



Cameron Park Community Association (CPCA)

ARCHITECTURAL STANDARDS AND CONTROL SPECIFICATIONS



**Second Revision
September 2019**

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NOTE: THE INFORMATION CONTAINED HEREIN IS IN NO WAY INTENDED TO SUPERSEDE THE INFORMATION CONTAINED IN THE ARTICLES OF INCORPORATION, BY-LAWS, OR COVENANTS OF CAMERON PARK, NOR OF CITY, COUNTY, STATE, OR FEDERAL REGULATIONS AND REQUIREMENTS. THIS INFORMATION IS MERELY A GUIDE OF COMMON ARCHITECTURAL AND APPEARANCE-RELATED ISSUES.

LETTER OF INTRODUCTION

The Architectural Review Committee is made up of volunteers who live in Cameron Park. The Committee consists of at least 5 members, with at least one member currently serving on the CPCA Board of Directors, and one member serving as Committee Chair.

We are your neighbors, and our primary goal is to uphold the standards that have been in place and develop new standards as technologies and government regulations change over time. We want to maintain and build upon that “certain something” that made each of us purchase a home in Cameron Park. We strive to ensure a high quality of life and maintain property values without being unnecessarily restrictive.

The purpose of this document is to provide a user-friendly reference of the Covenants of Cameron Park regarding property upgrades, improvements, repairs, and maintenance. We are open to suggestion, and welcome any comments.

We hope you enjoy your home, and look forward to seeing you around the neighborhood.

Sincerely,

The Architectural Review Committee

Compiled by Bill Bass: February 2014

Edited/Revised by Ken Stark, James Demery, Alesia Jones: September 2019

References:

1. “Declaration of Covenants, Conditions, Easements and Restrictions for Cameron Park Subdivision” (3 November 1997)
2. Scotts Mill Community Website: “Architectural Guidelines”
3. Dogwood Ridge Community Website: “Architectural Guidelines”
4. Pearson Farms Community Website: “Architectural Guidelines”

SUBMITTAL AND APPROVAL PROCESS

As stated in the *Declaration of Covenants, Conditions, Easements and Restrictions for Cameron Park Subdivision*, (Book 7736, Page 836, Article V, Architectural Control):

“No site preparation (including, but not limited to grading, elevation work, landscaping, sloping or tree work) or initial construction, erection or installation of any improvements, including but not limited to, buildings, fences, signs, walls, bulkheads, screens, landscaping, plantings, equipment, or other structures shall be commenced, erected, placed, altered or maintained upon any lot, until the plans and specifications showing the nature, kind, shape, height, materials, exterior colors, siding, location and elevations of the proposed improvements, landscaping or plantings shall have been submitted to, and approved in writing by, as to harmony of external design and location in relation to surrounding structures and topography, an Architectural Committee...”

It is the responsibility of each homeowner to complete an Architectural Request Form **prior** to making any changes to the exterior of their home or property. The Architectural Request Form is accessible on the Cameron Park website (cameronparkapex.com) on the LINKS OF INTEREST screen under FORMS, and on the Town Square (<https://app.townsq.io/login>) website under DOCUMENTS. You must be a subscriber to access the Town Square. The process will be the same for all submittals with the required details varying depending upon the type of change requested. (A sample of the Architectural Request Form may be found at the end of this packet.)

NOTE: The Architectural Committee has 30 days from receipt of the completed application to approve or deny the project. Every attempt will be made to expedite the review process. Please be sure that the application and supporting documents are accurate and complete. No site work may begin until the project has been approved by the Architectural Committee. The project must commence within 12 months after approval and be completed within 12 months of commencement. If an approved project **does not** commence within 12 months, a new application must be submitted.

All completed submittals will be reviewed by the Architectural Review Committee. The Committee will review the request and may ask to inspect the site. In rare instances, the Committee may defer to the Board of Directors for advisement or further clarification. The Committee’s decision will be communicated to the homeowner via the association’s management company, currently HRW, Inc.

HRW will advise the homeowner, via US Mail and/or electronic means, of the final decision of the Board of Directors.

Reminders:

1. No changes shall begin without written approval from the Board of Directors via HRW.
2. Building permits may need to be obtained. It is the responsibility of each homeowner to obtain these permits.
3. Allow at least 45 days for processing and permits in planning for changes.

NOTE: If unsure of the requirement to submit an Architectural Request Form for a project or if the project is not referenced in the Covenants or this packet, either submit one anyway, or contact the Architectural Committee as indicated on the Cameron Park website.

