

**GRIFFIS GLEN
HOMEOWNERS
ASSOCIATION**

**ARCHITECTURAL CONTROLS,
GUIDELINES, STANDARDS AND
PROCEDURES, RULES &
REGULATIONS**

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GENERAL INFORMATION

INTRODUCTION

ALL residents benefit from the planning and design that has been an important part of the development of GRIFFIS GLEN SUBDIVISION. The intent of the SUMMARY OF PROCEDURE AND DESIGN REQUIREMENTS is to assure the residents that the standards of design and quality will be maintained. This, in turn, protects the property values and-enhances the overall environment of GRIFFIS GLEN SUBDIVISION.

An essential element of Architectural Control is the recognition by all homeowners of the importance of maintaining the ambiance of the Community. Design Requirements should be viewed as a benefit and not as a burden to the Community.

PURPOSE

The Master Declaration of Covenants, Conditions and Restrictions (Declaration), establishes and describes the Griffis Glen Homeowners Association Inc. (Association), and assures each Owner that the quality of Griffis Glen design will be maintained. The Association is responsible for administering these Covenants and providing administrative support to the Architectural Control Committee (ACC). However, the developer retains the absolute right at all times to approve new home construction on unbuilt lots or until such time he gives up that right in writing.

The ACC ensures that exterior alterations in Griffis Glen Subdivision comply with the guidelines as shown in Article V through X of the Declaration. ALL requests for exterior alterations MUST be submitted to the ACC and its approval received BEFORE they may be undertaken.

The purpose of this Manual is to inform the homeowners of the Design Requirements for Griffis Glen Subdivision and the procedures to be followed when requesting an exterior modification to their property. Each application received by the ACC will be evaluated on its own merits with reasonable flexibility for architectural function and creativity.

AUTHORITY

The authority for the ACC is set forth in Article VII (Seven) of the Declaration of the association, which was received by all homeowners when they purchased their homes. The Declaration encumbers all of the homes within Griffis Glen Subdivision.

The Declaration is a contract between the homeowners and the Association, wherein; per Article VII (Seven) the homeowners agree to refrain from making any modifications to the exterior of the homes and property without first receiving approval from the ACC.

The ACC is responsible to the Board of Directors of the Association. The Board is the ultimate authority for the Griffis Glen Homeowners Association, Inc.

MEMBERS

The Architectural Control Committee shall consist of three (3) members, one of which shall be a board member. The Board of Directors shall have the right, power, authority, and obligation to select members of the ACC. Prior to relinquishment of authority of the ACC by the Developer, the powers, rights and the authority of the ACC may be exercised by the Declarant or its designee.

MEETINGS

The ACC shall meet as necessary to review Applications received and present their findings within thirty (30) days of receipt.

RESPONSIBILITIES

The board is empowered to adopt, promulgate, amend, revoke, and enforce design requirements for the purpose of:

1. Governing the form and content of plans and specifications to be submitted to the ACC for approval or disapproval;
2. Governing the procedure for submission of plans and specifications; and
3. Establishing guidelines with respect to the approval or disapproval of design features, architectural styles, exterior colors and materials, details of construction, location and size of any structure, landscaping, and all other matters that require approval by the ACC.

LIMITATION OF RESPONSIBILITIES

The ACC approval is based only on the aesthetic features of the approved modification. The ACC assumes no liability with regard to the structural integrity of any requests. The ACC makes no representation as to their expertise regarding either the structural adequacy, capacity or safety features of the proposed improvement or structure as shown on the submitted plans or on the ultimate construction of the approved modification. The ACC does not assume the responsibility for the performance or quality of work of any contractor. All work must be within the city or county regulations. Homeowner is required to secure proper permits.

ARCHITECTURAL CONTROL COMMITTEE POLICIES

The ACC does not seek to restrict individual taste or preferences. In general, its aim is to avoid harsh concepts in the landscape and architectural themes of Griffis Glen Subdivision and to foster thoughtful design so that there is harmony between neighboring residences. The ACC intends to be completely fair and objective in the architectural review process and to maintain sensitivity to the individual aspects of design. The approval of the ACC of plans or specifications submitted for approval, shall not be deemed to be a waiver by the ACC of the right to object to any of the features or elements if and when the same features and elements are included in any subsequent, plans and specifications submitted for approval for use on other Units.

