case basis.
3. Accessory buildings shall not restrict the visibility of adjacent homeowners' views of public spaces, lakes, ponds, etc. and will be reviewed on a case by case basis.
4. Landscape screening is required around all accessory buildings, based on the impact on adjacent homeowners' houses, views, etc. and all landscaping shall be completed no more than 90 days after completion of such structures.
5. Accessory buildings are not allowed on lots adjacent to public areas including but not limited to lakes, ponds, park areas, etc. and will be reviewed on a case by case basis.
6. Mechanical equipment should be concealed and located so as not to have an adverse effect on the use of adjacent property. Landscape screening is required for all equipment located so as to be visible from streets and public areas.
7. All garbage and recycle containers and receptacles shall be located inside house or in sheds, see Accessory Buildings for additional requirements.

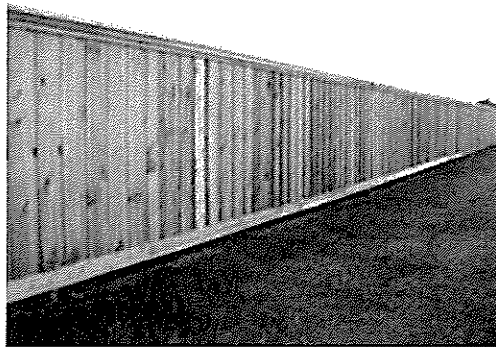
## **EXTERIOR COLORS**

1. A list of these color schemes and a Color Selection Form are included in the Appendix.

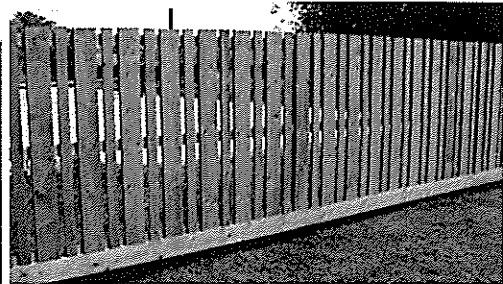
## **FENCES**

1. Fencing can detract from the open character of Bedford at Falls River property and may have both a visual and a physical impact on adjoining property. Careful consideration must be given to the fencing concept and execution. Landscaping should also be considered as an alternate to hardscape privacy fencing. "Open" type fencing is preferred. All fence details and locations must be reviewed and approved by the ARB.
2. Whenever possible, alternatives to hard fencing should be used. The use of landscaping and plant material or combinations of plants and short segments of fencing, or fencing hidden in plant material may achieve the sought-after goal.
3. All fencing [front, side and rear yard] visible from streets, alleyways, or common space; shall require evergreen plantings as additional landscape screening. Landscape screening shall be defined as a minimum of one planting per section of fence. Planting when installed shall be a minimum of 50% of the fence in height.

4. Certain lots, due to street grades, may require masonry retaining walls to accommodate grades. Masonry retaining walls may also require additional landscape screening. See Retaining and Screen Walls below.
5. Solid fences are only allowed on a case-by-case basis as noted below, however a minimum 1" spacing between pickets is strongly encouraged.
6. Rear yard privacy fence heights shall not exceed 5'-0". Fences up to 6'-0" in height will be reviewed on a case-by-case basis however the lower section should be "solid" or 1" spacing between pickets up to 4'-6" to 5'-0" and the upper remaining 1'-0" section shall be horizontal or diagonal lattice, vertical pickets, or other approved open screening detailing.
7. It should be noted that "panel-style" fences are not allowed. Fence posts shall be articulated in the finished face of all fencing. Examples of two "panel-style" fences are shown here-in:
8. Photographs of "Panel Style" Fencing – This style of fencing is NOT Allowed



Solid "Panel Style" Fence



Picket "Panel Style" Fence

9. Front yard fences shall be a painted picket style a maximum of 3'-0" high. Diversity in fencing is also important, therefore, front yard fences must be differently detailed from any other fence within three houses each side of the street on the same street.
10. Privacy type fences shall not align with or project in front of the front edge of house and shall be set back a minimum of 10'-0" from the front face of the house or align with a major element (i.e. porch) or the rear of house. Privacy fences in side yards of corner lots shall not project any closer to street than the face of the house or a major element (i.e. porch, deck, etc.) or as approved by the ARB on a case-by-case basis. Fences in side yards of corner lots closer than the edge of house, porch, etc. shall not exceed 4'-0" in height except as approved by the ARB on a case basis due to the visual impact on adjacent front yards of houses to the rear of such properties.

