

# ARCHITECTURAL DESIGN GUIDELINES

**MEETING HOUSE PLACE**

**EDGARTOWN, MA**

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DRAFT

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## **I. PURPOSE OF THE DESIGN GUIDELINES**

These Design Guidelines and the Architectural Review Committee are enabled by the Declaration of Covenants, Conditions and Restrictions established by Meeting House Place, LLC (“MHP” herein) for the Meeting House Place Community.

The purpose of the Meeting House Place Architectural Design Guidelines is to ensure all new improvements are compatible with the overall design vision for the community. It is the goal of these Design Guidelines to provide a unified design aesthetic throughout the community while preserving the natural beauty of the island setting. Meeting House Place has been thoughtfully designed to include an assortment of Single-Family Residences. Each use has its own unique design and functional considerations.

The Design Guidelines are provided, administered and enforced by the Meeting House Place Architectural Review Committee (ARC). They are to be used by all persons involved in new construction, renovation, additions, landscaping or other alteration to any improvement at Meeting House Place. The Design Guidelines are a living document that may be amended from time to time by the ARC. It is the Owner’s responsibility to ensure that they have the most current edition of the Design Guidelines and have carefully reviewed all applicable sections.

The intent of the Design Guidelines is to encourage diversity and creativity while assuring that the collective result creates visual harmony between neighboring properties as well as within the overall community. The Design Guidelines are not intended to be a listing of prescriptive rules. Rather, they are meant to frame or bracket options within which designers can exercise their unique creativity. While illustrations have been provided in these documents to assist Owners and consultants in understanding the objectives and vision at Meeting House Place, they typically represent general design concepts and are not meant to impose specific detail or design solutions.

The Design Guidelines do not constitute an outline of criteria stipulated by the Town of Edgartown or any other national or local code. Accordingly, approval by the ARC does not constitute a representation of compliance with the applicable codes and regulations of the governmental agencies having jurisdictions, nor does approval by the ARC certify the suitability of any materials for use in the construction. This document should be referenced in conjunction with all applicable codes and regulations. Any discrepancies between the Design Guidelines and national or local codes should be brought to the attention of the ARC. Additionally, in the event that a conflict exists between these guidelines and the Declaration of Covenants, Conditions and Restrictions and any neighborhood (collectively, the “CCR’s”) the more restrictive provisions shall control.

The information shown here is for illustrative purposes only and may change without notice. Meeting House Place is not yet registered or exempted from registration by the Massachusetts Attorney General's Office and until such time as registration or exemption from registration is ordered, no binding contract for the sale or lease of any Parcel, unit, parcel or interest therein may be created or entered into.

## **II. THE ARCHITECTURAL VISION AT MEETING HOUSE WAY**

### **The Vision. . .**

The Architectural Vision underscores and reflects the overall vision of Meeting House Place. The Architecture to be created as Meeting House Place will be one that is tied to the island traditions of New England Island styles and is thoughtfully woven into the natural environment. The Architecture will be one that creates a place for generations of family and a place of four-season activities, community, conservation and stewardship.

### **The Place. . .**

Meeting House Place is located in the Town of Edgartown and its style, look and feel is between the New England Cape Islands Region and the Martha's Vinyard Island style.

### **The Goals. . .**

There are four core goals of the Architectural Vision to utilize in designing buildings that will preserve and enhance Meeting House Place's present qualities:

- 1. Be Thoughtful to the Existing Surroundings*
- 2. Create Architecture that is an Outgrowth of its Environment*
- 3. Utilize Sustainable Design Principles*
- 4. Maintain a Sense of Community*

*1. Be Thoughtful to the Existing Surroundings.*

When initiating development, it is important to take stock of the unique qualities and features of a site. This sets up a framework for how to create a design that is respectful and responsive to that which already exists. Uses should be planned such that they minimize site disturbance. Tree removal is to be the minimum necessary to accommodate buildings and comply with wild life protection. As much as possible, the tree canopy should be preserved. Grading and drainage designs should take into account natural landforms and drainage patterns to minimize their disruption. Architecture should work with the site and the existing topography. Buildings should be designed to respond and step with grade and landforms creating individual, site specific designs. The architecture should look as though it grows out of the site rather than taking it over.

*2. Create Architecture that is an Outgrowth of its Environment.*

It is very important that an overall visual harmony be maintained in Meeting House Place. Additionally, it is important for the architecture to relate to its surroundings. For this reason, the architectural vision calls for the use of common and unique building materials both consistent with “Island style” architecture and specifically Martha’s Vineyard style and design reflecting the historical past and blending with modern functionality. Selected color schemes should compliment the natural landscape’s pallet using contrasting colors only as accents. Architectural forms should be derived from a response to climate and should have an honest expression of structure. Scale and placement of a building must be sensitive to the surroundings and neighboring homes in the development.

Perhaps one of the best examples of an Architectural Style that developed out of those principals is Island architecture. Born in the seventeenth century, this style adapted to the island environment by combining the European histories of Early American Settlers with the natural resources at hand. Island architecture is known to respond to local conditions with originality and inventiveness. Other examples include a range of architecture from simple whaling homes to the longer historical Island Style. Whatever the various island theme, the unifying spirit is the ability to create rich architecture through attention to craftsmanship and detail using natural materials, all the while being respectful of the natural surroundings.

It is suggested and encouraged that the tradition of Island architecture be continued at Meeting House Place and taken to the next step. New styles of architecture and landscape that capture the spirit of the historical examples provided while meeting the needs of a new, different population in contemporary times are welcome. Many images of examples are shown in the body of this document in the hopes of inspiring the next evolution of the style.