APPROVAL NECESSARY

No building, outbuilding, garage, fence, wall, retaining wall, landscaping, spa, porch, or other structure or improvement of any kind shall be erected, constructed placed or maintained on any properties, nor after construction of a dwelling or other exterior improvements upon a Unit shall any landscaping, dwelling or other improvements on each Unit or color scheme thereof, be altered, changed repaired or modified unless the same shall be approved in writing by the Architectural Control Committee. The foregoing prior approval is intended to specifically apply to the painting of the exterior of a dwelling, the installation of a spa, or any other maintenance, repair or modification which changes the exterior appearance of a dwelling or other improvements on a Unit or a Lot.

TIME LIMITATIONS

After approval by the ACC, all improvements shall be completed within ninety (90) days from commencement of the improvement. Projects that remain uncompleted for long periods of time are visually objectionable and

can be a nuisance and a safety hazard for neighbors and the Community. The ACC may establish a more specific time for completion as a condition of its approval.

In the event the ACC fails to approve or disapprove plans and specifications within thirty (30) days after they were received in writing to the ACC in acceptable form, including all information necessary for their consideration and review, approval by the ACC shall be deemed to have been granted. The ACC shall have the right to request additional information if in its opinion, the information submitted is incomplete or insufficient.

INSPECTIONS

Periodic inspections may be made by the ACC while construction is in progress to determine compliance with the approved plans and specifications and provisions of the Declaration. The ACC or any such agent of the ACC shall not be deemed to have committed a trespass or other wrongful act by reason of such inspection.

JOB SITE CONDITIONS

1. All job sites shall be kept in a neat and orderly condition.
2. Construction hours are subject to rules and regulations as established by the Association from time to time, or the local ordinances, whichever is more restrictive.
3. All construction operations must be performed in accordance with local governmental ordinances.

APPROVAL

Upon approval by the ACC, a copy of the applicant's plans and specifications bearing such written approval shall be returned to the applicant. Approval of any application shall be final and the approval may not be thereafter reviewed or rescinded provided that there has been compliance to all conditions of approval. If the request for approval is disapproved by the ACC due to aspects of the request that can be remedied by the applicant, the recommended changes can be made to the request and returned to the ACC for approval.

VIOLATIONS

If any alteration or modification is made without the required prior written consent of the ACC, the alteration has been undertaken in violation of the Declaration. All unapproved alterations or modifications may be required to be removed until ACC approval is granted. In no event may any alteration or modification be allowed to remain if in violation of any of the Covenants and Restrictions contained in the Declaration, or in violation of any zoning or building ordinance or regulation.

The ACC is empowered to enforce its policies, as set forth in the Declaration and this Manual, by means specified in the Declaration, including an action in a court of law, to insure compliance. The Association also has the right to levy a fine on Owners for modifications made without the written request and approval from the ACC.

KEY ARCHITECTURAL GUIDELINES

The ACC evaluates all submissions based on the individual merits of the application. Besides evaluation of the particular design proposal, this includes consideration of the characteristics of the individual site and lot size, since what may be an acceptable design on an exterior in one instance may not be for another.

The following criterion is general in nature and applies to all of the dwelling units in Griffis Glen Subdivision.

Relation to Griffis Glen Subdivision Open Space

Factors such as removal of trees, disruption of the natural topography and changes in rate or direction of storm water run-off may also adversely affect Griffis Glen Subdivision open common space.

Conformance with Covenants

All applications are reviewed to conform that the request is in conformance to all applicable Covenants and Restrictions affecting Griffis Glen Subdivision as recorded in the records of Wake County.

Validity of Concept

The basic idea of the proposed alteration requested must be sound and appropriate to its surroundings.

Design Compatibility

The proposed alteration must be compatible with the architectural characteristics of the applicant's house, adjoining houses and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials color and construction details.

Location and Impact on Neighbors

The proposed alteration should relate favorably to the landscape, the existing structure and the neighborhood. The primary concerns are access, view, sunlight and drainage. Fences or landscaping may not obstruct views, or access to neighboring properties; decks or larger additions may not infringe on a neighbor's privacy.

Scale

The size of the proposed alteration should relate well to the adjacent structures and its surroundings. For example, a large addition to a small house may be inappropriate.

