

# The *Winmore* Design Code

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**Notice**

The Design Code is binding on all parties having an interest in any portion of the community and each builder and owner is required to comply with the requirements set forth herein. This document may be updated or revised at any time.

## **INTRODUCTION**

Winmore will be a pedestrian friendly community with a town square, walking paths, open space and natural areas. Street widths, landscaping and the location of buildings have been carefully established to create attractive and gratifying public and private spaces.

Winmore will have two distinct, but interconnected areas: The Town Center and the Neighborhood. These areas are defined in the Master Deed Restrictions. The Town Center includes the area around the town square and its immediate vicinity. The buildings are intended for a variety of uses including commercial, office and residential. The Neighborhood is primarily residential, comprised of single family, detached houses and townhouses. For operational purposes, the residences in the Town Center shall be governed by the Neighborhood Association.

In order to maintain a community with an integrated and aesthetically pleasing look and feel, it is necessary to establish a Design Code that will give all components of the village a sense of belonging, while at the same time allowing for individual expression. The following sections set out the parameters under which all improvements must be designed. For clarity and simplicity, the Design Code is divided into Neighborhood and Town Center categories.

Notes:

- 1) This document makes reference to the WDRB, which is the Winmore Design Review Board, which administers the Design Code and the Founder, which is the Winmore Land Management, LLC. The powers and responsibilities of these entities are set out in the Master Deed Restrictions
- 2) The “Village Mixed Use and Affordable Housing Vernacular Architectural Standards” as referenced in Section 15-141.2 (g)1.g. of the Town of Carrboro Land Use Ordinance may also be used as a guide. See Attachment A.

## **SECTION I. – THE NEIGHBORHOOD**

### **ARCHITECTURAL STYLES**

This section specifies the styles of architecture, which can be used for houses in Winmore. These are not meant to be absolutes from which one must copy, but depictions of building characteristics. For detailed descriptions of these styles please refer to A Field Guide to American Houses by Virginia and Lee McAlester or What Style Is It? A Guide

to American Architecture by John C. Poppliers, S. Allen Chambers, Jr., and Nancy B. Swartz.

Other styles may be considered based on architectural merit, including proportion, details and materials.

**Permitted Styles:**

Colonial  
Greek Revival  
Federal  
Georgian  
Queen Anne  
Shingle Style  
Stick Style  
Victorian  
Bungalows and Craftsman  
Regional Vernacular  
Carrboro Vernacular  
Four Square  
Period Houses

**Prohibited Styles:**

Contemporary ranch  
Split foyer  
Other conventional houses with multiple roof and wall lines

To assist lot owners, designers and builders in visualizing appropriately designed buildings, we recommend the following four plan books. The majority of the plans in these books would be readily approved with little or no modification required:

- 1) *Carolina Inspirations* by William J. Allison, Allison-Ramsey Architects, 1003 Charles Street, Beaufort, SC 29902, (843) 986-0559
- 2) *Garden Houses of the 1920s* by Lew Oliver, 15690 Hopewell Rd., Alpharetta, GA, 30075, (770) 594-8085 or 1-800-273-0371.
- 3) *In The Craftsman Style Plan Book* by Jill Kessenich and Tim Ashmore, Ashmore/Kessenich Design, Jill— Madison, Wisconsin (608) 213-4627, Tim—Portland, Oregon (503) 286-6258, [info@bungalowpros.com](mailto:info@bungalowpros.com), may be ordered through online store at <http://www.bungalowpros.com>

- 4) *TND Series Volume I* edited by R. John Anderson, Homestyles, 213 East Fourth Street, Fourth Floor, Saint Paul, MN 55101, (651) 602-5000
- 5) *TND Series Volume II* edited by Don Johnson, Homestyles, 213 East Fourth Street, Fourth Floor, Saint Paul, MN 55101, (651) 602-5000
- 6) *Traditional Neighborhood Homes Series* and *Traditional Neighborhood Homes: Outbuilding Collection* by Eric Moser, Moser Design Group, Inc., Rte #1, Box 801, Riverwalk Business Park, Ridgeland, SC 29936, (843) 379-5630, [www.moserdesigngroup.com](http://www.moserdesigngroup.com).
- 7) *Trinity Heights Plans*, by Milton Grenfell, Grenfell Architecture, 1100 South Mint Street, Suite 208, Charlotte, NC 28203, (704) 372-2916.

## **ARCHITECTURAL STANDARDS & ELEMENTS**

The goals of Architectural Standards & Elements are to define a common level of quality by which all plans are reviewed and to help define the architectural character of the community. These standards cover all aspects of buildings and lots. Variances may be allowed if the WDRB, in its sole discretion, determines that they are appropriate with architectural style.

Note: Where brick, stone or stucco are referred to in this document, it is not meant to include synthetic or cultured products and, in the case of stucco, EIFS.

### **Paint**

All interior and exterior paints should be latex and should be labeled “low emission” or low volatile organic compounds. Oil based paints are prohibited.

### **Walls**

#### Acceptable Materials

Wood clapboard, finished with paint or solid stain  
Cedar shingles, finished with paint or stain  
Fiber-cement (“Hardiplank” or equal) lap siding, finished with paint  
Brick, traditional colors with minimal color blend  
Stone  
Stucco  
High density vinyl or composite trim may be acceptable but should be submitted

for approval.