Appeal Process

To appeal a disapproved submittal, the homeowner should submit a written appeal to the Board of Directors within 30 days of the notification of disapproval. The appeal should include specific detailed information stating why the decision should be reconsidered. The homeowner may also request a meeting with the Board of Directors to discuss the submittal. Please contact HRW to be placed on the agenda for the next meeting.

MAINTENANCE

It is the primary responsibility of each homeowner to maintain his/her property in a way that does not detract from the overall aesthetics of the Community. Following is a list of areas that should be reviewed on a regular basis and maintenance should be performed to insure that your home and property is in good repair:

- A. Shrubbery, Trees and Lawns
- B. Driveways and Sidewalks
- C. Decks
- D. Fences
- E. Play Equipment
- F. Roofing
- G. Wood
- H. Paint and Stain

CLOTHESLINES

Clotheslines or drying yards shall not be located upon any Lot without the prior written consent of the Board, which consent may be conditioned or withheld in the sole discretion of the Board, or as set forth in Regulations established for that purpose.

MAILBOXES

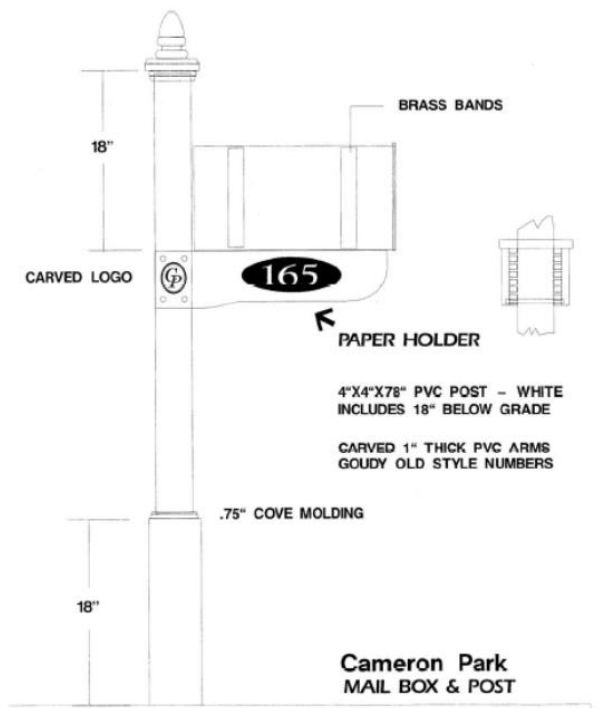
ZBox, Inc. will be manufacturing mailbox posts for the CAMERON PARK subdivision. These units are constructed from 4" x 4" PVC post with PVC arms with paper holder and 1 ½ C Black Gibraltar mailbox with brass bands. See attached sketch of mailbox and post. Planting around the base of a mailbox is allowed, provided that the guidelines for landscaping are followed.

Contact Info: Eric Hostetler at Zbox, Inc.

919-280-7506

eric@zboxinc.com

www.zboxinc.com



PARKING

1. No boats, trailers, campers, motorhomes, trucks or tractors shall be parked long term on any Lot, on the Common Properties, or on any right of way of any roads or streets within the Property or adjoining the Property by any Lot Owner, its family members, tenants or contract purchasers, except inside an enclosed garage located on a Lot or in a specified storage area established by the Association or except as otherwise may be permitted by the rules and Regulations of the Association. Delivery and maintenance vehicles are permitted.
2. No trailer, tent, mobile home, modular home, or other structure of a temporary character shall be placed upon any Lot at any time, provided, however, that this prohibition shall not apply to shelters or storage units used by the contractor during the construction of a dwelling, garage or accessory building, it being clearly understood that these latter temporary shelters may not, at any time, be used as residences or permitted to remain on the Lot after completion of construction.

FUEL TANKS

1. No fuel tanks or similar storage receptacles may be exposed to view.
2. Any such receptacles may be installed only within an accessory building or within a screened area, or buried underground; provided, however, that nothing contained herein shall prevent the Declarant or Association from erecting, placing or permitting the placing of tanks, or other apparatus, on the property for uses related to the provision of utility or other service.

STORAGE

1. No trade materials or inventories may be stored upon any lot.
2. Temporary storage of materials for modification projects should be discreetly placed and maintained in an orderly manner.

TRASH CANS

Each Lot owner shall provide receptacles for garbage in a screened area not generally visible from the road, or provide underground receptacles or similar facilities in accordance with the standards established by the Association.

AWNINGS

All awnings require architectural approval.