Color

Color may be used to soften or intensify visual impact. Parts of an addition that are similar to the existing house, such as roofs and trim, should be matching in color. No permission or approval is required to repaint in accordance with the originally approved color scheme.

Materials

Continuity is established by use of the same or compatible materials as were used in the original house. For instance, an addition with vinyl siding may not be compatible with a stucco house.

Workmanship

Workmanship is another standard, which applies to all exterior alterations. The quality of work should be equal to or better than that of the surrounding area. Poor practices, besides causing the owner problems, can be visually objectionable to others.

ARCHITECTURAL CONTROL APPLICATION PROCEDURE

- STEP 1.** Prior to any alteration, addition or improvement the property owner (not contractors or other parties) requests an Architectural Control Application from the Management Company.
- STEP 2.** The Management Company sends application to property owner.
- STEP 3.** Application is completed with all supporting documents and returned to:

CAS, Inc.

1930 North Salem Street
Unit 101
Apex NC 27523

- STEP 4.** The management company dates application upon receipt, thus starting the 30-day approval/disapproval time frame, copies and distributes dated application to Architectural Review Committee or Board members, as appropriate. Note: If the applicant is non-compliant with any of the Griffis Glen rules (i.e., dues, violations of the covenants or guidelines), the application will be returned to the sender. The application will be returned along with an explanation why the applicant is noncompliant. It will state that the application will not be accepted until the noncompliance is corrected and documented by the Management Company or ACC.
- STEP 5.** Committee members receive copies of the dated application, review and approve/disapprove within fifteen (15) days from the date of receipt and return signed applications to the Board of Directors. The Board will approve or disapprove the application within 15 days from receipt from the Committee.
- STEP 6.** The board receives approved/disapproved applications from the Board and returns a copy of the original to the homeowner with a stamped "Approved" or "Disapproved" within the thirty (30) day time limit from the original day of receipt. (In the case of "Disapproval", the reasons and/or requirements will be typed on the application, stamped and returned. (Should the property owner want to resubmit another application, or forward additional information required, the thirty (30) day process starts again with each submittal.) The Architectural Review Committee or Board members names will not appear on the original application but will become part of the Association's permanent records by attachment to the original application.
- STEP 7.** Property owner receives authorization and starts project within ten (10) days from the approval date, or receives Disapproval and either, submits additional information or appeals for reconsideration (thus starting the thirty (30) day approval process once again), or abandons the project.
- STEP 8.** In the case an application is not satisfactorily agreed upon by the Committee and the applicant, the applicant may appeal to the Board of Directors for reconsideration

within thirty (30) days for final approval or disapproval.

SUMMARY OF PROCEDURES

HOW TO PREPARE AN APPLICATION TO THE ARCHITECTURAL CONTROL COMMITTEE

Applications for exterior changes may be obtained from the offices of the Property Management Company. Completed applications should be hand delivered or sent to the association office.

A sample application form is attached.

I. SITE PLAN

A site plan or property survey should be included with the application showing the location of existing structures and the boundaries of the Property. Proposed changes or additions should be indicated including dimensions and distances from the home and adjacent properties. Please include one (1) copy of each of these documents. Homeowners must also call the local utility companies to identify underground wires, pipes etc.

II. MATERIALS AND COLOR

Samples of the materials and colors to be used and an indication of existing colors and materials should be provided. In most cases, a statement that the proposed wall, for example, is to be painted to match the existing house trim or house color is sufficient. Where materials and/or colors are compatible but different from those of the existing structures, samples or color chips should be submitted for clarity.

III. DRAWINGS AND PHOTOGRAPHS/ELEVATION

A graphic description of the request should be provided. This may be in the form of manufacturer's literature or photographs as well as freehand or mechanical drawings. The amount of detail should be consistent with the complexity of the proposal. The elevation or "head on" view drawing should show height, width, distance above finished grade and details.

IV. WAKE COUNTY

After receiving approval from the Board, a permit may be required from Wake County or other governmental authorities. The Applicant must determine whether this requirement applies to the requested modification.

V. THIRD PARTY COMMENTS

Written comments from neighbors and other residents concerning proposed changes may be furnished to the ACC. These comments will be considered during the review process. The ACC however, must still make its decisions based on standards set forth in the Declaration and further described in this Manual, which may be updated from time to time.

for approval agrees, by submission of such plans and specifications, that it will not bring any action or suit against the Association, Declarant, or Architectural Control Committee to recover any such damages.

