

# TALAMORE

## MASTER GUIDELINES

Architectural Review Committee  
Guidelines & Procedures

CONTENTS

	Page
Philosophy & Policy .....	1
Introduction to the Architectural Review Committee (ARC) .....	2
Design Approval Process .....	3
Design Documents(Architectural/Landscaping Plans) .....	5
Architectural Review Committee Policies .....	7
Key Design Guidelines .....	9
Exterior Elevations .....	9
Exterior Materials .....	10
Roof Pitch/Roofing Materials/Solar Water Heaters .....	11
Design Duplication .....	11
Grading and Drainage .....	11
Outdoor Living Areas/Swimming Pools/Screen Enclosures .....	12
Mailboxes .....	12
Fences .....	12
Garages/Driveways/Exterior Lighting .....	12
Awnings and Shutters .....	13
Landscaping and Irrigation .....	13
Utilities/Service Areas/Accessory Structures .....	14
Banners/Signs/Letters .....	14
Vehicle Parking .....	15
Exterior Repainting of Existing Homes .....	15
Construction Site Requirements .....	15

## **PHILOSOPHY**

With the objective of assuring an attractive, compatible, and aesthetically pleasing community, Talamore has established an on-going committee designated as the Architectural Review Committee (ARC). The purpose of the ARC is to guide residential development in such a way so as to maximize compatibility of construction and landscaping with the natural beauty and topography of the land at Talamore.

The ARC seeks to assure that exterior features and materials are natural. Brick or stone foundations are preferred and should blend the house with the ground. If concrete block is desired, it must be stuccoed and colored to blend the house with the surrounding grounds. The lay of the ground should dictate what is built on it. Cutting of level areas into hillsides or sloping terrains shall be limited to providing a quality house site without compromising the natural topography.

Landscaping should address the retention of natural spaces. The ARC will discourage any landscaping plans where substantial lawns are prominent.

## **POLICY**

The policy of the ARC is that construction and landscaping drawings must be submitted for design approval prior to proceeding. The ARC will meet as necessary to review all applications within 14 days of receipt. Those contemplating the initiation of construction and/or landscaping (or any alterations thereto), are encouraged to be in contact with the ARC and to obtain a copy of the Talamore manual(s) on this topic.

### **Meetings:**

The ARC shall meet as necessary to review Applications within 14 days of receipt.

**Responsibilities:**

On behalf of the Talamore Property Owners Association, the Architectural Review Committee is empowered to perform the following services:

1. To establish architectural criteria and exterior design themes for the community.
2. To establish design review criteria for the protection of enduring property values and to provide the best possible safeguards for continuing property value appreciation.
3. To review all Design Review Applications for compliance with design review criteria and with the Declaration of Covenants and Restrictions for Talamore.
4. To assure compatible architectural designs and harmonious relationships with neighboring building sites and the golf course.
5. To require high standards of design and quality construction.
6. To monitor construction for violations of design review criteria and notify the Board of Directors of the Association for appropriate action.
7. To amend design review criteria as may be required from time to time.
8. To contact Applicants whose drawings and specifications have been approved or disapproved and to provide reasonable assistance and recommendations for adjustments to bring disapproved Applications into compliance with design review criteria.
9. To maintain copies of Applications, design documents, and related records.
10. To inform members of the Association regarding activities of the Architectural Review Committee and changes in criteria as they may occur.

## DESIGN APPROVAL PROCESS

The following is an outline of the steps involved in the design approval process from preliminary architectural review to final inspection and Certificate of Compliance execution.

### Step One: Preliminary Architectural Review:

The Owner or his representative shall submit the application form, application fee, if any, and preliminary drawings (two sets) consisting of the following:

- A. Letter of Application (Exhibit A).
- B. Site Plan.
- C. Floor Plans.
- D. Exterior Elevations (all sides).
- E. Exterior Materials, Colors, and Finishes.

The ARC will review the application and design documents within fourteen (14) days and return one set of drawings to the Owner with the appropriate comments.

### Step Two: Final Architectural Review:

The Owner or his representative shall submit the final construction drawings, material samples, product photos, and color chip as follows:

- A. Letter of Application (Exhibit A).
- B. Site Plan, Topography, Tree Survey.
- C. Floor Plans.
- D. Building Sections.
- E. Exterior Elevations.
- F. Roofs: structure, materials, manufacturer, color chips.
- G. Walls: structure, materials, color chips.
- H. Facia and Trim: construction, materials, color chips.
- I. Window Specifications: manufacturer, type, finish, color chips.
- J. Doors/Garage Doors: materials, finish, color chips.
- K. Patio/Decks: materials, finish, color chips.
- L. Fences/Walls: structure, materials, color chips.
- M. Screen Enclosures: structure, materials, colors.
- N. Mechanical Equipment: location and screening details.
- Q. Exterior Lighting Details.
- P. Driveways: materials, finish, color chips.
- Q. Final stakeout.
- R. Landscape Plan as detailed on page 6.