Information Required on Submittal:

1. Plot plan showing location of awning.
2. Elevation showing location of awning.
3. Description and sample of material(s) to be used.

Guidelines:

1. Fabric to blend with color of house.
2. The awning material shall be fabric only.
3. Can be either retractable or stationary.
4. Upon deterioration, the awning will be repaired or replaced.
5. Must be attached to house, not free standing.

BASKETBALL GOALS

Basketball goals mounted on poles or on the house require approval. Portable basketball goals that are used in the Lot owner's own driveway **do not** require approval. Permanent and portable basketball goals **are not allowed** along the street right-of-way.

PLAY EQUIPMENT (SWING SETS, PLAY HOUSES, JUNGLE GYMS)

The Architectural Committee must approve all permanent play equipment prior to placement.

1. Plot plan showing location of play equipment and distance from the property lines.
2. Drawings or pictures of the play equipment.

Guidelines

1. Permanent play equipment must be installed to be as inconspicuous as possible and should be placed out of view of any street. It cannot be placed any closer to the property lines than 10 feet. The preferred location is in the rear, directly behind the house, but each request will be reviewed on its own merit.
2. Screening may be required in order to block the view and/or noise from neighboring lots. Landscape plans should accompany the submittal.
3. Non-permanent play equipment must also be placed inconspicuously so that it does not detract from the neighborhood surroundings.
4. Wooden or composite swing sets only.

VEGETABLE GARDEN PLOTS

Vegetable gardens in a single family residential area will not require prior approval of the Architectural Committee if they are wholly located in the rear portion of the lot and a minimum of ten feet from the side and rear lot lines. **Any tree removal required to provide space for the garden must adhere to the tree removal guidelines.** Architectural Committee approval is required for any garden location other than described above, or any deviation from the above guidelines. Compost piles are allowed within your property lines. An Architectural Request Form must be submitted for approval concerning the location.

Guidelines:

1. Maintenance of the garden is required.
2. Debris must be removed at the end of the gardening season.

IRRIGATION SYSTEMS

No individual water supply system shall be permitted on any Lot except a non-potable lawn irrigation system not connected to any building. A shallow well may be permitted for such water supply, but drilling or construction for such shallow well must have prior written approval by the Board. The pump, pressure tank, and pump house, if any, shall be considered structures requiring prior architectural approval.

PETS, PET HOUSES AND PENS

No animals, exotic animals, livestock or poultry of any kind shall be raised, bred or kept on any lot, except that dogs, cats or other household pets may be kept provided that they are not bred or maintained for commercial purposes.

1. Pet pens must be at least 10 feet from the property line.
2. They must be located in the back or side yards (whichever is least conspicuous).
3. Screening should be provided as much as possible.
4. No chain link or metal fencing is allowed, the fencing must be one of the approved fence styles.

Information required on Submittal:

1. Plot plan showing the location of the proposed structure.
2. Description of the materials to be used.
3. Descriptions of the type size and number of animal (s) to be enclosed.
4. Description of the plantings to be provided for screening.

PAINTING OF EXTERIOR OF HOUSE

Submission of a request form is highly recommended when repainting the exterior of a house and/or out-buildings. A change of color from the existing color **MUST** have Architectural approval (submit color samples with your application).

ROOFING OF EXTERIOR OF HOUSE

Submission of a request form is highly recommended when replacing a roof. A change of roofing color, material, or quality from the existing color, material, or quality **MUST** have Architectural approval. Submit color, material, and quality samples with your application.

SKYLIGHTS AND ATTIC FANS

The Architectural Committee must approve the addition of a skylight or attic fan that alters the exterior of the roof, and requires submission of a plot plan showing the location of the addition and a description of style, size and materials to be used.

SWIMMING POOLS AND HOT TUBS

Only in-ground pools allowed. All in-ground swimming pools must have Architectural approval. **Hot tubs must also be approved.**

All applicable permits must be obtained prior to obtaining Architectural Committee approval.

Temporary pools not taller than 24" for seasonal use only (i.e. May 15th through October 15th) do not require Architectural Approval. However, such pools must be stored out of sight of nearest neighbors from October 16th through May 14th.

Plans and specifications showing the nature, kind, shape, height, materials, and location must be submitted to include a plot plan showing the location of the pool or hot tub, and a plan for screening (fencing or landscape screening).

Guidelines:

1. Any wood support structure must be the same color as the house or deck.
2. Pool or hot tub cannot be located within a buffer or easement.
3. All Health Department regulations must be met.
4. Pool or hot tub must be screened from view from any street or adjoining property.