### *3. Utilize Sustainable Design Principles.*

In order to preserve the heritage of Meeting House Place, new development is encouraged to take a sustainable approach to design and construction. An emphasis should be placed on environmental responsibility and “green” building practices. These principles range from siting a building in a manner that best responds to the climate, to minimizing erosion during construction, adopting and implementing “Dark Sky” lighting policies, using weather forecast based irrigation systems, using LED lighting, utilizing energy efficient HVAC systems and super insulated building envelopes as well as using recycled materials for building to the extent possible. Beyond the section on Sustainable Design, references that may be helpful resources for sustainable design include the government-backed Energy Star program, the U.S. Green Building Council’s LEED System and Audobon International.

### *4. Maintain a Sense of Community*

Owners at Meeting House Place are responsible for creating homes that balance privacy with a sense of community. For many, the impetus for investing in an island property is for both the solitude and community it can provide. An individual’s privacy should be a strong consideration in design whether it is the Owner’s privacy or the neighboring property’s privacy. These private environments however, should also provide the opportunity to connect back to the community at large. Landscape screening shall be maintained for existing planting or newly indigenous plantings between homes to screen individual homes from view. Preference is given to Pitch Pine species to promote the habitat of the Imperial moth. Thinning of invasive species in open areas is necessary to provide a healthy forest environment and to reduce dangerous fire overgrowth and highly combustable deadfall.

Linking the private realm to the public realm with semi-public space is encouraged. These semi-public spaces are transition spaces such as screened or non screened porches or patios, terraces or “outdoor features.” These spaces provide wonderful design opportunities that enhance the architecture. Additionally, they extend the livability of the residence and promote friendly, casual interaction with neighbors.

These semi-public spaces afford the opportunity to connect back to the community at large and provide a sense of belonging to something bigger than one’s own domain. This concept is reinforced by a site plan that contains open space and elements for the shared use of all residents. Shared spaces provide physical or visual connections where neighborhood interaction takes place and is key to fostering a sense of belonging.

### **III. ARCHITECTURAL REVIEW COMMITTEE POLICIES AND PROCEDURES**

#### **A. Architectural Review Committee Policies and Procedures**

This section provides a “road map” to guide an Applicant (Owner, Builder, Architect or Owner’s representative) through the review and approval process of the Architectural Review Committee.

The Architectural Review Committee (ARC) consists of three to five members appointed by the Declarant pursuant to Article 5.2 of the Declaration of Covenants, Conditions and Restrictions for Meeting House Place. The ARC will evaluate development proposals for compliance with Design Guidelines and harmony of the proposed design with surrounding structures and environment or other factors it deems relevant.

ARC meetings will be scheduled by the review board at its discretion. A quorum shall consist of three members. A simple majority vote of members in attendance is required to approve, deny or table an application.

This design review process must be followed for all construction activity including:

- new building construction
- renovation, expansion or refinishing of the exterior of an existing structure
- renovation of the interior of a structure, if visible from the exterior
- site and landscape construction or renovation

Final ARC approval is required prior to applying to the Town of Edgartown for a building permit and the commencement of construction. All Dwellings and Improvements constructed by MHP shall conform to the Design Guidelines and shall be exempt from the design review process.

The ARC has the authority to stop construction and/or assess up to a \$10,000 fine if the ARC finds non-compliance in construction with approved plans.

Approval for minor improvements by the ARC can be given with a shorter process. Contact the ARC to schedule a Pre-Planning Meeting and to discuss the improvements and necessary documentation.

The ARC is solely a review board in relation to these Design Guidelines and holds no liability. Accordingly, approval by the ARC does not constitute a representation of compliance or approval with the applicable codes and regulations of the governmental agencies having jurisdiction nor does approval by the ARC certify the suitability of any materials for use in the



construction. This document should be referenced in conjunction with all applicable codes and regulations. Any discrepancies between the Design Guidelines and national or local codes should be brought to the attention of the ARC.

## **B. Design Review Process**

The Design review process consists of a series of steps beginning prior to design.

### **1. PRE-PLANNING MEETING**

Overview:

Prior to the preparation of an application to the ARC, the Applicant and consultant(s) should meet with representatives of the ARC for a pre-planning meeting. The purpose of this step is to provide the Applicant with introductory information regarding the design review process. It also provides an opportunity to discuss specific site issues such as easements, setbacks and utilities, Applicant's goals, objectives and the architectural theme. Special design considerations and the design rationale may also be discussed.

The ARC may delay the commencement of construction activities on any Parcel if the ARC, in its sole discretion, determines it is in the best interest and/or safety of the Applicant or any other owner of property within Meeting House Place and/or the overall development of Meeting House Place that certain infrastructure be completed prior to commencement of construction activities on the Parcel.

Process:

The Applicant submits a written request to the ARC for a Pre-Planning Meeting. The meeting will be scheduled to occur within 30 working days of receipt of the request, subject to Applicant's availability.

Pre-Planning Meeting Checklist:

- Verify Applicant has current Design Guidelines and Declaration of Covenants, Conditions and Restrictions.
- Discuss design, approval and construction process.
- Discuss owner's objectives and design intent.
- Discuss site-specific issues such as easements, setbacks, utilities and access.
- Determine building envelope.

## 2. PRELIMINARY PLAN REVIEW (OPTIONAL)

Overview:

The Preliminary Plan Review process is an optional review that can provide the Applicant an opportunity to present a project proposal in a schematic design form for ARC review and comment. Preliminary plans conveying the design intent within the context of the site are reviewed. Based on the ARC's approval or denial and associated comments, if any, the Applicant can then proceed with preparation of final design plans with knowledge of the ARC's concerns.

