

**WOODMERE-TRENTWOOD  
PROPERTY OWNERS ASSOCIATION**

**ARCHITECTURAL GUIDELINES**

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# **WOODMERE-TRENTWOOD PROPERTY OWNERS ASSOCIATION ARCHITECTURAL GUIDELINES**

## **SECTION I - GUIDELINES BACKGROUND**

### **Article A - Purpose**

The purpose of these Architectural Guidelines is to supplement the North Carolina Planned Community Act and the By-Laws, Reservations and Restrictions (R & Rs) and Architectural Standards established by the Woodmere-Trentwood Property Owners Association (POA). In event of any conflict between these Guidelines and the above mentioned documents, the provisions of the above documents apply.

These Guidelines provide an additional description of features that are in harmony with the general wellbeing and safety of the Woodmere-Trentwood community. The Guidelines address the architecture of residences, other structures, related improvements and the surrounding lot property. The scope of these Guidelines is to provide ideas and suggestions for the residential character of the member property as related to exterior size, design, location, materials, general quality, colors and harmony with the standards of the neighborhood and to blend with existing structures and enhance the aesthetics with adjacent properties.

### **Article B - Application**

The uniform application of these Guidelines throughout the community will protect the value of the homes and surrounding land, conserve the natural resources, enhance the quality of our environment, guide appropriate development of our properties and apply reasonable protection to flooding and other natural hazards. These guidelines are in addition to the

Architectural Standards but are not derived from the requirements of the Woodmere-Trentwood POA By-laws and the Woodmere-Trentwood Reservations and Restrictions (R & Rs).

## **Article C - Compliance**

These Guidelines are provided to property owners for the compatibility of their residential property with the surrounding neighborhood. The features described in these Guidelines have been developed over numerous years as the result of community decisions to shape the desired characteristics and the aesthetics of the neighborhood.

These Architectural Guidelines are the responsibility of the Woodmere-Trentwood Architectural Committee for development and application. The Woodmere-Trentwood POA Board of Directors is responsible to review and approve these Architectural Guidelines and revisions to assure statements reflect the desire of the Woodmere-Trentwood community.

## **SECTION II - PROPERTY ISSUES**

### **Article A - Easements**

**Cable Television and Internet** - An easement for right-of-way has been contracted to Charter Communications, Inc., its successors and assigns, for the right, privilege and access to go upon the real properties within the Woodmere-Trentwood subdivision to construct, maintain and operate the junction apparatus and lines for the purpose of transmitting television and internet services to serve the subdivision community. This easement for right-of-way is granted for a system of aboveground switching apparatus, the underground transmission lines and the above ground junction pedestals.

**Electrical Power** - An easement for right-of-way has been contracted to Progress Energy, its successors and assigns, for the right, privilege and access to go upon the real properties within the Woodmere-Trentwood subdivision to construct, maintain and operate the apparatus and lines for the purpose of transmitting electric power to serve the subdivision community. This easement for right-of-way is granted for a system of aboveground switching apparatus and the underground electric lines.

**Sanitary Sewer** - An easement for right-of-way has been contracted to Carolina Trace Utilities, Inc., its successors and assigns, for the right, privilege and access to go upon the real properties

within the Woodmere-Trentwood subdivision to construct, maintain and operate the manholes and collection mains for the purpose of collecting and removing sanitary waste to serve the subdivision community. This easement for right-of-way is granted for a system of underground manholes and collection mains and the underground service lines to each property.

**Telephone** - An easement for right-of-way has been contracted to Windstream, its successors and assigns, for the right, privilege and access to go upon the real properties within the Woodmere-Trentwood subdivision to construct, maintain and operate the junction apparatus and lines for the purpose of transmitting telephone services to serve the subdivision community. This easement for right-of-way is granted for a system of aboveground switching apparatus, the underground transmission lines and the aboveground junction pedestals .

**Treated Water** - An easement for right-of-way has been contracted to Carolina Trace Utilities, Inc., its successors and assigns, for the right, privilege and access to go upon the real properties within the Woodmere-Trentwood subdivision to construct, maintain and operate the valves, distribution mains and meter boxes for the purpose of providing treated water to serve the subdivision community. This easement for right-of-way is granted for a system of underground control valves, the underground distribution mains and the individual meter boxes for each residence.

## **Article B - Property Line Restrictions**

Property line restrictions are specifically defined as setback areas in the Architectural Standards. Setback areas are intended to control the placement of permanent features in these defined areas for the benefit of the value of the property and a degree of protection for the adjacent property.

Setbacks are defined for the front and back property line of each lot. Permanent features should not be constructed in these areas without a request for waiver and approval of the POA Board. The approval process should include a agreement with the adjacent property owner on the proposed features.

Back lot setbacks adjacent to the golf course are intended to remain open and have a continuity with the golf course to enhance the connection with and value of the private property. Landscaping features may be constructed in these areas to blend the private lot features with the golf course landscaping.

Front lot setback areas are intended to establish a uniform minimum distance from the road right-of-way throughout the community for the construction of a residence. Sidewalks, driveways and drainage features within the front setback area are proposed at the time of construction of the residence and approved by the Architectural Committee.

Setbacks are defined for all lot side property lines to allow a separation of resident structures and other permanent structures. The side lot setback also provides a mutual area between adjacent properties for drainage features. Retaining walls, walkways, golf cart paths, and drainage ditches are appropriate for these areas as approved by the Architectural Committee.

Additional features may be proposed for the setback areas as a part of any landscape plan submitted to and approved by the Architectural Committee.

## **Article C - Golf Course**

The original golf course property was owned by the Carolina Trace Association, the original developer. The golf course and associated features were subsequently sold to the Carolina Trace Country Club, a members owned organization. During the ownership of the golf course by the members association, property owners adjacent to the golf course were allowed to construct walkway, sidewalk and golf cart path extensions onto the adjacent golf course area.

In 2016, the golf course and associated features were sold to Escalante Carolina Trace, LLC, a private corporation. As a result of the purchase by Escalante Carolina Trace LLC, all golf course areas and associated features are private property. Escalante Carolina Trace LLC has acknowledged the existence these individual features to remain on golf course property.

Construction of any walkway, sidewalk, or golf cart path extension on golf course property subsequent to the purchase date by Escalante Carolina Trace LLC should comply with Carolina law which requires a formal easement document with a registered survey drawing and written approval by Escalante Carolina Trace LLC.

## **Article D - Right-of-way**

The roadway and the right-of-way area containing the initial drainage features were constructed by the developer, Carolina Trace Association. After formation of the Woodmere-Trentwood Property Owners Association (POA), these areas were transferred and are owned by the POA.

The permanent drainage ditch and driveway culvert associated with each lot are constructed by the lot owner at the time of the permanent residence construction as approved by the Architectural Committee.

The Architectural Committee will determine the size of the culvert based on an estimate of upstream flow volume. The features of the drainage ditch are to conform to the standards illustrated in the Guideline Appendix A and Appendix B.

