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MEMORANDUM

February 21, 2013

To: Property Owners at Old Nags Head Place
From: Mike Florez, ARB Design Consultant
Subject: Architectural Guidance

This Memorandum combines the memorandums titled Architectural Review Process, dated November 5, 2001, revised June 1, 2007 and Architectural Design Guideline dated January 22, 2002, revised June 1, 2010 including the Plan Review Application and Checklist. In addition to combining the memorandums this version provides an update of Homer Owners Association approved modifications to the architectural guidelines. These efforts were made to better clarify the architectural information contained in the Declaration of Protective Covenants (<http://eglweb.darenc.com/recorder/web>). This information is important to builders of new homes in Old Nags Head Place, to those conducting renovations and/or those painting a home.

It should be noted that additional requirements or changes to the existing guidelines can be made at any time in accordance with the Protective Covenants. Any such changes are and will be considered carefully and thoughtfully and would affect plans, renovations or color changes not yet submitted at the time. The purpose of any such change is to address serious lapses in the current guidelines and is deemed necessary to meet the objective of design and construction quality for the community.

On behalf of the architectural review board members, we appreciate your understanding, cooperation and assistance. We wish every property owner the greatest success and enjoyment from their investment in Old Nags Head Place.

Old Nags Head Place Concept:

The vision for the architecture in Old Nags Head Place is inspired by the strength of character typically found among the older beach cottages in Nags Head. This character is locally recognized as the "Old Nags Head" style. Common features are simple roof lines, basic building forms, wrap around porches, double hung windows, weathered cedar shake siding, and white painted or natural cedar trim. Other common features include the use of board and batten, fancy cut shingles or other accent siding in the gable end walls as well as a host of simple craftsman-type details such as exposed rafter tails and gable end brackets, finials, etc.

The strength of the "Old Nags Head" style is derived from the consistent use of the many common details, building forms and other features found among a significant number of houses that were built within a relatively small geographic area. Of interest too, is the fact that homes in this style have been built at different periods over time, a number within the past few decades, although the most recognizable homes of this style are well over a hundred years old.

It is the desire of the developers to convey this strength of architectural style and character, particularly the “Old Nags Head” style into the preferred architectural theme for Old Nags Head Place. In this way, this new neighborhood will blend seamlessly with the older community in a way that allows each property owner to capitalize on a well-known and valuable architectural asset. Diligence on the part of the architectural review board will lead to the greatest protection of the investment made in this neighborhood by every property owner.

Application Reviews:

To facilitate the review of a new house, house renovation or housing color application applicants should first review the Protected Governance and this document to make planning and design decisions that are in accordance with the stated objectives. Review of submittals will be initiated once both plans and payment (where due) are received. Applications are to be submitted to:

Mike Florez
Florez Design Studios, Inc.
PO Box 170
9142 Caratoke Hwy
Point Harbor, NC 27964

Upon receipt by Florez Design (recipient) applications will be stamped with the date received and then dispersed to Architectural Review Board Members. The recipient and ARB will strive to take no more than four weeks from the received date, but may require more time. Applicants will be notified in writing that their application is either:

1. “Approved as is”
2. “Approved with conditions as noted”
3. “Not Approved”

Please note that design submittals can be rejected on an aesthetic basis only, therefore it is important to strive for compliance with the “Old Nags Head” style and architectural theme.

In the case of a submittal for just a house color approval the review will be expedited as much as possible. To expedite the submitter receiving a response the review determinations may be sent electronically (email). Applicants for house color change only will be notified that their application is either:

1. Approved (this means applicant may proceed with staining of the house)
2. Not Approved (this means the sample color provided did not meet color guidance and a new selection must be submitted)

Architectural Design Guidelines

The Architectural Design Guidelines listed below are provided for the purpose of highlighting, clarifying and/or expanding on language in the “Declaration of Protective Covenants”.