11. Fencing located along alleys shall be located a minimum of 2'-0" inside the property line along the alley, or absent verified location of property line, a minimum of 4'-0" from edge of the alley pavement. [The resulting 48" wide setback shall have landscape screening in accordance with Fences, Line Item 3. Above.]
12. Side yard and rear yard fences are strongly recommended on all corner lots to allow privacy of rear yard. [Solid and privacy fencing shall be governed by Fences, Line Item 9. Above,]
13. Fencing shall be a visual extension of the house and should relate to the materials, colors, and architectural style of the house.
14. Fencing finished on only one side must be constructed with the finished side facing out.
15. Property owners are cautioned that building a fence that infringes on easements, buffers, or access of right-of-ways may result in destruction or removal of fence at the homeowner's cost.
16. Existing topography, drainage, and landscaping shall not be disturbed for the construction of a fence except with the approval of the ARB.
17. Wherever possible, fences should be located so that trees do not have to be removed.
18. Chain-link, split rail or horse-farm type horizontal railing fences are not allowed.
19. All fence details and locations must be reviewed and approved by the ARB on a lot by lot basis prior to proceeding with construction. Fences shall be located within property lines and coordinated with other existing adjacent fencing. Coordination with existing fencing may be required by the ARB on a case by case basis

## **DRIVEWAY AND WALKWAYS**

1. Divided driveways are encouraged to give visual relief to longer driveways. The dimensions for the divided drive shall be 2'-6" wide concrete on each side of a 2'-6" wide sod strip for a total width of 7'-6". Divided drives should begin and end allowing required turning radius to avoid driving on center sod strip. Brick pavers, textured concrete, stone, etc. are encouraged as an alternative infill in the sod strip area.
2. Parking will not be permitted on areas where the subdivision's drainage flow may be interrupted.
3. Driveways and vehicle parking pads shall be paved with a hard surface material such as concrete, exposed aggregate in concrete, concrete pavers or brick pavers. Any type of pad other than naturally colored concrete shall be reviewed and approved by the ARB on a case by case basis. Asphalt driveways are not permitted. The aggregate base, thickness, reinforcement, etc. should comply with good construction practices. Close attention must

be paid to driveway, garage, carport, etc. placement, setbacks and encroachments onto buffer areas, association owned common property and neighboring lots.

4. Reduce width of drive at the street to single car dimension.
5. Additional driveways will not be permitted for parking purposes except in front of the garage or as approved by the ARB.
6. Parking and storage of trailers, camping trailers, boats, recreational vehicles, etc. will not be allowed on site unless enclosed totally from view from the street (i.e. garage storage).
7. Walkways (minimum of 36" in width) are required to extend from the front door to the street sidewalk in a perpendicular or curvilinear fashion. This may be waived on lots that require the house be set back a substantial distance from the street, where existing trees prohibit, on cul-de-sac lots and where the drive is directly adjacent the main entry steps on narrow lots. Where the grade and length allow, steps in the walkway to street are encouraged. Stringers, brick paver detailing, textured concrete, etc. are also encouraged on all walkway steps. Walks shall be constructed of poured-in-place concrete, brick pavers, concrete pavers or stone. Patterns or alternate paving surfaces may be used if they are in keeping with the materials of the principal structure and design detailing. Any material other than naturally colored concrete shall be reviewed and approved by the ARB on a case by case basis.

#### **LIGHTING**

1. Post Lights are encouraged and must be approved prior to installation.
2. Site lighting shall be low intensity, and when used, should be used to accent entrances and special features. Overall high levels of light are not desired, nor allowed by City of Raleigh Code. Intensity should be no greater than required for pedestrian safety, other than as accent on landscape plantings or buildings. ‘
3. Exterior lighting shall be shielded from adjacent properties.
4. Exterior lighting shall be proportioned to the size of the house and also coordinated with the architectural style of the house.