Individual lot owners are responsible to construct each driveway culvert and drainage ditch in a manner to assure full volume flow. Individual lot owners are responsible for any repair and / or replacement of the driveway drainage culvert. Lot owners are requested to regularly accomplish normal maintenance and cleanout of the driveway culvert and the drainage ditch flowline adjacent to their property.

## **Article E - Common Area**

Throughout the Woodmere-Trentwood platted area, specific property is designated as "Common Area" These areas are owned by the Woodmere-Trentwood Property Owners Association for specific use. Common areas contain easements for sewer mains, center areas within cul-de-sacs, an area for recreational facilities, a boundary strip for separation from adjacent outside properties, a land strip for separation from golf course property, land for drainage features, and land considered wetlands and not suitable for residential use.

## **Article F - Property Pins**

The property points that define the perimeter of each lot were located by a licensed surveyor and marked by iron pins at the time the original subdivisions were platted in 1983 and 1985. These original iron pins mark the legal boundaries of the property based on the plats recorded at the Lee County Recorder. These original pins may vary in size and shape but generally are wrapped in the original surveyor tape. Removal or relocation of these pins is illegal. Only a licensed surveyor can move or place a property pin. A licensed surveyor is the only person that can establish the exact location of a property line and testify in court on the location.

These pins are the responsibility of each property owner. Owners should be aware of the location of each pin defining their property and maintain markers on the location of all existing pins.

In 2018 and 2019, the POA supported an effort to locate and mark these property pins. If an iron pin is not in place or has been disturbed, the property owner is responsible to install a new pin by a licensed surveyor.

## **SECTION III - RESIDENCE and STRUCTURE**

### **Article A - Residence Size**

The residence minimum size as required by the Architectural Standards is measured by the interior dimensions of the heated living area of the proposed design. Separate specific

minimum size of a residence is noted in the Regulations and Restrictions (R & Rs) for Woodmere and for Trentwood.

The heated living area does not include the garage, a golf cart storage area or any enclosed unheated storage area. The heated living area also does not include open-area porches, patios, decks, exterior stairs or other similar features.

The heated living area of a residence shall be calculated by the Architectural Committee based on the final approved design of a new residence or subsequent modifications.

The overall size and mass of a new construction residence or the size of an addition to an existing residence should be compatible with the existing residences in the surrounding neighborhood.

The original residence design requires a building permit from the Lee County Building Department. Changes to the original approved residence building footprint and any additions or attachments to the building structure require a building permit from the Lee County Building Department.

If an unheated area is converted to a more weather protected living area by the construction of walls, roof, windows and/or screens, but does not include any type of heating or cooling equipment, the converted space is still considered to be an unheated living area.

If conversion of an unheated area includes the installation of any heating or cooling equipment in order for the converted space to be usable in colder or hotter weather conditions, the converted space will be calculated as a heated living area.

A Road Maintenance Fee, as approved by the POA Annual Meeting resolution, is to be paid by the owner to the POA prior to final approval by the Architectural Committee of a new residence or the addition of any heated living area.

**Garage** - All residences shall be designed with a minimum two (2) vehicle interior garage area. Exterior parking for two (2) additional vehicles on a permanent hard surface is permitted. Parking is not permitted on natural ground or landscaped areas.

Garage areas are recommended to be designed of a size to accommodate two standard vehicles and include sufficient additional area for storage shelves and work areas desired by the owner. Storage of the auxiliary equipment listed below is recommended to be included in the garage area or other storage spaces.

**Auxiliary Storage** - The permanent wall footprint of the residence should be designed to include enclosed storage areas for motorcycles, all terrain vehicles (ATVs), mopeds, snow

mobile, golf cart, tractor, lawn equipment, patio furniture, recreation equipment, athletic equipment, holiday decorations and other furnishings used for outdoor activities.

Separate storage sheds and open roof extensions are not desired within the Woodmere-Trentwood community. The size of any proposed structure is to include a detailed statement for the intended use which shall be verified by the Architectural Committee and approved by the POA Board.

Boats, trailers, buses, recreational vehicles, recreational trailers and other similar seasonal vehicles are to be stored off-site. These vehicles may be parked on the surfaced secondary parking area for a maximum of ten (10) days during seasonal use. If a longer period is required, the property owner should request a temporary permit from the POA Board.

## **Article B - Residence Features**

**Roof design.** A residence roof is recommended to be with a hip or gable design. Roof slope shall be sufficient for the roof configuration and residence design. Roof dormers should be compatible with overall residence design and the aesthetics of the neighborhood.

A flat roof design is not recommended in consideration of regional weather conditions.

**Roof material** - asphalt shingles (regular or high profile) = preferred;  
metal shingles, slate, built-up asphalt = accepted;  
flat sheet metal, corrugated sheet metal, quarry tile = not recommended.

Roof replacement with in-kind material is required.

Roof replacement projects which change existing material shall be submitted to the Architectural Committee for review and approval. Change in material type, texture, or color should be compatible with the aesthetics of the residence and the neighborhood.

**Chimney** - brick or stone with heat resistant liner = preferred;  
siding or lapped material with special fire resistant design = accepted.  
Spark suppression screen is required on a flue exhaust vent.

**Roof vents** - Roof vents are required to comply with the Lee County Building Ordinance for all plumbing systems. In addition, roof vents are constructed as a component in residence heating and cooling systems. All roof vents should include proper flashing, water proof sealing and be screened to prevent entry of vermin and other wildlife.

**Gutters** - Gutters are recommended along the fascia edges of each roof line to direct water runoff from the roof surface to appropriate surface drainage areas. Size of a gutter should be

determined by the amount of roof area served. Gutter guards should be used on residences to minimize leaf and needle accumulation and clogging of gutter flow.

Residents may apply for a variance to the use of gutters in locations with numerous pine trees and hardwood trees to allow fascia edge runoff. In such situations, the ground adjacent to the foundation must be significantly sloped away from the residence toward a drainage area.

Where appropriate, installation of larger size downspouts is recommended to alleviate clogging. Gutter extensions installed on downspouts at the ground level should extend a minimum of six feet (6') away from the residence foundation.

**Siding** - Design of a residence facade should include a combination of material and textures. Siding on a residence should be a high quality product for longevity of the material. Flat surface siding materials are recommended to have a textured surface and permanent color imbedded in the material and not be subject to fading from sun exposure.

Changes to the original siding material and design are to be submitted to the Architectural Committee for review and approval.

**Siding texture** - stone, brick, cedar, engineered products or heavy duty vinyl = preferred. Thin sheet vinyl, exposed block and stucco = not recommended.

A residence exterior wall is recommended to be a mix of surface textures to provide a variation in building aesthetics.

**Windows and doors** - Exterior window and door design and style should consider the overall aesthetics of the residence and the surrounding neighborhood.

Energy efficient double pane glass in windows is recommended for temperature fluctuations from below freezing to 100 degree plus. Strong frame design is recommended for high wind resistance and driving rain. Solar reflective materials also provide protection for interior color fading.

Window replacement in kind with allowance for upgrade in energy efficiency requires only notification to the Architectural Committee.

