

Heritage Spring Homeowners Association

Property Standards & Architectural Guidelines

Revised/Effective January 1, 2026

Supersedes all previous publications

INTRODUCTION – The following document contains Property Standards and Guidelines specific to Heritage Spring Homeowners Association (HSHOA). These Standards align and fall under the Heritage Wake Forest II (HWF2) Standards but include some items that are more relevant to HSHOA or in some cases may be further defined or restrictive. The responsibility of establishing and administering the Standards & Guidelines in HSHOA falls to the Board of Directors (BOD). All violations should be reported to the HSHOA BOD preferably with photo or video evidence. If there are any questions related to this document, or the HWF2 Standards, please reach out to the Board or Association Manager for assistance.

PURPOSE OF THE STANDARDS & GUIDELINES

- To promote a safe and peaceful environment for the residents of HSHOA and their guests
- To maintain, protect, and enhance property values within the neighborhood
- To provide an architectural and stylistic guide for the community, to protect building and lot integrity, and foster a sense of cohesion and inclusiveness

WHAT IS A SUB-ARC?

The Sub-ARC is a committee of owners within a sub-association in HWF2. The Sub-ARC's responsibility is, as with that of the Master-ARC, to:

- Review and rule on the requests of owners within the sub-association for changes to the exterior of the home or landscape
- To ensure the proposed project complies with the architectural provisions of the Covenants and the Property Standards and Guidelines

At the time of this writing, the Board of Directors for HSHOA also acts as the ARC and there is not a separate sub-committee.

EVALUATION CRITERIA

- Validity of concept – the basic idea of the exterior change must be sound and appropriate to its surroundings
- Compatibility of design – The proposed change must be compatible with the design characteristics of the applicant’s home and general neighborhood setting
- Scale – the three-dimensional size of the proposed change must relate satisfactorily to adjacent structures and their surroundings
- Materials – Continuity is established by use of the same or compatible materials as used in the existing home
- Landscape and environment – The exterior change must not unnecessarily destroy the natural environment
- Workmanship – the quality of work must be equal to or exceed that of any existing structure

APPLICATION & APPROVAL PROCESS

- Complete the architectural application in full
- Submit the application to:
 - alex@pwraleigh.com (email is the preferred method)
 - Any HSHOA BOD member (by email)
 - Pindell-Wilson, PO Box 20969, Raleigh NC 27619, Attn: Alex Wilson
- The completed copy of the Architectural Application (AA) form with the necessary signatures and documentation must be submitted at least 45 days before the anticipated start of the improvement project (emergency situations notwithstanding)
- The ARC has up to 30 days to reply to the homeowner with a decision or request for additional information
- The approved request is valid for one year
- Once work has begun, the owner has 90 days to complete the project
- After completion, the ARC will inspect the project to ensure the work done is consistent with the application but does not take responsibility for ensuring construction, water, electrical, sewer, or other projects which may require specific licensing are done in compliance with regulatory codes

APPEAL PROCESS

- If an application is denied, the homeowner has the right to appeal the decision (in writing) to the BOD/ARC within 30 days of the denial
- The BOD/ARC will consider the appeal in another meeting and answer the homeowner within 30 days with their decision
- Appeals must be submitted in writing via one of the approved ARC submission methods listed previously

GENERAL STANDARDS (listed alphabetically)

1. Alterations – Same as HWF2
2. Animals – Same as HWF2
3. Antennas – Same as HWF2
4. Attachments to roofs – Same as HWF2
5. Automobiles – Same as HWF2
6. Awnings – **NOT ALLOWED IN HSHOA**
7. Barbeque equipment – Same as HWF2
8. Basketball Goals – **NOT ALLOWED IN HSHOA**
9. Bicycles – Same as HWF2
10. Boats, waterborne vehicles – Same as HWF2
11. Building materials – Same as HWF2
12. Burning – **NOT ALLOWED IN HSHOA**
13. Clotheslines – **NOT ALLOWED IN HSHOA**
14. Commercial vehicles (see HWF2 for definition of commercial vehicle) – **NOT ALLOWED IN HSHOA**
15. Common area – Same as HWF2
16. Compliance with laws, health regulations, police requirements, rules of the association – Same as HWF2
17. Compost – **NOT ALLOWED IN HSHOA**
18. Decks, gazebos, pergolas and fire pits **NOT ALLOWED IN HSHOA**, new patios and screened porches – Same as HWF2
19. Dogs – Same as HWF2
20. Driveways, parking pads – Same as HWF2, **EXCEPTION:** the only approved material is concrete, natural or grey
21. Easements – Same as HWF2
22. Exterior maintenance – **REVISED – HSHOA HOA RESPONSIBLILTY**
 - a. Home
 - i. The maintenance, repair and replacement of roofs
 - ii. The maintenance, repair and painting, according to the approved paint schedule, of the exterior walls, siding, trim and decorative paintable surfaces of shutters, windows and doors of each dwelling and originally installed patios, decks (N/A) and fences (N/A)