Process:

An application for Preliminary Plan Review is submitted by the Applicant. A complete application, including all materials noted in the checklist, must be submitted at least 15 working days prior to a scheduled ARC meeting to be considered. If no meeting is currently scheduled, the ARC will review the Preliminary Plans and notify the Applicant of the meeting date. The Applicant may attend the meeting in person or by conference call. Written results of the meeting are sent to the Applicant within 20 working days after the meeting.

Preliminary Plan Review Checklist:

- a) Completed Application Form
- b) Three (3) sets of full sized drawings prepared by a licensed builder, architect, landscape architect or engineer
- c) Existing Site Conditions (1"=20')
  - Topography (2' contours)
  - Boundaries
  - Easements
  - Locations and sizes of existing trees (greater than 8" caliper, 4' from ground level)
  - Existing wetlands and drainages
- d) Proposed Site Plan and Grading (1"=20')
  - Topography (2' contours)
  - Area of Disturbance
  - Boundaries
  - Setbacks
  - Easements
  - Locations and sizes of existing trees to be removed (greater than 8" caliper, 4' from ground level)
- e) Schematic Building Floor Plans (1/4" = 1'-0")

- f) Schematic Building Exterior Elevations (1/4" = 1'0")
  - Exterior Materials and Colors called out
- g) Building Height Calculations (same scale as Exterior Elevations)
  - Must illustrate compliance with Guidelines
- h) Schematic Landscape Plan (1' = 20'-0")
  - Location and type of Existing Vegetation
  - Proposed exterior lighting
  - Location and type of Proposed Vegetation
  - Area of Disturbance
  - Erosion Control Measures
  - Concept Drainage Plan

### 3. FINAL PLAN REVIEW (REQUIRED)

#### Overview:

Applicants may skip the Preliminary Plan Review process and submit for Final Plan Review process. During that Final Plan Review, the ARC reviews the final plans prepared by the Applicant. These plans describe, in detail, the project's design, including architectural, landscaping and site improvements.

#### Process:

An application for Final Plan Review and payment of the Final Plan Review Fee is submitted by the Applicant. A complete application, including all materials noted in the checklist, must be submitted at least 20 working days prior to a scheduled ARC meeting to be considered. If no meeting is currently scheduled, the ARC reviews the Finals Plans and notifies the Applicant of the meeting date. The Applicant may attend the meeting in person or by conference call. To facilitate review, the Applicant must have the Parcel staked 5 working days prior to the meeting. Staking is to show the Buildable Area, building corners and center of driveway. Written results of the meeting are sent to the Applicant within 30 working days after the meeting.

#### Final Plan Review Checklist:

- a) Completed Application
- b) Final Plan Review Fee
- c) Three (3) sets of full-sized drawings prepared by a licensed builder, architect, landscape architect or engineer
- d) Energy Star version 3.1 revision 9 checklist confirming compliance

- e) Existing and Proposed Site Plans (1" = 20'-0")
- Access Drive and Parking
  - Survey of Trees to be saved and Trees to be removed (greater than 8" caliper)
  - Site Grading and Drainage
  - Topography (2' contours)
  - Utility locations and tie-in points
  - Area of Disturbance
  - Property Boundaries and Easements
  - Setbacks
  - Building Configuration and Roof Plan
  - Decks and Terraces
  - Screened patios/porches
  - Storage Areas
  - Smart Flower or equal solar array location
- f) Foundation Plan (1/4" = 1'-0")
- Top and Bottom Elevations of all walls
  - Unexcavated areas
  - Crawl Space Areas
- g) Building Floor Plans (1/4" = 1'-0")
- Overall Building Dimensions
  - Room Layouts
  - Mechanical Rooms and Flue/Duct chases
  - Window and Door Locations
  - Roof Overhangs Above
  - Meter and Utility Locations
  - Exterior Lighting Systems (location shown and cut sheets provided)
- h) Roof Plan (1/4" = 1'-0")
- Indicate all Roof Pitches and direction of slope
  - Call out roof materials
  - Indicate Chimneys and Mechanical Flues
  - Call out Ridges, Valleys, Hips and Pitch Breaks
  - Gutter Locations
  - Show exterior walls below (dashed)
- i) Exterior Building Elevations (1/4" = 1'-0")
- Building height shown
  - Exterior Materials and Colors called out
  - Window and Door locations and configurations
  - Exterior trim shown
  - Exterior Exposed Structural Components

- Must adequately convey 3-dimensional massing
  - Rendering may be hand-rendered but must accurately depict design
- j) Landscape Plan (1"=20'-0)
- Location and types of existing and proposed vegetation
  - Exterior "Dark Sky" compliant Lighting Plan
  - Identification of Wildlife Habitat and Open Space area
  - Erosion control plan
  - Drainage Plan
  - Weather based irrigation plan for water conservation measures
  - Documentation confirming a licensed landscape contractor will install and maintain landscape per the MHP Covenants, Conditions and Restrictions.
- k) Construction Management Plan (same scale as Site Plan)
- Refer to Pre-Construction Meeting checklist for details.

#### 4. PRE-CONSTRUCTION MEETING

##### Overview:

Prior to any staging or construction, the approved contractor, the Applicant and the ARC representative will meet to provide the contractor with any information relevant to construction. Items such as permissible work hours, (certain summer work hours are restricted-see summer hours compliance requirements) coordination with utilities and adjacent construction, protective fencing requirements, parking requirements, etc. will be discussed. The Construction Management Plan must be submitted and reviewed as a part of the Final Plan Review. The Compliance Deposit and other preconstruction deposits and fees, if any, are due at this time.

##### Process:

The Applicant must submit a written request to the ARC for the preconstruction meeting. At the meeting, the Applicant will submit the Construction Management Plan. A pre-construction site walk may be conducted at this meeting to discuss any issues.