Changes in size, style, material and/or color of exterior windows and doors should be compatible with the residence aesthetics. Window replacement projects with changes in window design, style and location should be submitted to the Architectural Committee for review and approval.

**Entry** - The neighborhood aesthetics are enhanced with an inviting entry on each residence and promotes a friendly environment. A front entry design should include a covered portico or a front porch for weather protection of the entry area.

An exterior light and a lighted doorbell are recommended at each front entry. Security monitor camera and intercom are appropriate for residence safety. If the entry includes steps for access, specific lighting for the steps and a sturdy metal or vinyl coated railing are recommended for safety.

**Foundation** - When constructed on terrain with a significant grade, residences can be designed with an excavated walkout at ground level.

Level terrain on a lot suggests a raised floor design with a crawl space. Crawl space should contain adjustable side wall vents for air circulation and a moisture resistant barrier as ground cover. The crawl space ground surface is recommended to be uniformly sloped to the lowest point with an outlet drain for control of any moisture from surface water in conditions of heavy water runoff.

A slab-on-grade foundation design is not recommended due to soil conditions and regional terrain features.

**Paint** - A project for painting of residence siding and trim in similar colors requires only a notification to the Architectural Committee.

Changes in color with the proposed color chips should be submitted to the Architectural Committee for review and approval. Accent colors for specific design features are encouraged and should be compatible with the residence style.

**Exterior lighting** - The Woodmere-Trentwood development was constructed without the installation of street lighting. Therefore, nighttime illumination is solely dependent on lighting from individual residences.

Exterior lighting may consist of three components:

**Yard light** - A mounted yard light located in the front yard area will assist in residence identification and safety for visitor access to driveways and sidewalks. A lower intensity fixture is recommended; illumination should not be distracting to passing drivers and not offensive to adjacent residences.

Low intensity edge lighting along a driveway or sidewalk can also enhance security and safety. Solar powered or low voltage fixtures are suggested for this purpose.

**Security light** - Security light locations on the perimeter of a residence should cast the illumination in a downward direction along the perimeter and not be offensive to neighboring residences.

The light fixture should be located in the fascia overhang of the roof and the fixture design should cover the bulb so not to be visible to neighboring residences. Control mechanisms may include motion sensitivity and provide a timed illumination when active.

**Exterior accent light** - Special lighting to highlight specific building aesthetics is encouraged. These fixtures should be directed onto the building structure and controlled in intensity. The fixture and bulb should not be visible from the roadway or neighboring residences.

Low intensity lighting may also be used to illuminate special landscape features.

**Utility outlets** - Exterior electrical outlets are recommended at frequent locations around the perimeter of the residence. Consider extra outlet locations for potential use around decks, porches and patios as well as switch controlled outlets for use to illuminate seasonal decorations. All exterior outlets shall be mounted in weatherproof receptacle boxes with cover.

**Hose bib faucets** - Exterior faucets are recommended convenient to serve all exterior areas and include cold weather protection. An interior shutoff valve is recommended for each location.

**Lot identification number** - Lot number should be mounted above the garage door when facing the roadway. Locate the lot number on the building side near the garage door on side-facing layouts. Numbers are recommended to be minimum 4" tall, with reflective material or a contrasting material to the wall surface.

## **SECTION IV - EXTERIOR PROPERTY AREAS**

### **Article A - Property Features**

**Exterior Structures** - The size, location, and features of any exterior structure and other exterior improvements which are approved by the Architectural Committee shall be based on the specific use requirements stated in the Request for Construction Approval documents.

At the time of approval, the Architectural Committee will determine if the feature is to be a permanent item associated to the residence or if the feature is the personal property of the residence owner. Personal property shall be removed prior to sale of the residence and not conveyed with the property.

**Driveway Entrance** - The driveway entrance connection with the main roadway shall be located at a safe distance from any road intersection or other traffic flow feature. All driveway entrances shall be constructed perpendicular to the center line of the main roadway.

The entrance location shall be approved by the Architectural Committee prior to the start of a new residence construction or when the driveway location is modified.

An area adjacent to the driveway may be surfaced to accommodate additional parking and/or a turning area. Parking or turning maneuvers are not permitted on natural ground or landscaped areas.

All construction contractors shall use only the approved entrance area for access to the construction site.

**Driveway Material** - concrete or asphalt = preferred;  
crushed stone = accepted.

A crushed stone surface should include an edge border to contain the spread of material.

**Driveway Profile** -If a driveway surface slopes toward a garage entry, a french drain is recommended across the garage entry to collect and divert surface water flow.

If the driveway slopes toward the main roadway surface, a french drain aligned with the roadside drainage ditch is required.

At the start of construction of a new residence, the driveway footprint is to be properly graded for slope and profile. A temporary surface of crushed rock of sufficient depth should be placed for the construction traffic. The contractor is responsible to maintain a uniformly solid surface on the temporary driveway with proper slope for drainage until construction of the permanent surface.

**Driveway Culvert** - Owner is responsible to install a driveway culvert in the roadway drainage ditch immediately upon the start of construction of a new residence.

The culvert diameter shall be determined by the Architectural Committee based on the estimated drainage ditch flow during a major storm from the up-stream drainage area served. The minimum culvert size is eight inches (8") diameter.

In special conditions when construction of a driveway entrance is at or near the crest of a hill with a minimum drainage ditch slope, the entrance may be constructed with a flowline swale as designed and approved by the Architectural Committee. The swale should be of sufficient size and depth to prevent surface water flow on the roadway.

**Culvert material** - concrete = preferred;  
corrugated polyethylene pipe (CPP) (black ADS pipe) = accepted;  
poly vinyl chloride (PVC) pipe (green pipe) = accepted for minimum diameters  
corrugated metal pipe (CMP) = not recommended.

The interior surface of a culvert shall be smooth to accommodate water flow without obstructions and facilitate periodic flushing and cleaning of the culvert. The owner is responsible to maintain a clean and unobstructed flow through the culvert.

**Right-of way drainage ditch** - The roadway drainage ditch is located within the road right-of way and is the property of the Woodmere-Trentwood POA.

During initial residence construction, the property owner shall construct the ditch to the required standards as illustrated in the Guideline Appendix B and approved by the Architectural Committee.

After initial construction, the property owner is required to maintain and repair the roadway ditch flowline and the ditch side slopes by regular cleaning of flowline debris, periodic maintenance and repositioning of rock material, and removal of debris and rock material that obstructs culvert openings.

**Right-of-way drainage ditch design** -  
ditch side slope - optimum 45 degree slope; maximum 60 degree slope  
ditch bottom flowline - optimum twelve inches (12") wide

**Flowline material** - swale = grass or low cut vegetation = accepted;  
low flowline grade = smooth surface; ADS pipe section = accepted;  
moderate flowline grade = surge rock = accepted;  
steeper flowline grade = class A rock or class B rock = accepted.

Flowline material should extend a minimum of eight inches (8") up both side slopes of the ditch.