SOLAR COLLECTORS

All solar collectors require Architectural Committee approval, and require a drawing showing the location of the unit and a plot plan showing visibility from streets and neighboring lots.

Guidelines:

1. Solar collectors must be installed to be as inconspicuous as possible.
2. Whenever possible, collectors should be placed on the rear of the home or on the side that has the least public exposure.
3. Collectors must be attached to the roof, not free standing or ground mounted.
4. Every effort must be taken to camouflage the plumbing and supports of the collectors. Camouflaging may require completely encasing the collectors. All metal parts should be painted to match roof coloring. There should be a minimum exposure of piping. Piping running down the side of the dwelling is not permitted.
5. The ideal installation is one that is laid flat on the roof.
6. Any tree removal required to permit increased solar exposure to the collectors, must adhere to the tree removal guidelines.

LAWN DECORATIONS (ORNAMENTS, DECORATIONS, OUTSIDE LIGHTING, SIGNS, FLAGS)

Items Requiring Architectural Approval: Lawn ornaments, free standing flagpoles, lantern poles, flood lights, security lights, and water gardens.

Information Required on Submittal:

1. Plot plan showing location of item.
2. Picture or description of item.

Items Not Requiring Architectural Approval: Holiday decorations shall be **removed within 1 month after the holiday has passed**. All other signs, including for sale, for rent, garage sale, yard sale and political campaign signs are allowed as long as they are **removed within 1 week of the event** and as long as no sign is placed on the common property.

Guidelines:

1. No more than two lawn ornaments shall be in view from any adjacent street.

2. Every effort should be made not to disturb or adversely affect neighbors with the installation and operation of flood and security lights.
3. On items not requiring approval, the committee reserves the right to request a homeowner to remove an item if surrounding homeowners complain. Commercial advertising signs are prohibited.

EXCEPTION: Commercial or Contractor signs may be displayed during a major project (painting, roofing, construction, HVAC change-out, major landscaping, internal renovation) while project work is in progress, but must be removed within 1 week upon completion.

MAJOR LANDSCAPING

Landscaping of a minor nature such as adding/replacing low growing shrubs and bedding flowers do not require approval provided they do not encroach upon neighboring properties or any common area.

After initial construction, no tree having a trunk diameter exceeding two (2) inches at ground level shall be removed without the Architectural Committee's written approval.

Homeowners who remove trees without prior approval will be required to replant with a suitable number of trees of at least 8 feet in height.

Homeowners in violation may be required to attend a hearing regarding the violation and may be fined up to \$150 per day for the violation.

In the event of a major weather storm that causes trees to break or fall, creating the threat of imminent danger to a home, structure or personal safety, then the resident may remove damaged and dead trees and stumps without prior approval.

Contact the Town of Apex Environmental Coordinator at 249-3413 to obtain a written opinion for tree removal.

Other types of landscaping that are structural, or change the contour of the land, or are adjacent to a property line, or obstruct a neighbor's view, will require approval.

Retaining walls, fences, and privacy plantings are considered Major Landscaping and fall under the same requirements as described in this section. Fences, decks, patios, arbors, and privacy

screens are discussed in greater detail in separate sections of this document.

Information Required on Submittal of Request form:

1. Plot plan showing quantity and location of plants/trees/structure.
2. Description of plants/trees/structure.
3. Details of any landscape plan that may change the flow of any drainage/runoff shall be submitted with details, including a Plot Plan, drawings showing the present drainage/runoff and drawings showing the proposed change in the drainage flow as a result of the change

Guidelines:

1. Hedges, screen plantings, or live fences erected from the front corner of the house forward shall not exceed four (4) feet. Hedges or screen plantings which form a barrier between properties should have an Agreement for maintenance access and Setback to allow for plant growth.
2. Sightlines shall be maintained at street intersections and driveway entry/exit.
3. No changes or modifications are allowed to Common Property, without prior written approval of the Board of Directors.

RADIO/TV ANTENNAS AND SATELLITE DISHES

Exterior radio and television antennae, aerials, disks and dishes for reception of commercial broadcasts shall not be permitted on any Lot and no other aerials, disks and dishes (for example, without limitation, amateur short wave or ship to shore) shall be permitted on any Lot without permission of the Board as to design, appearance and location or pursuant to Regulations issued for that purpose.

All exterior-mounted radio/TV antennas and satellite dishes require Architectural approval.