The purpose of the Architectural Standards is to provide guidance in preparing requests for architectural approval and set forth some of the standards applied by the Architectural Control Committee. The Architectural Standards are not all-inclusive and no inference should be made that the failure to include a particular type of exterior or landscaping change somehow exempts that change from the approval process.

If any paragraph, section, sentence, clause or phrase of these Standards shall be or become illegal, null or void for any reason; or shall be held by any court of competent jurisdiction to be illegal, null or void; the remaining paragraphs, sections, clauses and phrases are severable and shall continue to be in full force and effect. In case of any conflict between the Declaration of Master Covenants, Conditions and Restrictions for Griffis Glen Subdivision, the By-Laws of the Griffis Glen Homeowners Association, Inc. and these Standards, the Declaration and By-laws shall control. In case of any conflict between these Standards and other resolutions or rules adopted by the Board of Directors, the Board shall determine which shall control and make corrections as needed by a majority vote.

These Standards supersede all previous guidelines or standards and shall remain in effect until otherwise rescinded, amended, modified, or repealed by a majority of the Board of Directors.

North Carolina law permits that after notice and an opportunity to be heard, the Board of Directors can impose fines up to \$100/occurrence or suspend privileges or services provided by the association for violations of the declaration, bylaws, and rules and regulations of the association.

GRIFFIS GLEN HOMEOWNERS ASSOCIATION, INC. ARCHITECTURAL STANDARDS, CRITERIA & DESIGN REQUIREMENTS, RULES & REGULATIONS

SUPPLEMENT TO THE DECLARATION OF RESTRICTIONS AND COVENANTS

The following are ACC approved standards that are not specifically outlined in the GRIFFIS GLEN HOMEOWNERS ASSOCIATION Declaration. No assumptions should be made that the restrictions included in the Declaration and not listed here have been waived by the Association.

1. WINDOWS, DOORS, SCREENED ENCLOSURES AND PATIOS

- a. Screened enclosures (attached and detached shall not be permitted on the front or sides of dwelling units without approval of the ACC.
- b. The use of reflective tinting or mirror finishes on windows is prohibited.
- c. Security bars on windows or doors are prohibited.
- d. All screen enclosures must have a hip, gable or mansard roof.

2. SOLAR PANELS

Solar water heating panels shall be reviewed on an individual basis, and if approved by the ACC must be installed so as to present the least obtrusive condition.

3. EXTERIOR WALL FINISHINGS

- a. The use of the following materials is appropriate:
 1. Stucco
 2. Vinyl Siding
 3. Stone (natural or synthetic)
 4. Brick
- b. The use of the following materials is inappropriate:
 1. Rough Sawn Siding
 2. T-111 Siding
 3. Aluminum Siding
- c. Exterior colors that, in the opinion of the ACC would be inharmonious, discordant and/or incongruous to the Griffis Glen Community shall not be permitted.

In general, colors should be muted. Most paint manufacturers have "traditional" or "Williamsburg" color charts from which selections should be made. Prior approval for exterior painting is required from the ACC. All exterior colors and materials must also be approved by the ACC.

4. ROOFS

- a. No change in color of existing roofing material shall be permitted without the approval of the ACC. Roofing material must be asphalt, fiberglass shingles, or new aluminum with a minimum 25- year warranty.
- b. Flat roofs are not permitted except as described in paragraph c. below. All roof pitches shall be a minimum of 5:12 ratio.
- c. Flat deck first floor patio roofs, which also serve as second floor balconies, may be approved by the ACC. The second story balcony must be accessible from a second story door and must have a continuous railing at its perimeter. The first floor roof structure/second story floor must match as close as possible the existing house roof in materials and design.

5. GARAGES, DRIVEWAYS, WALKWAYS AND EXTERIOR LIGHTING

- a. Any change from the existing garage door must be approved by the ACC.
- b. No curbside parking areas are to be created by altering existing curb or street paving.
- c. All proposed exterior lighting should be detailed on the request for architectural modification. No exterior lighting shall be permitted which, in the opinion of the ACC, would create a nuisance to the adjoining property owners. Solar panels must be approved by the ACC.
- d. Driveways and walkways shall be constructed of concrete and have a concrete pipe and graveled surface installed prior to the digging and pouring of the footings. No asphalt drives or walkways will be permitted.
- e. Driveway aprons must be concrete and may not be widened without the approval of the ACC.
- f. Any proposed walkway must be approved by the ACC prior to installation. This includes concrete walkways, stepping-stones or paver bricks.
- g. All Holiday lighting and décor shall only be displayed 30 days prior to and 30 days after a major holiday.