**Side slope material** - flowline grade of 0 % to 2 % = grass or approved vegetation  
- flowline grade of 2 % to 4 % = surge rock  
- flowline grade of 4 % and more = Class A rock or Class B rock

Side slope material should extend a minimum of eighteen (18") up both side slopes of the ditch until the material intersects with the shoulder material or intersects with the natural ground.

An Illustration of the typical Right-of-way drainage ditch is provided as Appendix B.

**Right-of-Way Shoulder** -  
compacted crushed rock a minimum eighteen inches (18") wide

maximum thirty-six inches (36") wide,  
compacted base - crushed rock four inches (4") deep with slight slope toward drainage ditch  
compacted surface - crushed gravel three inches (3") deep and level with roadway edge

Shoulder materials shall be solidly compacted with pneumatic tampers or mechanized rollers to a uniformly solid surface.

Where the terrain slopes away from the roadway toward the residence, a shallow swale along the right-of-way can be built to collect the surface flow and divert away from the residence.

An Illustration of the typical Right-of-way shoulder is provided in Appendix B.

**Golf Cart Access** - The access path from the golf cart storage location is to be the most direct path to the driveway area. The golf course property is privately owned; therefore an access path from a residence to an adjacent golf course path is prohibited. If terrain conditions warrant, special approval from the golf course owner is required; see previous Property section for details.

**Golf Cart Access Material** - concrete = preferred,  
asphalt, flagstone or crushed stone = accepted.

**Cable and Telephone Service Lines** - Cable and telephone services lines for each residence are installed from a service pedestal to the service junction box mounted on the residence exterior. The service line up to and including the service junction box is the property and responsibility of the service provider.

The cable and telephone service line should be routed in a manner to avoid potential future construction and be routed through a conduit pipe when passing under sidewalks, driveways and other permanent surface features.

The service junction box location on the residence must be convenient for testing and service repair.

**Electric Service Line** - Electric service cable for each residence is installed from a distribution transformer to the service meter mounted on the exterior wall of the residence. The service line up to and including the meter device is the property and responsibility of the electric provider.

The electric service line should be routed in a manner to avoid potential future construction and be routed through a larger conduit pipe when passing under sidewalks, driveways and other permanent surface features.

The service meter location on the residence must be convenient for meter reading and service repairs.

**Sewer Service Line** - A sewer service line and cleanout was installed for each property at the time of the sewer main construction to the lowest area of the property adjacent to the sewer main.

The sewer utility company is responsible for maintenance of the sewer service line between the sewer service cleanout at the property line and the sewer main connection.

The owner is responsible for the installation and maintenance of the sewer service line from the exterior foundation of the residence to the service line cleanout at the property line.

The service line should have a minimum slope of two percent (2.0%) on the flowline. Cleanout connections should be installed immediately outside the foundation wall, at each change in direction, at each slope change and at intervals not to exceed 100 linear feet.

**Water Service Line** - A water service line and meter box were installed for each property at the time of the water main construction to a corner of the front lot line adjacent to the corner property pin.

The water utility company is responsible for maintenance of the water service line from the water main to and including the water meter and box.

The owner is responsible for the installation and maintenance of the water service line from the meter connection box near the road right-of-way to the interior of the residence.

The water service line should be buried at a sufficient depth (12" to 18" recommended) to avoid any damage during landscaping excavations and prevent freezing in the cold weather periods. The use of a protected high strength reinforced pipe material is strongly recommended.

The water service line should be routed in a manner to avoid potential future construction and be routed through a larger conduit pipe when passing under sidewalks, driveways and other permanent surface features.

Freeze protection should be provided on a water service pipe that penetrates the foundation above the finish ground level. Freeze protection should also be provided on all water pipe installed in a crawl space.

A master shut off valve should be installed on the water service line in an interior space immediately after passing through the residence foundation. The valve is recommended to be located convenient for access to shut off the water service in case of emergency.

**Propane Gas** - Residences designed to use propane gas for cooking, heating and/or a fireplace feature require the installation of a propane gas storage tank. The storage tank may either be leased from the propane company or purchased by the residence owner.

The tank may be above ground or a buried tank. Location should be convenient to the driveway area for refill by a commercial propane gas company.

An above ground tank is to be enclosed with a screen fence and associated landscaping to minimize the visibility from the street and/or the golf course.

**Mailbox** - The mailbox should be installed for convenient access by both the resident and the postal delivery service. The mailbox should be offset from the edge of the roadway pavement to prevent accidental damage from passing vehicles. The Sanford Postmaster recommends the mailbox be offset eighteen inches (18") to twenty-four inches (24") from the edge of the pavement. The shoulder surface approaching and leaving the mailbox location shall be an all-weather solid surface for the mail delivery vehicle.

Mailboxes are to conform to the USPS Standard for Curbside Mailboxes (USPS-STD-7). The design of the mail box structure is to include slots for delivery of newspapers and other non-postal materials for each residence. The support legs of the mail box are securely set into the ground and have the residence number (minimum 4" height) mounted on the legs in a reflective material or contrasting color. For an aesthetic uniformity throughout the neighborhoods, Appendix D contains the appropriate shape and dimensions of the mail box structure recommended.

To assist emergency response personnel, a separate reflective lot number sign is recommended to be mounted on a leg of the mailbox. Appendix D contains the appropriate features and dimensions of the sign.

## **Article B - Property Landscaping**

**New Construction** - At the time of construction of a new residence, a property landscape plan illustrating the location and species of trees removed, trees retained, new trees, shrubs, bushes, flower beds to be installed and the type of ground cover shall be submitted to the Architectural Committee for approval.

The landscaping of the front yard area must be completed prior to beneficial occupancy of the residence.

Landscaping of the side and rear areas is to be completed during the next appropriate growing season. Installation of trees, shrubs and bushes is to be completed in the first appropriate growing season.

Planting beds and specially landscaped yard areas are encouraged.

Focal features of stone, landscape block, brick, or landscape wood should blend with the residence design.

**Surface Water Drainage.** The overall pattern of surface water drainage is governed by the land contour patterns of a large area surrounding a residence. Grading of a lot should not disturb the surrounding natural drainage pattern.

Ground contours on a individual lot should direct surface water away from a residence foundation for a minimum of six (6) to eight (8) linear feet.

Water flow from gutter extension pipes should be directed away from the residence foundation by downspout extensions and ground contours and flow to the drainage system. Concentrated outflow from the extension pipes of a gutter system onto the natural drainage terrain is to be dispersed at the pipe outlet to cover a broader area and spread the concentration of flow and minimize soil erosion.

Surface flow shall not be directed onto an adjacent property.

The side yard setback area is to be used to construct a drainage swale and or diversion ditch to collect and direct the flow of surface water toward the established drainage ditches.

**Wetlands.** Property located in a wetlands designated area requires a specific study and written approval by the U. S. Army Corps of Engineers prior to any construction activity or removal of vegetation on the property.