##### Pre-Construction Meeting Checklist:

- a) Construction Management Plan (same scale as Site Plan)
- Construction Access
  - Construction Parking
  - Temporary Buildings
  - Location of Sanitary Facilities
  - Marking around Area of Disturbance

- Construction Signage
- Proposed method of maintaining natural drainage around worksite
- Tree Protection
- Plan for protection of Wildlife Habitat/Open Space restriction
- Erosion Control
- Material Storage and Staging
- Waste Management Plan with Dumpster and Recycling Bin Location
- Compliance Management Strategy
- Proposed Construction Schedule

b) Compliance Deposit (\$5,000)

**C. Miscellaneous Provisions**

Contractor Approval: Prior to the Pre-Construction Meeting, the Applicant must obtain ARC’s written approval of the licensed Contractor. This request can be submitted any time after the pre-planning meeting.

Fees and Deposits: The ARC has the authority to establish standard plan review fees. For projects that require an extraordinary level of review and need a licensed professional, the ARC has the authority to determine on a case by case basis the appropriate fee above and beyond those listed below: All fees to go to MHP HOA.

Pre-Planning Meeting	none
Preliminary Plan Review	none
Final Plan Review	\$4,800
Pre-Construction Meeting	none
Compliance Deposit	\$5,000

**D. Forms**

- Application for Approval of Construction Plans
- Application for Release of Compliance Deposit Balance

## IV. SITE PLANNING AND DESIGN

### A. Introduction

The Refined Island design theme emphasizes the sensitive treatment of the site's natural topography and vegetation. It is vital that all improvements at Meeting House Place are made in harmony with the surrounding landscape and are complementary of the overall community design. To that end, the following chapter sets forth site development standards that the Architectural Review Committee (ARC) will use when reviewing all site work relating to development at Meeting House Place, including siting of structures, grading, planting design of outdoor spaces and the preservation and enhancement of landscape and views. Throughout the guidelines, emphasis has been placed on the currently available strategies and techniques that will maximize environmental sustainability. As new techniques and materials emerge over time, the Owner should seek to continue the spirit of these goals by experimenting with new technologies to reduce the impact of ongoing use, construction and maintenance on the sensitive island environment.

### B. Geology

The ARC recommended that all Owners obtain a geotechnical report to verify the site soil conditions prior to construction and that any soil stabilization/mitigation efforts be included in the site design.

### C. Siting Consideration

Careful integration of buildings and other improvements with the natural landscape is critical to successful, environmentally sensitive site planning. It is also an integral element of the Island oriented design theme being used throughout Meeting House Place. This style emphasizes development of structures and siting that are closely linked to and emerge out of the natural environment and that never overshadow it. Together with the overarching concern for environmental sustainability at Meeting House Place these concepts reinforce each other and provide a key impetus for the siting guidelines outlined here.

Siting of all structures and other site specific improvements are to be located within the required setbacks and are required to follow these same parameters. All building sites and site plans must be approved by the ARC.

Design parameters include:

- Preserving the natural setting
- Optimizing screening and solar orientation
- Protecting view corridors

- Protecting and utilizing distinctive natural features, such as rock outcroppings, vegetation and topography
- Reinforcing the system of pedestrian connections
- Minimizing grading and vegetation removal
- Blending man-made improvements into the natural setting
- Maintaining existing drainage patterns
- Minimizing potentially adverse impacts to adjacent properties

The ARC requires that all Owners prepare a detailed site plan in concert with the architectural design. The site plan is to utilize the allowable buildable area on the site and illustrate how building siting, orientation, grading, access and other design issues have been addressed. The ARC recommends that a Landscape Architect, licensed in the Commonwealth of Massachusetts, be retained to collaborate with the Owner in developing the site plan.

#### *D. Grading and Drainage*

Grading and drainage designs are to focus on minimizing impacts to the site. The Applicant shall collaborate with a licensed architect, engineer or builder to prepare a full set of drawings, including grading, drainage and sedimentation and erosion control plans for the design of all improvements.

##### 1. Grading

The designated building site locations should be selected to minimize the need for excessive grading. Standards for site grading include:

- Grading should be the minimum necessary to site the building, patios, driveways and parking areas. All parking and driveways are required to be crushed stone and no asphalt is allowed for sidewalks and other approved site improvements. Stepping of buildings is encouraged at grade changes on various sites. Extensive re-contouring of the site is discouraged and may not be permitted.
- Grading should create natural appearing slopes with regionally native diversity in gradient and profile rather than uniformity. This includes the rounding and feathering of cuts and fills at the tops and toes of slopes and into existing terrain.
- Slopes should not to exceed 2:1, unless it can be demonstrated that a steeper slope will not erode.
- Grading should not disturb slopes greater than 10%.
- Grading, landscaping and site improvements must accommodate natural drainage courses, paths, pathways and/or easements including conservation restrictions that may exist as an “overlay” to the owners Parcel. They should take advantage of and/or otherwise utilize natural courses. All built improvements must be contained in the required setbacks as



defined on the drawings as approved. No fences are allowed except for approved fencing within the required setbacks and only as approved by the ARC.

- All areas disturbed by grading operations must be re-vegetated and erosion control measures implemented as soon as possible. Erosion control seed mixes are to utilize native plant materials that establish rapid surface stabilization. The ARC may also require jute matting or other additional stabilization measures.
- Cut and fill quantities should balance on-site to the extent feasible.
- Minimize intensive soil compaction in areas to be used for planting.