1. Setbacks

- a. Front and rear yard setbacks are the same as those required by the Town of Nags Head.
- b. Side yard setbacks shall be no less than 10 feet. Roof overhangs and fireplace chimneys are allowed encroachments. Other encroachments such as small cantilevers may be considered on a case-by-case basis but in any case, the Town of Nags Head minimum setbacks must be met.
- c. When installing a peat sewage system no pipes may exceed (i.e. taller than) what is required by the Dare County Health Department.

2. Clearing

- a. The house, driveway, pool and active drain field footprints must be rough staked prior to the ARB application being reviewed.
- b. No lot clearing may occur until site plans have been approved by the ARB.
- c. Florez Design Studios is to be informed of the lot clearing date 2 weeks prior to initiating the clearing. A member of the ARB may be present to enforce Landscaping Covenants.
- d. Clearing for construction is limited to a 5' wide perimeter around the house, driveway, pool and drain field.
- e. Failure to comply with this and other ARB guidelines and requirements will result in a stop work order being issued pending a mandatory sixty-day review period.

3. Landscaping

- a. Site plans: Some consideration should be given to having a minimum level of landscaping treatment before, during and after construction of each home in order to preserve, maintain and restore as much of the natural aspect of this community as possible. The appearance of the natural features of the streetscape is an important part of the community style.
- b. Site plans submitted for ARB should indicate the location and type of any trees or shrubs that are to be removed from outside of the building perimeter. Every effort should be made in determining the layout of the house, parking, and septic to preserve as many existing trees and other vegetation as possible. If any natural plant material is removed from anywhere outside of this perimeter, then it must be either replaced or mitigated elsewhere on the building site. Any ground areas not covered with structure, paved or other hard surface and that are disturbed during construction are required to be restored or finished with landscape materials indigenous to the Outer Banks natural environment. Pea gravel or a similar stone is allowed only in parking areas, driveways or areas under the house.
- c. Owners are encouraged to use low maintenance plant species that are indigenous to the Outer Banks natural environment. Lawn areas should be kept to a minimum and planted with heartier Bermuda or other grasses that require little or no watering once established.

4. Exterior Finishes

- a. Approved roof materials and colors include composition asphalt shingles in “weathered wood”, “slate

gray” and “cedar brown” by CertainTeed or equal.

b. Stained or natural finish cedar boards and shingles are the preferred siding, cornice (roof overhang) and trim material. Lap siding may be used when it is textured to have a natural appearance of wood and be of narrow width not to exceed six (6) inches beyond the point of lapping (six inch reveal).

c. The use of vinyl siding is not allowed.

d. Approved colors for cedar siding include natural finish, subtle grays and earth tones that blend with the natural environment and maintain the Old Nags Head style. The colors white, yellow and black and bold, primary colors are not approvable. Approved colors for lapsiding are subtle grays and earth tones that blend with the natural environment and maintain the Old Nags Head style. The colors white, yellow and black and bold, primary colors are not approvable. Exterior trim color is to be white, regardless of siding material or color.

5. Exterior Windows and Doors

a. Circle or round top windows, large gangs of windows (more than 3 units across), are not characteristic of the Old Nags Head style houses and therefore not allowed on street elevations. Double hung windows are preferred. Sliding glass doors on street elevations are not allowed, French doors are preferred.

6. Building Form

a. All houses shall meet the minimum number of points for residential design as required by the Town of Nags Head. The minimum roof pitch for the main roof shall be 9 in 12. Porch roofs and other secondary roofs may be lower but in good proportion to overall building form.

b. Simple rooflines and building forms accented with gable end brackets and other similar craftsman type details are the preferred features for Old Nags Head Place.

c. Exposed rafter tails is the preferred style for all roof overhangs and covered porches. However box type soffits may be used on the main roof.

d. All houses shall have gable end brackets, porch brackets and other details characteristic of older homes in the Nags Head style on at least the street elevation.

e. Covered Porches and screened porches are also preferred over 2 story stacked decks. If stacked decks are used then certain details must be applied to these decks. Angled corner brackets at the post to girder connection, chamfered post corners, and some built in benches.

Questions or comments are appreciated and should be addressed to Mike Florez at the above address, telephone number (252) 491-8000 ext. 222 or email (mike@florezandflorez.com).