Property that potentially contains any intermittent or perennial wetlands or streams, must be reviewed for potential waterway impacts by the North Carolina Department of Environmental Review and / or the U. S. Army Corps of Engineers. This review and / or study is separate from any activity or requirements of the POA Board.

**Construction Project Drainage.** The impact of any construction project or significant landscape changes on the existing natural surface drainage of a property is to be addressed in the Request for Construction Approval submission.

The property owner is responsible to provide a lot drawing that illustrates the changes to the existing drainage pattern during and after construction of the project. The drawing should illustrate the changes in flow patterns, location of drainage ditches, location of erosion barriers

and settling basins. The drawing should illustrate the impact and/or mitigation of surface water flow on adjacent properties.

During construction of the residence or a change to the landscape and drainage system, a sediment barrier or fence is to be erected at the perimeter of the construction area. Sediment basins should be constructed to collect debris from the surface runoff. The barriers and basins are to remain in place until the permanent vegetation or landscape materials have become established.

Subsequent to any rain event, the property owner is responsible to inspect the result of the surface water flow and immediately cleanup any debris / sediment that is located outside the normal flow pattern. In addition corrective action is to be taken to prevent future occurrence of the damaging flow.

**Trees** - Residents are recommended to retain as many hardwood trees as reasonable with consideration to the location to the structure as well as the age and condition of the tree. The seasonal beauty and aesthetics of the neighborhoods are strongly dependent on the quantity and type of trees retained on each property. Trees to be removed are to be identified with colored surveying tape for review and approval of the Architectural Committee.

The soil conditions within the Woodmere-Trentwood POA area are recognized to cause some endangerment to residences from the instability of a large tree root system.

Based on individual evaluation of specific conditions, large trees, eight (8") diameter and larger, may be approved by the Roads and Grounds Chairman and/or the Architectural Committee for removal.

Owners are encouraged to remove stumps at the time of tree removal.

The clear-cutting of a wooded lot area is strongly discouraged.

**Bushes and Plant Beds.** The development of planting beds and colorful bush foliage as focal points significantly enhance the aesthetics of the individual property as well as the overall beauty of the neighborhood.

Residents are encouraged to develop landscape plans containing perennial bushes and plantings that provide seasonal colors and texture to the property.

Low maintenance and drought tolerant plantings are encouraged.

**Ground Cover.** Property owners are encouraged to use natural materials as a ground cover in all disturbed land areas. The use of native covers such as grasses, leaf mulch, wood chips,

manufactured mulch, or pine needles is encouraged to replace natural areas within a developed lot.

Pine needles are classified as a potential fire hazard. The National Fire Protection Association (NFPA) Fire Wise regulations require that pine needles and other flammable materials used as ground cover be placed a minimum of five linear feet (5 lf) from the foundation of any structure.

The choice of native ground covers is dependent on the slope of the terrain. On steeper terrain, the construction of diversion barriers and collection areas may be necessary to control wash out of materials into drainage features.

**Landscape Maintenance** - Residents are encouraged to select a pleasing variety of native low maintenance trees, bushes and shrubs which provide a variety of size and height as well as seasonal color.

Replacement of individual vegetation due to age, size or health does not require notification to the Architectural Committee.

Landscape designs which include an underground sprinkler system require the installation of a backflow prevention device. Underground system design should include a manner to drain the system for cold weather protection.

Landscape changes which include removal of or changes to the type of vegetation or significantly re-arrange the design shall be submitted to the Architectural Committee for review and approval.

Responsible maintenance of a property includes proper disposal of tree limbs, brush and bush cuttings, grass clippings, flower cuttings and leaf debris. The Property Owners Association (POA) supports semi-annual pickup and disposal of selected materials. The property owner is responsible for disposal of these materials at other periods by composting or mulching the materials, contracts with landscape contractors or use of the Lee County Yard Disposal sites. During the times intermittent to the scheduled disposal, the property owner may select an inconspicuous site within his property to store these waste materials. However, a property owner should be aware that such locations with debris are excellent nesting areas for snakes, mice and other vermin. A property owner should not dispose of his yard waste or blow leaf debris on undeveloped land adjacent to Carolina Trace, on POA common areas or on undeveloped lots adjacent to the property.

**Undeveloped Areas.** Undeveloped lots and undeveloped areas on resident lots are to be maintained in a controlled manner. Dead or heavily damaged trees, ground debris,

underbrush, vines, and other growth are to be removed by the property owner on a regular basis. This type of vegetation can become a breeding area for vermin and noxious vegetation that endangers adjacent property owners and the general public.

**Firewise Landscaping** - Federal and North Carolina state organizations have published literature concerning the establishment of Firewise communities. Carolina Trace Association and all member POAs actively participate as a Firewise community.

Individual homeowners are a major participant in creating and maintaining a high level of Firewise standards in our community. Although the threat of a wildfire cannot be eliminated, the development of a defensible space around a residence by homeowners can reduce the threat of significant loss of property. Firewise landscaping involves creating survivable space by selecting, placing and maintaining trees, bushes and plants around a residence that will make it less vulnerable to wildfire.

The following activities are suggested by Firewise authorities to reduce the wildfire potential.

- Clear the buildup of pine needles, leaves and other debris around the foundation of the residence on a regular basis
- Annually clean gutters and roof valleys of leaves and pine needles
- Trim limbs on trees near a residence, remove lower limbs 10 - 15 feet from the ground, cut out any dead limbs and remove all dead and dying trees
- Selectively remove trees when the canopy of foliage endangers the residence
- Regularly trim and prune bushes to reduce density and excessive growth
- Plant native plants and shrubs in island beds with sufficient spacing and spacing from a residence. Select plants with a low flammability rating to lessen the spread of a fire
- Provide regular maintenance to all trees, bushes, shrubs and plants with watering and fertilization to maintain healthy and disease-free vegetation
- Locate all piles of combustible materials away from the residence
- Clear undeveloped areas of ground debris, undergrowth and dense vegetation

**Property Owner Responsibilities** - Each property owner in the Woodmere-Trentwood POA is responsible to properly maintain the property free from materials or conditions that can be considered noxious or detrimental to the health and well being of the general public.

An owner of property determined to be in a noxious or detrimental condition by the POA Board, shall be notified in writing to take positive action within a given time period to remove or mitigate the offending condition. Positive action not completed within the given timeframe shall be declared unresponsive and the POA Board may take necessary action to correct the offending condition and place a lien on the property for cost incurred.

**Offending Conditions** - Examples of offending conditions are, but not limited to the following:

- (1) Property contains area of open water that can be breeding grounds for mosquitoes and other breeding insects
- (2) Property contains excess amounts of fallen tree limbs, downed trees, decaying tree materials, and other vegetative debris that can become a fire hazard in excessively dry conditions
- (3) Property contains area of heavy brush and undergrowth that can harbor mice, rats, snakes, and other vermin that can carry and spread harmful diseases
- (4) Property contains open disposal of household furnishings, personal clothing, vehicles and parts, boxes and paper products and other items of trash

## **Article C - Landscaping Features**

**Structural Features.** Structural features, such as arches, arbors, pergolas, screens, fences, raised beds and similar items are defined as having a base or foundation that is anchored in the ground and is not readily movable. Assembled features, such as youth swing sets, jungle gyms, trampolines and similar items are also anchored to the ground and not readily moveable. Installation of a structural feature or an assembled feature is to be notified to the Architectural Committee. The Committee will determine if the feature is a permanent item associated to the property or if the feature is personal property to be removed upon sale of the property. Smaller features such as tables, benches, chairs and similar items that are easily moved are considered personal property and not subject to approval.