## 2. Drainage

In general, surface water is to flow overland to avoid drainage concentration, to minimize runoff velocity and to avoid areas which may develop ponding conditions. Maintain existing drainage patterns where ever possible. Standards for site drainage include:

- Drainage is to be dispersed within the site to the extent possible through the use of grass lined swales, dry creeks, outfalls, french drains, dispersion trenches and/or other means of dispersion.
- Drainage is to be directed away from the center of impervious surfaces to avoid ponding and ice buildup. Paved or impervious areas are to be sloped a minimum of 2% to increase water flow off of surfaces.
- New drainage ways are to appear and function like natural drainage courses. Drainages are to be rock or grass lined with splash boulders to reduce velocity and discharged into energy dissipaters.
- Owners are responsible for controlling drainage resulting from the development of their site. Drainage is not to be directed onto other properties, unless located within a designated drainage easement.
- Post-development peak drainage discharge rates shall not exceed pre-development peak drainage discharge rates.
- Culverts are to be used to direct drainage under driveways. Culverts, headwalls, ditches and similar drainage structures are to be cut to match finished grade and faced with stone similar to that used elsewhere on the site. The maintenance of culverts and stone facing are the responsibility of the Owner.
- Along roadways use constructed gutters only when necessary to insure maximum control of drainage. Otherwise, use swales with stone or cobbles to slow the flow of water.
- Use grassy swales in larger areas to slow the flow of water, permit percolation and achieve water quality objectives.
- Roof drainage should be directed into grass lined swales and integrated into the overall drainage system.
- Conceal drainage pipe outlets by use of boulders or landscape.
- Trenching for drainage lines should not encroach within the dripline of existing trees.

- Impervious surfaces (such as concrete paving) are not used on drives or parking areas to encourage water percolation into the ground. The use of more pervious materials such as crushed rock, or open-celled pavers is encouraged. The use of infiltration trenches on the drainage side(s) of driveways and parking areas is encouraged.
- Drainage design is to minimize any potential for erosion and consequent downstream water quality impacts.
- 90% of average drainage must be treated using Best Management Techniques (BMP), including grass lined swales, vegetated filters and constructed wetlands.
- Drainage plans are to designate how the design will not block drains and/or dam water runoff.
- Drainage designs are to consider where melt-water will go and/or be retained on-site.

#### *E. Driveways and Parking*

Where ever possible, paving designs should be used that reinforce the Refined Island design theme and emphasize the implementation of sustainable infrastructure. Care should be taken to minimize carbon footprint from selection, sourcing and transport of materials as well as construction and long term maintenance considerations. Recycled materials should be selected if possible; and processing facilities should be chosen to minimize distance from source to use.

##### 1. Driveways

Driveway widths and slopes shall conform to the Declaration of Covenants, Conditions and Restrictions. No asphalt or concrete materials are allowed on driveways or parking around the home. Impervious pavers are allowed only around the home as approved by the ARC. Crush stone is the preferred material for all walkways and parking areas at the home. All driveways must be crushed stone. Driveways should be designed so that the Dwelling's garage doors are not visible from the street providing access to the Parcel.

##### 2. Parking on Parcels

Each dwelling constructed on a Parcel shall have a garage for at least two cars and a driveway large enough to park at least two additional cars. Dwellings on Parcels with more than 4 bedrooms shall have an additional off-street parking space for each such additional bedroom.

##### 3. Parking on Streets

Parking is not allowed on any street at Meeting House Place.

## *F. Utilities*

### 1. Utility Screening

Transformers and other common neighborhood utility boxes will be located in landscape areas clear of drainage areas. Where possible, they shall be set into sloped banks to partially conceal them from view. Planting shall be used to ease their visual presence.

### 2. Residential Servicing

Utility meters, garbage/recycling areas and other related utilitarian features shall be screened, buried, roofed and/or enclosed from view and designed as an integral (not stand alone) part of the building.

## *G. Landscape Site Work*

The landscape site elements should reinforce the Refined Island design theme, emphasizing the use of natural materials to ground the site elements and architecture to the surrounding landscape. The ARC recommends that recycled materials be used where ever possible to make sustainable construction and maintenance at Meeting House Place a priority. The following is a list of site design elements and their standards:

### 1. Landscape Retaining Walls

- Landscape walls shall be of seat height where ever possible and shall not exceed 4ft in height. If greater height is required, walls should be stepped in 2ft height increments, with at least a 4ft planting terrace between the stepped walls, measured from face of wall to face of wall.
- Walls exceeding 4ft in height are to be designed by a Structural Engineer.
- Landscape walls shall be constructed of regional stone wide enough to allow for comfortable seating when located adjacent to walkways.
- Wall tops shall be generally level and built of stone.
- When connected to a building the wall should extend the use of the building base stone material. Where separate, the walls shall be a simple stone pattern and stone cap. Walls should step down at the end rather than end abruptly.
- Engineered walls mandated by geotechnical stabilization requirements are allowed to be up to 2ft in height and must be veneered with regional stone to minimize visual impact.

2. Pedestrian walkways shall be stone or approved pervious pavers to allow water infiltration.
  - All surfaces shall have sufficient slope for positive drainage and adequate surface strength to accommodate drainage.
  - Paths are to be the preferred method and constructed of crushed stone material with color consistent throughout the subdivision to blend with the soft edges that merge with the adjacent planting areas. Walkways may be of water pervious pavers as approved by the ARC.

#### *H. Common Site Elements*

##### 1. Fencing

- Fencing on Parcels is only allowed within the required setbacks and shall only be post and rail fences no greater than 4 feet in height or as required by code. Fencing may not extend into the front yard. Perimeter fencing of a Parcel is not allowed.
- Tops of fences must be level.
- Site planting should be utilized to screen built structures with surrounding landscape.
- All pool and hot tub areas are to be fenced per State and Town requirements.