Information required on submittal of Architectural Request form include a plan showing location of antenna or dish and a description of plantings used to camouflage the equipment, if applicable. The goals are to:

1. Minimize any health and safety hazards created by mounting satellite dishes on residential buildings.
2. Control the location and screening of satellite dishes to lessen the impact on surrounding properties.
3. Preserve the image and character of Cameron Park.

Each request will be examined on its own merit. Previously approved installations shall not establish a precedent for approval. A satellite dish which meets size requirements may be located on any lot zoned for residential use in Cameron Park provided that it:

1. Does not exceed one meter in diameter.
2. Is not be located within ten (10) feet of side or rear property lines, any required yard setback or in any required buffer, whichever is greater.
3. Is not located closer than thirty (30) feet to a street right-of-way.

Satellite dishes installed at ground level must be screened so the dish is not visible from any street or neighboring property as viewed from ground level. The screen will consist of live evergreen screening. Any tree removal required must have approval, and all wiring shall be properly buried.

Satellite dishes may be located on the roof of a building provided that the dish is not on the portion of the roof facing the street, and the highest point of the dish is no higher than the peak of the roof.

Satellite dishes may be mounted on the back or on the side of the homeowners building but must not be mounted on the front. If mounted on the side of the building, dishes cannot be placed within ten (10) feet of the front of the dwelling.

NOTE: In no way shall these guidelines waive more stringent City/Town/County requirements, nor waive the necessity of any permits.

ADDITIONS AND CHANGES TO HOMES

Items Requiring Architectural Approval:

All external changes to homes must have architectural approval before changes begin. This includes, but is not limited to, new rooms, porches, garages, attached structures or detached structures of any kind, or color/material changes to exterior components of structures. Also, any changes to windows, doors or chimneys require approval.

Detached structures of 144 square feet, i.e. 12' x 12', or has one side longer than 12 feet, requires a Town of Apex permit. (Example: 13'x8'x6')

Information Required on Submittal:

1. Official plat or survey showing lot boundaries, the existing building and the proposed structure.
2. Elevations showing the planned appearance of the structure.
3. Description of materials to be used including siding, paint, color and shingle samples if necessary.

Guidelines:

1. No change shall encroach upon the setbacks for the lot as listed in the covenants.
2. Changes must match the house color and style.
3. City/Town/County Building Permits are the responsibility of each homeowner.
4. No metal or plastic sheds are allowed.
5. Window air conditioning units should not be visible from the front of the property.
6. Siding for detached structures can be either overlapping Hardy-Plank or wood of the same width as the siding on the home.
7. During construction, all vehicles involved, including those delivering supplies must enter the Lot on a driveway only as approved by the Board so as not to damage unnecessarily trees, street paving and curbs. During construction, builders must keep the homes, garages, and building sites clean and free of debris. All building debris, stumps, trees, etc., must be removed from each Lot by builder as often as necessary to keep the house and Lot attractive. Such debris will not be dumped in any area of the Property.

DRIVEWAYS AND PARKING PADS

Any parking pads or changes to driveways require architectural approval.

Location and Restrictions:

1. Driveways and vehicle parking pads shall be concrete only. Any other type of pads (i.e. brick, stone, etc.) shall be reviewed on an individual basis. Aggregate base, thickness, reinforcement, etc. must comply with good construction practices.
2. Close attention must be paid to structure placement, setbacks and encroachment onto buffer areas, Association owned common property and neighboring lots.
3. Contact the Town of Apex Planning and Community Development Department, at 249-3426, to receive variance approval before submitting the Architectural Review Form to encroach on buffer zone or easements.

Information Required on Submittal:

1. Plot plan showing location of driveway or parking pad.
2. Elevation drawing showing the measurements of the parking pad such as the length, height and width as well as any landscaping that will be added along the perimeter.

DECKS, PATIOS, ARBORS AND SCREENS

All new decks, patios, arbors, screening and under-deck enclosures, including association landscaping, require architectural approval. Any appearance change requires architectural approval. There are no predetermined styles for decks or patios.