#### **MAILBOXES**

1. A standard mailbox and post design has been provided at each address. Replacements are available through Carolina Mailboxes, 877.845.0850. Alternates or alteration of the standard mailbox will not be allowed. Website: <http://www.carolinamailboxes.com>

#### **DOG HOUSES AND RUNS**

1. Dog houses should be located so as not to be obtrusive. They should be painted to blend with their immediate surroundings or left to weather naturally.

2. Landscape screening may be required to soften the structure visually.
3. Dog runs must generally follow the guidelines for fencing. Prefabricated chain-link dog runs generally will not be approved unless totally screened by wood fencing or located in a heavily planted area and black or dark green in color.

### **PLAY EQUIPMENT**

1. Play equipment shall be placed in rear yards. Consideration should be given to lot size, equipment size, material, design, amount of visual screening, and relationship to neighboring property. Landscape screening should be provided strategically to assist in softening the visual impact of the play structure.
2. Equipment constructed from natural materials is encouraged.
3. Painted metals or synthetic materials of play equipment, not including wearing surfaces (e.g. slides, sliding poles, and climbing rungs) shall be painted or fabricated of dark green or brown to blend with natural areas.
4. Tree houses are generally discouraged because of their visibility from neighboring property and are reviewed on a case by case basis. Detailing shall be consistent with the house's design, detailing and colors.
5. Playhouses must be placed in rear yards and must be in scale with the size of the yard and existing buildings. The playhouse must be painted and detailed to blend with the natural open space or with the colors of the house. Playhouses and Play Equipment shall be considered Accessory Buildings, and shall be screened by natural vegetation or additional landscaping.
6. Skateboard, bike, and other type ramps are not allowed.
7. Above-ground swimming pools will not be approved. In ground swimming pools are allowed and will be reviewed on a case by case basis prior to beginning construction. Pools shall comply with all local, state, etc. safety codes and requirements.

### **BASKETBALL BACKSTOPS – PERMANENT AND/OR PORTABLE**

1. Basketball backstops (or similar play equipment) are not allowed to be mounted on the house or garage.
2. Basketball goals (in-ground mounted preferred) are allowed in rear yards and deep side yard/rear load drive areas if not visible from the street or public areas. All basketball goals will be reviewed and approved on a case-by-case and lot-by-lot basis.
3. For lots with front load garages or other circumstances that may represent high public visibility, both permanent and portable basketball backstops must be located within the following specifications:
  - a. The backstop must contain a clear (transparent) backboard,
  - b. The basketball backstop must be located on private property,



- c. The backstop cannot be located beyond the halfway point between the house and the inside edge (house side) of the public sidewalk. If the total distance between the house and the inside edge of the public sidewalk is less than 16 feet, the basketball goal must be located a minimum of 8 feet from the inside (house side) of the public sidewalk.
4. Permanent and/or portable basketball backstops in front yard locations, shall be subject to for ARB review and must include landscape plan showing the location of a minimum of two (2) plants, one directly behind the goal - one between the goal and the street, which must be a minimum of 4 to 5 feet tall at time of installation of goal. Landscape plan must be submitted for the type of planting (i.e. crepe myrtle).
  5. Permanent and/or portable basketball backstops (or similar play equipment) located within 8'-0" of the inside edge (house side) of the public sidewalk, straddling and/or blocking a public sidewalk, within a right-of-way, devil strip, street, sitting on and/or blocking an alleyway, or located in public areas; will be subject to violation.
  6. Additional weight may be required for most, if not all; portable backstops. Care shall be taken to maintain the appearance of the portable backstop (or similar play equipment) to minimize unsightliness. Overriding all requirements of this section, unsightliness is a violation of the community declaration and subject to HOA enforcement.