##### 2. Mailboxes

- Mail service is anticipated to be available throughout the subdivision.

##### 3. Antennas and Satellite Dishes

TV or radio antennas are not permitted on any Parcels. Any satellite dishes must be screened from view and be no larger than 18 inches in width.

##### 4. Outdoor Structures

- Outdoor structures such as, but not limited to gazebos, pool house or pergolas are permitted but only as approved by the ARC and only within the required setbacks.
- Play structures may be considered by the ARC on a case-by-case basis. They are to be made of natural materials that do not adversely impact views from off-site. Bright colored play structures are not allowed.
- Temporary shelters, tents and storage units are not permitted unless approved by the ARC for special events such as weddings, graduations or other events.

## 5. Pools, Spas, Water Features

- Swimming pools, spas and water features may be considered by the ARC on a case-by-case basis.
- Swimming pools and spas are to be designed as an integral, visual part of the primary residence and should be sited to minimize off-site impact.
- Swimming pools and spas should be set at ground level or recessed into a deck or terrace related to the primary residence. Prefabricated “above ground” styles are not allowed.

### I. Signage

Signage shall follow all requirements defined in the Meeting House Place Sign Program. Signs are to be clear and understandable, reflecting the character of Meeting House Place. Signage, in great part, is oriented to pedestrian areas and must be in scale with the pedestrian environments.

#### 1. Regulatory Signs

- Primarily used to communicate traffic and parking regulations.
- Regulatory signs should be standardized yet be given unique character and identification within the neighborhood by sign shape, graphic style, color or materials.
- Regulatory signs should be minimized. They should be sized, mounted and placed with care to limit visual intrusion.

#### 2. Directional and Identification Signs

- Primarily used to orient and direct visitors both in vehicles and on foot.
- Directional/identification signage should be large enough to make information legible and to facilitate decision making (particularly from a car).
- Sign materials should be consistent with subdivision character.
- Signage may be incorporated into a designed kiosk for conservation restriction requirements, education and flora education.
- Signage may be changed to reflect season use variation (summer/winter).
- Where possible, visually integrate directional/identification signs within the landscape setting.

#### 3. Construction Signs

- The ARC, from time to time, will establish a template and requirements for all construction signs. No other signs may be placed on a Parcel. Please obtain the current construction sign template and requirements from the ARC.

## *J. Lighting*

- All outdoor lighting shall be “Dark Sky” compliant and subject to approval by the ARC.
  - All outdoor lighting must also comply with the Governing Documents of Meeting House Place and with the Town of Edgartown Zoning Ordinance, whichever is most restrictive.
  - The ARC shall use its sole and exclusive discretion to prohibit gaudy exterior lighting and displays.
  - Street lighting shall be confined to intersections and the field of light from each street light shall be aimed downward and limited to the intersection it is intended to serve.
  - Outdoor lighting shall be the minimum required for safety and identification at entrances, driveways and buildings.
  - All exterior lighting shall be aimed downward and the field of light shall be limited to the immediate vicinity of the improvement it is intended to serve.
  - All exterior lighting shall utilize energy efficient technology to reduce energy consumption. All landscape outdoor lighting shall be amber in color and of low wattage. No bright white lighting is allowed.
  - The lighting of outdoor recreation facilities on all Parcels is prohibited.
  - The preservation of the dark night sky is as important during all seasons at all times of the year. Seasonal lighting that illuminate trees, shrubs and holiday decorations shall be permitted for a single term of not more than forty-five consecutive days per year.
  - Silhouette lighting of the perimeter of all or part of a Dwelling or an Improvement is prohibited.
  - Light sources shall be of warm, soft amber color that renders color correctly.
  - Novelty lights such as icicles, lights that emit harsh or glaring light and lights that flash are prohibited.
- General lighting and illumination levels should be subdued. Lights should serve primarily as directional cues and for safety at stairs, ramps and other areas that require visibility.

## **V. ARCHITECTURAL GUIDELINES**

### *A. Introduction*

This document seeks to provide a design framework that imparts a harmonious overall Vision for Meeting House Place as well as to allow for diversity through architectural character and detail that avoids repetition and similarity in home design. A variety of design solutions and details adds richness to a neighborhood. The overall Vision for Meeting House Place is one that is island in character and harkens back to the great whaling period and island architecture drawing inspiration from this historical framework. There are a myriad of current design solutions, materials, building techniques and details that can create today’s interpretation of the island New England style. We call it ‘Refined Island’.

In addition to its historical references, the architecture at Meeting House Place should be responsive to its surroundings. This may happen on many different levels. Factors including, but not limited to, climate, site conditions, views, neighboring adjacencies and environmental sustainability should all be taken into account in a building's design. Buildings should also be designed with longevity in mind. This kind of thoughtful approach to the design of all buildings will maintain the value of investments at Meeting House Place and ensure that it is a magical place for generations to come.

### *B. Forms and Massing*

The form and massing of residences at Meeting House Place will be important factors in establishing the architecture that blends comfortably within the landscape. This can be accomplished if the building composition is primarily a two-story structure that adapts to the landforms as it expresses interior functions. Forms that reinforce human scale are encouraged. Large, monolithic massing or harsh geometric shapes are to be avoided in favor of informal building compositions.

Forms should strive for symmetry and balance through additive elements such as porches, bay windows, dormers, balconies, doorways and window patterns. The overall massing should be simple and straightforward with a clear expression of structure. The goal is to retain a simple order and an honest and direct massing that can step with the topography and create visual interest without being overly complex.