Structural features for landscaping purposes constructed in the setback areas of a lot are to be approved by the Architectural Committee.

**Patio.** Patios are open ground level paved surfaces constructed for outdoor living with direct access from the adjacent residence.

A patio area is intended to be located within the property setback area and is reviewed and approved by the Architectural Committee.

If the footprint of a patio encroaches into the setback area, the written approval of the adjacent property owner is to be obtained as a part of the approval process.

The outer perimeter of a patio should be constructed with a perimeter foundation. If the outer edge of a patio is more than eight inches (8") above the adjacent natural ground, a perimeter barrier is required for safety purposes.

A covered patio in which the roof structure is connected to the residence structure requires a Lee County Building permit.

**Balcony and Decks.** A balcony or a deck is a platform raised above natural ground level with a supporting structure. Decks constructed at ground level with no railing must have written approval as an exception to the Lee County building requirements.

Balconies and decks must have a substantial railing along the outer edge conforming to the Lee County building requirements.

A balcony or deck is intended to be located within the property setback area as approved by the Architectural Committee.

If the footprint of a balcony or deck encroaches into the setback area, the written approval of the adjacent property owner is to be obtained as a part of the approval process.

All balconies and decks require a Lee County Building Permit.

All balconies, decks and associated stairs or steps shall comply with the requirements of the Lee County, North Carolina Code of Ordinances, Chapter 6, Building and Building Regulations.

**Hot Tubs.** Hot tubs and Jacuzzi tubs may be installed on a patio or balcony when reviewed and approved by the Architectural Committee. The Request for Construction Approval is to specifically address the manner of screening the installation from surrounding properties, the security features to prevent unauthorized access and use, the installation and safety of sufficient utility services and controls (electric power, water and drainage). The installation shall comply with Lee County, North Carolina Code of Ordinances.

**Swimming Pools** - Residents are strongly encouraged to use the POA pool facilities in the recreation area in lieu of individual pool facilities.

In-ground swimming pools and above-ground swimming pools require a hard surface apron area of sufficient size for safety around the pool perimeter. A fence of sufficient height to prevent unauthorized use by non-resident personnel and to prevent access by area wildlife is required. All features must be contained within the residence setback lines. The total facility shall comply with Lee County, North Carolina Code of Ordinances.

Portable infant wading pools are acceptable to use on individual lots on a daily basis. Wading pools are recommended to be drained each day after use for purposes of personal safety, individual hygiene, prevent unauthorized use by non-resident personnel and prevent attraction of wildlife and nocturnal animals.

**Fences.** Yard fences are not approved for front yard locations.

Fences are generally permitted only in back yard locations which border properties outside the Carolina Trace property. The fence style within the Woodmere - Trentwood property area is recommended to be a spit-rail design as illustrated in Appendix C.

Fences in a back yard area on property that borders the golf course or an undeveloped common area are considered only when located inside the setback distance and are well blended with the surrounding landscape aesthetics.

A fence shall not obstruct the views of adjacent properties or the accessibility to common areas.

All fences with a wire fabric are recommended to be a three-rail wooden split-rail design with wooden posts. The maximum height of a fence is four feet (4'). A vinyl-coated wire fabric (green or brown) may be attached to the inside of the fence structure.

The individual homeowner is responsible to maintain fences within or adjacent to his property in a structural sound and safe manner.

All proposed fences shall be submitted to the Architectural Committee for approval. See Appendix C for design details. Pool fences must conform to the Lee County, North Carolina Code of Ordinances.

### **Pet Enclosures**

Exterior enclosures for pets shall be the minimum size, be located adjacent to the residence and provide direct access from the residence. A pet enclosure is intended to allow a pet access to the outdoor environment.

A pet enclosure design is to include appropriate vegetation or screening from the adjacent properties.

A shelter structure for extended outdoor periods for a pet are not approved for pet enclosures or fenced yards.

The use of a ground stake and chain or a wire run and chain are an accepted manner to tether and provide an exterior pet exercise capability.

All pet enclosures and tether areas are to comply with Lee County, North Carolina Code of Ordinances, Chapter 4, Animals.

All proposed pet enclosures shall be submitted to the Architectural Committee for approval.

Installation of an invisible electronic wire in lieu of a fence or pet enclosure is not an accepted substitute.

**Fire pits and Fireplaces.** Fire pits and fireplaces may be located on exterior patio areas as approved by the Architectural Committee.

The location of any fire pit or fireplace will be inspected by the Carolina Trace Volunteer Fire Department as a part of the approval process.

All fire pits and fireplaces require an approved spark suppression screen to be in place when in use. The interior walls of the fire pit and fireplace are to be constructed with an approved fireproof liner material.

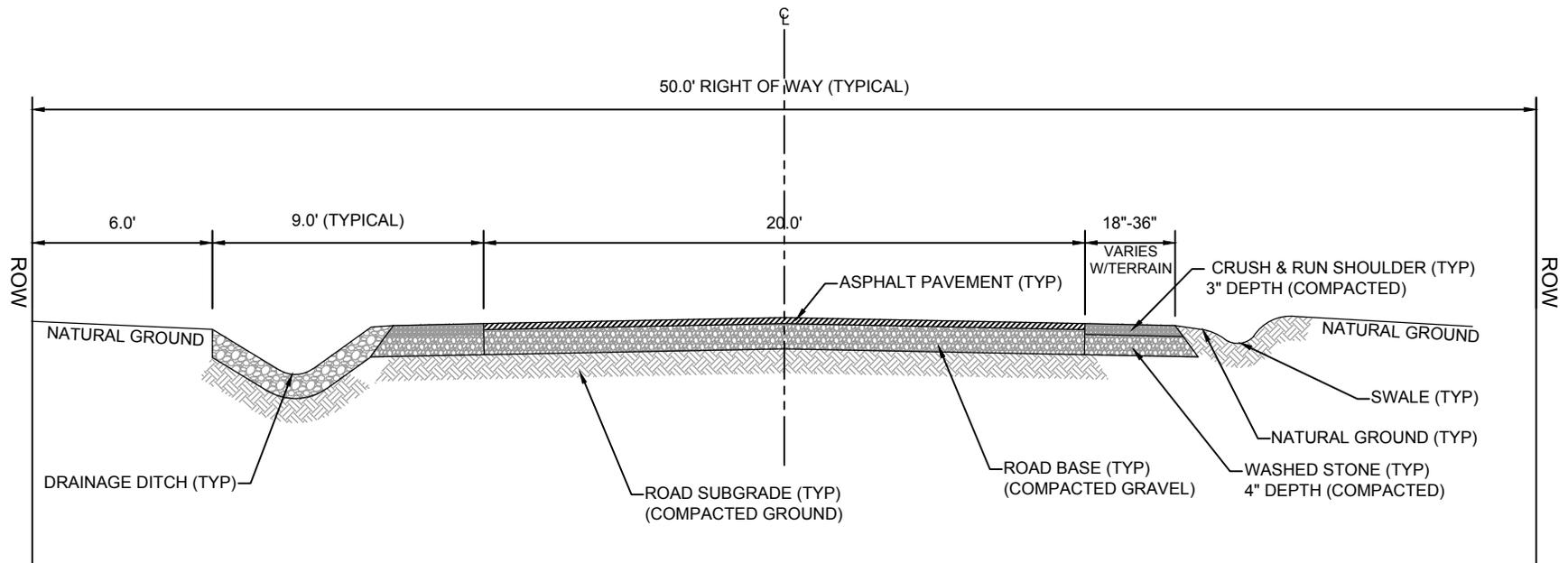
Appendix A - Road Right-of-Way Design - (Typical)