## **RETAINING AND SCREEN WALLS**

1. Retaining walls shall be unobtrusive as possible and built to the minimum height needed to serve their function.
2. Materials may be brick, natural stone, square corner timbers, or concrete, depending on location and contextual membership. Generally, rounded landscape timbers will not be approved due to their lack of stability when used to retain earth, the strong horizontal lines created by the juxtaposition of the timbers, and their appearance.
3. The ends of the walls should be tapered into the ground rather than abruptly ending in space. If the height of the wall would require a railing or fencing to comply with the county building codes, the applicant should consider stepping the wall in a terracing effect. Landscape screening will be required at each setback in a combined retaining wall with railing or fencing.
4. Landscape screening will be required to soften the visual impact of retaining walls, screen walls, and other exposed structures. When masonry retaining walls are used in combination with fencing added above the height of the masonry wall, the fencing may be required to be set back from the face of the wall to provide for additional landscape screening. Specific applications will be reviewed on a case by case basis.

## **TREE REMOVAL**

1. Please protect and preserve all existing trees and landscaping. No live ornamental trees (e.g. holly, dogwood, and redbud) may be removed without specific approval.

2. No live deciduous or evergreen trees the trunks of which are six or more inches in diameter as measured two feet above grade may be removed without specific approval.
3. Removal of live trees will be approved if their continued existence would be detrimental. In many cases, the ARB may require replacements. "Detrimental" conditions include physical intrusion by trees, roots, and branches on buildings or other structures in way that could cause damage, excessive shade, or could block paths and sight lines from vehicles. Overgrowth may also be considered detrimental.
4. Trees damaged by storms or other events may be removed without approval. Please provide photographs of the damaged tree[s] and other elements to PPM, Inc. Photographs must show the extent of damage, prior to removal of the damaged tree.

### **AWNINGS**

1. Awnings may be appropriate for rear or side-yard patios and decks, or even exposed rear entrances and will be reviewed and approved by the ARB on a case by case basis.
2. Awnings must be consistent with the architectural style and scale of the house. The color of the fabric must be compatible with the existing house colors. Any exposed frames must be painted so match the trim or the dominant color of the house. Fabric colors, samples, or photographs shall be submitted for approval.

### **SATELLITE DISHES**

[Single-Family dwellings]

1. No ARB application is required. The ARB reserves the right to question the installed location. If the ARB determines that the location if the dish is highly visible and unsightly, when a more desirable location exists you may be considered in non-compliance. Dishes larger than 1 meter (2'-0" suggested) in diameter are not allowed.

[Multi-Family dwellings]

1. Provide specifications on size and proposed location in ARB application. The ARB reserves the right to question the proposed location, if it is determined that the location of the dish would make it highly visible and unsightly and a more desirable location exists. Dishes larger than 1 meter (2'-0" suggested) in diameter are not allowed. A maximum of one dish per house is allowed.

### **LANDSCAPING**

General: The following minimum landscaping requirements shall apply. The ARB may require additional landscaping to create adequate screening and privacy from the street and adjacent lots.

1. Encroachment Permits are required by the City of Raleigh for irrigation systems located in the public R/W.
2. Rear decks that are visible from the street or adjacent lots must be underpinned and/or landscaped for screening. Evergreen shrubs are required for decks over 4'-0" above grade. See previous Porches and Decks section for additional details.
3. Fescue sod is required for all homes in Bedford at Falls River. This must be installed prior to closing and shall extend from the back of curb to the front of the house and a minimum of 10'-0" into the side yards. Sod is also required on all corner lots side yards. However, mulched natural areas are permitted on up to 60% of the corner side yard.
4. Residents may choose to maintain a lawn of fescue grass or change to a warm season grass of the homeowners choosing, suitable to the Piedmont/transition area of North Carolina, with ARB review approval on whether a barrier is required.
5. Anyone seeding or sodding with summer grasses must retain fescue in the devil strip in front of the homeowner property, unless there is a concrete barrier to partition the property from other homeowners (is. Concrete driveway, sidewalk entrance, etc.). Using summer grass plugs to initiate the spread of the replacement grass in an existing fescue lawn or in the devil strip is prohibited.
6. Summer grass will be allowed in Devil's Strip with ARB defined barrier and neighbor sign off as recommended by ARB. [See Appendix for required forms]
7. One street tree is required on each lot with the type and location to be approved by the ARB. All street tree varieties must be authorized by the City of Raleigh.
8. Included below is a list of the minimum amount of landscape material required for each lot. Many situations will require additional large evergreen shrubs to soften the impact of blank walks and/or garage entries. Evergreen shrubs may also be required to create privacy between homes.
9. The homeowner is responsible for maintaining the lawn and planting areas from the back of curb to the sidewalk and house and also within entire property lines.