### *C. Scale and Square Footage*

Sensitivity to a human, residential scale will help ensure that the architecture of Meeting House Place presents an image that is welcoming and supportive of a relaxed, informal, family lifestyle. Appropriate building scale will also help establish a balance between buildings and their natural setting and assure a compatible visual relationship between neighboring homes. To help achieve this residential scale, single-family residences that include portions at two stories should also include portions of the building that are only one story in height.

Refer to the Declaration of Covenants, Conditions and Restrictions for your Parcel.

### *D. Building Height*

It is intended that rooflines of residences step with the topography of the site and appear to be below the surrounding tree top levels when viewed from off site.

For Single-Family Residences, building heights will be limited to 32 feet as measured from the average finished grade surrounding the building to a point at the highest point of the highest



roof. Architectural features such as but not limited chimneys, cupolas and weathervanes are excepted from this limitation but they should remain in proportion and scale to the building as a whole.

In order to allow for larger glazing opportunities, it is recommended that all homes have a minimum 9-foot floor-to-ceiling height at the first floor level.

#### *E. Structural Expression/Integrity*

Inherent in the heritage of Island Architecture is the honest and direct expression of building structure. This visual awareness of the structural system establishes a sense of architectural authenticity. It also conveys a sense of protective shelter that can stand up to the island climate. The direct expression of structural support also recalls the tradition of earlier wood and stone buildings of the eastern island regions. Additionally, any expressed structure inherently has the potential to be ornamental and should be thoughtfully approached. In order to accomplish these important aspects of the Meeting House Place architectural vision, these guidelines strongly encourage incorporation of the following design principles:

- Building foundations should appear to be a strong platform and carry the weight of the structure comprised of a rough stone foundation or masonry walls. Building foundations are to appear to be crafted by skillful masons, preparing a stone base to ensure the lifetime of the structure. Exposed concrete or the appearance of “floating” stone is strongly discouraged.
- Roof framing offers another opportunity to express the structural integrity of the building while adding interest, character and individual identity. Beams, rafter, purlins and supporting brackets can establish scale, detail and visual harmony if they present direct expression of the structural system.
- Perhaps the most significant link to the island architecture of the Island Region is the use of window and exterior design elements and forms and structural components in both interior and exterior applications. The direct use of timber and log framework is not allowed. Visual continuity can be achieved if column, beam and connection systems are designed to convey a transfer of loading in a logical and ordered manner from roof to foundation.

#### *F. Exterior Materials*

Historically, materials employed in the various styles of Island architecture were indigenous to the area and hewn by hand. Natural materials, wood and stone are to be the primary exterior materials used.



**Stone:** Stone indigenous to the New England region, weathered island stone or slate may be used to express structural mass walls and chimneys. While it is not the intent of these Guidelines to dictate that stone is a required building element, when it is used, it must be laid in a manner that appears structural which careful fitting of individual pieces. It is typical of island architecture to provide an appropriate plinth from which the building grows. Not only does this provide a sound base for the building but it is also an ideal application for protecting the structure from wind and seasonal variations of weather and spring's mud season.

**Brick:** Brick was rarely seen in Island architecture. The soil in the region was typically too sandy to make brick. Consequently, the use of brick is discouraged and should be minimized. Where used, as with stone, it should appear to have structural continuity. Use of any brick must have the approval of the ARC and be minimal in nature limited to chimneys, and accents appropriate with the Island Style and architecture.

**Wood shake and shingle siding:** The use of shakes was often seen in Island architecture and is very appropriate for Meeting House Place residences. Shakes can add refinement, varied texture and pattern to wall surfaces. They can provide individual expression through techniques that vary in size, texture and exposure of the material.

**Board and Batten/Board and Channel:** Island Architecture often employs vertical board and batten where a strip or batten is applied when vertical boards meet. Historically, this was used extensively in the Cape Island regions. A variation on this is the board and channel where the strip is recessed. Both are acceptable in varying sizes and widths.

**Frame and Glass:** Early island homes typically had small divided windows as glass was hard to come by and had no insulative value. Given advancement in window technology, glazing can now be incorporated into the architecture as a way to add vitality to a façade and provide inspirational views from within. A structural frame may be infilled with glass to create an exterior wall. The scale of individual panes should be in proportion with the other design features of the residence and where appropriate, combinations of secondary windows should be used to compose a major window opening. Typically, a large framed window wall will be successful when it is set under an overhanging roof to cast shadow onto the glass. Thermal properties of the glass should be considered relative to solar orientation and energy considerations.

**Wood Siding:** Builders in the island regions have long experimented with different types of wood siding. Such experimentation is encouraged at Meeting House Place. Various sizes and profiles of wood siding may be used including: clapboard, shingle, board and batten and board on board (v-groove and beveled board with or without a random irregular edge). Siding may be placed horizontally or vertically. Diagonal siding is prohibited.

Ornamental and Structural Steel: Although steel was not a material that was used in early Island architecture, with careful use it may provide a contemporary edge to this architectural style. Steel may be used and expressed as secondary structural components. Appropriate uses include banding at column bases, crossties and structural connectors. However, these steel components should be dealt with in a subtle and artistic manner. Connecting plates for trusses and other assemblies should be visually concealed or limited to ornamental, engineered hardware as required for structural considerations and approved by the ARC.

### *G. Doors and windows*

Doors and windows, through their configuration, scale and proportion, can link the architecture of Meeting House Place to the heritage and crafted look of Island architecture. At the same time, doors and windows can provide an important transparency between indoor and outdoor spaces and can provide the opportunity to capture panoramic views of the surrounding area.

Through creative artistic design, the primary entry door of a residence can be a welcoming expression of home and can depict the personality of the architecture and Owners.

Generally, windows that are set into stone walls should be smaller than those set into frames or surrounded by siding. They also should include headers and sills of frame or stone or arches that represent the structural support for the window opening in the stone wall.