1. Deck Materials:
 - a. Deck materials should be weather resistant: generally pressure treated wood or a composite (such as Trex).
 - b. The type and treatment of wooden decks is up to the homeowner, but a natural sealant or stain is highly recommended for additional weather-proofing.
 - c. Posts, rails and pickets may be made of brick, pressure treated wood, composite or other suitable material.
 - d. Include any landscape plan/screening of the area underneath the deck.
2. Patio materials
 - a. Concrete slabs, smooth finish.
 - b. Bricks, with sand fill or grout.
 - c. Stone, with sand fill or grout.
 - d. Stamped concrete.
 - e. Include any landscape plan with your request for the area around the perimeter of the patio.
3. Height of deck, arbors and screens
 - a. Decks should be of a reasonable height for their intended purpose.
 - b. Arbors should be no higher than eight feet above the deck surface.
 - c. Free standing deck screens (i.e., lattice) shall not exceed eight feet in height.
 - d. Screens as part of an arbor may extend to the arbor.
4. Location and Restrictions
 - a. Patios should be located behind the house and may not extend around comers, or be freestanding in other areas of a backyard.
 - b. Obstruction of views or breezeways of adjoining properties will be given consideration in all cases.
 - c. The construction of decks or patios within buffer areas will not be allowed.

- d. Only exterior materials comparable to those on existing structures and compatible with the architectural character of the community will be approved.
- e. All permits and building codes must be in compliance with local Regulations.

Information Required on Submittal:

- 1. Plot plan showing the location of the deck and patio, in relationship to other structures and property lines.
- 2. Elevation drawing (s) showing style of deck and patio, including railing, steps, etc.
- 3. Description of materials used, including samples of stain or paint, if applicable.

GUIDELINES FOR THE CONSTRUCTION OF FENCES

1. General Information

- a. Each installation will be examined on its own merit. No previously approved installation shall constitute establishing a precedent for approval. However, fences proposed for construction adjacent to existing fences are preferred to be of the same style, material, and finish as the existing fences. This may be an absolute requirement in some buffer areas that have been designated by the Town. Alternative fence styles and materials will be considered on an individual basis based on historical representation.
- b. No construction shall begin without the Architectural Committee approval of the submittal.**
- c. Approval of a fence does not constitute approval for any additional improvements (such as play equipment, playhouses or basketball equipment). These items must either be detailed on the application, or, preferably, be on a separate application that is submitted for approval.
- d. After construction, the association reserves the right to perform an inspection to ensure that the fence and any associated landscaping conform to the conditions stated in the approval.

2. Current Acceptable Style

A.	French Gothic	Drawing #1
B.	Stockade	Drawing #2, 3, 4
C.	Picket	Drawing #5
D.	Shadow Box	Drawing #6

THE FINISHED SIDE OF ALL FENCE STYLES MUST FACE ADJOINING LOTS.

3. **Color**

- a. Wood – Treated with a clear sealant or stained.
- b. White, Brown, Black Vinyl (PVC)
- c. White, Brown, Black Aluminum (accepted as of 2019)

NOTE: No painted fences, only approved stain colors

4. **Materials**

- a. Fence is to be wood, vinyl (PVC) or aluminum only.
- b. **NO WIRE, CHAIN, STONE, BRICK, OR CONCRETE FENCES ALLOWED.**
- c. Wood type for styles A, and C above may be either cedar, redwood or treated pine lumber.

5. **Height**

- a. Refer to the following table for acceptable heights. All heights are measured from the ground to the top of the posts. Fencing material may not extend beyond the height limits. Thus, the height limit shall be the higher of the posts or the fencing material. The maximum height may vary based upon the environment and application. Please contact the Architectural Committee for more information

MAX. HEIGHT OF ANY PART OF FENCE (FEET)

STYLE A	6 feet
STYLE B	6 feet
STYLE C	6 feet*
STYLE D	6 feet

*Style C (Picket Fence) placed in the front yard shall not exceed 3 feet in Height. See below.

6. **Location**

- a. All fencing must be set back 1/3 the distance between the front of the house and the back line of the house.
- b. **Only** picket fences are allowed in the front of the property. Picket fences located in the front yard are restricted to a height of 3 feet **only**. No other style of fencing will be allowed in the front
- c. Existing topography and landscaping within the buffer shall not be disturbed except with the approval of the Board of Directors. Construction within a buffer area may require approval from the Town.

- d. Submit a top-down map (surveyor's plat) to indicate the exact location of the fence in relation to the house and property lines.
 - A. Dimensions **must** be included
 - B. Elevations (side views) **must** be included
 - C. Gate locations **must** be included
- e. You must first obtain a letter of approval from the Town of Apex Environmental Coordinator at (919) 249-3413 and the Corp. of Engineers if your fence will be installed in or encroach upon wetlands, 100-year flood-line or a water quality buffer.
- f. Screening requirements will be in effect for any fence bordering a street. Evergreen plantings must be put in place that will screen % of the fence within 3 years.