### Minimum Landscape Requirements

#### Foundation Shrubs-Low Growing

Quantity	Size	Spacing	Notes
12	18"-24"	30" o.c. Max	Azalea, Laurel, Holley, Boxwood, Hawthorn, Abelia, Euonymus, Dwarf Buford, Nandina, etc.

**Foundation: Accent Shrubs-Medium Growing**

8                    3'-4'                    5'-0"

(More if  
needed)

Holly Boxwood, Acuba,  
Camella, Ligustrum, screen  
us Clevera, Elaeagnus, Juniper,  
Wax Myrtle, Oganthus,  
Pyracantha, etc.

**Large Evergreen Screen or Accent**

4                    24"-30"                    N.A.

Quince, Hydrangea, Jasmine,  
Rhododendron, Rose, Spirea,  
Azalea, Camellia, Forsythia, etc.

**Flowering or Accent Tree**

1                    1.5"-2" N.A.  
(7-8)

Dogwood, Plum, Cherry,  
Serviceberry, Redbud,  
Japanese Maple, etc.

**Street Tree**

1                    2.5"-3" N.A.

Placement and type to be  
Determined by the developer.

**CONSTRUCTION MAINTENANCE AND MISCELLANEOUS**

1. During construction, modification, or alteration of a property; all debris shall be placed in a single location on the resident's lot. The debris shall be contained by some type of barrier (e.g. wire, fencing) to assist in keeping the debris from being scattered. Location should be concealed from public view, if feasible.
2. Weekly (Fridays required) and after construction is completed, no debris or trash of any kind shall remain on any lot, or on sidewalks or streets contiguous thereto; no excess building material, storage shed or trash shall remain on such a lot, sidewalk or street. It is hereby made the duty of the homeowner or their agent, to remove or cause to be removed any and all of the above debris within 72 hours of notification by the Bedford at Falls River Community Association. Failure to comply with the request will cause removal of the debris by action of the Bedford at Falls River Community Association, and all related costs will be charged to the homeowner.
3. During any construction, all streets shall be kept clean of mud and trash and all broken curb or paving shall be promptly repaired.
4. It is the primary responsibility of each homeowner to maintain his property in a way that it does not detract from the overall beauty of the Bedford at Falls River Community.

Following is a list of areas that should be reviewed on a regular basis to ensure that your home is in good repair:

- a. Shrubbery, trees and lawns
  - b. Driveways and sidewalks
  - c. Decks
  - d. Fences
  - e. Play equipment
  - f. Roofing
  - g. Wood
  - h. Paint and stain
  - i. Garbage can storage
5. If at any time the ARB of the Bedford at Falls River Community Association is made aware of any property that has deteriorated to the point that it is affecting the aesthetics of the Bedford at Falls River Community, representatives of the Association will make a site inspection. Based on the severity of the deterioration, the homeowner will be given a specified length of time to make the necessary repairs. If after that time, the repairs have still not been made, the Association may be forced to take more strenuous action and all related costs will be charged to the homebuilder or the homeowner.
  6. There are many changes and additions that property owners can make to their property. The ones described in these Guidelines are the most common. If the project is not included in the Guidelines, refer to the one that is close in concept to the project and use it as a guide for preparing an application to the ARB.
  7. Most of all, in all that is proposed, consider the neighbors and neighborhood to provide the best aesthetic and quality project possible.





**ARCHITECTURAL REVIEW BOARD  
GUIDELINES**

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**APPENDIX**

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**March 2013**

## ARCHITECTURAL STYLE REFERENCE

### CRAFTSMAN

Craftsman style architecture can be developed in several forms and with many characteristics unique to the craftsman look. These homes have low-pitched, gable roofs and unenclosed eave overhangs. The roof rafters are often exposed and false beams (normally three) or knee-braces are commonly added under the gables. The porch and its details act as a strong symbol for the craftsman style.