The ARC will review all design documents, sample materials, color chips and return one set of drawings to the Owner within fourteen (14) days with the appropriate comments.

### Step Three: Submission of Drawings to Appropriate Building Department:

The Owner or his representative submits approved drawings to the Town of Southern Pines Building Inspector and any other such agencies having jurisdiction for required permits.

**Step Four: Final Landscaping Review:**

The Owner or his representative shall submit the following items within sixty (60) days of commencement of construction:

- A. Landscape Plan.
- B. Irrigation Plan.
- C. Exterior Lighting Plan.

**Step Five: Revisions and Changes/Final Inspection:**

The Owner or his representative will notify the ARC prior to making any changes to approved drawings and obtain ARC approval. Upon completion of construction, the following will be submitted to the ARC:

- A. As-Built Survey.
- B. Copy of Certificate of Occupancy.
- C. Certificate of Compliance (Exhibit B).

Once construction or alteration of the improvements is complete, the property owner shall cause a Certificate of Compliance, in the form of Exhibit B attached to these guidelines, to be executed and filed with the ARC. The Certificate of Compliance shall be signed by the property owner as well as the designer or builder, or both, as applicable, employed in connection with the construction or alteration of the improvements. The property owner shall not occupy the improvements or that portion being altered, as applicable, until the Certificate of Compliance has been filed with and accepted by the ARC.

**Design Document Changes:**

The Owner or his representative must notify the ARC prior to making any exterior changes to the approved drawings. A letter with applicable support data (as required) must be submitted to the ARC for the file. Any major deviations (as determined solely by the ARC) may require full ARC approval prior to commencement of changes.

**Periodic Inspections:**

The ARC reserves the right to inspect construction in progress for conformance with approved design documents and Applicants agree to cooperate fully with members of the ARC. Such inspection shall be for ARC enforcement purposes only and the ARC shall not have affirmative obligation to assure that the design complies with the restrictions contained in the Declaration or that the improvements are constructed in accordance with the approved drawings. Inspection by the ARC does not imply the construction is in compliance with these guidelines.

## DESIGN DOCUMENTS (ARCHITECTURAL/LANDSCAPING PLANS)

In order to provide a systematic and uniform review of the proposed construction, the design documents will adhere to the criteria outlined below.

### Design Review Application:

(See separate exhibit in latter portions of this manual.)

### Site Plan (also see landscaping plan):

Scale: 1" = 20' or larger.  
Property Lines.  
Building Setback Lines.  
Easements.  
Right-of-Ways.  
Driveways.  
Patios/Decks.  
Walkways.  
Pools.  
Culverts.  
Drainage Plan.  
Dwelling Perimeters (1st/2nd floor).  
Roof Line/Overhang.  
Trees.  
Topography (finish and existing grades).

### Floor Plans:

Scale 1/4" = 1'0".

### Exterior Elevations:

Scale 1/4" - 1'0".  
Existing Grade and Fill or Cut Shown.  
All exterior views of all structures including materials, textures, and colors.

### Building Sections:

Scale 3/4" - 1' (min).  
Wall/Roof Section.  
Roof Pitch/Materials/Colors.

Exterior Colors, Finishes, Materials:

Specifications.  
Manufacturers.  
Materials/Finishes/Models.  
Samples/Product Photos/Color Chips.

Final Stakeout:

Lot Corners.  
Dwelling Corners.  
Driveways.  
Patios/Decks.  
Walkways.  
Fences/Walks.

Engineering Plans:

Utilities and Connections.  
Roads.  
Drainage/Drainage Calculations.

Landscape Plans (Also see site plan):

Scale: 1" = 20' or larger.  
Topography.  
Drainage Patterns.  
Easements.  
Right-of-ways.  
Existing Trees (4" diameter at 3' above grade).  
Plant Material.  
Surface Material.  
Irrigation System.  
Time Clock Location.  
Exterior Lighting Details.



## **ARCHITECTURAL REVIEW COMMITTEE POLICIES**

### **Applicant's Responsibilities:**

The ARC assumes no liability for Applicant's responsibilities which include but are not limited to the following:

1. Performance or quality of work of any contractor or subcontractor.
2. Compliance with all laws, codes, and ordinances of any governmental agency or body.
3. Determination of environmental restrictions, drainage and grading requirements and all surface and subsurface soil conditions.
4. Determination of structural, mechanical, electrical, and all other technical aspects of a proposed design that can only be determined by competent architects, engineers, contractors, and other similar professionals.
5. Compliance with Covenants and Restrictions of Talamore and ARC criteria.
6. Accuracy of all stakeouts and surveys.