### Prohibited Materials

Vinyl siding  
Colorlok and other wood fiber composites  
Aluminum siding  
Exposed concrete block, including decorative block

### Methods and Configuration

Wall materials must be appropriate for architectural style.

Generally, siding shall be horizontal with no greater than a 4" exposure, except that wood siding may have greater exposure, depending on thickness. Wood clapboard should generally not have more than 6" exposed to the weather. When using Hardi Board, wood or synthetic trim, always use SMOOTH SIDE OUT!

Multiple wall cladding materials are discouraged unless typical of the architectural style. Normally, walls should be built of no more than two materials and should only change material along a horizontal line such as a floor line or gable end. The heavier material should be below the lighter, i.e. brick below stucco.

All corner trim shall be 5" minimum in width and rest on top of the water table band.

All openings must have square to vertical proportion.

The cut edge of trim shall not be exposed to the front on any exterior trim.

Multiple wall cladding materials are discouraged unless typical of the architectural style.

Where brick is used on the front walls of a building it must wrap the exposed sides and rear.

Where stucco type materials are used, they shall have a background color and a complimentary trim color to include banding, window and door trim. Stucco shall have full trim detailing, raised a minimum of 1" from the background. Sand, smooth, or scratch finishes are acceptable. Lace or knock-down finishes are not acceptable.

## **Foundations & Piers**

### Acceptable Materials

Poured concrete (see Methods for covering)

Brick

Stone

### Prohibited Materials

Exposed Concrete Block

### Methods & Configuration

Finish floor must be 30" min. off existing grade except in live work and store front use area.

On sloping lots, step down foundations and resulting stepped bands should be avoided, unless the foundation is more than 6' tall, in which case one step will be allowed.

Fireplaces shall be supported by a foundation.

Exposed foundations must be covered by brick, stone or stucco on the all sides of the building.

Except for rear decks, all open areas between piers shall be screened with lattice (painted or stained), or brick. PVC lattice is not acceptable.

## **Roofs**

### Acceptable Materials

20 year or better asphalt or fiberglass shingles

Diamond shaped asphalt shingles

Standing seam, batten seam, or 5v galvalume

Copper

Slate or approved synthetic slate

Terracotta or cement tile

Corrugated metal

Flashing should be copper, anodized aluminum, vinyl or lead.

## Prohibited Materials

Cedar Shakes

## Methods and Configuration

Roof pitch shall be appropriate with style, generally 7:12 to 12:12. Porch roofs may be a minimum of 3:12. The main roof shall be symmetrical gable or hip. Multiple roof styles and shapes are discouraged on a single building unless typical of the style (for instance, Victorian). Trusses shall have integral eave returns that provide room for either a frieze board or an expressed lintel above the top story windows. Flat roofs may be permitted under upper level decks and porches or if hidden by a façade, railing, or parapet wall. Mansard roofs are not permitted.

Gable ends that tie to a shed shall have the fascia rest on top of the shed roof. There should not be a connection between the horizontal fascia and the angled fascia off rake unless crowns are matched at ends. Gable ends facing the street should overhang at least 1 ft.

Dormers should be functional, i.e. habitable. They should be a minimum of 3 ft. from building side walls. They should have hip or gable roofs with a pitch of 10:12 or a shed roof with a slope of 2:12. Dormers should not have any siding on the front. The face of the dormer should be all trim. All dormers should have the side walls built with studs turned on end (with sides facing out).

## **Gutters**

All residential units must have gutters or another approved method of conveying rainwater from roofs to on-lot retention systems.

In general, half round gutters with round downspouts are preferred. Roman Ogee is acceptable if appropriate to architectural style. Metal chains may be used instead of downspouts.

## **Soffit and Fascia**

### Acceptable Materials

Wood, painted or stained  
Fiber-cement (Hardisoffit, Hardipanel)  
Bead board and exposed rafter tails.

## Methods and Configuration

Eaves shall be appropriate for building style. In general, they should overhang a minimum of 24 inches with 36 inches preferred. Open, exposed rafters are preferred, although sloped soffits may be acceptable. Exposed purlins should be a minimum of 1-1/2 square inches.

## Unacceptable Materials and Techniques

Aluminum and vinyl soffits.

“Pork chops”

## **Porches & Exterior Balconies**

### Acceptable Materials

#### Columns:

Stone

Wood, painted or stained

High density synthetics (minimum 3/8 inch wall thickness), painted

Brick

Smooth or sand textured stucco

#### Balustrades:

Wrought iron or equal

Wood, painted or stained

#### Porch Floors:

Tongue Groove Wood, painted or stained

Concrete, smooth or broom finished

Tile

Brick pavers

Premium decking board

Synthetic material (at balconies only, above dry areas)

#### Porch Ceilings:

Wood, painted or stained

Stucco

Exposed rafters, painted or stained

Exterior drywall

Beadboard

## Prohibited Materials

Screen on front porches  
5/4 Treated decking

## Methods and Configuration

The bottom of the porch roof beam should be not less than 8'-6" off the finished decking. Generally the porch beam bottom matches the interior ceiling height.

Porches should be at least 10' and must be 8' minimum in depth.

Porches shall be a minimum of 24" above grade.

Balconies must be 6' minimum in depth.

Porch columns shall be at least 6" in diameter.

When using solid or boxed columns, the square column capitals (the abacus) should be no more than 2" in height unless designed otherwise. Do not use 2x4s.