The porch is supported on piers that extend from the ground past the floor plane. They are constructed from brick, shakes, stucco or stone, etc. and continue to the roof themselves or support any number of wooden column types. Variations in wooden columns include square and tapered, straight and square and double columns. It is also important to choose a well-detailed handrail for the porch.

There are four main variations in overall form for a craftsman house. On the front-gabled roofs, the main roof is used to shelter the front porch on most one-stories, but a second gable can also be projected out from the front of the house. Side-gabled roofs often contain the porch under the main roof as well; a break in the roof slope often accentuates the porch. Two-story side-gables incorporate a full width porch and either shed or gambrel dormers. Crossed-gabled roofs are also popular. The cross-gable on many of these houses is formed by a partial width, front gabled porch – although other porch styles can be used. The fourth forms, hipped roofs, are less popular than the others because of the lack of detail. The roof style deprives the builder of opportunities for exposed roof rafters and other common details used in craftsman architecture, so the home often resembles a prairie style. From these basic forms, a builder can incorporate any number of details and variations of the forms themselves to create an interesting aesthetic.

Diverse roof styles, building massing and materials are emphasized. Roof brackets and roofs with wide overhangs (1'-6" to 2'-6" wide and 1'-0" wide at dormers) are strongly encouraged. Roof brackets or braces shall be constructed of 4" x 4" wood members minimum. Large "bungalow" style dormers (i.e. shed, gable, hipped, etc.) are encouraged and may be required on some 1 and 1-1/2 story Craftsman houses.

Continuous horizontal trim at the base of siding and above window/door heads is a primary element in Craftsman (and some revival types) style architecture. The Craftsman style also includes simple square edged exterior trim including wide window and door trim. Textured finish materials such as shakes or a different width siding are emphasized at gable ends of roofs and around dormers. The emphasis also applies to trim detailing at gable ends and dormers.

Various muntin configuration should be used in windows (i.e. no muntins upper and lower sashes, 2 over 1, 4 over 1, 6 over 1, etc., prairie style muntins, etc.). Various shaped windows are encouraged (i.e. cottage style windows, special shape windows such as rounds, ovals, etc.). Various special window configurations are encouraged (i.e. triple window including one 6 over 1 center window with 4 over 1 side windows). Half glass doors (with various muntin configurations matching the window muntins) and doors with sidelites contribute to the architectural correctness of the Craftsman and Bungalow style houses.

Reference: "A Field Guide to American Houses" by Virginia & Lee McAlester



## **ARCHITECTURAL STYLE REFERENCE**

### **COLONIAL REVIVAL**

Houses built as colonial revivals have a wide range of history to draw from and many sub-forms and important characteristics denoting their style. Prominence is given to the front door with a pediment of varying shapes supported by pilasters. This pediment can also be extended forward and supported on slender columns to form a small entry porch. The door normally has overhead fanlights and or sidelights. The facade is typically symmetrical with respect to the windows and the door is almost always centered. Windows have double hung sashes and multiple glazing in one or both sashes.

Colonial Revival is accepted as nine different sub-forms. It can be asymmetrical with free-form facades or boxed with hipped roofs and full-width porches. Homes are also built as side gables with one or two stories. When the side gable is two stories, a centered front gable is often added to this form to further accentuate the front door, or the second floor can be pulled out to overhang the first. Gambrel roofs are also used, as well as three story homes capped with a low sloped hop roof.

From these forms, combinations can be used to further extend the builder's pallet. Both shed and gable dormers are frequently used in these homes. They can be individual or continuous dormers depending on the application. One-story side rooms with flat roofs were also added on frequently. Whether Georgian, Adam or Dutch, there are many possibilities for a Colonial Revival home.

Reference: "A Field Guide to American Houses" by Virginia & Lee McAlester.

### **ARCHITECTURAL FEATURES AND DETAILING**

Rear elevations shall be finished in the same architectural style detailing and finishes where these elevations are visible from other streets, parks, public areas, etc. where the truly completed house compliments the Bedford at Falls River neighborhood. Decks are also required to be finished to match the front porch detailing and finishes.

All rear decks and porches visible from a street (i.e. corner lots); public areas, etc. must be finished to match the front porch detailing (handrails, horizontal lattice, etc.) and colors. Additional landscape, lattice, etc. may also be required to screen the porch, deck, etc. as required on a case by case basis.