7. **Setbacks**

- a. If an adjoining property has an existing fence, the submitting homeowner must have adjoining property owner's permission to attach to that fence, **OR** place fence 3 feet off the property line to allow for maintenance between the fences.
- b. On corner lots, fences must be set back from the street a minimum of 15-feet to maintain safe sight lines for traffic purposes.
- c. Additional setback requirements may be required for the sake of landscaping.

8. **Landscaping:** A landscape plan shall be part of the required documentation and shall be submitted with the application.

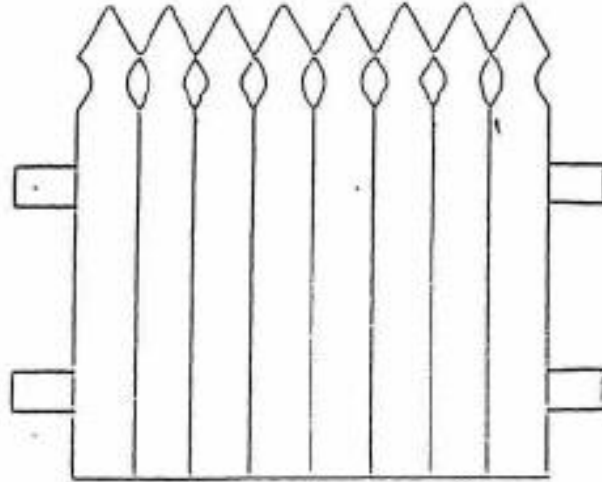
9. **Construction Details**

- a. All hardware is to be galvanized or powder coated black.
- b. For style C spacing dimensions must be detailed in the submittal.
- c. All posts must be set in concrete.
- d. The finished side of all fence styles must face adjoining lots.

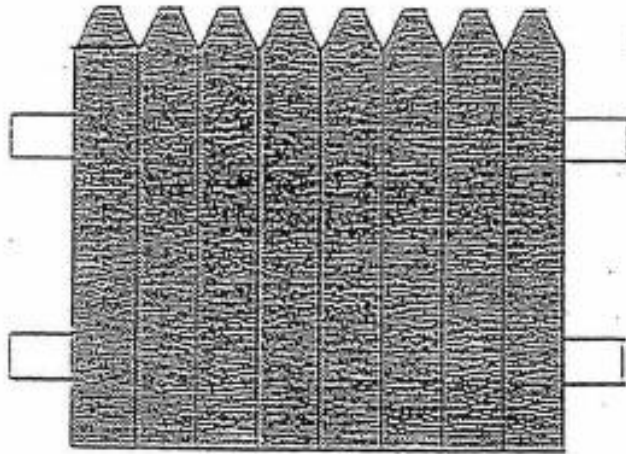
10. **Maintenance:** Maintenance of the fence and all associated screen plantings is the responsibility of the property owner.