The abacus should be centered on the beam above (the entablature) and reveal approximately 2" beyond width of entablature. Piers should be a minimum of 12"x12".

Round columns should be constructed with a proper bulge and taper (entasis). Correct proportions and profiles are available in *The American Vignola*. Nothing should be attached to a column. When using round columns, the second floor column should be narrower than the first floor column: for example bottom floor, 10" at base 8" at top and second floor 8" at bottom 6" at top for a two story porch.

Stacked columns shall have a centerline that extends through the second floor beam and column to the first floor beam and column. Columns shall be laid out to account for size variation with larger on the first floor to smaller on second.

**Beams shall be centered on column and adjusted accordingly.** Beams shall be no larger than the top of the throat of the column fully trimmed. This can be achieved by notching the column to allow for a reveal under the beam.

Balustrades shall have top rails with eased edges and bottom rails with eased edges or of rectangular section, centered on pickets (balusters).

Side and back porch piers shall be of masonry construction and not less than 12"x12"

When using turned pickets the top square portion of the picket should be have a length ratio of 1 to 1.6 vs. the length of the bottom square portion of the picket.

All rail posts shall not be less than a 6"x6".

The space between wood pickets should not exceed 2” when using 1 inch pickets or smaller. Larger wood pickets shall not exceed 4” on center. Metal pickets shall not exceed 3” on center. All front porch posts shall have a milled cap

## **Decks**

### Acceptable Materials

Wood, double kiln dried CCA treated that is painted or sealed  
Western red cedar  
Cypress  
Trex or equal  
Tech Deck or equal

### Methods and Configuration

Decks shall be located in rear or side yards (not street side)

Posts supporting decks shall be 6” by 6” or greater.

Decks must be 8’ minimum in depths.

## **Windows**

### Acceptable Materials

Frame & Sash:

Wood  
Clad wood windows  
High Density Vinyl (Windsor or equivalent)

Glazing:

Clear glass  
Beveled or stained

Divided Lights:

True divided light (TDL)  
Simulated divided light (SDL), internal spacers required.

Shutters:

Must be operable or appear to be operable with hinges and shutter dogs.  
Shutter dogs shall always be mounted to secure shutters at bottom.  
Shutters should be sized to fill one-half of the adjoining window opening.

### Prohibited Materials

Highly reflective glazing  
Steel and aluminum windows  
Sliding windows

### Methods and Configuration

Windows shall be vertically proportioned, with a vertical proportion of at least 1.5 to 1, except that there may be one semicircular, round, oval or hexagonal window on each house. Panes should be of square or vertical proportions. Mullions and transoms (muntins) are encouraged. Windows shall have exterior trim casing with a minimum width of 3.5" on all walls. Brick veneer walls may be excluded from this requirement, provided that a decorative brick detail is substituted. No Brick Mold unless used with Brick veneer or stucco with returns back to the window. Shutters may be used, provided that they are installed with hinges and shutter dogs and fill the window opening.

Interior window casing shall be 3 1/2" minimum in width.

As a rule of thumb, unless specifically designed otherwise, plans should include 6'-2" windows on the first floor and 5'-2" windows on the second.

Windows and openings on upper floors shall be centered directly above the windows on the first floor. Windows and openings in gable ends shall be centered. All windows shall be a minimum 2 ft. from a building corner.

All interior windows should have stools and returned miter cuts back to the wall.

All window transoms must be 12" minimum in height.

Sill extensions should be mitered where sill meets the wall of the house unless approved otherwise.

Any counter-levered bay or oriel must be supported by brackets.

Bay windows should be made of trim lumber or Hardiboard and PVC Base Cap and should have a copper roof that is not painted or sealed so that it will age naturally.

Awnings should be rectangular without any side panels.

## **Doors**

### Acceptable Materials

Solid wood with glazing and/or panels, painted or stained

Fiberglass with glazing and/or panels, painted.

Insulated metal with glazing and/or panels, painted.

### Prohibited Materials

Flush doors.

Sliding patio or “atrium” type doors, unless at rear of house opening into a screen porch.

Paired doors on the front of a house.

#### Methods and Configuration

Main entry doors shall have the same exterior trim requirements as windows.

Head caps over doors and windows shall not extend beyond the furthest adjacent projection.

All casing around exterior doors shall be the same width (3 1/2" min.) on the sides and top.

Additional head trim should be applied as an extension of the casing.

Exterior doors with casing should always be lower than the windows. Doors with transoms can be at the same height.

Interior door casing shall be 3 1/2" minimum in width

All door windows shall be true or simulated divided light with between the panes spacers. No between the panes grids or snap in grids.

All door transoms must be 12" min. in height.

All doors shall be a minimum 2 ft. from a building corner.

### **Garages and Accessory Dwelling Units**

#### Methods and Configuration

Accessory dwelling units shall be architecturally integrated as follows:

Accessory dwellings or outbuildings shall be designed to harmonize with the Carrboro vernacular architecture described above.

The gross floor area in the ADU shall not exceed 900 square feet.

Exterior fire-exit stairs are prohibited on any side of ADUs except at their rear.

All off-street parking for ADUs shall be located to the side or rear and shall be visually screened from adjoining properties and from all streets.

Double width garage doors are discouraged and shall not be allowed for front loading garages. When garage doors are on the front or street side of a building, they shall be recessed into an alcove, arbor or lattice screen. Garages shall be one or two car, and may be attached or detached. Three car garages shall not be permitted.