Appropriate Craftsman style detailing including uses of materials such as shakes, horizontal siding and trim, wide simple trim around windows and doors, brick piers with tapered wood columns, wide overhangs with roof brackets, etc.

Garage door examples with two single width doors, class in upper panels, roof (and trellis) elements over garage doors, columns adjacent doors, etc. to de-emphasize and soften the impact of the front load garage condition.

Front yard fences shall be 30' to 36" in height maximum with open pickets and diverse styles of fencing as shown including diverse materials allowed (i.e. painted wood, vinyl, metal, etc.). See fencing section of Architectural Guidelines for additional requirements.

Rear yard fences shall not exceed 5'-0" in height. Fences up to 6'-0" in height will be reviewed on a case-by-case basis. Rear yard fences may be "solid" (or 1" spacing between pickets most preferred) up to 4'-0" (4'-6" to 5'-0" on 6'-0" high fencing) and the upper remaining 1'-0" section shall be horizontal and diagonal lattice, vertical pickets, or other approval open screening detailing. Diversity of materials including wood (painted, stained and natural), vinyl, metal, etc. is allowed. Solid type fencing is not allowed on lake lots. Open picket, black (or other approved dark colored) metal fencing a maximum of 4'-0" high is allowed. Landscape screening a maximum of 4'-0" high is strongly encouraged in lieu of fencing if a more solid type screening is desired. Rear-yard fences are strongly recommended on all corner lots to allow privacy of rear yard. See fencing section of Architectural Guidelines for additional requirements.

### **COLOR SELECTION**

1. One color scheme must be selected and submitted to the Bedford at Falls River Architectural Review Board (ARB) for review and approval prior to painting house. In case of conflict with existing homes, another color choice may be required for ARB review and approval.
2. Review the Bedford at Falls River files and adjacent house colors for color coordination and prevention of color duplication prior to submittal.
3. Color schemes will be considered on a case by case basis. Colors shall be submitted with color chip samples (minimum 2" square in size, larger samples may be required) for ARB review and approval.
4. Colors should be submitted with the original application to best assure your first choice selection. Color selection approval based on a first-come first-serve basis.
5. Various exterior colors are encouraged on the same house (i.e. siding, siding in gable ends, dormers, doors, shutters, window sashes, etc.). The ARB suggests accent colors in gable ends (i.e. cedar shakes, etc.) including all visible gables on front elevations, dormers and corner lot side elevations.
6. Garage doors shall be painted to match the trim or siding color as determined by the ARB to minimize the impact of the garage doors on the streetscape.
7. No same or similar color will be approved within 3 houses each side of street.
8. Houses of the same exterior design and elevation shall not have the same color scheme.
9. Accent colors indicate colors for shutters, doors, accent trim, window sashes and muntins, etc.
10. White and off-white trim colors are approved for all color schemes noted.

11. Gutters and downspouts shall match the trim color.

### **EXTERIOR COLORS**

- 1 Brick colors shall be in the red/brown range and shall be submitted for preliminary ARB review and approval prior to proceeding with formal lot submittals/proposals.
- 2 Fences in side and rear yards may remain unfinished, however painted or stained fences everywhere are strongly encouraged. However, fences in front yards and locations visible from street (i.e. side yard fences facing street, corner lot fences facing and visible from streets, etc.) shall be painted to match the house trim color or accent color as approved by the ARB.
- 3 Asphalt shingles and metal roof materials are allowed and the color and texture shall be consistent with the house's design and detailing. Shingles colors other than the black, gray or brown range shall be submitted to the ARB for review and approval prior to beginning construction.
- 4 All roof mounted equipment and penetrations (i.e. plumbing vents, HVAC vents, ridge vents, skylights, attic fans, etc.) shall be painted or finished to match the roof color. Any roof mounted equipment that changes the exterior of the roof must be approved by the ARB.
- 5 Gutters and downspouts may be exposed only if painted to match the color of the adjacent trim, wall, column, etc. color.
- 6 Accent color on doors, windows sashes, upper gable ends and dormers, etc. are strongly encouraged.