APPENDIX A - FENCE STYLES

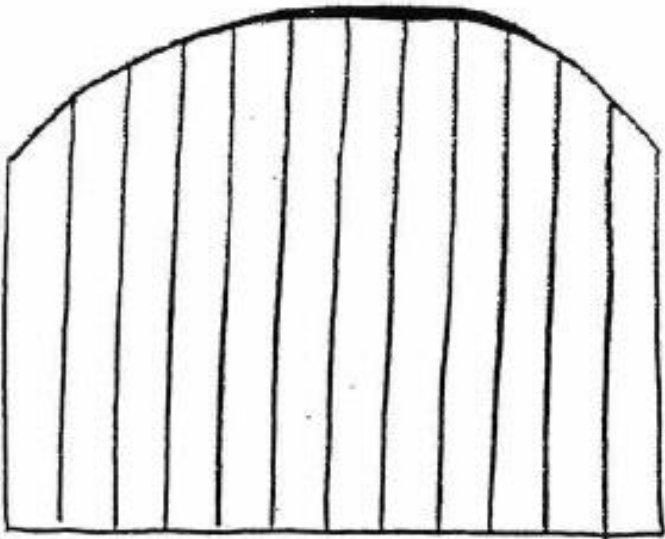
DRAWING #1-FRENCH GOTHIC STYLE A



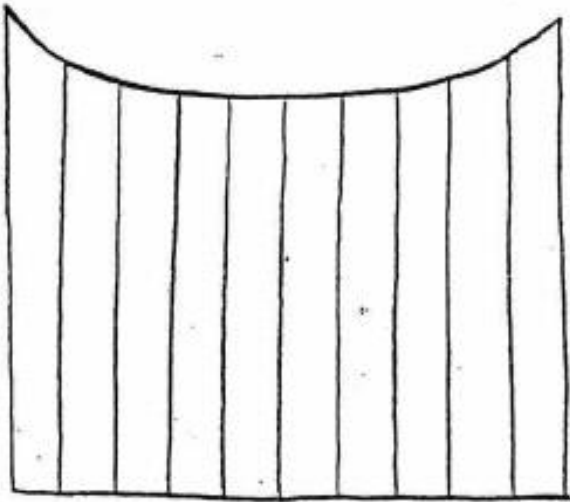
DRAWING #2-STOCKADE (DOG-EAR) STYLE B



DRAWING #3-STOCKADE (RAINBOW) -STYLE B



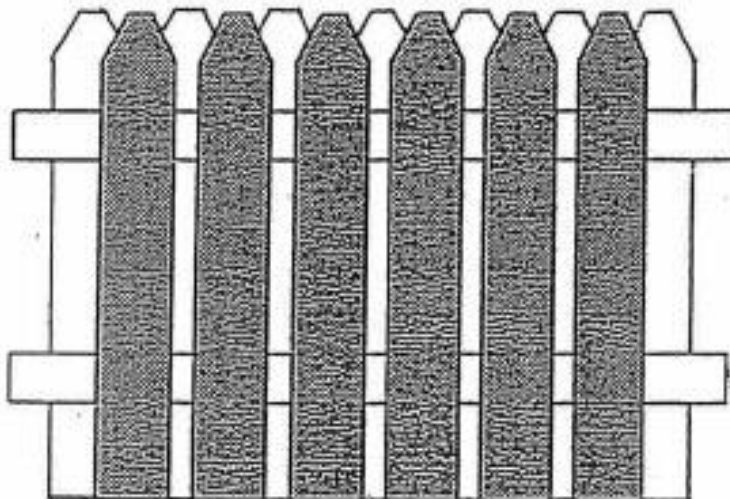
DRAWING #4 -STOCKADE (SCALLOPED) – STYLE B



DRAWING #5 -PICKET-STYLE C



DRAWING #6-SHADOWBOX



APPENDIX B – REVIEW FORM

Items to be submitted:

1. Architectural Request Form completed in its entirety.
2. Plot plan outlining the position or placement of the change. Plot plans can be found at the Apexnc.org website and searching under “Plot Plan”.
3. Drawings/plans showing the construction and effects of the change.
4. Description and/or website links for samples of paint, roofing, siding or any other items that may be helpful in making a decision.
5. Any other items necessary to fully describe project.

Please submit an electronic copy of this completed form and any relevant attachments (such as a scale map with proposed project, diagrams, etc.) via email to the CPCA Architectural Review Committee at the following email address:

architectureadmin@hrw.net

All completed submittals will be reviewed by the Architectural Review Committee. The committee will review the request and may ask to inspect the site. In rare instances, the Committee may defer to the Board of Directors for advisement/clarification. The committee’s decision will be communicated to the homeowner via the association’s management company, currently HRW, Inc.

HRW will advise the homeowner, via US Mail and/or electronic means, of the final decision of the Architectural Committee and/or Board of Directors.



**Cameron Park Community Association (CPCA)
Architectural Review Form**

Please submit an electronic copy of this completed form and any relevant attachments (such as a scale map with proposed project, diagrams, etc.) via email to the CPCA Architecture committee at the following email address: architectureadmin@hrw.net

NOTE: The Architectural Committee is allowed 30 days from receipt of the completed application to approve or deny the project. Every attempt will be made to expedite the review process. Please be sure that the application and supporting documents are accurate and complete. No site work may begin until the Project has been approved by the Architectural Committee. The project must commence within 12 months after approval and completed within 12 months of commencement. If an approved project does not commence within 12 months, a new application must be submitted.

Property Owner's Name(s) _____
Address of affected Property _____
Mail Address (if different) _____
Phone Number _____
Estimated Project Start Date _____ End Date _____

Detailed Description of Project (attach sheet(s) if necessary)

Attachments/Details Required

- Site plan of entire property drawn to scale showing proposed location of project in relation to property boundaries and existing structures on the lot, height of structures.
- Description of construction materials.
- Proposed colors (including trim, whether matching existing, etc.)
- Landscaping, grading, etc.
- Any other items necessary to fully describe project.

List of Attachments

Applicant attests that application and attachments are accurate and complete as possible. Also, applicant has read and understands CPCA Restrictive Covenants.

Signature(s) _____ Date _____