## **Chimneys, Chases, Roof and Wall Vents**

### Acceptable Chimney and Chase Materials

Stucco with cap or coping on masonry  
Brick  
Stone

### Methods and Configuration

Chimneys located at exterior walls shall extend to the ground. Chimneys cannot be counter levered. Chimneys should break and return to smaller width (minimum 2:1 proportion in plan) and all chimneys should have trim at the caps. Caps should conceal spark arrestors. Flues should not be taller than minimum code requirements. Chimneys and chases on street sides must be compatible with the building architecture, and truncation below the roof line is not allowed. Wall and roof vents shall be finished in a color compatible with the surrounding material, except that metal may be left unpainted. Low profile ridge vents are permitted. Mushroom vents should only be used where not visible from the street directly in front of the house. Skylights and solar units are permitted, but they should not be visible from the street, if feasible.

## **Garden & Retaining Walls & Fences**

### Acceptable Materials

Wrought iron or decorative metal, painted  
Vertical wood, painted or stained or unpainted treated  
Brick  
Stucco  
Stone  
Horizontal wood not visible from the street

### Prohibited Materials

Chain link and all other wire  
Exposed concrete block including “decorative” block at retaining walls  
Railroad ties  
Vinyl  
Metal

### Methods and Configuration

Picket fences and privacy walls or fences are required at rear alleyways and between houses. At or near common property lines, fences or walls shall present a simple surface to adjoining neighbor. Maximum height shall not exceed 6', except as allowed by variance. Compatibility with adjacent lots and buildings shall be carefully considered. Maximum height for fences within the required front yard is 42". All street-side retaining walls shall be faced with wood, brick, stone or non-synthetic stucco.

### **Sidewalks**

#### Acceptable Materials

Concrete, plain, colored, stained, stamped or exposed aggregate  
Concrete or brick pavers

#### Prohibited Materials

Gravel, except on paths and trails, in which case Chapel Hill gravel shall be used.

### Methods and Configuration

Sidewalks in the public right-of-way shall be 5' in width and conforming to all City requirements. At side and rear yards, decorative gravel, stepping stones and mulch paths are allowed and must be shown on the site plan.

### **Color**

All exterior finishes shall be carefully reviewed to ensure compatibility with surrounding buildings. Balconies, columns, porches, posts and shutters may be painted any color.

### **Outbuildings**

Outbuildings shall match the architectural style, color and material of the primary building. Portable sheds are not allowed.

### **General, Miscellaneous**

One-story buildings shall have a front porch, dormers, or both.

Satellite dishes, permanent grilles, hot tubs, sports equipment and permanent children's play equipment shall be located in rear yards.  
No satellite dish with a diameter of greater than 3' shall be allowed.

Buildings on corner lots shall have the street side fully detailed in terms of windows and other architectural elements.

For sale/rent signs shall not be larger than 18" x 24".

## **LANDSCAPING REGULATIONS**

The purpose of these regulations is to help create an exterior community environment that is pleasant and inviting, while helping to provide privacy where desired. The general character may be either formal or informal, although the front yards will typically be of a more formal design. Window boxes are encouraged.

A landscape plan is to be submitted for each lot. All new trees should be shown. Trees on the street side of houses should be a minimum of 1 1/2" caliper.

All lots are to have street trees in the 8' planter strip (greenway) between the curb and sidewalk equally spaced 40 feet apart. Street tree locations will be predetermined by the developer and because of spacing some lots may require more than one tree while others may require none. Additional new trees are encouraged but not required. Healthy pre-existing trees should be protected and preserved to the greatest extent possible, as set forth separately in the Winmore tree protection plan. All yards are to have at least (to be determined) shrubs chosen from the approved Winmore plant list, (TBD) five gallon, (TBD) two gallon, and (TBD) one gallon, all in bark mulch beds. All plants need to be of specimen quality, disease and pest free. Alternative landscaping may be approved by submitted plan.

All front and street side yards must be sodded. Other side and rear yards may be seeded or sodded. Mulched areas are permitted. All lawn areas are to be maintained in a clean and neat.

It is the responsibility of each builder to see that once brought on site plants are adequately watered and cared for, planted properly, watered in, and that a watering schedule after installation adequate to maintain the plant continues until the property is legally transferred to its new owner.

## Approved Tree List

### Street Trees

#### Large Street

Willow oak	Quercus phellos
Red Oak	Quercus rubra
Sweet Gum	Liquidambar styraciflua 'Rotundiloba'

### General Trees

#### Ornamental/Flowering

American Holly	
Carolina Cherry-Laurel	
Crabapple	Malus spp.
Crape Myrtle	
Eastern Redbud	
Flowering Dogwood	Cornus florida
Golden Rain Tree	
Hawthorn	Crataegus spp.
Red Bud	Cercis canadensis
River Birch	
Serviceberry	

#### Medium Shade

Skyline Locust	Gleditsia triacanthos L. var. inermis 'Skyline'
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#### Large Shade

Ginkgo (male only)	
Pin Oak	Quercus palustris
Honey Locust	
Laurel Oak	
Littleleaf Linden	
Northern Red Oak	Quercus rubra
Red Maple	
Red Oak (Eastern)	
Scarlet Oak	
Swamp White Oak	Quercus bicolor
Sweet Gum (rotundifolia)	
Tulip Poplar	
White Ash	Fraxinus americana
Willow Oak	
Green Ash	Fraxinus pennsylvanica