### **Design Review Approvals:**

All new construction and changes, modifications, alterations, and improvements of existing homes must receive Final Architectural Review approval prior to obtaining building permits or commencing work.

### **Design Review Decisions:**

Upon receipt of a properly completed Application, the ARC will review Applicant's plans and specifications and render one of three types of decisions in writing:

- A. APPROVED.
- B. APPROVED SUBJECT TO LIMITING CONDITIONS.
- C. DISAPPROVED.

If Applications are APPROVED (with or without comments), Applicants may submit documents and specifications for Final Architectural Review (if this step has not been completed) or for building permits. "Comments" regarding any specific Application may be rendered to encourage changes that the ARC deems desirable, but such "comments" are not binding upon Applicants.

If Applicants are APPROVED SUBJECT TO LIMITING CONDITIONS, then Applicants must make changes prior to submitting drawings and specifications for Final Architectural Review or for building permits, whichever is the case. "Limiting Conditions" are binding upon Applicants.

In the event Applicants are DISAPPROVED at the time of Preliminary Architectural Review, Final Architectural Review or Final Landscaping Review, Applicants must make appropriate changes and resubmit for the same step for which the plans and specifications were disapproved.

Appeal:

If an Application has been denied, or the approval is subject to limiting conditions which the Applicant feels are unfair, the Applicant may request a hearing before the full ARC to justify his position. After the hearing, the ARC will review their decision and notify the Applicant of their final decision within ten (10) days of the hearing.

Variances:

All requests for variances from the requirements in this manual shall be made in writing. Any variance granted shall be considered unique and will not set any precedent for future decisions.

Written Approvals/Oral Statements:

Applications for Preliminary and Final Architectural Review or Final Landscape Review will be returned with the ARC's decision, comments, and limiting conditions signed by a member of the ARC along with one set of design documents.

The foregoing items shall be the sole source of reference regarding ARC approval and oral statements shall not be relied upon unless incorporated into written approvals or noted on design documents and signed by a member of the ARC.

Approval Expiration:

Applicants must begin construction within ninety (90) days of the Final Architectural Review approval by the ARC. Failure to do so will automatically revoke approval without prior notice from the ARC. Time extensions may be granted by the ARC if written requests are received prior to or within ninety (90) days of Final Architectural Review.

Additions/Remodeling/Improvements:

Applicants for changes, modifications, alterations, and improvements to existing homes shall consult with the ARC to determine the design documents required for approval. No work shall commence without approval of the ARC. This includes repainting of a home if a color other than the originally approved color is used.

Construction Changes:

All construction must be completed in accordance with the Application and Design Documents as approved. Exterior changes to the subject property shall receive prior approval from the ARC. Applicants requesting design change approvals should consult with the ARC to determine Design Documents required, if any, for approval.

### Construction Inspections:

Periodic inspections may be made by the Committee while construction is in progress to determine compliance with the approved Design Documents. The ARC is empowered to enforce its policy, as set forth in the Declaration and this Manual, by any action at law or equity to insure compliance including injunctive relief.

### KEY MASTER DESIGN GUIDELINES

The following list summarizes those design elements which the ARC requires, recommends, and/or encourages:

1. Use of professionals qualified in the fields of planning, architecture, landscape design, engineering, and surveying.
2. Compliance with all restrictions as found in the Declaration of Restrictions, Conditions, Easements, Covenants, Agreements, Liens and Charges ("The Declaration").
3. Preservation of the natural character of the site.
4. Emphasis on the aesthetics of exterior architectural and landscape design.
5. Minimum square footage shall conform to those set forth in the Declaration.
6. Requirement for a minimum 5/12 roof pitch with fiberglass/asphalt, cedar shakes, cedar shingles, natural slate, tile, or copper seamed roofing.
7. Requirement for each house to be pre-wired for cable TV.
8. Minimum of a two-car garage with automatic door openers unless otherwise stated in site specific guidelines.
9. Conformance with the standard mailbox design.
10. Overall, high-grade, superior quality construction with emphasis on good design and the use of natural materials such as brick, stone, and wood.
11. Sign control in conformance with the criteria set forth by the ARC.
12. Supplemental guidelines may be imposed in neighborhoods as described in Supplemental Declarations.

For specific details and additional information, the Owner or his representative should refer to the "Architectural/Landscaping Standard and Criteria" section of this manual.