6. AWNINGS AND SHUTTERS

- a. Metal fold-down awnings and canopies do not meet the standards of the community with respect to conformity and harmony of external design and shall not be permitted or affixed to the exterior of any residence. Roll-out deck canopies must have prior approval by the ACC.
- b. Permanent fixed and operational shutters are permitted. Design and color of shutters must be coordinated with the house and approved by the ACC.

7. LANDSCAPING

1. All major improvements of landscaping must first be submitted to the ACC with a survey prior to installation. Proposed landscaping must be shown on a lot survey, which includes the house, all impervious surfaces and existing landscaping. Example: hedge row or trees, decorative items such as birdbaths and benches, changes that impact drainage of the yard [terraces/grading].
2. Landscape of a minor nature such as naturalizing an area of the yard or adding low growing shrubs or bedding flowers, that are shorter than 6 feet max height, need not be submitted for approval, provided they do not encroach upon neighboring properties.
3. All Landscaping installed with approval by the ACC must be maintained to the standards as set forth by the Association.
4. No private landscaping may be planted within any utility easement or within the designated slope easements. The HOA reserves the right to landscape within the slope easements.
5. One level of edging consisting of unstained pressure treated yellow pine timbers, brick, stone, pre-cast concrete edging, black plastic edging, or other commonly used material as long as the edging is natural in color or the commercially available white stone or cast concrete edging material is allowed, but painted stones or other materials painted or stained will require prior approval. Multi-level edging will require prior approval by the ACC.
6. No decking, screening or landscaping may be installed on any portion of any utility easement.
7. For safety reasons – no pine straw is allowed.

8. FENCES: WOODEN

- a. All boards for privacy fences shall run vertical to the posts. The vertical boards are nailed to horizontal support boards.
- b. Fences cannot exceed 6 feet in height.

- c. Fences must be within your property line and not “on or over” the property line. (This is a City ordinance and if a fence is on or over the property line, the City will be called.)
- d. The preferred method of installing a fence is to have the bottom of the fence follow the flow of the land.
- e. The Step Method of installation is acceptable.
 - 1. The top sections of each section of fence must be parallel to preceding section within a few inches.
 - 2. The bottom of the fence must be filled in to give a good appearance. (No gaps between bottom of fence and ground.)
- f. Chain link, hog-wire, chicken-wire, wooden split rail, and wooden post and rail fences are prohibited.
- g. White picket fences permitted.
- h. No fencing shall be installed in any utility easements without the prior written consent of the utility companies.
- i. Fencing is not allowed on a lot forward of the front corners of the house on that lot.
- j. No tinting or staining wood fences unless stained a natural color as approved by the ACC. Painted fences other than white are strictly prohibited.

9. FENCES: VINYL

- a. White is the only permitted color.
- b. No “Post and Rail, Pool Type, and Full Lattice”.
- c. Same general requirements regarding property line, size and installation apply. (Step and ground flow).

10. FENCES: ALUMINUM

- a. Black is the only color allowed.
- b. Any style allowed.
- c. Same general requirements regarding property line, size and installation apply. (Step and ground flow).

11. SHEDS

- a. Storage sheds are permitted and the placement will be determined by the ACC on an individual needs basis. The structure must be built on cinder blocks or a permanent foundation. No lot shall be permitted to have more than one detached shed.
- b. Paint must match the dominant color of the house.
- c. Must meet City codes.
- d. Metal sheds are not allowed.
- e. Preformed vinyl sheds are not allowed.
- f. Barn style and “A” style roof lines are allowed. Roof line cannot extend onto neighbor’s property.
- g. Sheds on blocks must have the bottom trimmed with lattice. Lattice must be painted.
- h. Flat angled roof lines are not allowed.
- i. Sheds that are 12’ x 12’ must have a building permit.
- j. Sheds must be at least 3 feet inside property line.

