

# Breckenridge Homeowners Association

## Architectural Standards and Guidelines

### Breckenridge Subdivisions

Lakes I	Lakes II
Legends	Manors I
Manors II	Park I
Park II	Preserve I
Preserve II	Terrace I
Terrace II	Vistas

Revised April 14, 2011  
Approved By Breckenridge Board of Directors

## **PURPOSE**

The Architectural Review Committee (ARC) was established by the Board of Directors under the authority of the Breckenridge Homeowners Association of NC, Inc. Declaration of Covenants and Restrictions to help maintain the quality of life in Breckenridge by preserving property values and promoting the natural beauty of the community. We encourage each owner to maintain their property in a way that reflects pride in their home and in our community. The Committee is constantly looking at revisions to the Guidelines to reflect changes in building materials, laws, and the maturing character of the neighborhood. However, the Committee must abide by the principles stated in the covenants.

Towards this end, the Covenants require that homeowners submit written applications for all external property improvements, in advance, to the committee for approval. Approval is mandatory before work can begin. The committee decides whether to approve or disapprove a request based on whether or not the improvement conforms to community standards. The potential affect is also considered. Homeowners who begin projects without approval will still be asked to submit an application after the fact. Such applications, even for completed projects, may be denied. If denied, the change must be removed at the homeowner's expense. Also, any changes that are not properly maintained will be subject to removal at the homeowner's expense.

To provide guidance to homeowners in the area of community standards, the committee composed these Architectural Standards and Guidelines that have been approved by the Board of Directors. The guidelines describe what types of improvements require approval, what types of improvements are allowed in this community, and what attachments are required with the applications.

<p>Homeowners should be aware that the Town of Morrisville also has guidelines governing some of the same subjects covered in this document. Any Town of Morrisville guidelines that are more stringent than Breckenridge guidelines take precedence over the Breckenridge guidelines. Also, approval from Breckenridge Architectural Review Committee does not obviate the need for securing any necessary Town of Morrisville permits.</p>
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## **PROCEDURE**

The committee meets at 7:00 p.m. on the first Tuesday of each month at the clubhouse to review homeowner's applications. The application must be submitted to YORK PROPERTIES office in Cameron Village by 5PM on the Thursday prior to the ARC meeting to be considered at that month's meeting. Late applications are reviewed at the following month's meeting.

Homeowners are cordially invited to attend the meetings to ask questions and observe the process. A requesting homeowner does not need to be present, but it is sometimes helpful to the committee to have the homeowner's verbal explanation of the written request. If a neighboring homeowner wishes to dispute a request being made, they are invited to address their concerns to the committee either in person or in writing. Anyone who wishes to address their concerns to the committee concerning a particular request should be at the clubhouse at 7:00pm on the day of the meeting.

When planning a home improvement project, a homeowner should first refer to the applicable architectural guidelines. Every effort should be made not to disturb or adversely affect neighbors. The homeowner then fills out a "Request for Architectural Approval" form. A copy of this form is attached to this package. Copies are also available at the YORK PROPERTIES office. Multiple projects can be submitted on the same form. The form, with any required attachments, should first be submitted to the homeowner's subdivision association, if applicable, and then be submitted to YORK PROPERTIES Cameron Village office by 5PM on the Thursday prior to the ARC meeting. This allows the ARC committee sufficient time to gather data in order to make an informed decision.

The committee will review all properly submitted requests at their next regularly scheduled meeting and take one of the following actions:

1. Approve the request as submitted
2. Approve the request subject to conditions (Conditions must be accepted in writing before the work can begin).
3. Disapprove the request because it's not complete, or has not been approved by the applicable sub association ARC.
4. Disapprove the request

Note: If the homeowner resides in a sub division with an active sub association, approval by the sub association's ARC must be completed prior to submission to the Breckenridge ARC.

Note: Sub Associations requests will be handled using the same procedures as homeowner's requests.

Within a week of the meeting, YORK PROPERTIES will inform the requesting homeowner in writing of the action taken on their request. Request approval is valid for a period of 1 year. If work has not begun within that time, the request must be resubmitted and approved before any work can be started. The request and supporting documents then become property of the Breckenridge Homeowners Association and are retained in the property files.

If any homeowner disagrees with the committee's action concerning a particular request, they may appeal the decision to the Board of Directors. If a homeowner wishes to appeal an ARC decision, they should call YORK PROPERTIES and ask to be put on the agenda for the next Board of Director's meeting. An appeal can also be made in writing.

If you have any questions, please feel free to call the YORK PROPERTIES office at 821-1350 during the normal business hours: Monday through Thursday 8:30am - 5:00pm and Friday 8:30 – 1:30pm

Please remember that the ARC members are volunteers and are normally available only during the scheduled committee meeting times.

## **INSTRUCTIONS FOR COMPLETING THE APPLICATION**

The Request for Architectural Approval Form should contain a complete written description of the proposed improvement and should also include as applicable:

1. A copy of the lot survey or plot plan prepared and sealed by an engineer or Registered Land Surveyor showing the location of the improvement and distance to the nearest property lines;
2. Pictures, drawings, or blueprints showing different views with dimensions;
3. Sample and/or descriptions of paint and/or materials to be used in construction;
4. A description of any screening to be provided.

It's very important to have all affected neighbors sign the form. This is not a request for their approval, but only an acknowledgement that they've been informed of the proposed improvement. Incomplete requests will be disapproved and returned to the homeowner.

Since each request will be evaluated against all the guidelines that pertain to the request, please ensure that you consider all the guidelines that apply.

NOTE: Items covered in this guideline are for Breckenridge residents in general. Some items may not be permissible in particular subdivisions, based on their covenants.

Note: On the items which don't require approval, the committee reserves the right to request a homeowner to remove an item if surrounding homeowners complain and if, upon inspection, the committee considers the item to be unsightly or a nuisance.

### **Definitions**

Houses on corner lots: The side containing the main entrance to a house will be defined as the front on the house.

Projects which require ARC approval are included (but not limited to) in the table below.

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## **CHANGES IN EXTERNAL COLOR OR MATERIAL**

### **Items Requiring Architectural approval:**

All changes to external color or material require ARC approval.  
Examples of Changes and replacements covered in this Category are:

Paint  
Siding  
Roof  
Gutters  
Trim  
Shutters  
Doors

### **Information Required in Submittal:**

Sample(s) of the paint, stain, and/or materials showing colors to be used, thickness of material, brand and manufacturer's style or color number.

## **PET FACILITIES**

### **Items Requiring Architectural Approval:**

All structures to shelter, confine, or provide exercise space for household pets.

### **Information Required in Submittal:**

1. Plot plan showing the location of the structure and distance to nearest property lines.
2. Elevation view(s) showing the planned appearance of the structure with dimensions.
3. Description of material(s) to be used in construction.
4. Description of the shielding to be provided.

### **Guidelines:**

1. If the yard is not fenced in, then a free standing pet facility must be located at least 10 ft. from all property lines, and must be placed where it is least objectionable to neighbor's view.
2. Pet facilities for livestock and domesticated farm animals are prohibited.
3. Permanent pet facilities are to conform to the fence guidelines
4. Temporary pet facilities may be any commercially available type, but must comply with items 1-3 (above) and will be granted for a period of one year.

## **RETAINING WALLS & DRAINAGE CHANGES**

### **Items Requiring Architectural Approval:**

All retaining walls, storm drains, or significant drainage changes require ARC approval.

### **Information Required in Submittal:**

1. Plot plan showing the location of the structure and distance to nearest property lines.
2. Elevation view(s) showing the planned appearance of the structure with dimensions.
3. Description of materials to be used in construction.
4. Contour changes to be made

### **Guidelines:**

1. Approved materials include, but are not limited to, brick, stone, railroad ties, wood, and architectural block. Any wood materials used should be of the treated type.
2. Retaining walls may be stained, but not painted.
3. Contour changes can not:
  - a) Significantly alter the natural drainage
  - b) Be in a Town of Morrisville storm drainage easement or a Breckenridge Common Area.
  - c) Divert water to adjacent property
  - d) Discharge directly into Breckenridge Lakes
  - e) Create an erosion problem.

## **ADDITIONS AND STRUCTURAL CHANGES TO HOMES & TOWNHOMES**

### **Items Requiring Architectural Approval:**

All external additions or structural changes to homes or town homes must have ARC approval before construction begins. This includes new rooms, porches, garages, carports, or attached structures of any kind. Also any changes to chimneys, windows or doors, including the addition of storm windows or storm doors, require ARC approval.

### **Information Required for Submittal:**

1. Plot plans showing the location of the structure and distance to nearest property lines.
2. Elevation view(s) showing the planned appearance of the structure with dimensions.
3. Description of materials to be used in construction including paint and shingle samples, if applicable. If paint and shingles are identical to the residence, no samples are required.
4. Architectural drawings, plans, etc, if available.

### **Guidelines:**

1. No addition may infringe upon the setbacks for the lot as listed in the covenants.
2. Additions should match the residence in color, style, and materials as much as possible.
3. Additions must be attached to house, cannot be placed in setback areas, and must match the color and materials of the house.

Note: Structures which are not an integral part of the main structure are considered detached structures. See Detached Structures guidelines.

## **WINDOWS**

### **Information Required for Submittal:**

1. Description of windows to be replaced.
2. Photo of house showing current windows.



3. Picture of replacement window.
4. No submittal is required if window is replaced with the exact window as currently exists at the home.

**Guidelines:**

1. Replacement windows should conform to the existing appearance of the neighborhood. (Aluminum sash with white panes and trim)
2. If the window being replaced was a double insulated window, the new window must also be of the same style.
3. Tinted windows may be permitted but will be reviewed on a case by case basis in accordance with neighborhood uniformity and must contain panes, either inserted or faux.
4. Solid face windows with no panes are not allowed.
5. Windows deviating far from the style of existing homes will not be permitted nor will the addition of retractable shutters or awnings that would otherwise cover existing windows.
6. The addition of a new window is permitted to be added to an existing wall (i.e. bay window etc. to a living room or kitchen). Plans must be submitted to the committee who will review for uniformity, style, construction method, set-back and appearance and any other factors deemed pertinent.

## **PLAY FACILITIES**

**Items Requiring Architectural Approval:**

All swing sets, play houses, jungle gyms, trampolines, etc. require ARC approval.

**Information Required in Submittal:**

1. Description or picture of the type or style of play facility to be installed.
2. Plot plan showing the location of the structure and distance to nearest property lines.
3. Elevation view(s) showing the planned appearance of the structure with dimensions.

4. Description of material(s) to be used in construction, if applicable.

**Guidelines:**

1. Play facilities must be located at least 10 feet from all property lines, unless enclosed by a fence.
2. They should be located in the least conspicuous place possible, either in the rear or on the most obscure side of the residence.
3. All play facilities must be properly maintained in a safe and attractive condition at all times. Any repairs or replacement must be performed within 30 days

## **LANDSCAPING**

**Items Requiring Architectural Approval:**

Landscaping that is structural, or changes the contour of the land, is adjacent to property lines, or obstructs a neighbor's view, requires ARC approval. Landscaping timbers, railroad ties, etc. used for curbing require ARC approval.

**Items Not Requiring Architectural Approval:**

Landscaping of a minor nature such as naturalizing an area of the yard and/or adding trees, shrubs and flowers need not be submitted for approval providing they don't impact neighboring properties, violate existing guidelines and conform to existing neighborhood standards.

**Information Required for Submittal:**

1. Description of the type, quantity and size of plants and trees.
2. Plot plan showing the location of the plants or trees and the distance to the nearest property lines.
3. Changes to the drainage/runoff on the property should be illustrated with submittal.

**Guidelines:**

1. Hedges and screen planting which form a barrier between properties are not permitted in the front yard. They are permitted in the back yard and on the sides of yard, so long as they do not create a problem for the adjacent property.
2. No plantings are permitted near the lakes which will significantly obstruct view of the lake or cause a sight hazard, or be located in a pedestrian easement.

3. Any wood materials used should be of the treated type.
4. Borders or Curbing made of treated landscape timbers (timbers with two flat and two round sides); treated milled timbers and treated railroad ties are permitted. Borders made of natural untreated woods are not permitted.
5. Rock borders must be submitted for approval.
6. No plantings are permitted on common property. Any planting found on common property may be removed without notice to the homeowner that planted it.
7. Only turf or mulch of any natural color may be installed in the area between the curb and the sidewalk. If mulch is installed in this area, it must be secured by a border that does not protrude above the sidewalk or is even with the sidewalk so that no trip hazard is created and that mulch stays in place. Mulch must not be dyed so that colors bleed onto the sidewalks or streets. No stone or other material may be used in this area.
8. Lawns must be no less than 75% turf and not more than 25% approved landscaping.
9. Warm season grasses are allowed.

## **AWNINGS**

### **Items Requiring Architectural Approval:**

All awnings require ARC approval.

### **Information Required in Submittal:**

1. The awning may be fabric only.
2. The fabric should blend with the color of the residence.
3. Any wood support structure must be same color as the residence or deck.
4. Awning may be installed on the rear or sides of the residence only.
5. Awning must be attached to the residence, not free standing.

## **DRIVEWAYS AND PARKING PADS**

### **Items Requiring Architectural Approval:**

All parking pads or changes to driveways require ARC approval.

### **Information Required in Submittal:**

1. Plot plan showing the location and dimensions of the driveway or parking pad and distance to nearest property lines.
2. Description of material(s) to be used in construction.
3. Location and width of curb cut.

**Guidelines:**

1. No new asphalt or gravel parking pads are permitted.
2. New driveways and / or parking pads must meet the minimum standard of two off street parking spaces on the property.

**PATIOS**

**Items Requiring Architectural Approval:**

All patios require ARC approval.

**Information Required in Submittal:**

1. Plot plans showing the location of the structure and the distance to the nearest property lines.
2. Elevation view(s) showing the planned appearance of the structure with dimensions, if above grade.
3. Description of material(s) to be used in construction.

**DECKS**

**Items Requiring Architectural Approval:**

All new decks require ARC approval. Any appearance change or addition requires ARC approval. All under-deck enclosures require ARC approval.

**Information Required in Submittal:**

1. Plot plan showing the location of the structure and distance to the nearest property lines.
2. Elevation view(s) showing the planned appearance of the structure with dimensions.

3. Description of the material(s) to be used in construction including stain or paint samples if applicable.

**Guidelines:**

All decks must be built of treated wood frames, but can have either treated wood or composite decking material. Composite materials are allowed in natural colors only. Deck railings may be a material other than composite or treated wood. Each request for railing material other than treated wood or composite will be reviewed on a case by case basis.

## **SOLAR COLLECTORS**

**Items Requiring ARC Approval:**

All solar collectors require ARC approval

**Information Required in Submittal:**

1. Description of the type of solar collector to be installed.
2. Drawing showing the location of the unit on the roof with dimensions.
3. Plot plan showing the location of the solar collectors.

**Guidelines:**

1. Solar collectors should be attached only to the roof, not free standing or ground mounted.
2. Solar collectors should be installed so as to be as inconspicuous as possible.
3. Every effort must be taken to camouflage the plumbing and supports for the collectors.
4. The ideal installation is one that is laid flat on the roof. All metal parts should be painted to match the roof coloring. There must be a minimum exposure of the piping runs down the side of the house.
5. Any tree removal required to permit increased solar exposure to the collectors must adhere to the tree removal guidelines.

## **DECORATIONS, LAWN ORNAMENTS, PONDS, SIGNS, FLAGS**

### **Items Requiring Architectural Approval:**

Lawn ornaments that significantly alter the appearance of the lawn, fish ponds, free standing flagpoles, or similar additions require ARC approval.

### **Items Not Requiring Architectural Approval:**

Temporary decorations, including holiday decorations and lighting, For sale or rent, garage sale, yard sale and political campaign signs do not require ARC approval. Temporary lights and decorations should be removed within six weeks of installation. Temporary signs such as yard sale, garage sale and political signs must be removed no later than the Monday after the event. For rent and For Sale signs must be removed a week after the agreement closes No signs may be posted in the common area. If they are posted in the common area, they are subject to removal without notice. All signs must adhere to Town of Morrisville ordinances.

### **Information Required in Submittal for permanent decorative items:**

1. Picture or description of the item, including material, color, and function.
2. Plot plan showing the location of the item and distance to nearest property lines.

### **Guidelines:**

1. Every effort shall be made not to disturb or adversely affect neighbors especially with the installation of the lights and noisy devices.

## **DETACHED STRUCTURES**

### **Items Requiring Architectural Approval:**

Detached items allowed with Architectural Approval are Garages, Gazebos, Archways, Arbors, Greenhouses, and Pergolas.

### **Information Required in Submittal:**

1. Plans should be clear to show the type of construction, including floor plans, elevations, and materials.
2. Plot plan showing the location of the structure and distance to nearest property lines and residence.
3. Description of materials should include paint and shingle samples if applicable. If paint and shingles are to be identical to the residence, no samples are required.

### **Guidelines:**

1. Must not exceed 15' height.

2. Must aesthetically match, as much as possible, the existing house in materials, (including the roof), color, and trim.
3. No structure may infringe on the setbacks for the lot as listed in the covenants.
4. All detached structures must be properly maintained in a safe and attractive condition at all times. Any repairs or replacement must be performed within 30 days

Additional Guidelines for the installation of Gazebos and Arbors only:

“Gazebos are free standing roofed structures, usually open on the sides”.

“Arbors are shelters formed of or covered with vines or branches”.

1. The materials used must be treated wood.
2. May be stained or left natural (not painted).
3. No portion of the structure can be located closer to the street than the front lines of the dwelling, nor can it encroach into any set back. Please refer to your neighborhood “Declaration of Covenants” for set back information.

Additional Guidelines for Greenhouses:

Must be constructed using rigid panels only.

## **SWIMMING POOLS, HOT TUBS, WHIRLPOOLS, JACUZIS, ETC**

### **Items Requiring Architectural Approval:**

All swimming pools require ARC approval. Hot tubs and associated privacy screens require ARC approval.

### **Information required in submittal:**

1. Description of the type or style of the pool or hot tub to be installed.
2. Plot plan showing the location of the structure and distance to nearest property lines.
3. Elevation view(s) showing the planned appearance of the structure with dimensions.
4. Privacy screen material

### **Guidelines:**

1. Above ground pools are not permitted.
2. Pools must be enclosed by an approved fence.

## **SATELLITE DISHES AND RADIO/TV ANTENNAS**

All exterior radio/TV antennas require submittal to and approval by the ARC. Satellite dishes require approval under certain conditions.

### **I. Information to be included (when submission is required):**

1. Description of the type or style of antenna or dish to be installed.
2. Plot plan showing the location and distance to nearest property line.
3. Elevation view(s) showing the planned appearance of the structure with dimensions.
4. Description of the shielding to be provided.

### **II. Situations addressed in the Telecommunications Act of 1996:**

1. A “dish” antenna that is one meter (39.37 inches) or less in diameter and is designed to receive direct broadcast satellite service, including direct-to-home satellite service, or to receive or transmit fixed wireless signals via satellite.
2. An antenna that is one meter or less in diameter or diagonal measurement and is designed to receive video programming services via MMDS (wireless cable) or to receive or transmit fixed wireless signals other than via satellite.
3. An antenna that is designed to receive local television broadcast signals. Masts higher than 12 feet above the roofline may be subject to local permitting requirements, or may be subject to ARC control as permitted by The Act.

The Covenants for Breckenridge cannot impair a viewer’s ability to install, maintain, or use a video antenna. The Covenants impair if (a) unreasonably delays or prevents the use of, (b) unreasonably increases the cost of, or (c) precludes a viewer from receiving an acceptable quality signal from, one of these antennas.

The Act does not prohibit legitimate safety restrictions, provided the restriction is no more burdensome than necessary to accomplish the safety purpose. In Breckenridge, the safety requirements are:

The antenna shall be mounted in such a manner and location such that if it becomes detached, the antenna and associated wiring cannot come in contact with a power line.

1. No antenna shall violate Fire Codes, including (but not limited to) prevent egress from a building or constituting a tripping hazard.



2. The antenna location shall be such that, if unintentional detachment occurs, no part of the antenna or associated wiring will extend beyond the “exclusive use area” of the homeowner. Antennas in Townhome “exclusive use area” does NOT include common areas owned by the association.
3. It is recommended that antennas that both receive and transmit signals be installed by professional personnel to maximize effectiveness and minimize the possibility that the antenna will be placed in a location that is likely to expose subscribers or other persons to the transmitted signal at close proximity and for an extended length of time. Breckenridge does not require professional installation for receive-only antennas, such as one-way DBS satellite dishes. However, Breckenridge requires professional installation for transmitting antennas covered by The Act, based on the safety exception to the rules.

**III. If your satellite dish or antenna is covered by section III (Telecommunications Act of 1996) of this guideline, the following procedure should be followed:**

1. Submit your request for installation of dish or antenna.
2. Wait for approval if you can, but if your dish or antenna is covered by the Telecommunication Act of 1996, you have the right to install your dish or antenna without “unreasonable delays” under many situations.
3. Install your dish or antenna using the guidelines below as our recommendation.
4. If the dish or antenna is not installed in accordance with the guidelines below, and the guidelines could have been adhered to without an unreasonable increase in cost or a preclusion from receiving an acceptable quality signal, or if a safety or infringement provision is violated, the Association has the right to require removal or reinstallation at homeowner’s expense.

**Guidelines:**

1. No dish with a diameter greater than 1 meter (39 inches) is permitted.
2. Antennas or dishes shall be should be installed so as to be as inconspicuous as possible either in the rear of the home or on the side that has the least public exposure. Antennas and dishes shall not be mounted within 10 feet of the side or rear property lines or within any buffer or defined setback, whichever is greater.
3. Any antenna or dish shall be located at least 30 feet from a street right-of-way.
4. Any antenna or dish that is to be installed at ground level must be screened so that it is not visible from any street. Ground-mounted installations shall be located either in

the rear of the home, or on the side—extending no more than 10 feet forward from the rear corner of the building. (See drawing “A”).

5. An antenna or dish may be located on the roof of a home provided it is not on the portion of the roof facing the street, and the highest point of the structure is no higher than the peak of the room on which it is mounted. Under no circumstances shall the structure be visible from any street, unless allowed by Section 207 of the Telecommunications Act of 1996 (hereafter referred to as The Act. A dish should match the color of the shingles on which it is located.
6. An antenna or dish may be mounted on the back or side of a home, but cannot be mounted on the front, unless this would impair reception of signals protected under The Act. If mounted on the side of a building, it cannot be located more than 10 feet forward from the rear corner of the building. The structure must be mounted at least 10 feet off the ground and shall not protrude from the wall more than 3 feet. The dish color must be matched to the primary color of the building.
7. No antenna or dish installation shall constitute a hazard to any homeowner or other person, by exposure to RF Energy exceeding FCC guidelines, obstructing passage across property, restricting emergency egress from a building, or by extending beyond the homeowner’s exclusive area of use in case of unintentional detachment of the antenna or dish from its mounting structure.
8. All wiring from antenna or dish installations should be buried underground or concealed in some way.

\*If tree removal is required, see guidelines for tree removal.

## **SPORTS FACILITIES**

### **Items Requiring Architectural Approval:**

Basketball goals mounted on poles or on the house require ARC approval. Tennis courts and volleyball courts require ARC approval.

### **Information Required in Submittal:**

1. Plot plan showing the location and dimensions of the structure and distance to nearest property lines.
2. Description of the material(s) to be used in construction, if applicable.

### **Guidelines:**

Basketball goals should not be located on a street or right of way.

## **VEGETABLE GARDEN PLOTS**

### **Items Requiring Architectural Approval:**

All vegetable gardens require ARC approval.

### **Items Required in Submittal:**

Plot plan showing the location and dimensions of the garden and distance to nearest property lines.

### **Guidelines:**

1. Vegetable garden plots must be located a minimum of 10 feet from nearest property lines, unless enclosed by a fence.
2. They should be located in least conspicuous place possible, either in the rear or on the most obscure side of the residence, and may not extend beyond the front corners of the dwelling
3. Maintenance of the garden plot is required. Excess debris must be removed at the end of the gardening season and the plot returned to a natural state. This includes dead vegetation as well as stakes and other minor structural additions required for growing season. Inactive garden plots must also be returned to a natural state.
4. Garden plots can not cause erosion or sediment flow into a drainage area.
5. Pesticides, if used, must be “eco-friendly” and not cause toxic runoff or leaching into nearby lakes, streams, drainage channels, or neighboring properties.

## **FUEL OR STORAGE TANKS**

Above ground fuel or storage tanks are not allowed within the Breckenridge Community with the exception of propane tanks for grills.

## **STORAGE SHEDS**

### **Items Requiring Architectural Approval:**

Storage Sheds require ARC approval.

### **Information Required in Submittal:**

1. Materials to be used.

2. Plot plans showing the location of the Shed or outbuilding and the distance to the property lines.
3. A description and Architectural Plans of the Building.

**Guidelines:**

1. Must not exceed 12 feet in height.
2. Must esthetically match, the existing house in materials, (including the roof), color, and trim.
3. No structure may infringe on the setbacks for the lot as listed in the covenants, nor can be located closer to the street than the front lines of the dwelling, nor can it be closer than 10 feet from any property line, unless enclosed by an approved fence.
4. All sheds must be properly maintained in a safe and attractive condition at all times. Any repairs or replacement must be performed within 30 days.
5. The Shed must be placed so that it can not be seen from streets or greenways, or it will require appropriate screening.
6. The Shed should not obstruct neighbor's views of greenways or lakes.
7. Detached structures must be permitted in the homeowner's subdivision.

**TREE REMOVAL**

**Items Requiring Architectural Approval:**

Removal of all live trees 6 inches or greater in diameter and over as measured 4 feet from the ground shall require ARC approval. Diseased, dead, or trees that pose an immediate threat to the house, driveway, sidewalks, or walls do not require ARC approval.

**Information Required in Submittal:**

1. Reason(s) for tree removal.
2. Plot plans showing the location of the tree(s) to be removed and distance to nearest property lines.
3. A description of the remaining trees, and their location on the plot plan.

**Guidelines:**

1. All trees to be removed should be marked with ribbon so that the committee can easily locate them on site.
2. When removed, the tree should be cut as close to the ground as possible. Removal of stump is at the discretion of the property owner.
3. No topping or removal of trees on homeowner association common areas is permitted.

**EXTERNAL LIGHTING**

Any lights installed on the exterior of any property require ARC approval. This includes but is not limited to: wall mounted lights, eave mounted flood lights, free standing pole lights, ornamental sidewalk and driveway lights, landscaping accent lights that are permanently hardwired, ground mounted “up lights” and security lighting.

Seasonal lighting and solar landscape lights does not require approval.

**Items Required for Submittal**

1. Plot plan showing the approximate location of lights.
2. Elevation plan showing the mounting height of lights.
3. Cut sheet or Specification sheets on the fixtures.
4. Cut sheet or Specification sheets on the lamp for the fixture showing type and wattage.
5. On the Plot plan, show the approximate area to be illuminated by the fixture. If it is a directional type fixture, show the direction the fixture is pointed.

**General Guidelines**

1. All exterior lighting must meet the Town of Morrisville’s Lighting Standards.
2. Exterior lighting cannot produce a “glare” on any public street or right-of-way.
3. Exterior lighting cannot produce lighting levels that exceed one (1) foot-candle of illumination at their property line.
4. No lighting can be installed in any street right-of-way.

5. No lighting can be installed on any natural or common area property.
6. No lighting can be installed with in ten (10) feet of any property line.
7. No lighting can be installed in any setback.
8. No lighting can be installed in any utility easement.
9. Lighting may not be installed in a manner that might be considered a safety hazard. (i.e. adequate head clearance, no sharp tops or projections)
10. Exterior lighting should not be installed in a manner that could be considered as a “Nuisance” to any adjacent property owners.

## **FENCES**

### **Town of Morrisville Fence Standards**

All fences must meet the Town of Morrisville fence and landscaping standards including any sub-association guidelines.

#### **Items Requiring Architectural Approval:**

All fences require the approval of the Breckenridge Homeowners Association Architectural Review Committee (ARC).

#### **(I) Yard Fences:**

##### **Items Required in Submittal:**

1. Purpose and description of fence style, height, and dimensions of gate.
2. Plot Plan prepared and sealed by an engineer or registered land surveyor showing the location of fence and gate(s) and distance to nearest property lines.
3. Description of materials to be used in construction, including stain sample, if applicable.

##### **Set-Backs:**

All fences must meet the setback requirements of the Town of Morrisville, Breckenridge Homeowners Association and any sub-association setback requirements.

### **Utility Easements/Right-of-Ways:**

Property owners are cautioned that building a fence that infringes on easement or right-of-ways may result in destruction or removal of the fence. Such installations are done entirely at the risk of the property owner.

### **Prohibited Items:**

- 1.No metal, wire, chain, pipe, RR ties, stone, brick or concrete fences are allowed.
- 2.Painting of yard fences is strictly prohibited
3. Fences are not allowed to obstruct any common area greenways, pedestrian walkways or natural drainage areas.
4. Fences are not allowed to unduly obstruct any adjacent property owner's view of any lakes or common area features.
5. No fence, other than decorative fences (as described in Fences Section IV), should extend beyond the front corners of the dwelling.

### **Maintenance Requirements:**

1. All fences must be properly maintained in a safe and attractive condition at all times. Any repairs or replacement of any sections of any damaged fences or improperly maintained aesthetic features of a fence must be performed within 30 days.
2. Gates should be provided to allow access to all sections of the property for maintenance purposes.

### **Color**

1. Wooden yard fences can be either natural or stained.
2. If the fence is to be stained, the manufacturer's information and actual stain samples must be submitted.

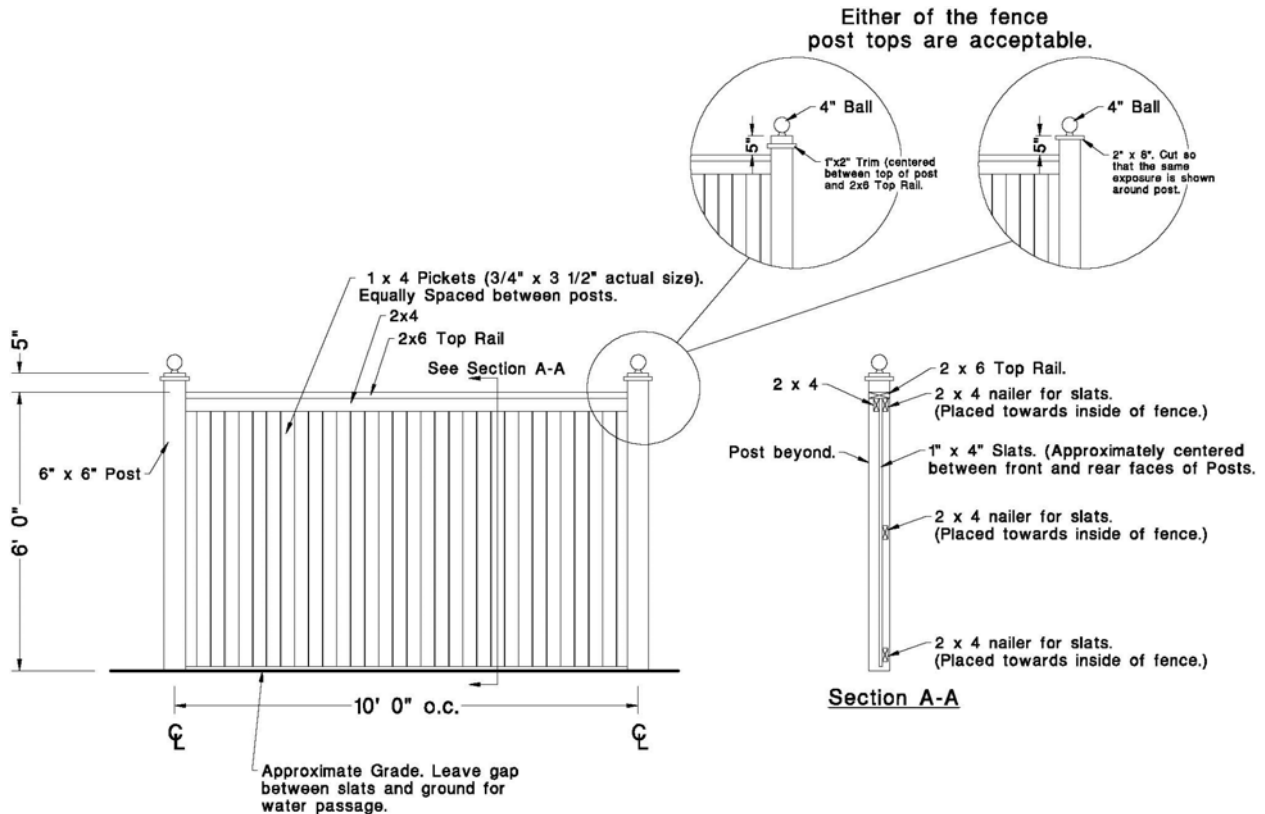
### **Materials**

1. All fences must be treated wood, composite wood, or plastic only.
2. If WOOD, either cedar, redwood, or treated pine lumber must be used.
3. If PLASTIC, the following additional guidelines apply:
  - a) Material must have "through body" color pigment.

- b) All materials should meet the equivalent structural strength of a comparable wood material.
  - c) Materials should be virtually “maintenance free”.
  - d) Sizes of material should generally be the same as “wood fence standards”.
  - e) Installation methods should be equivalent to “wood fence” installation standards.
4. Lattice style fences must have lattice thickness of ¼” or greater.
  5. Lattice style may be pre-manufactured plastic or composite. Color must be prefinished – NOT painted.

**Height**

1. Fences may be from 3-6 feet high measured from the ground to the top of the posts, excluding finials.
2. The maximum height allowed is to be determined based on the environment and application. A uniform height is to be maintained parallel to the ground line.





## **Construction**

1. All hardware is to be galvanized with the exception of the hinges and latches.
2. All posts must be set in concrete.
3. The finished side of all fence styles must face adjoining lots.
4. Finials less than 6" high will be allowed on all fences.
5. If a proposed fence will abut an adjacent existing fence, or if the majority of existing fences in a sub-association are of a particular style, the new fence should match the existing style as much as possible.

### **TERRACE @ BRECKENRIDGE FENCES**

All Privacy Fences in Terrace @ Breckenridge shall be shadowbox style and meet all other requirements of the Privacy Fence guidelines.

Fences for all buildings with the exception of the 500 & 600 block of Canyon Lake Cir shall be shadowbox style fences and meet all other requirements of the Breckenridge ARC fence guideline.

Fences for the 500 & 600 block of Canyon Lake Cir must not obscure the view of the lake and there for will be constructed as follows:

1. Fences shall be 4 feet high.
2. They shall be self contained unless attached to another fence similar in nature
3. At no time can access from one yard to the next be denied. Therefore, if it is necessary to provide gates through a fence area so that trashcans, etc can be pulled through to another back yard, the owner of the fence will add them at their own expense.
4. At no time shall a fence be attached to a privacy screen.
5. Fence construction shall be 4 x 4 wooden posts with iron railing between the posts similar to the fence at the clubhouse. The wooden post must be used throughout the fence as the normal support posts.
6. The metal rails must be black in color.

## **(II) Privacy Screens:**

Privacy screens are generally defined as any above grade structure built specifically for screening purposes such as a patio and does not totally enclose a specific area.

**All privacy screens require ARC approval.**

### **Items Required for Submittal**

- 1 Brief narrative as to the purpose of the screen.
- 2 Plot plan showing the approximate location of the screen.
- 3 Elevation view showing the type and size of the screen.
- 4 Sample of material.
- 5 Finish information for the screen. (i.e. color sample, natural, stained, painted, etc).

### **General Guidelines**

1. Should generally conform to all applicable fence guidelines.
2. Should generally not exceed twenty (20) feet in length.
3. Should not be located within ten (10) feet of any property line except condos, townhouses, apartments, etc., which may have privacy screens as part of their architectural design.
4. Should not be located on or block access to any easement.
5. Should not adversely screen any adjacent property owner's view, any water features or common area greenways.
6. If located in close proximity to an existing privacy screen or fence, the screen should match as closely as possible, the style, material and theme of the adjacent fencing.
7. Should not adversely effect or alter proper drainage.

### **Screen Materials**

Screen materials must conform to the applicable "Material Standards" listed in the "yard Fence" guidelines, unless provided for in this section.

## **(III) Garden Plot Fences:**

Some gardens, such as vegetable gardens, may require a low profile fence-like enclosure totally surrounding the plot to keep out destructive pests such as rabbits, geese, etc.

Such garden fences must comply with the above guidelines and any Sub-Association rules or covenants. Additionally, these fences:

- 1) Should totally enclose a plot.
- 2) Can butt up against another structure such as an adjoining fence or wall.
- 3) Should not exceed an installed height of 24" from the ground.
- 4) Should not violate any setback guidelines or public right-of-ways.
- 5) Should not affect adjacent property owner's views.
- 6) Should be both functional (keep out rabbits, etc.) as well as esthetically pleasing.

**Materials:**

- 1) Garden fences should be virtually maintenance free.
- 2) Fences must be lattice or "slat" style construction usually of treated wood, "through-body" colored plastic, or decorative 16-gage or greater vinyl coated wire (green, white, black or dark brown). Mesh size must be 2"X 2" or greater.
- 3) Construction is not permitted using galvanized or welded wire, "poultry" fencing, chain type fencing, wire or plastic sheet or netting, RR ties, pipes, brick, concrete, stone or similar materials.

**(IV) Ornamental/Decorative Fences:**

Permanent Ornamental and Decorative fences require ARC approval.

**Information Required in Submittal of Permanent Ornamental and Decorative fences:**

1. Picture or description of the item, including material, color, and purpose or function.
2. Plot plan showing the location of the item(s) and distance to nearest property lines.

**Guidelines:**

Every effort shall be made not to disturb or adversely affect neighbors, especially with the installation of the lights or noisy devices.

Permanent ornamental or decorative fences are permitted with the following restrictions:

- a) Should be included in an overall landscaping plan, if applicable.
- b) Cannot enclose an area or act as a barrier.
- c) Should not exceed thirty-six inches (36") in height from the ground.
- d) Can be made from brick, fieldstone, wrought iron, or any approved fence material.

- e) Should not function as a retaining or structural wall.
- f) Should not be built in any setback or public right-of-way.
- g) Should not adversely affect adjacent property owner's views.
- h) Must be virtually "maintenance free".

### **Roll Out Trash Container Screens**

Roll Out Trash Container screens are generally defined as any above grade structure built specifically for screening the rollout bin provided by the Town of Morrisville.

#### Information Required in Submittal of Permanent Structure to Screen Roll Out Trash Containers

1. Brief narrative as to the purpose of the screen.
2. Plot plan showing the approximate location of the screen.
3. Elevation view showing the type and size of the screen.
4. Sample of material.
5. Finish information for the screen. (i.e. color sample, natural, stained, painted, etc).

#### General Guidelines

1. Should generally conform to all applicable fence guidelines.
2. Should generally not exceed twenty (10) feet in length.
3. Should not be located within ten (10) feet of any property line except condos, townhouses, apartments, etc., which may have privacy screens as part of their architectural design.
4. Should not be located on or block access to any easement.
5. Should not adversely screen any adjacent property owner's view, any water features or common area greenways.
6. If located in close proximity to an existing privacy screen or fence, the screen should match as closely as possible, the style, material and theme of the adjacent fencing.
7. Should not adversely effect or alter proper drainage.

#### Screen Materials

Screen materials must conform to the applicable "Material Standards" listed in the "yard Fence" guidelines, unless provided for in this section.

## **Mailboxes**

Mailbox changes must be submitted to the Architectural Committee for approval. Any mailbox that is being replaced to match the original mailbox does not have to be submitted. Additions to the mailbox, such as newspaper tubes are not allowed.

**BRECKENRIDGE HOMEOWNERS ASSOCIATION  
OF NORTH CAROLINA, INC.  
APPLICATION FOR ARCHITECTURAL REVIEW  
OF PROPOSED EXTERIOR CHANGES/ADDITIONS**  
[www.breckenridgenc.com](http://www.breckenridgenc.com)

Mail To: Breckenridge Homeowners Association  
C/o York Properties, Inc.  
1900 Cameron Street  
Raleigh, NC 27605  
Phone: 919-821-1350 Fax: 919-828-9240

Date of Application: \_\_\_\_\_

Resident's Name: \_\_\_\_\_

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

Lot #: \_\_\_\_\_

Resident's Telephone: \_\_\_\_\_ (Home)

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

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

**Description of Proposed Change/Addition:**

Please refer to the Declaration of the Covenants and Restrictions of the Breckenridge Homeowners Association of North Carolina, Inc. Attach a plot plan, sketch and/or picture, paint chips, etc. Indicate size, height, description of materials, location, etc. Please be as specific as possible.

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The resident requests design approval and grants permission to the Architectural Committee to enter the property to consider the request and to inspect during installation and upon completion.

\_\_\_\_\_  
Signature of Resident

\_\_\_\_\_  
Date

Estimated Construction Dates:

Begin: \_\_\_\_\_

End: \_\_\_\_\_

Neighbor's Approval Encouraged But Not Mandatory

\_\_\_\_\_  
Neighbor Approval

\_\_\_\_\_  
Signature of Neighbor

Comments: \_\_\_\_\_

Remarks/Special Conditions: \_\_\_\_\_

**FOR COMMITTEE USE:**

Date Received by Architectural Review Committee: \_\_\_\_\_

Design Approval: Yes \_\_\_\_\_ Conditional Approval \_\_\_\_\_ No \_\_\_\_\_

Conditions Required for Approval: \_\_\_\_\_

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Initials of Participating Committee Members:

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