### EXTERIOR ELEVATIONS

1. Exterior elevations will be reviewed for architectural design/materials and for aesthetic appearance in terms of the overall dwelling and its relationship to other homes.
2. Applicants are discouraged from submitting drawings addressing only frontal surface treatments, unless such details are part of the total design approach of the home.

3. Approval of exterior design will be based on overall design themes and will consider mass and scale; materials, textures, color and finishes; continuity between primary design elements and secondary surface treatments; placement of windows, doors, and openings; vertical and horizontal lines; roof pitches, etc.
4. Preferred exterior features and materials include horizontal or vertical wood siding, stone, brick, stucco, high-pitched roofs, brick chimneys, etc.
5. The ARC may prohibit any proposed new construction or change to existing homes on purely aesthetic grounds, where in its sole judgement, such action is required to maintain superior architectural standards.

### **EXTERIOR MATERIALS**

Most earth-tone colors work very well in tying together the continuity of buildings. The intent is for individual houses to blend into the total image. Dark colors accommodate this better than light. Pastel hues do not work well. Stains are preferred to paints. Roof colors should not contrast sharply with the rest of the house.

1. The selection of exterior materials shall be harmonious with the architectural motif of each dwelling unit and the community development as a whole. Natural materials are preferred over synthetic materials. Depending on specific applications, the following materials have been approved by the ARC.
  - A. WOOD (cypress/cedar/redwood): board and batten lap siding; cedar shakes (roofs); tongue and groove siding.
  - B. STUCCO: (Approval subject to application, texture, and use of other primary, secondary, or decorative treatments).
  - C. MASONRY: Natural stone and brick; concrete block with approved surface treatment.
  - D. WINDOWS: Wood, aluminum frame, PVC clad, or painted.
2. The following exterior materials are not approved for construction: Metal siding; decorative concrete block; concrete block (except sub-surface wall or as described in "D" above); fiberglass, plastic or asphalt siding; logs (imitation or otherwise except for landscaping purposes); fiberglass garage doors; and certain types of imitation stone and brick. High quality simulated stone and brick from natural materials will be considered on their own merit by the ARC, but are subject to disapproval.
3. Exterior colors that, in the opinion of the ARC, would be inharmonious, discordant, and/or incongruous with the natural setting shall not be permitted.

The ARC shall have final approval of all exterior color submittals and each Applicant must submit to the ARC as part of the Final Architectural Review, a color board showing the color of the roof, exterior walls, shutters, trim, etc.

A color board with manufacturer's name and number, with color/material "chip" and location of same, of 8-1/2" x 11" or 8-1/2" x 14" size shall be submitted for approval. This will be retained for record file. Should color or materials be revised prior to completion, contractor shall update that reference file.

## **ROOF PITCH/ROOFING MATERIALS/SOLAR WATER HEATERS**

1. Generally roof lines should follow the slope of the land. Roofs should slope at a minimum of 5 in 12 pitch. Flat roofs are not permitted. Recommended roof surfacing materials are fiberglass/asphalt shingles, cedar shakes, cedar shingles, natural slate, tile and copper seamed roofing. Gutters and downspouts may be used if desired. Overhangs are encouraged.
2. All roof stacks, flashings, and metal chimney caps shall be painted to match the approved roof colors; unless copper is used. Roof stacks and plumbing vents shall be placed on rear slopes of the roofs where possible.
3. Solar roof panels are not permitted unless designed to be mounted flush with the roof plane.

## **DESIGN DUPLICATION (ESTATE LOTS ONLY)**

1. Applicants should select building sites and home designs that avoid repetitious designs within close proximity. Similar designs or design duplications are discouraged and subject to disapproval unless sufficiently different in exterior colors, materials, finishes, trim, and detailing.
2. Elevations that are similar in appearance are prohibited on any four adjacent homesites, any three homesites immediately across the street, or any three homesites on a cut-de-sac.
3. The approval of drawings for a specific site does not automatically imply ARC approval of the same drawings on another building site.

## **GRADING AND DRAINAGE**

1. No bulldozing or clearing of trees shall be commenced until plans and specifications showing the nature, kind, shape, and location of work have been submitted and approved. Fill shall not be deposited at any location without prior ARC approval. Cuts or fills shall be replanted with plant materials which shall blend with native vegetation. Cuts and fills should be designed to compliment the natural topography of the site.
2. All buildings will be completed at a finished floor elevation compatible with its surroundings.
3. Applicant shall be responsible for grading and surface drainage so that surface runoff will not adversely affect adjoining properties. Applicant shall provide construction devices, stepped terraces, or other forms of erosion control as may be required by the ARC.
4. In no case shall trees with a diameter of 4 inches or more (measured 3 feet above grade) be removed without approval of the ARC.
5. Natural vegetation buffers on the boundary of Talamore shall not be disturbed.