Appendix B - Right-of-way Shoulder and Drainage Ditch Design - (Typical)

Appendix C - Split - Rail Fence Design - (Typical)

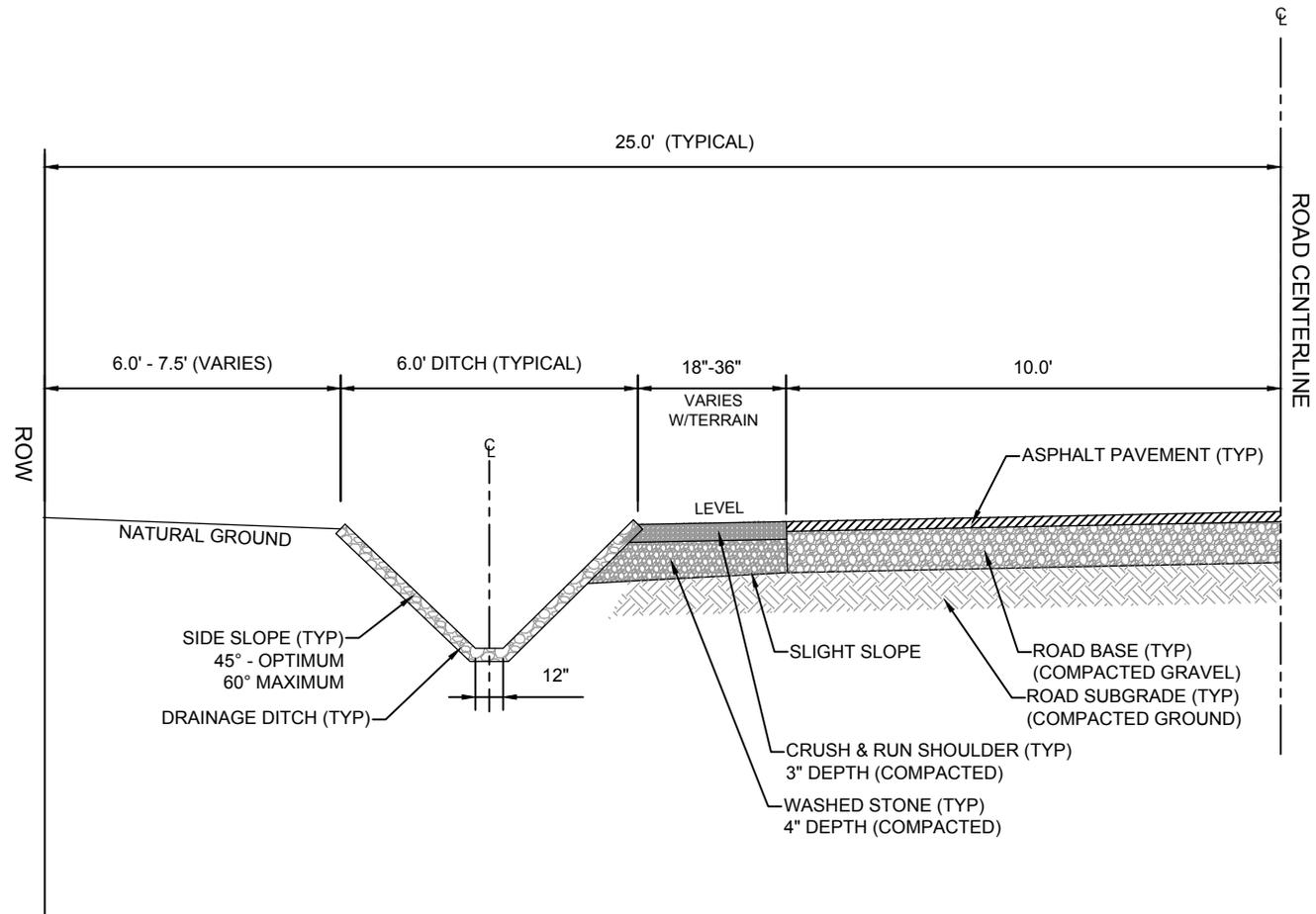
Appendix D - Mailbox Design - (Typical)

# WOODMERE - TRENTWOOD POA ARCHITECTURAL GUIDELINES



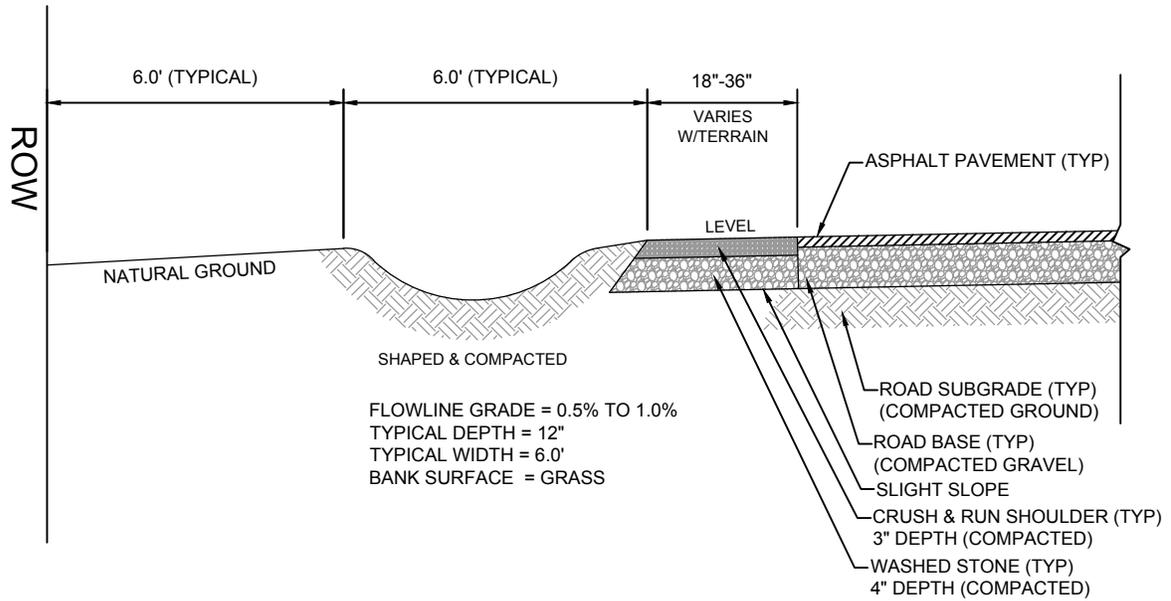
ROAD RIGHT-OF-WAY DESIGN - (TYPICAL SECTION)

# WOODMERE - TRENTWOOD POA ARCHITECTURAL GUIDELINES

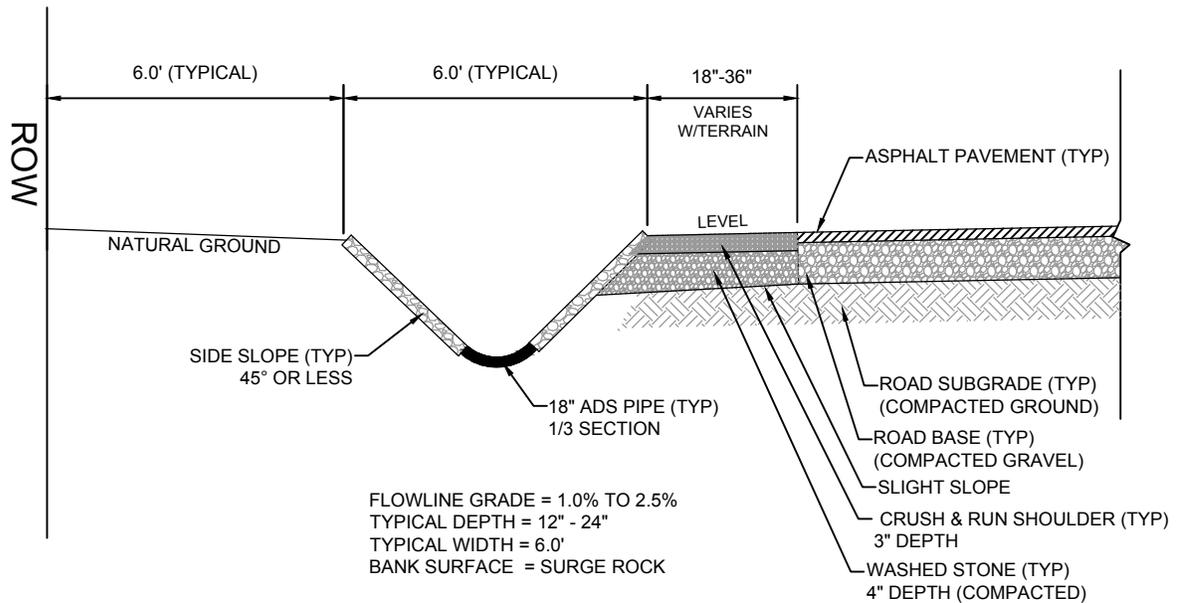


ROAD RIGHT-OF-WAY SHOULDER AND DRAINAGE DITCH DESIGN - (TYPICAL SECTION)

# WOODMERE - TRENTWOOD POA ARCHITECTURAL GUIDELINES



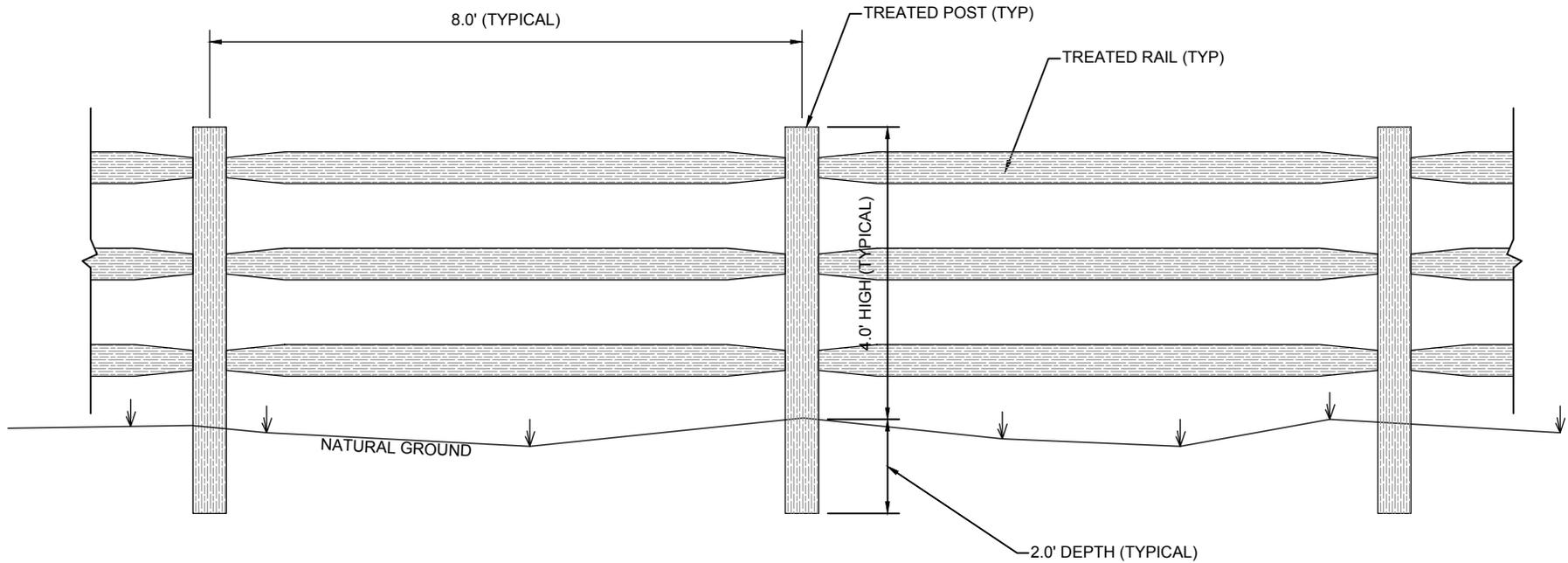
## DRAINAGE DITCH - SWALE DESIGN - (TYPICAL SECTION)



## DRAINAGE DITCH - ADS PIPE DESIGN - (TYPICAL SECTION)



# WOODMERE - TRENTWOOD POA ARCHITECTURAL GUIDELINES



NOTES:

- HORIZONTAL RAILS - 3 EACH
- VINYL COATED WIRE MAYBE ATTACHED ON INSIDE GREEN OR BROWN (COLOR)
- CORNER MAYBE REINFORCED FOR STABILITY

## SPLIT - RAIL FENCE DESIGN - (TYPICAL SECTION)

# WOODMERE - TRENTWOOD POA ARCHITECTURAL GUIDELINES