Red Maple

Acer rubrum or Acer x freemanii

**Coniferous**

Eastern Red Cedar

Juniperus virginiana

**The following plant species shall be prohibited:**

Akebia quinata

Chocolate vine

Acer ginnala

Amur Maple

Acer platanoides

Norway Maple

Certain Berberis species including

Berberis julianae

Wintergreen Barberry

All Cotoneaster species including

Cotoneaster microphyllus

Littleleaf Cotoneaster

Cotoneaster horizontalis

Rockspray Cotoneaster

Crataegus monogyna

Singleseed Hawthorn

Crataegus laevigata

English Hawthorn

All Cytisus scoparius

Scotch Broom

Eleagnus angustifolia

Russian Olive

Eleagnus umbellata

Autumn Olive

Euonymus alatus

Winged Euonymus, Burning Bush

Euonymus japonicus

Japanese Euonymus

All Ligustrum species including

Ligustrum lucidum

Waxleaf Privet

Ligustrum vulgare

European Privet

Ligustrum sinense

Chinese Privet

Ligustrum x vicari

Golden Vicary Privet

Lonicera maackii

Bush Honeysuckle

Lonicera nitida

Boxleaf Honeysuckle

Lonicera tatarica

Tatarian Honeysuckle

Miscanthus sinensis

Eulalia, Maiden Grass

Taxus cuspidata

Japanese Yew

Vinca major

Large Periwinkle

**SITE REGULATIONS**

Building placement and configuration will be carefully planned to achieve a neighborhood has a pleasing streetscape and provides a clear delineation between the public and the private realms. Lot regulations will provide a structure to achieve these goals. Each specific lot will be assigned the following:

## **A Build-to Range**

All primary residences are to be placed within a specific range of distance from the street curb in front of the house. This build-to range will be specified by lot. In the case of curved or angled front yards, at least one point of the house must be within the range. For all other lots, a minimum of 12 ft. must be within the build-to range, unless a variance is granted for a bay, turret or other feature of architectural merit. Porches and architectural projections may be allowed to be closer to the street. Please note that the build-to lines will be referenced from the curb, rather than from the right-of-way line (the lot line). In the event of a discrepancy between the curb and lot line, the lot line shall take precedence.

## **Side yard set backs**

Each lot will be assigned a side yard setback, which shall be a minimum. In the event of a discrepancy between fire codes or building codes and the minimum setback, the fire code or building code shall take precedence.

## **Garages**

Lots are specified to have either front loading or rear loading garages. In the case of front loaders, the side may also be considered for use if the lot location and architectural style affords that possibility. One of the goals of the Design Code is to de-emphasize the garage. Therefore, garages are to be set back from the front façade of the house a minimum distance greater than the distance of the front boundary of the build-to line from the curb.

## **Driveways/Alleys**

Front loading garages have conventional driveways with one curb cut per lot. Rear loading garages are accessed via a rear, shared lane (alley). All private driveways shall have a 4' x 4' flared approach, with a minimum 1" expansion joint at the street or alley connection.

## **Sidewalks**

In order to allow for the placement of street trees and to achieve a level of comfort for pedestrians, some public sidewalks will be placed further from the curb than the standard 4'.

## **SECTION II. - ARCHITECTURAL REVIEW POLICY AND PROCEDURE**

In order to ensure that the Design Code is implemented, a specific review process has been established. The review process is administered by the Winmore Review Board (WDRB), which consists of the Design Coordinator and up to 2 additional members. The WDRB reviews all new construction as well as all renovations. All submissions shall be approved, approved as noted, or disapproved. WDRB will normally respond within 30 days, but failure to do so shall not constitute approval. Approval may be denied if the submitted material is incomplete. WDRB may make inspections during the course of construction to assure compliance with the submitted documents. This section applies to both the Neighborhood and the Town Center.

### **Approval of Architects, Designers and Builders**

The WDRB retains the right to approve or disapprove any architect, designer or builder that it believes may not perform satisfactorily.

### **Review Fees**

A fee of \$100 is required for each Neighborhood review and \$250 for each Town Center review. This is to be submitted with the Construction Documents Review form. No fee is charged at the time of the Preliminary Review. All checks should be written to the Winmore Land Management, LLC.

\*NOTE: This applies to builders only and not to individual home owners.

### **Variances**

Variances may be granted based upon architectural merit or hardship, but shall not constitute a precedent for future variances.

### **Construction Deposit**

A construction deposit is required from the contractor for each lot to assure compliance with the submitted plans. The amount is \$500 for Neighborhood lots and \$1,000 for Town Center lots. The deposit shall be submitted before a Notice to Proceed is issued. The deposit shall be returned upon final inspection, provided that compliance is complete and unless it is required to clean up or repair common areas damaged due to construction. Contractor shall be notified in writing prior to the use of the deposit.

## **Power to Enforce**

Should a violation occur, The Winmore Land Management, LLC, has the right to enforce the code by legal action, including injunction relief, which requires the owner to stop, remove, and/or alter any improvement in a manner that complies with the standards established by Winmore. The Winmore Land Management, LLC shall also be entitled to collect reasonable attorney's fees. Approval by the WDRB does not relieve an owner of his or her obligation to obtain any government or governmental board approvals or permits.

## **Limitations of Responsibility**

The main purpose of the WDRB is to review submitted material in order to determine if the proposed construction meets the Winmore Design Code. WDRB does not assume any responsibility for structural integrity, existing site and soil conditions, governmental requirements, and the work of the owner's architect, designer, engineer or contractor.

## **Procedure**

There are 3 phases to the review: Preliminary Review, Construction Document Review and Final Inspection. If an owner desires, the preliminary and construction document review may be combined, but this may result in additional plan work and expense to the owner. The WDRB is not responsible should such work and expense occur. All documents are to be submitted in duplicate. One approved set shall be returned following review.

The following forms shall be provided:

1. Preliminary Review Application
2. Construction Document Review Application
3. Final Inspection Application

### Preliminary Review

This assures that the designer and owner understand the Design Code and may save time and expense and later stages of the process. If the applicant has a photograph or rendering a similar building, this is the appropriate stage to include it.

### Construction Document Review

This is the final review prior to construction. In addition to the Construction

Document Review Application, the owner shall submit the Exterior Materials Schedule.

### Final Inspection

This occurs upon receipt of the Certificate of Occupancy and completion of all work, including the required landscaping. It is to verify complete compliance. If approved, the construction deposit is returned at this time.

## **SECTION III. – THE TOWN CENTER**

This plan regulates many aspects of site and building design, including building size, height, uses and placement on the lot. It also includes a landscape, parking, walkway, signage and lighting plans. These plans are hereby made a part of the Design Code.

Additional requirements of the Design Code are presented here.

### **ARCHITECTURAL STYLES**

In choosing architectural styles for the buildings in the Town Center, the goal is to create an area that is well integrated with the Neighborhood while establishing a “Downtown” character. The commercial versions of the acceptable residential styles are appropriate choices: Georgian Revival, Colonial, Federal, Victorian, and small Southern town early 20<sup>th</sup> century Vernacular. The rule of thumb in assessing architectural merit shall be to determine if the building suggests a turn-of-the-century to early to mid 1950’s Southeastern small downtown. Because many of the features of older buildings are obsolete or impractical, exact duplication is not expected. Depending on the locations of the specific buildings, broader interpretations may apply, and other styles may be considered based upon architectural merit. The pattern book shows some examples of both old and new buildings that could be appropriate for design models.

### **ARCHITECTURAL STANDARDS AND ELEMENTS**

In the case of all materials and methods mentioned here, governmental regulations, including fire codes, accessibility, and other considerations shall take precedence. A listing of a permitted material shall not be construed as acceptable to regulating authorities, and compliance shall be the responsibility of the owner.

Note: Where brick, stone or stucco are referred to in this document, it is not meant to include synthetic or cultured products and, in the case of stucco, EIFS.

## **Paint**

All interior and exterior paints should be latex and should be labeled “low emission” or low volatile organic compounds. Oil based paints are prohibited.

## **Walls**

### Acceptable Materials

Wood clapboard, finished with paint or stain  
Cedar shingles, finished with paint or stain  
Fiber-cement (Hardiplank” or equal) lap siding, finished with paint  
Brick, minimal color variation, traditional colors  
Stone  
Stucco  
High density vinyl or composite trim may be acceptable but should be submitted for approval.

### Prohibited Materials

Aluminum siding  
Vinyl siding  
Color-lok and other wood composite materials

### Methods and Configuration

Wall materials must be appropriate for architectural style.

Generally, siding shall be horizontal with no greater than a 4” lap, except that wood siding may have greater exposure, depending on thickness. Wood clapboard should generally not have more than 6" exposed to the weather. When using Hardi Board, wood or synthetic trim, always use SMOOTH SIDE OUT!

Multiple wall cladding materials are discouraged unless typical of the architectural style.

All openings must have square to vertical proportion.

Where brick is used on the front of a building it must wrap all exposed sides of the building.

Where stucco type materials are used, they shall have a background color and a complementary trim color to include banding and windows. Stucco shall have full trim detailing, raised a minimum of 1" from the background. Sand, smooth, or scratch finishes are acceptable. Lace or knock-down finishes are not acceptable.

Arches shall be of masonry construction and be no less than 12" in depth. Keystones should be functional and should be shapes so sides align with radius of the arch.

## **Foundations and Piers**

### Acceptable Materials

Poured concrete (see Methods for covering)  
Brick  
Stone

### Prohibited Materials

Exposed Concrete Block

### Methods & Configuration

Finish floor must be 30" min. off existing grade.

Fireplaces shall be supported by a foundation.

Exposed foundations must be covered by brick, stone or stucco on all sides of the building. In-form stamped and stained concrete, and other simulated brick and stone applications may also be acceptable with approval of a sample or photograph.

## **Roofs**

### Acceptable Materials

30 year or better dimensional asphalt or fiberglass shingles  
Diamond shaped asphalt shingles  
Standing seam metal  
Copper

Slate or approved synthetic slate  
Membrane or built-up (for flat roof)  
Terracotta or cement tile

#### Prohibited Materials

Corrugated metal.  
5v metal  
Cedar shakes

#### Methods and Configuration

All roofs shall be topped with low-pitched roofs with articulated parapets and cornices, or pitched roofs where fascias are emphasized and any roof dormers are functional.

Multiple roof styles and shapes are discouraged on a single building unless typical of the style (for instance, Victorian). Flat roofs are permitted under upper level decks and porches or if hidden by a façade. The façade requirement may be waived at the rear of the building. See Chimneys, Chases and Vents for details on equipment screening.

Dormers should not have any siding on the front. The face of the dormer should be all trim. All dormers should have the side walls built with studs turned on end.

### **Gutters**

All residential units must have gutters or another approved method of conveying rainwater from roofs to on-lot retention systems.

In general, half round gutters with round downspouts are preferred. Roman Ogee is acceptable if appropriate to architectural style.

### **Cornice**

#### Acceptable Materials

Wood, painted or stained  
Decorative metal  
Fiber-cement (Hardisoffit, Hardipanel)  
Traditional stucco or properly installed one-coat stucco

Fypon

### Methods and Configuration

Eaves shall be appropriate for building style. Decorative cornice work and facades covering flat roof may include fiberglass and preformed materials, i.e., plaster elements, or Fypon.

## **Porches & Balconies**

### Acceptable Materials

Columns:

Stone

Wood, painted or stained

High density synthetics (minimum 3/8 inch wall thickness), painted

Brick

Smooth or sand textured stucco

Balustrades:

Wrought iron or equal

Wood, painted or stained

Porch Floors:

Wood, painted or stained

Stained concrete

Tile

Brick pavers

Synthetic material (at balconies only, above dry areas)

Porch Ceilings:

Wood, painted or stained

Stucco

Exposed rafters, painted or stained

Exterior drywall

Beadboard

### Methods and Configuration

The bottom of the porch roof beam should be not less than 8'-6" off the finished decking. Generally the porch beam bottom matches the interior ceiling height.

Porch columns shall be at least 6" in diameter. Stacked columns shall have a centerline that extends through the second floor beam and column to the first floor beam and column. Columns shall be laid out to account for size variation with

larger on the first floor to smaller on second. **Beams shall be centered on column and adjusted accordingly.** Beams shall be no larger than the top of the throat of the column fully trimmed. This can be achieved by notching the column to allow for a reveal under the beam.

Balustrades shall have top and bottom rails with eased edges, centered on balusters.

Side and back porch piers shall be of masonry construction and not less than 12"x12"

All porch foundation openings other than arches must have wood venting continuous from the ground to the band.

## **Decks**

### Acceptable Materials

Wood, CCA treated or western red cedar.  
Trex or equal  
Tech Deck or equal

### Methods and Configuration

Decks shall be located in rear or side yards (not street side)

Posts supporting decks shall be 6" by 6" or greater.

Decks must be 8' minimum in depths.

## **Windows**

### Acceptable Materials

Frame & Sash:

Wood  
Aluminum clad or vinyl clad wood windows  
High Density Vinyl (Windsor or equivalent)

Glazing:

Clear glass  
Beveled or stained  
Lightly tinted

#### Shutters:

- Must be operable or appear to be operable with hinges and shutter dogs.
- Shutter dogs shall always be mounted to secure shutters at bottom.
- Shutters should be sized to fill one-half of the adjoining window opening.

#### Prohibited Materials

- Highly reflective glazing
- Steel and aluminum windows
- Sliding windows

#### Methods and Configuration

Windows shall be vertically proportioned, unless inappropriate for architectural style or not feasible because of interior limitations (cabinets, etc.). All window sashes shall be square to vertical in proportion. Mullions and transoms (muntins) are encouraged. All windows and doors shall have exterior trim casing of a minimum width of 3.5” on all sides. Brick veneer walls may be excluded from this requirement, provided that a decorative brick detail is substituted. No Brick Mold unless used with Brick veneer or stucco with returns back to the window. Stucco houses must have the stucco return back to window casing (in this case brick mould is acceptable). Certain other commercial glass assemblies may be allowed with approval of the WDRB.

#### **Doors**

##### Acceptable Materials

- Solid wood with glazing and/or panels, painted or stained
- Fiberglass with glazing and/or panels, painted.
- Insulated metal with glazing and/or panels, painted.
- Other commercial assemblies with approval of the WDRB

##### Methods and Configuration

All door windows shall be true or simulated divided light with between the panes spacers. No between the panes grids or snap in grids.

## **Chimneys, Chases, Roof and Wall Vents**

### Acceptable Chimney and Chase Materials

Stucco with cap or coping  
Brick  
Stone

### Methods and Configuration

Chimneys located at exterior walls shall extend to the ground. Chimneys and chases on street sides must be compatible with the building architecture, and truncation below the roof lines are strongly discouraged. Wall vents shall be finished in a color compatible with the surrounding material. At gable roofs, ridge vents are encouraged and mushroom vents should only be used where not visible from the street. Every effort shall be made to screen mechanical equipment from streets, parking and alleys.

## **Garden Walls & Fences**

### Acceptable Materials

Wrought iron or decorative metal, painted  
Vertical wood, painted or stained, only in the rear of buildings  
Brick  
Stucco  
Stone

### Prohibited Materials

Chain link and all other wire  
Exposed concrete block  
Vinyl

### Methods and Configuration

Garden walls should be a minimum of 8" thick with a cap overhanging at least 1". Privacy walls or fences are encouraged at rear alleyways, but must be minimum of 2' from the pavement. At or near common property lines, fences or walls shall present a simple surface to adjoining neighbor. Compatibility with adjacent lots and buildings shall be carefully considered.

## **Sidewalks**

### Acceptable Materials

Concrete, plain, colored, stamped or exposed aggregate  
Concrete or brick pavers

### Prohibited Materials

Gravel, except on paths and trails, in which case Chapel Hill gravel shall be used.

### Methods and Configuration

Sidewalks in the town center shall be no less than 6' in width.

Builders shall provide at least one trash can of approved design in each block;

Builders shall provide public benches of approved design at intervals of no greater than (TBD) feet on each block; and

Builders shall provide at least one bike rack on each block.

## **Parking Lots**

Parking lots larger than 19 spaces and/or 6,000 square feet in size shall have internal landscaping as well as landscaping on the edge of the lot.

## **Color**

All exterior finishes shall be carefully reviewed to ensure compatibility with surrounding buildings. Storefronts should be painted a gloss dark color. Muted colors are encouraged and excessively bright or harsh colors are not permitted. A trim color that differs from the siding color is encouraged.

## **Signage**

Free-standing signs are to conform to the Winmore development plan. All free-standing and wall mounted signs are to be approved by the WDRB prior to installation. Approval may be denied if the WDRB determines, in its complete discretion, that it is not compatible with the character of the area. Internally lighted signs are not allowed. Where lighting is needed it shall be by separate fixture,

directed to the face of the sign. Signs painted on storefront glass are encouraged. Approved awning signs are acceptable.

Per Carrboro ordinance, all signage shall: 1. Be affixed to building façade, canopy, or arcade; 2. Be located within the first story limit; 3. Be visible to both pedestrians and drivers; 4. Contain visual street numbers for each building; and 5. Utilize lighting conforming to applicable regulations.

### **Exterior Lighting**

Lighting shall be in accordance with the Winmore development plan. Buildings shall have wall mounted fixtures on all sides. All lighting fixtures and locations must be approved by the WDRB. Sconce lights or carriage type wall fixtures are preferred. Bare bulb fixtures are not permitted. Fixtures should be designed to block upward light pollution. In general, a larger number of lower intensity lights is preferred vs. fewer higher intensity lights.

## **GENERAL, MISCELLANEOUS**

Satellite dishes and other equipment shall be located in rear yards or on roofs where they are not visible from the street.

Buildings on corner lots shall have the street side fully detailed in terms of windows and other architectural elements. For example, if shutters used on the front they should also be used on the corner side.

Open-air markets and festivals may be held in any portion of the town square or the commons with the approval of the WDRB.

New multi-family and commercial buildings in storefront and townhouse use areas shall be subject to a maximum front setback (the “build-to” line) in order to maintain a strong sense of streetscape. Such buildings shall generally be of two-story construction (to the so-called “build-up” line) and shall be designed in accordance with the design standards of this chapter and any other applicable standards. To create a defined edge to the village’s public space, new multi-family or commercial buildings should conform to a consistent setback from the street. Porches for multi-family or townhouse construction can extend beyond the build-to line. In addition, building faces, as well as a majority of the roof ridgelines should be parallel to the street.

The build-up line specifies a cornice height that establishes the prominent visual dimension of a building and defines its proportion in relation to the street. It

should vary, with no more than sixty (60) consecutive feet of the build-up line having a similar cornice or roofline, and be between one and two and one-half stories in height. A two-story build-up line can range from 20 to 25 feet above average ground level. Setback regulations are as follows: Front = no minimum required; maximum is 15 feet; Rear = 20 feet minimum; Side = Zero minimum lot lines are allowed, except at block ends or adjacent to alleys or pedestrian walks as required under block design requirements.

According to Carrboro ordinance, all storefront and townhouse use areas shall conform to the following:

They shall:

Include show windows on the ground level. Storefront windows are to be large and traditional in appearance and are to include low sills and high lintels.

Articulate the line between the ground and upper levels with a cornice, canopy, balcony, arcade, or other visual device.

Include lighting in show windows, which is in conformance with other lighting regulations;

Project lighting on the sidewalk from about eight feet in conformance with other lighting regulations herein;

Present the principal entrance to the sidewalk. Alternatively, if the principle entrance faces onto an interior courtyard, the entrance to the courtyard must be presented to the sidewalk.

The façade of storefront buildings may be separated from the sidewalk surface by a landscaped strip of no greater than three feet, except as necessary to accommodate open-air, food service establishments.

The construction of open colonnades over a sidewalk adjoining storefront buildings may be permitted subject to an appropriate easement over the public right-of-way.

Materials in the exterior of buildings surrounding the greens shall be limited to a diversity of brick textures and colors, with wood being subject to the review of the Appearance Commission and the approval of the permit-issuing authority. Awnings are encouraged. Commercial grade windows and doors shall be used, with wood encouraged and other materials being subject to the review of the Appearance Commission and the approval of the permit-issuing authority.

Storefront buildings shall have at least 60 percent of their front facade parallel to the street.

The principal entrance shall be from the front sidewalk.

Storefront buildings fronting on the same street and located on the same block shall be attached, except as necessary to accommodate pedestrian ways.

The street treescape shall require:

The planting of species which branch above 8 feet to facilitate viewing of storefronts and signage.

The planting of trees every 30 feet to 50 feet depending on size so as to create a regular pattern of street trees through the area.

Winmore Land Management gratefully acknowledges source materials provided by

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and

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