**OUTDOOR LIVING AREAS/  
SWIMMING POOLS/SCREEN ENCLOSURES**

1. Generously proportioned porches and terraces encourage frequent use. Outdoor living is comfortable throughout most of the year. To roof an outdoor area extends the time it can be fully utilized. The shade and shadows created by porches and roof overhangs soften the rigid lines of a structure. Concrete patios do not work well on sloping land. Wood decks provide a more desirable outdoor area and will weather more subtly than concrete. The use of stone or brick terraces is recommended.
2. The elevation of the top of any swimming pool construction on any lot may not be over two (2) feet above the natural grade unless integrated into terraced construction upon ARC approval. No above-ground pools are permitted.
3. Swimming pools shall not be permitted on the street side of the residence.
4. Screen enclosure materials and colors must be approved by the ARC. Pool enclosures must be neutral in color. Submit materials and colors for ARC approval.
5. Screen enclosures must not be visible from the street in front of the residence unless approved by the ARC.
6. Swimming pools, pool decks, screen enclosures, or patio/decks should not be located outside the building envelope. Approvals will be made on a lot by lot basis.

**MAILBOXES**

No mailbox or other similar receptacle shall be erected on any lot unless design and specifications are incorporated into the final plans approved by the ARC.

**FENCES**

1. All fencing, including screening fencing, shall be approved by the ARC.
2. Attempts to establish property lines through individual fencing is not permitted. Fences may encompass mechanical equipment areas, trash storage areas, as a screening device. Every effort must be made to retain the feeling of open spaces.
3. No wall, fence, or coping may be constructed on any lot which impacts the use or visual quality of the golf course.
4. No wall, coping, fence, or boundary planting may be constructed or maintained in such a manner as to interfere with the vision of drivers at any intersection of streets or roads.

**GARAGES/DRIVEWAYS/EXTERIOR LIGHTING**

1. All single family homes shall have a minimum of a two-car garage (unless otherwise noted). Automatic garage door openers are required.
2. No street side parking areas may be created by extending any portion of the street pavement. Large parking areas are discouraged.

3. All units shall have an approved exterior light in the driveway area. All proposed exterior lighting shall be detailed on the Final Landscape Plans. No exterior lighting shall be permitted which in the opinion of the ARC creates a nuisance to the adjoining property owners.
4. Where possible, access to corner lots shall be from the least traveled street.
5. Approved materials for driveways are concrete, brick, concrete pavers or asphalt.

#### **AWNINGS AND SHUTTERS**

1. Awnings, canopies, and shutters are not permitted on the exterior of the residence without prior approval of the ARC.
2. Areas beneath decks and elevated terraces shall not be used for storage unless the area is shielded from public view.

#### **LANDSCAPING AND IRRIGATION**

1. All easements and right-of-ways shall be landscaped in accordance with the ARC specifications.
2. The ARC shall make available a list of acceptable trees and shrubs. Plants indigenous to the area should be utilized.
3. All landscaping shall be completed according to the Final Landscape Plan as approved. Any additional landscaping or changes to the approved plan are subject to the approval of the ARC prior to installation.
4. An automatic underground irrigation system of sufficient size and capacity to irrigate all landscaped areas must be installed and used to maintain the areas in good and living condition.
5. The connection point to the irrigation system and location of the time clock shall be identified on the Final Landscape Plan.
6. Irrigation from wells shall not be permitted.
7. All homes must be landscaped and irrigated prior to obtaining a Certificate of Occupancy.
8. Trees with a diameter of 4 inches or more (measured 3 feet above grade) must be noted on the site plan, tree survey, and landscape plan. Specimens scheduled for removal must be included on plans and tagged with colored ribbons on-site for inspection along with the final stakeout. In no case shall trees with a diameter of 4 inches or more (measured 3 feet above grade) be removed without approval of the ARC.
9. All Applicants and Participating Builders shall make a diligent effort to protect all remaining trees during construction, to provide staked-off areas to protect root systems from heavy vehicles and equipment, to install tree wells, and to take other precautions in cases where fill is required around trees.

10. The following represents mandatory landscaping and irrigation requirements prior to submission of the Certificate of Compliance:

Full Size Homesite: Minimum shrubs: 45 one-gallon or greater, 45 three-gallon or greater (design equivalent). Minimum trees: 20 ornamental as designed to individualize house. Closed loop irrigation system with automatic zones as required.

Village Home Homesite: Minimum shrubs: 25 one-gallon or greater, 25 three-gallon or greater (design equivalent). Minimum trees: 10 ornamental as designed to individualize house. Closed loop irrigation system with automatic zones as required.

#### **UTILITIES/SERVICE AREAS/ACCESSORY STRUCTURES**

1. Accessory structures, such as playhouses, tool sheds, doghouses, or dogruns, shall not be permitted unless specific written approval of the ARC is obtained.
2. All playground equipment shall be placed to the rear of the residence and only with the approval of the ARC.
3. No decorative objects such as sculptures, birdbaths, fountains, and the like shall be placed or installed on the building site without approval of the ARC.
4. Outside antennas and satellite dishes shall not be permitted. Prior to availability of cable TV, antennas may be used with ARC approval according to published guidelines.
5. A flagpole for display of the American Flag shall be permitted, subject to ARC approval of the size, placement, color, finish, and design. No flagpole shall be used as an antenna.
6. No clothes lines shall be allowed.
7. All garbage containers, AC compressors, water softeners, oil/gas tanks, pool pump equipment, etc., shall be located in rear yards or side yards behind the setback line and shall be screened or walled from front streets, adjoining properties, and golf courses as required by the ARC.
8. Applicant shall be responsible for all utility services from each utility company's underground line to the Applicant's home. All utilities shall be underground except temporary electrical service for homes under construction. Meters, transformers, and other utility service equipment/gear shall be shielded by screening, walls, or landscaping approved by the ARC.
9. Tennis courts are not permitted on any lot.

#### **BANNERS/SIGNS/LETTERS**

All banners, signs, and letters shall be approved by the ARC before installation. Signs including builder's signs must conform to the guidelines established by the ARC. "For Sale" and "For Rent" signs are prohibited.



## VEHICLE PARKING

Applicants will not be permitted to park any commercial vehicle, boat, truck, van, trailer, camper, mobile home, tractor, bus, farm equipment, recreational vehicle, off-road vehicles, trailer coach, or similar vehicle for a period of twenty-four (24) hours on any building site or common area unless such vehicle is parked inside a totally enclosed structure. Street parking of all of the above is prohibited.

## EXTERIOR REPAINTING OF EXISTING HOMES

Repainting of any existing dwelling or property thereon with a color other than previously approved shall require the approval of the ARC. Color chips or samples coded to exterior elevations shall be submitted to the ARC for color change approval.

## CONSTRUCTION SITE REQUIREMENTS

1. All job sites will be kept in a clean and orderly condition. No materials will be stored or placed in the swale or right-of-way areas. Debris shall be removed at least weekly. Care shall be exercised on storage of materials (and debris) on golf course frontages.
2. No signage is permitted at any job site unless required by law or approved by the ARC.
3. Construction hours: 8 a.m. to 6 p.m. Monday through Friday and 8:00 a.m. to 12:00 p.m. Saturday.
4. All Participating Builders are required to keep on record with the Developer and ARC a 24-hour emergency phone number.
5. No alcoholic beverages or illegal drugs are permitted on job sites.
6. The playing of loud music that may be annoying to residents is prohibited.
7. Any agents, subcontractors, and employees of Contractors who violate construction site requirements or any other ARC criteria may be removed and prohibited from entering Talamore by the Developer and the ARC.

**TALAMORE**

**EXHIBIT A**

For Review Committee Use Only

Housing Type:

-----

Submit to: THE ARCHITECTURAL REVIEW COMMITTEE

Preliminary Approval:

-----  
Date

Application for Residential Construction

Stake-Out Approval:

Names and Address of Property Owner:

Lot Number:

-----  
Date

Final Approval:

-----  
Street:

-----  
Date

Name and Address of Architect:

Building Permit#:

Submitted By:

-----  
Date

-----  
Date

Tap Fee Paid:

Name and Address of Contractor:

Plans Submitted Are:

-----  
Date

Final \_\_\_\_\_

Completed Construction:

Preliminary \_\_\_\_\_

-----  
Date

Contractor's N.C. License Number:

-----

1. Has a structure been previously constructed from these plans in this area?  
No \_\_\_\_\_ Yes \_\_\_\_\_ Location \_\_\_\_\_

2. Is this construction for speculative purposes? Yes \_\_\_\_\_ No \_\_\_\_\_

3. What is the finished floor elevation? \_\_\_\_\_ feet above MSL.

4. What is the: HEATED AREA of this structure? \_\_\_\_\_ sq. ft.  
GARAGE AREA of this structure? \_\_\_\_\_ sq. ft.  
DECK AREA of this structure? \_\_\_\_\_ sq. ft.  
TOTAL SQUARE FEET \_\_\_\_\_ sq. ft.

5. Exterior Materials: Specify colors and materials to be used. Please submit samples of colors on the materials that will be used.

BRICK: \_\_\_\_\_  
Type & Manufacturer \_\_\_\_\_ Color \_\_\_\_\_

SIDING: \_\_\_\_\_  
Material \_\_\_\_\_ Color \_\_\_\_\_

STUCCO: \_\_\_\_\_  
Material \_\_\_\_\_ Color \_\_\_\_\_

ROOFING: \_\_\_\_\_  
Material \_\_\_\_\_ Color \_\_\_\_\_

FASCIA&TRIM \_\_\_\_\_  
Material \_\_\_\_\_ Color \_\_\_\_\_

SHUTTERS: \_\_\_\_\_  
Material \_\_\_\_\_ Color \_\_\_\_\_

DOORS: \_\_\_\_\_  
Material \_\_\_\_\_ Color \_\_\_\_\_

WINDOWS: \_\_\_\_\_  
Material \_\_\_\_\_ Color \_\_\_\_\_

OTHER \_\_\_\_\_  
Material \_\_\_\_\_ Color \_\_\_\_\_

OTHER \_\_\_\_\_  
Material \_\_\_\_\_ Color \_\_\_\_\_

6. A Permit Fee will be charged the day you receive your Talamore Building Permit. This bill may be paid at the Development Office.

EXHIBIT B  
TALAMORE  
1595 MIDLAND ROAD  
SOUTHERN PINES, NORTH CAROLINA 28387  
(910)692-4366

CERTIFICATE OF COMPLIANCE

TALAMORE  
SOUTHERN PINES, NORTH CAROLINA

THE UNDERSIGNED CERTIFY TO THE TALAMORE ARCHITECTURAL REVIEW COMMITTEE (THE "ARC") THAT THE BUILDING STRUCTURE AND OTHER IMPROVEMENTS (THE "IMPROVEMENTS") SITUATED AT

-----  
(LOT # & STREET)

IN TALAMORE HAVE BEEN CONSTRUCTED OR ALTERED (CIRCLE ONE) IN ACCORDANCE WITH THE RECORDED COVENANTS RUNNING WITH CERTAIN LANDS IN TALAMORE AFFECTING SUCH LOT, AS AMENDED TO DATE, COPIES OF WHICH COVENANTS THE OWNER HEREBY ACKNOWLEDGES.

THE UNDERSIGNED FURTHER CERTIFIES THAT THE IMPROVEMENTS HAVE BEEN CONSTRUCTED IN ACCORDANCE WITH THE FINAL PLANS AND SPECIFICATION HERETOFORE FILED WITH AND APPROVED BY THE ARC ON \_\_\_\_\_, 19\_\_\_\_; THAT THE CONTRACTOR AND/OR DESIGNER EXECUTING THIS CERTIFICATE HAS CONDUCTED A FINAL INSPECTION OF THE IMPROVEMENTS; AND THAT THE IMPROVEMENTS MEET THE GUIDELINES, CRITERIA AND REQUIREMENTS SET FORTH BY THE ARCHITECTURAL REVIEW COMMITTEE IN ITS APPROVAL OF THE DRAWINGS AND SPECIFICATIONS.

WITNESS THE HAND AND SEAL OF EACH OF THE UNDERSIGNED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 19 \_\_\_\_.

OWNER: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_  
(Signature)

TYPE OF IMPROVEMENTS: \_\_\_\_\_

TALAMORE BUILDING PERMIT#: \_\_\_\_\_

FILED WITH THE TALAMORE ARCHITECTURAL REVIEW COMMITTEE THIS \_\_\_\_\_ Day of \_\_\_\_\_, 19 \_\_\_\_.

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Committee Member  
TALAMORE  
ARCHITECTURAL REVIEW COMMITTEE

## AMENDMENT TO ARCHITECTURAL REVIEW COMMITTEE GUIDELINES

### STEP ONE: PRELIMINARY ARCHITECTURAL REVIEW (refer to Page 3)

Item B: The site plan must show all dimensions and must also show the location of the home within the building envelope in relation to the property. The proposed location of the driveway must also be addressed on the site plan. It is not necessary at this point to locate the trees on the site plan.

#### Additionally:

- F. Drainage plan
- G. Topography

After reviewing the submitted items, the Architectural Review Committee may allow the applicant to stake the house and clear the house pad area plus 10', with the exception of any trees 8' or larger. Once this is completed, the ARC must be notified to inspect the property in order to grant field approval. Preliminary approval will normally follow provided all submitted information meets required guidelines.

AMENDMENT TO ARCHITECTURAL REVIEW COMMITTEE GUIDELINES

01/95

STEP FOUR: FINAL LANDSCAPING REVIEW ( refer to Page 4)

Item A: The landscape plan must locate all trees on the property that are 4" in diameter or more.