- b. Lawn maintenance, landscape
 - i. The maintenance of the grass, shrubs, trees and mulch
 - ii. The planting and removal of spring flowers
 - iii. Weeding and trimming of beds
 - iv. All shrubs must be kept clear (minimum 12 inches) of home siding, front porches, windows, gutters, roofs
 - v. All shrubs will be trimmed according to the standards set by the landscape contractor
23. Exterior painting – See # 22 above
- a. Color changes, for siding or doors, MUST be pre-approved by the BOD
 - b. Not allowed
 - i. Painting of garage doors
 - ii. Painting of concrete foundations
 - iii. Personal painting of front doors
 - c. Screened Porches
 - i. Painted at the same time as the house according to the HSHOA painting schedule
 - ii. May be painted earlier than scheduled by the homeowner, at their expense, with the same color (white) that is currently there and with a pre-approved Architectural Application
 - iii. Screen repair and replacement are the responsibility of the homeowner
24. Fences – NOT ALLOWED IN HSHOA
25. Firearms – Same as HWF2
26. Fireworks – Same as HWF2
27. Flags/Flagpoles – Only one flag allowed and must be located on the front porch
28. Garbage cans, trash receptacles, and recycling bins – Same as HWF2
29. Garden equipment – same as HWF2
30. Gardens – NOT ALLOWED IN HSHOA
31. Gas meters – Same as HWF2
32. Grading of property – NOT ALLOWED IN HSHOA
33. Hazardous materials carriers – Same as HWF2
34. Heating & air conditioning equipment – Same as HWF2
35. Hedges – NOT ALLOWED IN HSHOA
36. Home based businesses – Same as HWF2
37. Hose caddies – Same as HWF2
38. Illegal activities – Same as HWF2
39. Improvements – Same as HWF2
40. Land use – NOT ALLOWED IN HWF2
41. Landscaping - See #22
42. Lawn furniture – Same as HWF2
43. Lawn maintenance – See #22
44. Lighting, outdoor – Same as HWF2
45. Litter and unsightly materials – Same as HWF2

46. Mailboxes and posts - **NOT ALLOWED IN HSHOA**
47. Mobile or modular homes – Same as HWF2
48. Mulch material – See #22
49. Moving of existing structures onto property – Same as HWF2
50. New construction – Same as HWF2
51. Noise or offensive activity – Same as HWF2
52. Outbuildings – **NOT ALLOWED IN HSHOA**
53. Parking – Same as HWF2, EXCEPTION: shared driveways have restricted areas, per the HSHOA Covenants
54. Pet houses – **NOT ALLOWED IN HSHOA**
55. Pets – Same as HWF2
56. Plants, shrubs and flowers – Homeowners may keep plants in planters and pots as long as they are neat, well maintained, and within the planting beds around the house
57. Playground equipment and playhouses – **NOT ALLOWED IN HSHOA**
58. Pools/hot tubs – **NOT ALLOWED IN HSHOA**
59. Propane tanks – **NOT ALLOWED IN HSHOA**, except tanks used in outdoor grills
60. Rain barrels – **NOT ALLOWED IN HSHOA**
61. Recreational vehicles – Same as HWF2
62. Rentals – allowed, with limitations, according to the rental guidelines in the HSHOA Covenants (copy of Covenants available on website)
63. Repairs (to house and/or property) – SEE #22
 - a. Windows, driveways, foundations, downspouts, drainage, garage doors, railings, steps, front porches, storm/screened doors, and screened porches are all the responsibility of the homeowner
64. Satellite dishes – Same as HWF2
65. Seasonal decorations and lights – Same as HWF2
66. Sight lines (shrubs and trees) – Controlled by HSHOA landscape contractor
67. Signs – Same as HWF2
68. Solar panels – Same as HWF2
69. Storage of materials – Same as HWF2
70. Storage sheds – **NOT ALLOWED IN HSHOA**
71. Storm doors – Must be pre-approved by the ARC and have full view glass with no designs or more than one divider, brushed nickel handles and kick plate, prior to installation
72. Temporary structures – Same as HWF2
73. Toys – Same as HWF2
74. Tractors – **NOT ALLOWED IN HSHOA**
75. Trampolines – **NOT ALLOWED IN HSHOA**
76. Tree houses – **NOT ALLOWED IN HSHOA**
77. Trees – **ALL ORIGINAL, EXISTING TREES ARE MAINTAINED BY HSHOA**
78. Utility connections – Same as HWF2
79. Vehicles, inoperable – Same as HWF2
80. Vehicles, repair – Same as HWF2

81. Walls/Retaining Walls – Other than common area retaining walls, **NOT ALLOWED IN HSHOA**
82. Watering – IRRIGATION IS MAINTAINED BY HSHOA
83. Roof Structures – SEE #22

Additional Heritage Spring Standards:

84. Pest Control
 - a. HSHOA is responsible for annual termite inspections of all foundations, garages and storage sheds. Any signs of termites will be handled by the termite contractor in coordination with the HOA until eliminated
85. Railings & porches
 - a. All railings and porches must comply with the standards that currently exist within the neighborhood, relative to scale, color, design, materials and workmanship

NOTE:

- Please see HWF2 PS&AG, section IV, Non-compliance with the Standards & Guidelines for the penalties that may be imposed for any violations

Attachment 1 – Architectural Application