12. BASKETBALL HOOPS

- a. Basketball hoops will be considered. Portable goals are allowed but must be in good condition, used and stored at least ten feet (10’) from the street, and properly filled so they remain upright. Permanent goals mounted on the house or in the yard must be approved by the ACC. Approval will be considered on how the placement and use would impact neighboring homes.

13. SWIMMING POOLS

- a. In ground swimming pools are permitted but **MUST** be enclosed by a privacy fence.
- b. Above ground pools will be permitted, but only with ACC approval. Pools must be fenced in and located behind the house.
- c. Toddler pools are permitted and should only be located in the back yard.
- d. Spas or hot tubs will be permitted only when their placement does not interfere with the neighboring homes and will not create a nuisance. They do need ACC approval. Any spa or hot tub that is permitted must also conform to all local zoning ordinances regarding this type of installation.

14. AIR CONDITIONERS, GARBAGE AND TRASH CONTAINERS

- a. Window and/or wall air conditioning units shall not be permitted without prior approval of the ACC.
- b. All garbage, trash, and recycling containers shall be located in clean and covered receptacles located in the garage (if applicable), or rear or side yard of said homes. Open storage of refuse is prohibited. Any garbage enclosure or screen built must have ACC approval.
- c. On the days of scheduled garbage/trash pick-up, such refuse shall be in trash receptacles and placed near the roadway. Garbage, trash and other refuse material must be collected at least weekly by a licensed refuse collector.

15. ANTENNAS, FLAGPOLES, SIGNS AND MAILBOXES

- a. No exterior television or radio masts, towers, poles, antennas or aerials may be erected. Satellite dishes are permitted but shall be screened so that they are not visible from the street. Receiver should be located on the side of the house away from the street and can not be larger than two (2) feet in diameter. Placement and landscape buffering requirements must be determined by the ACC as a condition of approval for satellite dishes. A flagpole for display will be permitted with prior approval from the ACC. Flagpoles shall not be used as an antenna.
- b. A 4' x 6' American Flag or State of NC is permitted. Seasonal flags will only be permitted during specified seasons.
- c. One "For Sale" or "For Rent" sign shall be allowed to be erected or displayed on a Lot without written permission of the ACC. The ACC shall determine form, size, and color, and content, time of placement and location of any other sign. No sign shall be nailed or attached to a tree, light pole or street sign pole within the neighborhood. Each lot is limited to two (2) political signs no larger than 24"x24" and may be permitted not more than 45 days prior or 7 days after an election.
- d. Mailboxes should be straight and in good condition.

16. ACCESSORY STRUCTURES, PLAY & EXERCISE EQUIPMENT, AND DECORATIVE OBJECTS

- a. All playground equipment or playhouses shall be placed to the rear of the property and only with approval of the ACC. Location on the Lot and screening requirements may be a condition of ACC approval.
- b. No large decorative objects such as sculpture, birdbaths, fountains and the like shall be placed or installed on the street side of any Lot without the approval of the ACC.

- c. Clotheslines or similar structures are only permitted in the rear yard and must be enclosed within a fenced yard.
- d. Above-ground and sub-surface fuel tanks (i.e., gasoline, diesel, etc.) are prohibited. Propane tanks located above ground are acceptable.
- e. Propane tanks should be placed in the back of house so not to be seen from the road. In the case where the tank can not be placed in the rear of the house, the tank shall be situated to be least visible from the road and approved by the ACC. Below ground tanks are not permitted.

17. PETS, PET HOUSES AND PENS

- a. No poultry, fowl, horse, cow, sheep, goat, pig, or animal other than household pets shall be kept, harbored, or bred on any of the said lots or within any home situated thereon. Household pets are herein described to be cats, dogs, parakeets, and other small domestic animals with the exception of pigs. Household pets may not be kept, bred, or maintained for any commercial purpose. All dogs shall be contained in an enclosed rear fence or decorative privacy fence. Invisible fences may only be located in the rear yard. Chain link fences are not permitted. Any pet houses or pens must be enclosed within a fence. Dogs are not allowed to be tied outside by any means including, but not limited to, chains, ropes, tethers, etc.
- b. Pet owners will comply with the City of Raleigh Animal Control Ordinance, Pet Leash Law and Pet Clean up law. All dogs shall be kept on a hand leash. All pet owners must pick up dog waste.
- c. Animals that become a nuisance to the neighborhood will be reported to Animal Control. Refer to Section 2.3.8 of Wake County Pet Ordinance; a nuisance disturbs the peace of, rights of, threatens the safety of, or causes damage to private or personal property.

18. VENTILATORS, SKYLIGHTS, GUTTERS AND DOWNSPOUTS

- a. Attic ventilators or other apparatus requiring penetration of the roof should be as small in size as functionally possible and should be painted to match the roof color. They should be located generally on the least visible side of the roof and not extend above the ridgeline. Approval of any ventilators must be obtained from the ACC prior to installation.
- b. Gutters and downspouts must match the trim on the house and be as inconspicuous as possible. Run-off must not adversely affect the drainage on adjacent properties.

19. PATIO, PATIO ENCLOSURES, DECKS AND STEPS

- a. Patio enclosures are an extension of the home and have a significant impact on its appearance. All enclosures should be designed to conform to the contours of the house color and materials should be compatible with the existing home and surrounding homes. All patio enclosures must have ACC approval prior to the commencement of construction.
- b. The roof of the patio enclosure should conform to the roof on the home as closely as possible.
- c. All patios, patio slabs and courtyards must be approved by the ACC prior to installation.
- d. All decks shall be constructed on the rear or side of the house. Material shall be pressure-treated lumber of grade 2 or better.
- e. All steps on fronts and sides of homes are to be constructed of brick and no other materials.
- f. Only outdoor furniture is allowed on front porches and in front yards.

20. PERMANENT BARBECUES

- a. Permanent barbecues may be permitted in rear yards but should not be a dominant feature on the landscape and should be located so they will blend as much as possible with the surrounding area. Supplemental planting should be provided to soften the visual impact of the barbecue, particularly when little or no natural background or screening is available.
- b. No permanent barbecue shall be installed until approval is received by the ACC.
- c. Non-permanent barbecues may only be used in the back yards and must be stored in the back of the house when not in use.

21. MAJOR EXTERIOR ALTERATIONS

- a. The design of major alterations should be compatible in scale, materials, and color with the applicant's house and adjacent houses.
- b. The location of major alterations should not impair the views or amount of sunlight and natural ventilation on adjacent properties.
- c. Roof pitch should match the type used in the applicant's house.
- d. New window's and doors should match the type used in the applicant's house and should be located in a manner which will relate well with the location of exterior openings in the existing house.

- e. If changes in grade or other conditions, which will affect drainage, are anticipated they must be indicated. Generally approval will be denied if adjoining properties are adversely affected by changes in drainage.
- f. Construction materials should be stored so that impairment of views from neighboring properties is minimized. Excess material and debris should be immediately removed after completion of construction.

22. PROHIBITED PARKING & VEHICLES

- a. Vehicles may be parked or stored only in garages, driveways, carports or parking pads. *NO PARKING ON LAWNS or SIDEWALKS*. A reasonable effort shall be made to park vehicles in driveways without obstructing sidewalks.
- b. No type of vehicle may be allowed to park in such a manner that may block access to neighboring driveways or mailboxes. Nor shall such vehicle block the view of oncoming traffic of persons entering or backing out of driveways.
- c. No vehicle of any type which is abandoned (no current tags or inspection sticker) or inoperative shall be stored or kept on any Lot in such manner as to be seen from any other Lot, any street within the subdivision, or the commons area, and no automobiles or mechanical equipment may be dismantled or allowed to accumulate on any Lot for more than 1 day.
- d. Only one (1) of the following; boat, boat trailer, other trailer, camper, recreational vehicle, utility vehicle, or truck (3/4 ton maximum) is allowed on each Lot if it is screened from all streets and common areas and all adjacent lots. Screen may be a fence or plantings and must comply with the zoning ordinance and the ACC. Any and all others of the above must be kept enclosed in a garage.
- e. No tractor trailers trucks or cabs, towing trucks, buses, container trucks, or commercial vehicles weighing more than 2 ½ tons will be permitted within the Griffis Glen community for personal parking use. Vehicles violating this regulation will be towed at owner's expense.
- f. Mobile house trailers, on or off wheels are not permitted parking on any lot or any street within the Griffis Glen Subdivision.
- g. All terrain vehicles (ATV's), three-wheelers, four-wheelers or dirt bikes shall not be operated within the Griffis Glen Subdivision

THIS DOCUMENT MAY BE REVISED FROM TIME TO TIME AS NECESSARY