MINIMUM LANDSCAPE REQUIREMENTS:

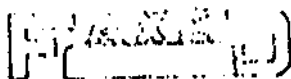
Homes built that are 2000 square feet or less must adhere to the attached landscape plan in relation to the quantity of plants and shrubs. A minimum of 1100 square feet of sod must be placed on the property.

Homes built that exceed 2000 square feet must meet and exceed the attached landscape plan in relation to the quantity of plants and shrubs. A minimum of 1500 square feet of sod must be placed on the property.

STEP FIVE: REVISIONS AND CHANGES/FINAL INSPECTION (refer to Page 4)

Item A: In the event Owner wishes to occupy residence prior to completion and inspection/approval of final landscaping:

Owner shall be required to post in escrow the amount of money needed to complete the landscaping. Money shall be returned to Owner upon final inspection and approval by the Architectural Review Committee.



# Mel Northey Co., Inc.

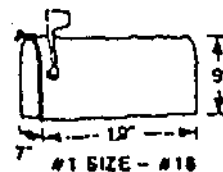
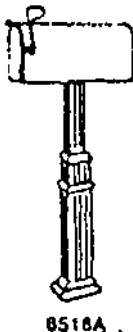
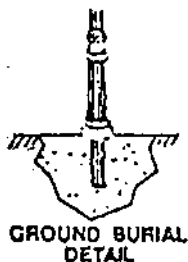
303 Gulf Bank  
Houston, TX 77037  
(800)828-0302 / (281)445-3485

MARCH 06, 1997

## TALAMORE DEVELOPMENT SUBDIVISIONS SOUTHERN PINES, NC.

QTY	Description	Unit Price	Extension
	#6518A STANDARD MAILBOX - BLACK	\$139.00	
	CAST BRASS NUMBERS (INSTALLED)	\$3.00/EA	
	FREIGHT (U.P.S.)	\$25.00	
<b>PAYMENT IN FULL REQUIRED TO BEGIN ORDER PLEASE ALLOW 3 - 4 WEEKS FOR DELIVERY</b>			
WE ACCEPT:			
MASTERCARD			
VISA			
DISCOVER			
CHECK			

PRICE QUOTED AS OF MARCH 6, 1997 AND IS SUBJECT TO CHANGE WITHOUT NOTICE.



*In. Own Subdivision Book.*

*\* Llama stickers & house #'s available from Accent Signs in Pinehurst.*

Talamore Architectural Review Committee

48 Talamore Drive  
Southern Pines, NC 28387

6/28/02

Memo to: Talamore residents

From: Talamore ARC Committee

Re: Alternative driveway materials

Within Talamore, there are instances where due to the installation and final grading of the driveway and surrounding area, certain driveways have proved to be unworkable in the tar/gravel form.

In such instances where a hardship exists, the ARC will consider alternative driveway materials such as asphalt. Please note that any proposed color or surface material must be in keeping with the natural color selections and other design elements of the master guidelines. Further, the ARC will review the conditions of any proposed driveways to ensure that a hardship truly exists, whereby the most reasonable solution to amend the conditions is for the installation of an impermeable surface such as asphalt.

Any such requests should be mailed to the attention of the ARC at 48 Talamore Drive, Southern Pines, NC. 28387, or if you prefer, you can drop it off at the clubhouse or Villa offices. All requests will be reviewed and responded upon within one week of submittal. Please include all appropriate information including the address of the home, any pictures of the existing condition and either literature, a physical sample or color photographs of the proposed driveway surface. If the request is for a black asphalt driveway, no sample is necessary and just simply note such on the request.

Please note that any variances granted require that the homeowner will be responsible to ensure that proper drainage is installed/maintained so that the driveway installation does not damage any neighboring property. Any and all drainage should be channeled to the public streets or appropriate drain inlets. Water runoff cannot be concentrated in such a way that it is dumped on a neighboring lot, a lot across the street or the golf course.

**ALL SUBMITTALS MUST DENOTE HOW WATER RUNOFF FROM THE PROPOSED DRIVEWAY WILL BE HANDLED.**

If you have any questions relating to this matter, you may contact one of the following ARC members:

Roger Dreisbach, or our resident  
Director Laszlo Szabo. *PAUL LAUER, VALERIE STADE, DON SAULPAUGH*  
& *DAN PAJAK*



**Talamore Architectural Review Committee**

**With the letter of application, please submit a check for \$650.00 made payable to Talamore Homeowners Association.**

**These fees include ARC plan check, and mail box with street numbers and llama decals.**