## Pre-Approved Rain Barrel Conditions

- All installations are subject to ARB review for compliance.
- Only two (2) Rain Barrels allowed per home.
- Rain Barrels may be:
  - Black, Dark Green, or Brown in color
  - Made of plastic or wood (no metal containers allowed)
  - Placed or installed at the rear of a dwelling, or on the side of the dwelling as long as it not visible from a street. Rain Barrels may not be placed at the front of a dwelling.
- 80 gallons is the maximum size of rain barrel allowed

### **Why am I limited to just three colors?**

Because, dark colors prevents sunlight from entering the barrel, unlike white or blue barrels. Without sunlight, algae and other organisms cannot flourish in the barrel.

Any deviation to the conditions stated above requires ARB review and approval prior to placement or installation.

### **To determine the current stage of Water Restrictions:**

<http://www.raleighnc.gov/environment/content/PubUtilAdmin/Articles/WaterConservationStages.html>

Further information on Rain Barrels:

<http://www.raleighnc.gov/services/content/PubUtilAdmin/Articles/RainwaterBarrels.html>

MAIL APPLICATION TO:

DATE RECEIVED BY COMMITTEE:

PPM, INC.  
11010 Raven Ridge Rd.  
Raleigh, NC 27614  
(919) 848-4911  
(919) 870-7241(FAX)  
Email: CLemly@ppmral.com

\_\_\_\_\_

Bedford at Falls River Community Association, Inc.

**APPLICATION FOR APPROVAL OF EXTERIOR DESIGN CHANGE**

Homeowner's Name \_\_\_\_\_

Property Address \_\_\_\_\_

\_\_\_\_\_

Homeowner's Contact Information

(Home Phone) \_\_\_\_\_

(Work Phone) \_\_\_\_\_

(Cell Phone) \_\_\_\_\_

(Email) \_\_\_\_\_

The homeowner requests design approval and grants permission to the Bedford at Falls River Community Association and/or Architectural Committee to enter on the Homeowner's property to review the application and to inspect the proposed project prior to, during, and/or upon completion of the work.

\_\_\_\_\_  
Homeowner Signature

\_\_\_\_\_  
Date

DESCRIPTION OF PROPOSED CHANGE:

Please indicate sizes, heights, description of materials, etc. Attach a copy of your **survey** and indicate location of proposed exterior design change on lot in relation to house and other existing structures. Also attach any sketches, specifications, pictures, paint charts, or the like that will assist in reviewing this application.

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HAVE YOU NOTIFIED ALL NEIGHBORS ADJOINING YOUR LOT OF THE PROPOSED PROJECT? Yes \_\_\_\_\_ No \_\_\_\_\_

ESTIMATED CONSTRUCTION DATES: Begin \_\_\_\_\_ Complete \_\_\_\_\_

OTHER INFORMATION OR DATE PERTINENT TO REQUEST FOR DESIGN CHANGE:

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DESIGN APPROVAL:

\_\_\_\_\_ YES \_\_\_\_\_ CONDITIONAL APPROVAL \_\_\_\_\_ NO

\_\_\_\_\_  
Signature of Committee Chairman Board President

\_\_\_\_\_  
Date

Remarks/Special Conditions:

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**SUMMER GRASS NEIGHBOR NOTIFICATION AND APPROVAL**  
(To be completed by owner of adjoining residences)

I \_\_\_\_\_ (print homeowner name) am the registered owner of the property located at \_\_\_\_\_ (street address in Bedford). My telephone number is \_\_\_\_\_.

I understand my neighbor \_\_\_\_\_ (neighbor's name) living at \_\_\_\_\_ (address in Bedford) has applied to plant summer grass in his(her) property. I am aware of the possible invasive nature of this grass but I do not object to its planting.

Please initial one item below:

\_\_\_\_\_ I would like to see a physical barrier that may hinder its spread to my property.

\_\_\_\_\_ I am not concerned with the invasive nature of the grass and require no barrier between properties.

Please consider my comments when reviewing the architectural application.

\_\_\_\_\_  
(Print homeowner name)

\_\_\_\_\_  
Signature of homeowner

\_\_\_\_\_  
Date

Additional comments by homeowner may be included below: