



**ARCHITECTURAL STANDARDS  
AND  
DESIGN REVIEW BOARD  
PROCEDURES**



**“Amberly...  
...enhancing life,  
preserving traditions”**

**DECEMBER 2007**

**GS CAROLINA LLC, DEVELOPER  
J. MICHAEL HUBBARD, ARCHITECT, PA**

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## DESIGN REVIEW BOARD PROCEDURES



### ARCHITECTURAL STANDARDS INTRODUCTION

The following Architectural Standards (Standards) embody what Amberly is and should continue to be in the future. These Standards will be the primary vehicle for establishing and maintaining the architectural correctness and diversity for any and all residential development that is unique to Amberly. The Standards may be periodically updated as required by the Design Review Board (DRB). The DRB has full authority over the Standards and Review Procedures and has the right to alter, change, overrule, etc. these Standards and DRB decisions at its discretion and at any time.

### DESIGN REVIEW BOARD PROCEDURES BUILDER / PRE-CLOSING SECTION

1. The Amberly DRB shall enforce the Standards. Any and all proposed houses must be submitted to the DRB for final review and approval prior to proceeding with any permitting and beginning any construction.
2. All DRB submittals, proposals and questions shall be submitted to the DRB, care of J. Michael Hubbard, Architect, PA (110 Dry Avenue, Cary, NC, 27511, 919-795-6355, Fax - 919-463-9312, email - [JMHArchitecture@aol.com](mailto:JMHArchitecture@aol.com) via pdf format) or as otherwise directed. Please contact J. Michael Hubbard, Architect, PA to schedule appointments at DRB meetings.
3. Submittals shall include the DRB Submittal Checklist (in Appendix located at the rear of the Standards), Site Plan, Landscaping Plan, Floor Plans, Elevations (front, sides and rear) and Color proposals (Color Selection Form) as required. All submittals shall be one copy, 8-1/2" x 11", one-side only format. Concept drawings or preliminary plans may be submitted to the DRB for review, comment and approval to proceed before more detailed plans are completed.



4. The DRB will meet on an as needed basis by appointment only in coordination with the DRB members and typically at the Developer's Office (GS Carolina, 4000 Westchase Blvd., Suite 270, Raleigh) or as otherwise determined and approved by the DRB. Builders must have each proposal approved by the appropriate Amberly Sales Staff prior to submittal to the DRB. It is recommended, but not required, for the builder, superintendent or sales agent to present in person to the DRB. The DRB will review each proposal and determine if the proposal is either approved, approved as noted (with exceptions to be completed for final approval and record), not approved or resubmit (requires additional information for final DRB approval to proceed with permitting or construction). Applications received after the submission deadline (DRB meeting time) will not be processed until the following week.
5. DRB meeting summaries will be completed within fourteen days after the DRB meetings and inserted in the Amberly permanent files. If responses are required sooner than fourteen days, please attend the DRB meeting in person for immediate response and / or make such a request in writing. Copies of the meeting summaries will also be forwarded to GS Carolina, the builder and / or owner and others as required / requested.
6. Final responses to DRB decisions (i.e. approved with exceptions and re-submittals) shall be re-submitted to the DRB for final review, approval and record prior to proceeding with permitting and construction.
7. No house permitting or construction may be started without formal DRB review and approval. DRB reviews and approvals are mainly concerned with aesthetic issues and it is the sole responsibility of the applicant (builder / owner) to ensure complete compliance with all relevant building practices, codes, permits, ordinances, covenants, licensing requirements, safety requirements, etc.
8. Failure to comply with DRB requirements, approved plans and elevations, etc. may result in the required removal of any non-conforming construction, detailing, colors, etc. at the builders' / owners' expense.



# AMBERLY



## **DRB PROCEDURES FOR ALTERATIONS AND ADDITIONS HOMEOWNER / POST-CLOSING SECTION**

1. After plans are initially approved, as noted in the preceding section, or after homeowners have closed on their property, the procedures of this section must be followed and completed for any alterations and additions.
2. The DRB Alterations and Additions Submittal Checklist (see Appendix) must be submitted to the DRB for 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, Decks/Front or side Entrance Porches, Dog Houses/Dog runs, Exterior color changes, Fencing, Landscaping projects, Patios, Retaining Walls, Screened Porches, Storage Sheds/Playhouses, Satellite TV Dish, etc.
3. Major and minor 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 neighbors' view. 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 DRB may require supplemental landscape treatment to compensate for the removal of vegetation, or to soften the addition visually.
4. All DRB submittals, proposals and questions shall be submitted to the DRB, care of the Homeowner Association management company, P.P.M., Inc. (Professional Property Management, Inc. of Raleigh), Box 99657, Raleigh, NC, 27624, 919-848-4911, Fax 919-870-7241. P.P.M., Inc. will thereafter schedule appointments with the DRB as required.
5. The Standards are in total effect concerning any alteration or addition. A copy of the Standards is available for reference at the Amberly Sales Office and GS Carolina Office. A copy may be borrowed and copied at the homeowner's expense.

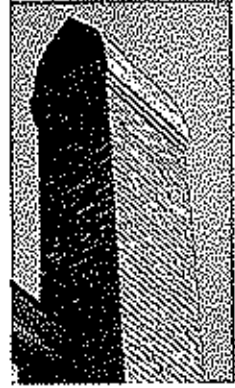


6. Submittals shall include the DRB Alterations and Additions Submittal Checklist (in Appendix located at the rear of the Standards), Site Plan and Landscaping Plan (showing the location of the proposed alteration, addition, site improvement / landscaping, existing buildings, property lines, etc.), Floor Plans, Elevations (front, sides and rear), color proposals (Color Selection Form), any alternate / special details, photographs, etc. as required and notification of adjacent and nearby neighbors of such proposed site and building improvements. All submittals shall be one copy, 8-1/2" x 11", one-side only format. Concept drawings or preliminary plans may be submitted to the DRB for review, comment and approval to proceed before more detailed plans are completed.
7. The DRB will meet on an as needed basis by appointment only in coordination with the DRB members and typically at the Developer's Office (GS Carolina, 4000 Westchase Blvd., Suite 270, Raleigh) or as otherwise determined and approved by the DRB. Homeowners or their representative should present all proposals in person at DRB meetings. The DRB will review each proposal and determine if the proposal is either approved, approved as noted (with exceptions to be completed for final approval and record), not approved or resubmit (requires additional information for final DRB approval prior to proceeding with permitting or construction). Applications received after the submission deadline (DRB meeting time) will not be processed until the following week.
8. DRB meeting summaries will be completed within fourteen days after the DRB meetings and inserted in the Amberly permanent files. If responses are required sooner than fourteen days, please attend the DRB meeting in person for immediate response and / or make such a request in writing. Copies of the meeting summaries will also be forwarded to GS Carolina, the Homeowner, the Homeowner Association Company / Manager and others as required / requested.
9. Final responses to DRB decisions (i.e. approved with exceptions and re-submittals) shall be re-submitted to the DRB for final review, approval and record prior to proceeding with permitting and construction.
10. No project permitting or construction may be started without formal DRB review and approval. DRB reviews and approvals are mainly concerned with aesthetic issues and it is the sole responsibility of the applicant (builder or homeowner) to ensure complete compliance with all relevant building practices, codes, permits, ordinances, covenants, licensing requirements, safety requirements, etc.
11. Failure to comply with DRB requirements and approved plans and elevations, etc. may result in the required removal of any non-conforming construction, detailing, colors, etc. at the homeowners' / builders' expense.



AMBERLY

ARCHITECTURAL STANDARDS





## ARCHITECTURE

1. Architectural diversity is very important to Amberly. Local and regional historically correct architectural styles such as Colonial Revival, Georgian, Craftsman, Victorian, etc. are strongly encouraged and required. These various traditional architectural styles help achieve the diversity and most importantly the classic older neighborhood features which is the highest priority at Amberly.
2. Architectural correctness is required as much as possible with all architectural applications. It is strongly encouraged that each applicant reference such architectural style books such as but not limited to "A Field Guide to American Houses" by Virginia & Lee McAlester, "American Houses, A Field Guide to the Architecture of the Home" by Gerald Foster, "A Guide to the Historic Architecture of Eastern North Carolina" by Catherine W. Bishir and Michael T. Southern and other similar architectural style reference books prior to submittal to the ARB for appropriate and inappropriate uses of details, massing, materials, etc. Such historical detailing will be the basis for the DRB to approve or proposed architecture in Amberly.
3. Diverse roof styles, building massing and materials are emphasized. Appropriate roof overhangs, detailing, etc. are required on each specific style of architecture. Simple detailing is required predominately on most of the Colonial Revival, Georgian and Federal styles. Properly more ornately detailed roof overhangs and trim are required on the more classical architectural styles. Craftsman style architecture requires wide overhangs with roof brackets constructed of 4" x 4" wood members minimum, simple detailing, etc. and other detailing as approved by the DRB. Large "Bungalow" style dormers and smaller dormers (i.e. shed, gable, hipped, etc.) are encouraged and are required on some 1 and 1-1/2 story houses.
4. Simplicity and style compatibility in exterior trim will be emphasized. 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 per the architectural style (i.e. 12 over 12, 9 over 9, 6 over 6, no muntins upper and lower sashes, 2 over 1, 4 over 1, 6 over 1, etc., prairie style muntins, etc.). Various shaped windows are also encouraged per the architectural style (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, 3/4 glass, 1/3 glass, etc. doors (with various muntin configurations matching the window muntins) and doors with side



lights 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 and required on other styles of architecture where appropriate and as approved by the ARB on a case-by-case basis. However, shutters are strongly suggested only allowed on single windows and shall be sized appropriately to the size of the window. Shutters on windows other than single width windows will be reviewed and approved on a case by case basis and shall be sized appropriately to the size of the window as approved by the DRB. Shutters will not be allowed on triple windows, palladian style windows, etc. Appropriate shutter hardware is also required for the appearance of an operable shutter.
8. Brick (stone, shake, etc.) veneer "wallpaper" is not allowed. 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 is strongly encouraged. Where such veneers are used on corner lots and lots adjacent public / high visibility areas, such veneers are required to wrap sides back to and including the rear elevation due to the high visibility on such lots.
9. Vinyl siding and trim are not allowed. Aluminum siding and trim, concrete masonry block units and prefabricated metal buildings and similar siding materials are also not allowed. Uncommon exterior materials and details are typically not acceptable and will be reviewed and approved on a case-by-case basis.
10. Framed 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.
11. Synthetic stone, natural stone and hard coat and synthetic stuccos are allowed.
12. All exterior siding shall be finished, painted, stained or otherwise protected from the elements of nature.
13. Flat roofs are not permitted except as appropriate for the specific architectural style (such as porches, stoops, etc.) and will only be reviewed and approved on a case by case basis.
14. Typical roof overhangs shall be 1'-0" minimum. Wider overhangs (2'-0" and wider) are strongly recommended and in some cases may be required on Craftsman style and other similar style appropriate architecture.
15. Roof top mechanical equipment must be so located to reduce or eliminate its visibility from streets, sidewalks or adjacent properties. Any roof-mounted equipment that changes the exterior of the roof must be approved by the DRB. In short, roof top mounted equipment generally is not acceptable. All roof penetrations (i.e. plumbing vents, exhaust, flashing, etc.)



shall be painted to match adjacent roof color.

16. Windows shall be double paned insulated glass. True divided lites are encouraged. Wood, aluminum clad, vinyl clad or solid vinyl type windows are allowed. GBG (grid between glass) windows are allowed however the selection of the trim color shall be compatible with the white GBG.
17. Entrance doors shall be compatible with the architectural design. Leaded glass, beveled glass, stained glass, etc. is also strongly encouraged on Colonial Revival and Queen Anne style houses. Craftsman style doors with upper glazed panels and sidelites are strongly encouraged on Craftsman style houses. Door material shall be solid wood, fiberglass or metal insulated exterior. Screen doors are allowed and shall be compatible with the design and color of the house.
18. 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 DRB on a case by case basis. All detailing shall be consistent with the main house (i.e. match siding, trim and roof detailing, match colors, etc.). Exterior attached or detached enclosures which obstruct the view of natural and public areas by adjacent properties are not allowed.
19. No window or wall air conditioning units will be allowed on elevations visible from the street or adjacent properties and is subject to DRB approval on a case by case basis.

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

1. Streetscape is of the utmost importance at Amberly. Therefore, building placement guidelines, details and build-to lines are established for each lot as indicated in the appendix for reference. Houses are to be built as close to the minimum front yard setback (as close as 10'-0" to 20'-0" typically and as noted in Setbacks for each parcel) as possible unless steep topography or narrow lot width at street (i.e. cul-de-sac lots) require otherwise. Each lot to be reviewed and approved on a specific case by case basis.
2. A goal of Amberly is to maintain a diversity of housing massing with the recommendations of no more than three (3) two-story detached houses located in a row along any street. One-story and one-and-one-half-story houses are strongly encouraged to break up the monotonous massing and rhythm of a total two-story house 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 (townhomes being the exception). Same or similar detailed elevations on the same street will only be reviewed on a case by case basis.



# AMBERLY

4. Wrapped porches are strongly recommended 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, adjacent highly visible public areas, visible to the main thoroughfare streets and any other highly visible locations as determined by the DRB are required to maintain additional detailing to match the front around the entire house. Additional windows are required on side elevations of corner lots and other lots where highly visible as determined and directed by the DRB. Rear decks shall have additional trim detailing, lattice and additional landscaping below decking and shall be painted to match trim color (or stained as approved by the DRB). Garages are never allowed to be oriented toward the intersection of a corner lot. Additional landscaping along the side yard to match front yard shall also be required. Additional sod in side and rear yards may also be required on a case-by-case basis.
6. Builders and owners shall take extreme care in the placement of houses as required by the appropriate DRB approved orientation, etc. prior to clearing lot or beginning construction. House locations on atypical sites including difficult topography shall be verified on site including finish floor elevations with DRB prior to proceeding with construction. Violations may include required removal of such non-conformities and unapproved construction.
7. All foundations are expected to be on crawlspaces and finished floor elevations a minimum of 2'-0" high (or more as required for code required crawlspaces) at main entry / street elevation (corner side as well). Slab foundation construction shall have brick foundation walls minimum on the front elevation (and sides of corner and highly visible lot locations as determined and required by the DRB) and have a minimum of 8 course brick exposure. Slabs (with the exceptions of basements) may be allowed only on a case-by-case basis as approved by the DRB.



## SETBACKS AND BUILD-TO LINES

1. Setbacks and Build-to lines are as follows or as otherwise noted on the recorded plats:
2. Peninsula  
Front: 18' with parking, 8' without parking  
Rear: 15', 18' for garages located on alleys for parking space.  
Side: 5' minimum with no aggregate. However, 15' minimum required between houses, therefore establish 7.5' side yard setbacks as DRB standard.  
Corner Side: 8'  
Buffer: 10'  
Buffer adjacent the Corps Property: 25' adjacent to the undisturbed buffer
3. Village Center  
Front: 18' with parking, 8' without parking  
Rear: 8', 5' if two car garage, 18' if one car garage, 16' between attached multi-family buildings  
Side: 6' minimum with no aggregate  
Corner Side: 8'  
Buffer: 10'  
Buffer adjacent the Corps Property: 25' adjacent to the undisturbed buffer
4. NOTE: Accessory buildings and detached garages are the same as the primary structure setbacks. Additional setback and build-to line requirements may be directed by the DRB if impacting an adjacent lot in a negative manner.

## PORCHES AND STOOPS

1. Porches are strongly recommended on all houses and, if provided, shall be functional with the main area of the porch to be a minimum of 7'-0" deep (8'-0" strongly recommended depending on house size and detailing) clear floor space between the face of the house and the outside 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 and covered entry stoops that are used for circulation and entry only may be smaller (4'-0" deep minimum suggested) and will be reviewed on a case by case basis.
2. Houses on corner lots shall be designed to architecturally address the corner and both street frontages. Therefore, houses with porches on corner lots are strongly recommended to have the porches wrap the house corner (facing the intersection) at least 8'-0" around the side elevation or if no porch exists on the front elevation, as an alternative an additional rear entry stoop, porch, screened porch, etc. is recommended for added detailing. 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).

3. All porches, decks and stair risers must be enclosed. Lattice used under the front porch or rear porches and decks on corner lots 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 6" to prevent staining from soil.
4. All exposed vertical wood trim, risers, stringers, etc. must be painted to match the trim color.
5. All rear decks and porches visible from a street on corner lots must be finished to match the front porch detailing (handrails, horizontal lattice, etc.) and colors. Lattice may be held off ground approximately 6" 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.
6. Various porch column 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 DRB.
7. Exposed vertical pickets attached directly to deck framing is not allowed. Horizontal trim is required to cover such conditions.
8. Metal porch roofs are encouraged and shall be consistent with the house's design detailing.

## **DECKS AND PATIOS**

1. Where grades allow, patios will be required in lieu of decks. See additional notes concerning visible and other decks in the previous porch section. Patios are required on all lots that back onto any main road as determined by the DRB.
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 shapes and edges, etc. surfaces and materials are encouraged at all sidewalks and patios.



## **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. Front-load garages shall be set back a minimum of 2'-0" from the front edge of the house (porch or covered stoop). It is strongly recommended that all front-load garages be set back a minimum of 5'-0" or more from the main body of the house.
3. 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. Single-car width doors will be required on side-load garages where the garage has high visibility from the street, on corner lots and will also be reviewed on a case-by-case basis. Single-width garage doors shall be a minimum of 9'-0" wide. Three-car front-load garages are not allowed. Three-car side-load garages facing a street on a corner lot is allowed, however are required to have single width garage doors and additional architectural detailing (i.e. roof / trellis / columns at garage doors) as required by the DRB. Front load garages set back a minimum of 2'-0" or more from the front main face of the house (as determined and approved by the DRB) are allowed to have one double width garage doors including glass in upper panels and if they appear as two separate doors (i.e. carriage type door appearance). Detached and rear-load garages are allowed.
4. Garages shall be located opposite the main direction of vehicular traffic where possible.
5. Glass (or other decorative treatment as approved by the DRB) in upper garage door panels is required on all front-load and corner lot garages, Craftsman and other similar style houses and strongly encouraged on all others (i.e. internal side load garages and alley loaded garages).
6. 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.
7. Garage finished floor elevations shall be coordinated with the main house finished floor elevation and recommended a maximum of 2'-0" difference from the garage finished floor and main house finished floor 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 by case basis prior to beginning construction.



8. All detached garages, carports and storage buildings shall be finished to match the main house detailing and colors.

### **ACCESSORY BUILDINGS**

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 attached to house on the smaller lots as determined by the DRB. Detached accessory buildings will only be allowed as approved by the DRB on a case by case basis. Accessory buildings shall be proportioned per the site and house and shall not be larger than 10'-0" x 8'-0" except as approved by the DRB on a case by case basis.
3. Accessory buildings shall not restrict the visibility of adjacent homeowners' views to public spaces, parks, etc. and will be reviewed on a case by case basis.
4. Additional landscape screening may also be 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 public areas including but not limited to water features, park areas, etc. and will be reviewed and approved on a case by case basis.

### **EXTERIOR COLORS**

1. Recommended color schemes have been prepared and are available for customer selection. A list of these color schemes are noted at the end of this section and a Color Selection Form is included in the Appendix.
2. One color scheme must be selected and submitted to the DRB for review and approval prior to painting house. In case of conflict with existing homes, another color choice may be required for DRB review and approval. Review the Amberly files and adjacent house colors for color coordination and prevention of color duplication prior to submittal.
3. Color schemes outside of the recommended color spectrum will be considered on a case-by-case basis. Colors other than those selected from the recommended color selections shall be submitted with color chip samples (minimum 2" square in size) for DRB review and approval.
4. Colors should be submitted with the original house submittal 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.) as approved by the DRB and appropriate with the architecture.
6. Brick colors should be in the red / brown range and shall be submitted for preliminary DRB review and approval prior to proceeding with formal lot submittals / proposals. Other brick colors will be reviewed and approved on a case-by-case basis. Painted brick is also acceptable.
7. Garage doors shall be painted to match the trim, siding or accent color as directed and approved by the DRB to minimize the impact of the garage doors on the streetscape. The garage color shall be designated / requested on the Color Selection Form.
8. Fences in side and rear yards shall be finished per the required and allowed fencing standards in the "Fences" section of these Standards.
9. Asphalt shingles and metal roof materials are allowed and the color and texture shall be consistent with the house's design and detailing. Shingle colors other than the black, gray or brown range shall be submitted to the DRB for review and approval prior to beginning construction.
10. 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 DRB.
11. Gutters and downspouts shall be painted to match the color of the adjacent trim, wall, column, etc. color.
12. Accent colors on doors, window sashes, upper gable ends and dormers, etc. are strongly encouraged as approved by the DRB and appropriate with the architecture.
13. No same or similar color will be allowed and approved within 3 houses each side of street unless approved by the DRB. Houses of the same or similar design and elevation shall not have the same color scheme within Amberly unless approved by the DRB.
14. Accent colors indicate colors for shutters, doors, accent trim, window sashes, muntins, shakes, etc.
15. White and off-white trim colors are approved on all noted color schemes.
16. All colors noted below are Sherwin Williams, however other manufacturers and colors are allowed with required color samples for DRB review and approval. Color binders of these



color schemes are available for reference.

## RECOMMENDED COLOR SCHEMES

1. Recommended color schemes have been pre-selected by the developer as noted below and actual samples are available for customer selection.
2. One color scheme must be selected and submitted to the DRB for review and approval prior to painting house. In case of conflict with existing homes, another color choice may be required for DRB review and approval.
3. Review the Amberly DRB permanent files and adjacent house colors for color coordination and prevention of color duplication prior to submittal.
4. Color schemes outside of this recommended color spectrum will be considered on a case by case basis. Colors other than those selected from the color selections shall be submitted with color chip samples (minimum 2" square in size, larger samples may be required) for DRB review and approval.
5. Colors should be submitted with the original house submittal to best assure your first choice selection. Color selection approval based on a first-come first-serve basis.
6. Various exterior colors are encouraged on the same house (i.e. siding, siding in gable ends, dormers, doors, shutters, window sashes, etc.). The DRB suggests accent colors in gable ends (i.e.: cedar shakes, etc.) including all visible gables on front elevations, dormers and corner not side elevations.
7. Garage doors shall be painted to match the trim, accent or siding color as determined by the DRB to minimize the impact of the garage doors on the streetscape.
8. Fences in side and rear yards may remain unfinished. 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 determined by the DRB.
9. The Color Schemes include lighter and darker siding colors. Color Scheme numbers indicated are the approved Amberly Color Schemes and will be used for ease of identification. A darker siding color is suggested a minimum of every third house (33% of houses).
10. No same or similar color will be approved within 3 houses each side of street unless approved by the DRB.



11. Houses of the same exterior design and elevation shall not have the same color scheme.
12. All colors noted are Sherwin Williams. Other color manufacturer matches are allowed. Color binders are available for reference.
13. Accent colors indicate colors for shutters, doors, accent trim, window sashes and muntins, etc.
14. White and off-white trim colors are approved for all color schemes noted.
15. Gutters and downspouts shall match the trim color.
16. Use the approved Color Selection Form in submitting for DRB review and approval.

Scheme Number	Color Surface	Color Number and Name
1.	Siding: Trim: Accent:	SW 2843 Roycroft Brass SW 6119 Antique White SW 2809 Rookwood Shutter Green
2.	Siding: Trim: Accent:	SW 7016 Mindful Gray SW 7013 Ivory Lace SW 6200 Link Gray
3.	Siding: Trim: Accent:	SW 2820 Downing Earth SW 6106 Kilim Beige SW 2837 Aurora Brown
4.	Siding: Trim: Accent:	SW 2835 Craftsman Brown SW 6119 Antique White SW 2816 Rookwood Dark Green
5.	Lower Siding: Upper Siding: Trim: Accent:	SW 2826 Colonial Revival Green Stone SW 2861 Avocado SW 6119 Antique White SW 2837 Aurora Brown
6.	Lower Siding: Upper Siding: Trim: Accent:	SW 6400 Lucent Yellow SW 2845 Bunglehouse Gray SW 7005 Pure White SW 6272 Plum Brown



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| 7.  | Siding:<br>Trim:<br>Accent:                        | SW 7032 Warm Stone<br>SW 6119 Antique White<br>SW 7034 Status Bronze                                   |
| 8.  | Siding:<br>Trim:<br>Accent:                        | SW 6087 Trusty Tan<br>SW 6119 Antique White<br>SW 7069 Iron Ore  |
| 9.  | Siding:<br>Trim:<br>Accent:<br>Accent:             | SW 6163 Grassland<br>SW 7005 Pure White<br>SW 6188 Shade-Grown<br>SW 6166 Eclipse                      |
| 10. | Lower Siding:<br>Upper Siding:<br>Trim:<br>Accent: | SW 2842 Roycroft Suede<br>SW 2843 Roycroft Brass<br>SW 6119 Antique White<br>SW 2838 Polished Mahogany |
| 11. | Siding:<br>Trim:<br>Accent:                        | SW 6223 Still Water<br>SW 7005 Pure White<br>SW 6258 Tricorn Black                                     |
| 12. | Siding:<br>Trim:<br>Accent:                        | SW 2848 Roycroft Pewter<br>SW 7005 Pure White<br>SW 2844 Roycroft Mist Gray                            |
| 13. | Siding:<br>Trim:<br>Accent:                        | SW 6207 Retreat<br>SW 6119 Antique White<br>SW 6209 Ripe Olive   |
| 14. | Siding:<br>Trim:<br>Accent:                        | SW 2833 Roycroft Vellum<br>SW 7005 Pure White<br>SW 2847 Roycroft Bottle Green                         |
| 15. | Siding:<br>Trim:<br>Accent:                        | SW 6199 Rare Gray<br>SW 7005 Pure White<br>SW 6200 Link Gray   |
| 16. | Siding:<br>Trim:<br>Accent:                        | SW 2835 Craftsman Brown<br>SW 6119 Antique White<br>SW 6034 Arresting Auburn                           |



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| 17. | Siding:<br>Trim:<br>Accent:            | SW 6027 Cordovan<br>SW 6119 Antique White<br>SW 2842 Roycroft Suede                                |
| 18. | Siding:<br>Trim:<br>Accent:            | SW 7056 Reserved White<br>SW 7005 Pure White<br>SW 6994 Greenblack                                 |
| 19. | Siding:<br>Trim:<br>Accent:<br>Accent: | SW 6072 Versatile Gray<br>SW 7005 Pure White<br>SW 6020 Marooned<br>SW 2809 Rookwood Shutter Green |
| 20. | Siding:<br>Trim:<br>Accent:            | SW 7037 Balanced Beige<br>SW 7005 Pure White<br>SW 6994 Greenblack                                 |
| 21. | Siding:<br>Trim:<br>Accent:            | SW 6693 Lily<br>SW 7005 Pure White<br>SW 2809 Rookwood Shutter Green                               |
| 22. | Siding:<br>Trim:<br>Accent:            | SW 2832 Colonial Revival Gray<br>SW 7005 Pure White<br>SW 2848 Roycroft Pewter                     |
| 23. | Siding:<br>Trim:<br>Accent:            | SW 2844 Roycroft Mist Gray<br>SW 7005 Pure White<br>SW 2811 Rookwood Blue Green                    |
| 24. | Siding:<br>Trim:<br>Accent:            | SW 2827 Colonial Revival Stone<br>SW 2822 Downing Sand<br>SW 2837 Aurora Brown                     |
| 25. | Siding:<br>Trim:<br>Accent:            | SW 6105 Divine White<br>SW 7005 Pure White<br>SW 2819 Downing Slate                                |
| 26. | Siding:<br>Trim:<br>Accent:<br>Accent: | SW 7066 Gray Matters<br>SW 7005 Pure White<br>SW 6257 Gibraltar<br>SW 6034 Arresting Auburn        |



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27. Siding: SW 6256 Serious Gray  
Trim: SW 7005 Pure White  
Accent: SW 6258 Tricorn Black
28. Lower Siding: SW 6156 Ramie  
Upper Siding: SW 2845 Bungalow Gray  
Trim: SW 6119 Antique White  
Accent: SW 2839 Roycroft Copper Red
29. Siding: SW 6150 Universal Khaki  
Trim: SW 6119 Antique White  
Accent: SW 6222 Riverway  
Accent: SW 6237 Dark Night
30. Lower Siding: SW 7043 Wordly Gray  
Upper Siding: SW 7031 Mega Greige  
Trim: SW 6119 Antique White  
Accent: SW 6034 Arresting Auburn
31. Siding: SW 7031 Mega Greige  
Trim: SW 7005 Pure White  
Accent: SW 7034 Status Bronze
32. Siding: SW 7018 Dovetail  
Trim: SW 7005 Pure White  
Accent: SW 7062 Rock Bottom
33. Siding: SW 2829 Classical White  
Trim: SW 7005 Pure White  
Accent: SW 6172 Hardware
34. Siding: SW 6161 Nonchalant White  
Trim: SW 7005 Pure White  
Accent: SW 7058 Magnetic Gray
35. Siding: SW 7005 Pure White  
Trim: SW 7005 Pure White  
Accent: SW 6994 Greenblack



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| 36. | Lower Siding:<br>Upper Siding:<br>Trim:<br>Accent: | SW 6113 Interactive Green<br>SW 7017 Dorian Gray<br>SW 7005 Pure White<br>SW 2802 Rookwood Red                      |
| 37. | Lower Siding:<br>Upper Siding:<br>Trim:<br>Accent: | SW 7038 Tony Taupe<br>SW 6200 Link Gray<br>SW 6119 Antique White<br>SW 6020 Marooned                                |
| 38. | Lower Siding:<br>Upper Siding:<br>Trim:<br>Accent: | SW 2822 Downing Sand<br>SW 2820 Downing Earth<br>SW 7005 Pure White<br>SW 2809 Rookwood Shutter Green               |
| 39. | Lower Siding:<br>Upper Siding:<br>Trim:<br>Accent: | SW 6100 Practical Beige<br>SW 6122 Camelback<br>SW 7005 Pure White<br>SW 6020 Marooned                              |
| 40. | Lower Siding:<br>Upper Siding:<br>Trim:<br>Accent: | SW 6163 Grassland<br>SW 6166 Eclipse<br>SW 7005 Pure White<br>SW 6167 Garden Gate                                   |
| 41. | Siding:<br>Trim:<br>Accent:<br>Accent:             | SW 2846 Roycroft Bronze Green<br>SW 6119 Antique White<br>SW 2845 Bungalowhouse Gray<br>SW 2839 Roycroft Copper Red |
| 42. | Lower Siding:<br>Upper Siding:<br>Trim:<br>Accent: | SW 2815 Renwick Olive<br>SW 2808 Rookwood Dark Brown<br>SW 6119 Antique White<br>SW 2824 Renwick Golden Oak         |
| 43. | Siding:<br>Trim:<br>Accent:                        | SW 6179 Artichoke<br>SW 6154 Nacre<br>SW 6181 Secret Garden   |



44.	Siding:	SW 6003 Proper Gray
	Trim:	SW 7005 Pure White
	Accent:	SW 2942 Liberty Blue
	Porch Ceiling	SW 6478 Watery

## FENCES

1. Fencing can detract from the open character of the Amberly property and may have both a visual and a physical impact on adjoining property. Fencing shall be a visual extension of the house and should relate to the materials, colors, and architectural style of the house. Careful consideration must be given to the fencing concept and execution. Landscaping should also be considered as an alternate to hardscape privacy fencing. An "open" type fencing is preferred. All fence details and locations must be reviewed and approved by the DRB. See acceptable fence types and details at the end of this section.
2. All fences visible from streets (front, side and rear yards) shall have additional landscape screening as directed by the DRB.
3. Front-yard fences are not allowed. Note that front yard fences are allowed in the Village Square community and shall be a maximum of 36" in height and open picket design as approved by the DRB on a case by case basis.
4. 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 or the rear of house. 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 DRB on a case-by-case basis.
5. Fences located adjacent alleys shall be located a minimum of 4'-0" from paved surface of alley (depending on the final paving location) and a minimum of 2'-0" from property line as required for safety of alley use and for plantings, landscaping, etc. between fence and property line / alley. Fences on lots located on alleys with easements shall also be located outside of such easements. Fencing and landscaping shall never extend over property lines.
6. Fencing finished on only one side must be constructed with the finished side facing out.
7. Pool enclosures, related to children's safety or other reasons, shall be subject to consideration by the DRB on an individual basis and shall meet all applicable codes.
8. 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 homeowners' expense. It is the homeowner's total responsibility to verify all fence locations to be within

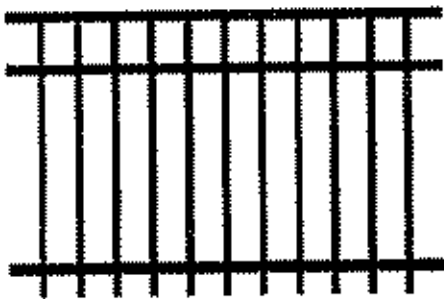


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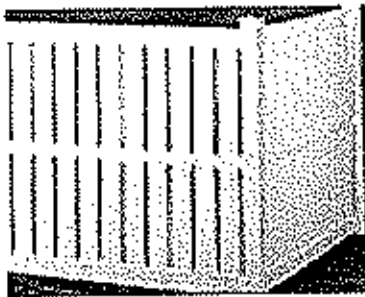
each individual's property lines and does not extend into any common areas or easements, buffers, etc. without written approval from the required authorities.

9. Existing topography and landscaping shall not be disturbed for the construction of a fence except with the approval of the DRB. New fencing shall not impede storm water flow. Wherever possible, fences should be located so that trees do not have to be removed.
10. Photographs and details of the only DRB approved fences (with the exception of the Village Square and Peninsula which are noted below and the Peninsula Estates which are noted in a separate set of Architectural Standards) are as follows:

The following fence style is acceptable for all single family detached back yards: Black aluminum, 5- $\frac{1}{4}$ " spacing, 4'-0" height standard, 5'-0" height is acceptable in yards not adjacent to neighborhood streets.



For back yards of 50'-0" in width or less, the following fence styles are also acceptable: White vinyl, 1" spaced slats, 4'-0" height standard (5'-0" height is acceptable in yards not adjacent to neighborhood streets). White vinyl shadow box design, 6'-0" height standard. Privacy fencing (vinyl or painted / stained wood) up to 6' in height will be reviewed and approved on a case by case basis and such fencing shall have the upper 1'-0" section constructed of open lattice (diagonal or square), pickets or other open type infill.



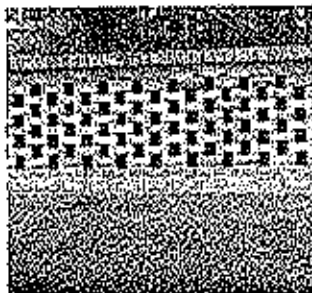
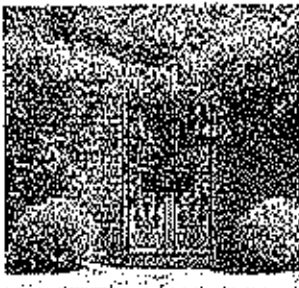
Townhomes are not allowed to have fences, but are allowed to install a partition separating back yards/patios. The following partition material is acceptable: White vinyl, shadow box design, 6' height is the standard, partition use only.

  
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11. Village Square and Peninsula fencing: Photographs and details of the DRB approved fences include but are not totally limited to the following. Note the fencing examples as noted shall not exceed 5'-0" in height. Privacy fencing up to 6'-0" in height will be reviewed and approved on a case by case basis and such fencing shall have the upper 1'-0" section constructed of open lattice (diagonal or square), pickets or other open type infill. Fence materials include metal, brick and wood and will be reviewed and approved by the DRB on a case by case basis. Note that all wood fencing shall be either painted (to match trim color or approved accent colors coordinated with the house color) or stained as approved by the DRB. The typical black aluminum fencing as noted earlier is also acceptable and approved.

Other fence type examples acceptable in the Village Square and Peninsula communities:





## DRIVEWAYS 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 community'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 DRB 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 encroachment onto buffer areas, association owned common property and neighboring lots.
4. Additional driveways will not be permitted for parking purposes except in front of the garage or as approved by the DRB.
5. Parking and storage of trailers, camping trailers, boats, recreational vehicles, etc. will not be allowed on site unless screened totally from view from the street (i.e. landscaping, fences, garage storage, additional storage building, etc.).
6. Walkways (minimum of 36" in width) are required to extend from the front door to the street sidewalk in a perpendicular fashion. This may be waived on lots that require the house be set back a substantial distance from the street and where existing trees prohibit. 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 DRB on a case by case basis.



## LIGHTING

1. The use of up-lighting for landscaping is encouraged whenever possible and shall be low intensity.
2. A sconce light mounted to the front of the dwelling or a carriage-style post-mounted fixture is required.
3. Lighting shall be architecturally compatible with the style of the house. Lighting shall not be allowed in the right of way or in casements and shall not be installed in such a manner that it shines directly onto an adjacent property or causes the light source to be directly visible from the road.
4. Spotlights are prohibited.

## MAILBOXES

1. Standard mailboxes and post designs are required. Contact developer for final mailbox designs and suppliers.

## PLAY EQUIPMENT

1. Play equipment shall be placed in rear yards and shall be completely screened from view with landscaping so that it is not visible from the street or any amenities including trails, lakes, etc. Consideration should be given to lot size, equipment size, material, design, amount of visual screening, and relationship to neighboring property. Play structures shall be a maximum of 10' in height. Equipment constructed from natural materials is encouraged. Painted metal play equipment, not including wearing surfaces (e.g. slides, sliding poles, and climbing rungs) shall be painted dark green or brown to blend with natural areas.
2. 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.
3. 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 to blend with the natural open space or with the colors of the house if the house is located nearby. Playhouses, as well as play equipment, should be totally screened by natural vegetation or additional landscaping as noted in item 1. above.



4. Skateboard, bike, and other type ramps and noisy activities and equipment are not allowed. Sport courts (i.e. basketball, tennis, etc.) are not allowed.
5. Above-ground swimming pools will not be approved. In-ground swimming pools are allowed and will be reviewed and approved on a case by case basis prior to beginning construction and as proportioned to the lot size, house location, rear yard and shall be located within the building setbacks. In general below ground pools are only allowed on 80' wide or wider lots. Pools shall comply with all local, state, etc. safety codes and requirements.
6. All basketball goals require architectural approval. Mobile or permanent basketball goals are allowed in rear yards or beside driveways, but must be located a minimum of 10'-0" from adjacent property lines. Houses located on interior alley lots may have basketball goals mounted on the house above the garage doors and shall meet the requirements for the backboard construction as noted below. Mobile basketball goals are not to be placed in the street; they must remain in an upright position unless being stored out of sight (i.e., in a garage). Poles shall be black or dark green and the backboard shall be of a clear material. Light fixtures are not allowed to be mounted on the basketball goals or located on house specifically for the basketball purpose. Owners are asked to be considerate of their neighbors with regard to the hours of play. All basketball goal details, location, etc. will be reviewed and approved on a case-by-case and lot-by-lot basis. Violations of these requirements shall result in the possible removal of the basketball goal by the Amberly HOA and / or fines levied against the homeowner. Basketball goals may also be subject to the individual Amberly community requirements.

## **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 relationship. Generally, rounded landscape timbers will not be approved due to their lack of stability when used to retain earth and their poor 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 to comply with county building codes, the applicant should consider stepping the wall in a terracing effect.



4. Mechanical equipment should be concealed and located so as not to have an adverse effect on the use of adjacent property.
5. Landscaping will usually be required to soften the visual impact of retaining walls, screen walls, and other exposed structures.
6. All garbage and recycle containment and receptacles shall be located inside house or garage or screened from street or public space view.

### **TREE REMOVAL**

1. Please protect and preserve all existing trees and landscaping. No live ornamental trees (e.g. holly, dogwood, 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 DRB may require replacements. "Detrimental" conditions include physical intrusion by trees, roots, and branches on buildings or other structures in a 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.

### **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 on a case by case basis. 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 to match the trim or the dominant color of the house.

### **SATELLITE DISHES**

1. Provide specifications on size and color of dish and proposed location. The DRB reserves the right to deny the request if it is determined that the location of the dish would make it unsightly from the street and a more desirable location exists. Dishes larger than 1 meter in diameter are not allowed. Dishes should be painted to match house color as determined by the DRB.



## **SOLAR COLLECTORS**

1. All solar collectors require DRB approval. A drawing showing location of the unit on the roof must be submitted to the DRB. 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 (flat to the roof), not free standing or ground mounted. Every effort must be taken to camouflage the plumbing and supports for the collectors and 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. 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.

## **OUTDOOR FIREPLACES AND KITCHENS**

1. Outdoor fireplaces and outdoor kitchens may be allowed on a case by case basis. Open fire pits and wood-burning fireplaces will not be allowed. Fixed outdoor grills or cooking areas shall be subject to the approval of the DRB. They shall be gas-operated and connected to the dwelling's gas line. Only propane tanks attached to gas grills shall be allowed on individual properties. Outdoor kitchens not associated with a swimming pool shall be constructed contiguous to the dwelling and be of architecturally compatible materials and of an equal or better quality than the exterior of the dwelling. An outdoor kitchen may be allowed as part of a separate pool building but the building must be constructed of the same materials as the dwelling and be architecturally compatible.

## **SIGNAGE**

1. Construction and builder signage is restricted to the format as required by the developer and community and all must strictly adhere to the approved builder and community signage program. Subcontractor or vendor signs are not permitted.

## **UTILITIES**

1. Each lot is responsible for the location/verification of all utilities prior to the commencement of any clearing or grading activity. Any discrepancies must be brought to the immediate attention of the DRB before any clearing begins. Location of utilities after clearing operations have commenced will be the responsibility of the lot owner.



## **HVAC AND ELECTRICAL EQUIPMENT**

1. All air conditioning units, heating equipment, gas meters, electrical meters and cabinets, telecommunications facilities and similar items shall be screened completely from all community streets, walks, trails, and recreation facilities.

## **TRASH AND RECYCLING**

1. Trash and recycling containers shall be stored within individual homes or within approved trash enclosures. Enclosures for houses and patio homes shall be architecturally compatible with the house and completely screen the trash can from the street. Trash containers and recycling areas for multi-family buildings shall be located for convenient access to residents and shall be completely surrounded by an opaque masonry wall or combination masonry and fence/siding - whichever is most complimentary of the architecture of the buildings. The area shall be gated with durable metal gates and the height shall be sufficient to enclose any dumpster or container located within.

## **PORT-A-JOHN S**

1. The provision of port-a-johns are required per local ordinances and must be placed outside the street and utility rights-of-way in order to permit the timely placement of utilities.

## **LANDSCAPING AND SITE DEVELOPMENT**

### **GENERAL REQUIREMENTS**

1. The following minimum landscaping and site development requirements shall apply. The DRB may require additional landscaping to create adequate screening and privacy from the street and adjacent lots. In order to insure that the visual qualities of the community are maintained, all changes to the exterior portions of a lot including new construction, architectural renovations, installation of ancillary structures, changes to major plantings such as street plantings and entrances, all irrigation and sod, and all other landscape site work must be reviewed and approved by the DRB.
2. Generally, site plans shall comply with three major principles: preserve natural drainage patterns, create or maintain a natural-looking topography, and retain existing vegetation as much as possible. The site shall be developed in a manner consistent with the natural drainage flow and designed to meet the drainage and nitrogen reduction requirements of the Town of Cary. Site grading shall maintain a natural appearance with smooth transitions between grades and graceful contours. A minimum pitch overland of 2% is required for all areas.



3. All drainage must be reviewed and approved by the DRB. Drainage will be reviewed on an individual site or lot basis and all plans shall be submitted showing the location of the drains, the output area and the nearest inlet or catch basin. Reasonable efforts shall be made to save groups of trees rather than individuals or very small stands (in area). It is understood that due to the high level of development, site clearing and regrading will eliminate large areas of trees. However, if a lot contains mature or desirable trees reasonable efforts should be made to have the architecture respond to this environment.
4. In addition to the street tree or streetscape planting requirements of the equivalent of one deciduous shade tree for every 50 linear feet of roadway, the front yard of each home lot, townhouse or multi-family building shall contain additional material as specified in the specific criteria for each home type. This in no way eliminates or reduces the requirements of the Town of Cary code.
5. Plant beds shall be laid out to flow in curvilinear lines, not straight lines, and plantings shall be massed in groupings whenever possible. Planting beds shall not be designed or laid out in straight lines at the foundation of the dwelling unit so that they appear to be ringing the dwelling unit in a "straight jacket" fashion. The use of only one plant (monoculture) as well as too many different plants (over-diversification) is discouraged. Within a neighborhood, repeated use of a select plant palette is desirable. All bed layouts and planting plans must be submitted and approved by the DRB.
6. All plantings, including lawns, shall be selected for their adaptability to drought conditions. Plants should be selected from the approved plant list. Plants not on this list may be acceptable, but must be approved by the DRB prior to installation. All plants shall conform to the latest edition of the American Standards for Nursery Stock and shall be installed in accordance with landscape specifications.
7. Corner side yards of any dwelling type must meet the requirements laid out for front yards. Plant beds shall be laid out to flow in curvilinear lines and plantings shall be massed. Any HVAC units or other utilities shall be fully screened from the street with fencing or plantings. All layouts for side/ corner lot plantings shall be submitted to the DRB for review prior to installation. The layout must indicate the location of aboveground utilities and mechanical units.
8. A minimum plant quantity shall be required for each lot, however in order to meet the requirements of the individual lot landscape standards no actual numbers of plants are recommended due to the varying lot sizes and conditions. The developer of any neighborhood shall submit guidelines to the DRB for planting based on the criteria established. The DRB may require additional plantings on a lot or within a development if it does not meet the visual and aesthetic parameters outlined. Lots 60' in width across the street frontage shall have at least 1 shade tree and one ornamental tree in the front yard.



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9. Lots larger than 50' in width must still meet the general spacing requirement of 1 tree for every 50 linear feet of roadway. That may mean that some lots may have more than one tree. Lots less than 60' in width must have a minimum of one ornamental tree in the front yard, preferably near the house if that lot does not contain a shade tree. Plant beds shall be laid out in curvilinear beds as opposed to straight lines around the dwelling. In addition, any requirements in the Town of Cary code must be met. Installed plants shall meet a minimum plant size of 3 gallon for shrubs, 4" caliper for street and front yard shade trees, 8' height for ornamental trees, 7- 8' height for evergreen trees, and 2.25" pot for groundcovers. Plants should be selected for their adaptability to the local soils and should be drought tolerant unless an irrigation system is installed. It is recommended that the lawn type of choice be a warm season grass such as a Bermuda hybrid, Zoysia, or Centipede.
10. No more than 75% of all pervious surfaces in the front yard shall be lawn. At least 25% of all pervious surfaces in the front yard shall be planting beds comprised of grouped plantings of trees, shrubs, ornamental grasses, and groundcovers.
11. Irrigation is required on front and side yard lawns.
12. All structures greater than 24" in height, including gazebos, arbors, trellises, children's playhouses and similar small buildings such as garden potting sheds, are permitted only within the rear building setback no nearer to the street fronting such lot than the rear building corner of the main building. They shall be of the same materials and detailing as the home, and shall be screened with plantings so that they are not visible from the street or other public way
13. Gardens are allowed so long as they are located within the rear yard of the lot no closer to the street frontage than the rear corner of the dwelling. They must be adequately screened from view from any public way. It is recommended that they be part of the overall design of the rear yard area. All gardens must be submitted to the DRB indicating location and method of containment and screening.
14. Boats, trailers, recreational vehicles, all terrain vehicles or other recreational equipment shall not be stored outside of a garage on any lot or property within Amberly unless a storage area has been designated or set aside for such a purpose. Residents are required to store such equipment or vehicles at commercial storage areas off site. Canoes and kayaks must be stored in a garage or off site.
15. Flagpoles are allowed only as approved by the DRB on a case by case basis. Flagpoles are limited to one per house and shall be attached to a building. All ground-mounted flagpoles are prohibited.



16. Clotheslines are not allowed. All other outdoor structures, if not addressed above, must be approved by the DRB on a case by case basis prior to installation

## **PATIO HOMES AND VILLAS REQUIREMENTS**

1. A minimum plant quantity shall be required for each lot, however in order to meet the requirements laid out under "General Requirements" of the Individual Lot Landscape Standards no actual numbers of plants are recommended due to the varying lot sizes and conditions. The developer of any neighborhood shall submit guidelines to the DRB for planting based on the criteria established in the "General Requirements". The DRB may require additional plantings on a lot or within a development if it does not meet the visual and aesthetic parameters outlined. Large shade trees shall be laid out at the equivalent rate of one tree for every 50 linear feet of street in a regular spacing, or in a more random layout if desired, depending on the design intent within the neighborhood.
2. Lots less than 60' in width must have a minimum of one ornamental tree in the front yard preferably near the house. Plant beds shall be laid out in curvilinear beds as opposed to straight lines around the dwelling and shall be installed so that beds flow between adjacent lots. Long curvilinear bed edges with plants massed in groupings are encouraged to visually unify the streetscape and simplify the maintenance of shrubs and lawn. Any requirements in the Town of Cary code must be met and the Amberly requirements may be used toward satisfying any code requirements.
3. Installed plants shall meet a minimum plant size of 3 gallon for shrubs, 4" caliper for street and front yard shade trees, 8' height for ornamental trees, 7-8' height for evergreen trees, and 2.25" pot for groundcovers. Plants should be selected for their adaptability to the local soils and should be drought tolerant unless an irrigation system is installed. It is recommended that the lawn type of choice be a warm season grass such as a Bermuda hybrid, Zoysia, or Centipede.
4. No more than 60% of all pervious surfaces in the front yard shall be lawn. At least 40% of all pervious surfaces in the front yard shall be planting beds comprised of grouped plantings of trees, shrubs, ornamental grasses, and groundcovers. Lawn areas should not be isolated, but should tie to adjacent lawn panels in order to create a pleasing visual continuity between lots
5. Irrigation is required for front and side yard lawns.

## **TOWNHOMES REQUIREMENTS**

1. A minimum plant quantity shall be required for each lot, however in order to meet the requirements laid out under "General Requirements" of the Individual Lot Landscape Standards no actual numbers of plants are recommended due to the varying lot sizes and



conditions. The developer of any neighborhood shall submit guidelines to the DRB for planting based on the criteria established in the "General Requirements". The DRB may require additional plantings on a lot or within a development if it does not meet the visual and aesthetic parameters outlined. Large shade trees shall be laid out at the equivalent rate of one tree for every 50 linear feet of street in a regular spacing, or in a more random layout if desired, depending on the design intent within the neighborhood.

2. There shall be a minimum of one ornamental tree in the front yard of each dwelling unless it contains a shade tree. Plant beds shall be laid out in curvilinear beds as opposed to straight lines around the dwelling and shall be installed so that beds flow between adjacent lots. Long curvilinear bed edges with plants massed in groupings are encouraged to visually unify the streetscape and simplify the maintenance of shrubs and lawn. Any requirements by these criteria may be used to satisfy the Town of Cary code requirements. Installed plants shall meet a minimum plant size of 3 gallon for shrubs, 4" caliper for street and front yard shade trees, 8' height for ornamental trees, 7-8' height for evergreen trees, and 2.25" pot for groundcovers. Plants should be selected for their adaptability to the local soils and should be drought tolerant unless an irrigation system is installed. It is recommended that the lawn type of choice be a warm season grass such as a Bermuda hybrid, Zoysia, or Centipede.
3. No more than 50% of all pervious surfaces in the front yard shall be lawn. At least 50% of all pervious surfaces in the front yard shall be planting beds comprised of grouped plantings of trees, shrubs, ornamental grasses, and groundcovers. Lawn areas should not be isolated but should tie to adjacent lawn panels in order to create a pleasing visual continuity between lots and to simplify maintenance.
4. Irrigation is required for front and side yard lawns.
5. Privacy screens may be installed in the side yard between townhouse units. They shall match the exterior detailing of the building, and shall be constructed and finished in the same materials and colors. They shall extend a maximum of 12 feet from the rear face of the building. The maximum height shall be 6'.

## **MULTI-FAMILY REQUIREMENTS**

1. A minimum plant quantity shall be required for each lot, however in order to meet the requirements laid out under "General Requirements" of the Individual Lot Landscape Standards no actual numbers of plants are recommended due to the varying lot sizes and conditions. The developer of any neighborhood shall submit guidelines to the DRB for planting based on the criteria established in the "General Requirements". The DRB may require additional plantings on a lot or within a development if it does not meet the visual and aesthetic parameters outlined. Large shade trees shall be laid out at the minimum equivalent rate of one tree for every 50 linear feet of public or private street in a regular



spacing, or in a more random layout if desired, depending on the design intent within the neighborhood.

2. There shall be a minimum of three ornamental trees, and three evergreen trees in the front yard of each dwelling. Plant beds shall be laid out in curvilinear beds as opposed to straight lines around the buildings and shall be installed so that beds flow between adjacent buildings. Long curvilinear bed edges with plants massed in groupings are encouraged to visually unify the streetscape and simplify the maintenance of shrubs and lawn. There are significant other requirements in the Town of Cary code that must be met. The Amberly requirements may be considered a part of these requirements but not in addition to these requirements
3. Installed plants shall meet a minimum plant size of 3 gallon for shrubs, 4" caliper for street and front yard shade trees, 8' height for ornamental trees, 6-8' height for evergreen trees, and 2.25" pot for groundcovers. Plants should be selected for their adaptability to the local soils and should be drought tolerant unless an irrigation system is installed. It is recommended that the lawn type of choice be a warm season grass such as a Bermuda hybrid, Zoysia, or Centipede. No more than 40% of all pervious surfaces in the front yard shall be lawn. At least 60% of all pervious surfaces in the front yard shall be planting beds comprised of grouped plantings of trees, shrubs, ornamental grasses, and groundcovers. Plants shall be planted in sufficient quantity and spacing to insure that no expanses of mulch are visible between plants within three years of installation. Lawn areas should not be isolated but should tie to adjacent lawn panels in order to create a pleasing visual continuity between lots and to simplify maintenance.
4. Irrigation is required on front and side yard lawn areas.

#### **LAKE AND TRAIL VIEW LOTS REQUIREMENTS**

1. Homeowners adjacent to these features have a special obligation to the Amberly community to preserve their appearance for all residents. While they should be able to enjoy the views, they must share in the obligation to provide the Amberly residents with pleasant views.
2. Dwellings abutting the lakes and trails shall be partially screened so that views toward them from any point shall be filtered so that the view is obscured by vegetation. New plantings or retained vegetation used to accomplish this shall be arranged to screen homes a minimum of 30% of the lot width, 30% of the width of a townhouse, or 50% of the width of a multi-family building. At least 60% of the new plantings used to create this screening shall be evergreen trees and shrubs and shall be planted in sufficient numbers and sizes to meet these requirements within three years of occupancy. They shall be arranged to create a natural appearing forest edge, utilizing an appropriate mixture of shade, evergreen and understory trees



## CONSTRUCTION MAINTENANCE AND MISCELLANEOUS

1. During construction, all debris shall be placed in a single location on the lot of the construction site only. The debris shall be contained by some type of barrier (e.g. wire fencing) to assist in keeping the debris from being scattered.
2. Weekly (preferably) and after construction is completed, debris or trash of any kind shall be removed from any lot, or on sidewalks or streets contiguous thereto and 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 homebuilder or his agent, or the homeowner, to remove or cause to be removed any and all of the above debris within 72 hours of notification by the Amberly Community Association. Failure to comply with the request will cause removal of the debris by action of the Amberly Community Association and all related costs will be charged to the homebuilder or the homeowner.
3. During construction, all streets shall be kept clean of mud and trash and all broken curb or paving shall be promptly repaired. Builders must mow a minimum of 20' off curb at all times on owned vacant lots.
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 Amberly 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
  - J. Area between the curb and sidewalk
5. If at any time the DRB or the Amberly Community Association is made aware of a property that has deteriorated to the point that it is affecting the aesthetics of the Amberly 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 Standards are the most common. If the project is not included in the Standards, refer to the one that is closest in concept to the project and use it as a guide for preparing an application to the DRB.
  
7. Most of all, in all that is proposed, consider the neighbors and neighborhood to provide the best aesthetic and quality project possible.



## **APPENDIX**

### **Submittal Forms**

**DRB Submittal Checklist – Builder / Pre-closing Form**

**Color Selection Form**

**DRB Alterations and Additions Submittal Checklist – Homeowner / Post-closing Form**



# DRB SUBMITTAL CHECKLIST

**NO SUBMITTAL WILL BE REVIEWED UNLESS ALL INFORMATION IS INCLUDED**

Revised September 2007

Builder / Homeowner Name \_\_\_\_\_ Lot No. \_\_\_\_\_  
Plan Name \_\_\_\_\_ Date Submitted \_\_\_\_\_  
Street Address \_\_\_\_\_

## Site Plan (8-1/2" x 11")

- Scale, property line information, setbacks, etc.
- Building footprint and finished floor elevation
- Clearing limits not to exceed necessary construction zone (indicate on plan)
- Water meter & sewer locations (from field observation)
- Driveway and walkway to street (include any special materials)
- Decks and patios
- Fencing and retaining walls (including fence detail if proposed)
- Service areas (include method of screening)
- Accessory buildings (if any)

## Landscaping Plan (8-1/2" x 11")

- A Landscaping Plan is not required if a generic plan has been previously approved.

## Architectural Plans (8-1/2" x 11" or copy of Approved Builder Cut-Sheet)

- Plan name
- Floor plans with finishable square footage
- Front, sides & rear elevations (with material indications)
- Special details (porch railings, columns, etc.)

## Colors and Materials

- Color Selection Form must be attached

**Reviewing is only for conformance with the Amberly Architectural Standards. The builder / homeowner is responsible for compliance with the Amberly Architectural Standards, Ordinance and other applicable codes, regulations, etc.**

- Approved       Approved as Noted       Not Approved       Resubmit

Reviewed By Amberly DRB Rep. \_\_\_\_\_

Date \_\_\_\_\_



# COLOR SELECTION FORM

Revised September 2007

Builder / Homeowner Name \_\_\_\_\_ Lot No. \_\_\_\_\_  
Plan Name \_\_\_\_\_ Date Submitted \_\_\_\_\_  
Street Address \_\_\_\_\_

## Color Selection Guidelines

Recommended color schemes have been prepared by the developer and are available for customer selection. A list of these color schemes is included in the Amberly Architectural Standards (Standards). A color scheme must be selected and submitted to the Amberly Design Review Board (DRB) for review and approval prior to painting house. In case of conflict with existing homes, another color choice may be required for DRB review and approval. Review the Amberly permanent files and adjacent house colors for color coordination and prevention of color duplication prior to submittal. Color schemes outside of these recommended color schemes will be considered on a case-by-case basis and shall be submitted with color chip samples (minimum 2" square in size and larger samples may be required) for DRB review and approval. Colors should be submitted with the original house submittal to best assure your first choice selection. Note: Color selection approval based on a first-come first-serve basis.

Color Scheme No. Proposal \_\_\_\_\_ (Other Color Proposals samples attached)

Siding / Brick \_\_\_\_\_ Trim \_\_\_\_\_

Front Door \_\_\_\_\_ Garage Door \_\_\_\_\_

Shutters \_\_\_\_\_ Roof \_\_\_\_\_

Other (Shakes, fencing, etc.) \_\_\_\_\_

Reviewing is only for conformance with the Amberly Architectural Standards. The builder / owner is responsible for compliance with the Amberly Architectural Standards, ordinances and other applicable codes, regulations, etc.

Approved       Approved as Noted       Not Approved       Resubmit

Reviewed By Amberly DRB Rep. \_\_\_\_\_

Date \_\_\_\_\_



# DRB ALTERATIONS AND ADDITIONS SUBMITTAL CHECKLIST

**NO SUBMITTAL WILL BE REVIEWED UNLESS ALL INFORMATION IS INCLUDED**  
Revised September 2007

**Note: Submit completed DRB Alterations and Additions Submittal Checklist and required information to P.P.M., Inc. (Professional Property Management, Inc. of Raleigh), Box 99657, Raleigh, NC, 27624, 919-848-4911, Fax 919-870-7241 for DRB review and approval prior to proceeding with any construction and site improvements as required.**

Builder / Homeowner Name \_\_\_\_\_ Date Submitted \_\_\_\_\_  
Street Address \_\_\_\_\_ Lot No. \_\_\_\_\_  
Telephone Numbers - Home \_\_\_\_\_ Work \_\_\_\_\_

### Site Plan as required (8-1/2" x 11")

- Scale, property lines, setbacks, easements, etc. with existing house and proposed additions
- Driveway / parking and walkway improvements / additions
- Deck and patio improvements / additions
- Fencing and retaining walls (including fence details) improvements / additions
- Accessory outbuilding improvements / additions
- Other site improvements / additions as required

### Landscaping Plan as required (8-1/2" x 11")

- A Landscaping Plan is required for any improvements other than for maintenance purposes.

### Architectural Plans and Elevations as required (8-1/2" x 11")

- Floor plans (with square footage) and all elevations of improvements / additions

### Colors and Materials as required

- Color Selection Form must be attached if required

### Neighbor Notification

- Notification / contact of all adjacent neighbors required (Note on back of this Checklist)

**Reviewing is only for conformance with the Amberly Architectural Standards. The builder / homeowner is responsible for compliance with the Amberly Architectural Standards, Ordinance and other applicable codes, regulations, etc.**

- Approved       Approved as Noted       Not Approved       Resubmit

\_\_\_\_\_  
Reviewed By Amberly DRB Rep.

\_\_\_\_\_  
Date