When set within wood, frames and shingle walls, windows should be trimmed on all sides. This trim can be made of multiple board members to express a crafted or classic trimmed opening and may be painted or stained.

Windows in primary living spaces can provide expansive glass for viewing if set within a structural frame. In such cases, roof overhangs should be used to shade the large glass areas and to avoid reflective glare. No single pane of glass shall exceed 32 square feet and large expansive window areas must be composed of secondary window divisions and supporting structure within the context of the overall building structure. Reflective glazing or coatings are not permitted.

To recall the architectural heritage of the region, individual windows and divided lites should have simple, square or vertical proportions as opposed to horizontal or complex shapes. Large window openings should be made up of multi-pane assemblies to assure a human residential scale proportion to the home. When used, divided panes must be authentic or simulated to appear authentic, using internal spacer bars to simulate true divided panes. Large angled windows are not typical in the area and are not allowed.

## *H. Roofs*

Given the summer rain and winter snow of Meeting House Place, roofs play a vital role in the architecture both functionally and aesthetically. Overall, roofs should convey a sense of shelter and protection for the home and they can provide a welcome retreat on shaded porches and terraces. They can also establish scale and interest through a successful composition of varied pitches and forms.

All roof forms are to be gable, hip and shed profiles similar to Island style architecture. Both practically and visually it is important to keep basic roof forms simple and to strive to avoid complex intersections at awkward pitches and angles. Roofs should be designed to efficiently deal with the rainfall of the region and simple forms will help achieve this goal, both in terms of shedding rain efficiently during the wet months and directing runoff as the weather warms and the rain sheds from the roof. Dormers are encouraged to enhance the architectural scale, to allow natural daylighting and to create individual identity and character.

The major roof for a residence shall be a minimum pitch of 6:12 and a maximum pitch of 12:12. Secondary roofs over building components such as porches and dormers may have lesser pitches, down to a minimum of 3:12. Roof overhangs at the major roof are recommended to be a minimum of 1 foot deep or as appropriate and as approved by the ARC. Minimum fascia depth at the primary roof shall be 8”.

Although the common roofing material for Island architecture has historically been wood shake, architectural grade asphalt shingles are allowed. Metal roofing is prohibited on all single-family homes except in accent areas.

Roof forms must consider rain shedding to avoid potential for personal injury and property damage. The roof plan should be designed in concert with the site and landscape plans to avoid safety and drainage conflicts. The technical design of a roof should consider the factor of rainfall and the potential for associated runoff. In support of energy-efficient design, it is important to consider solutions such as well-ventilated roofs or super-insulated roofs to prevent energy loss.

## *I. Porches*

As part of a residential design, porches can offer many attributes that will enhance the island lifestyle. Porches can provide a welcome link to the neighborhood, extend the opportunity for outdoor living in a sheltered place and convey a sense of casual relaxation. Therefore, these Guidelines encourage the incorporation of porches that front on a public area . . . pathway, street or walkway. The design of porches – in terms of configuration, column and railing detail and trim and color – provides a great opportunity for individual expression and

architectural/decorative experimentation. Symmetrical or asymmetrical porches with island wood detailing fit in with the many styles of island architecture. This may also be a location where the creative use of ornamental wood detailing that is a signature element of the Island style is implemented. When properly designed with sheltering roofs, porches can also serve as effective protection against rainstorms that shed from higher roofs at entries.

#### *J. Fireplaces, Chimneys, Flues and Roof Vents*

A strong part of the island heritage of Meeting House Place is found in the welcoming warmth and relaxation offered by a fireplace. The exterior expression of this feature is the chimney. The scale and form of chimneys should relate to the primary structure, in order to add balance or to provide a counterpoint to the primary forms of the building. Chimneys may be finished with stone to complement the other material used on the foundation of the building. Chimney caps offer an opportunity for individual artistic expression done in stone.

Large flues and mechanical vents are to be consolidated when feasible and hidden within a chimney-type enclosure. Small flues such as plumbing vents may be exposed if painted to match the adjacent roof. Chimneys, flues and roof vents should be designed and located to prevent damage due to rain shed.

Only gas fireplaces are permitted for Dwellings at the Meeting House Place Community.

#### *K. Dormers*

Dormers are strongly encouraged as both functional and aesthetic elements of Meeting House Place architecture. Placement, shape and size of dormers should take into consideration the scale and proportions of the associated roof and building form as well as interior spaces and functions. With proper placement, dormer windows can provide welcome daylighting into interior spaces. Dormer materials may be selected from the exterior wall materials and roofing materials used on the building.

#### *L. Gutters, Downspouts and Snow Shedding*

Long-term enjoyment of residential property and the safety of owners and guests at Meeting House Place will be enhanced if the effects of rain and snow are thoughtfully addressed. This can be accomplished through the careful design of roofs and their secondary systems such as gutters, downspouts and flashing.

The overall design and configurations of roof forms should be the primary way to effectively manage water runoff. In addition, gutters, downspouts may also be needed for a well-

functioning roof system. These devices can be used effectively to divert water away from entries and patios and toward surface drainage on the site.

Gutters, downspouts and flashing will ideally be fabricated from copper and allowed to reach a natural patina. In lieu of copper, metal with applied coating to relate to or match the primary or secondary roof color, siding tone or trim color may be used. Bracing and rails made of steel are to be painted to match or relate to the primary or secondary roof color.

#### *M. Guardrails*

Guardrails on exterior stairs, balconies, decks and porches are typically the showpiece of Island architecture where creativity and craftsmanship collide. Attention to the design and detailing of this building element is strongly encouraged. The materials for guardrails should either be consistent with the elements of the primary structure or made of a complementary wood or metal. Generally, guardrails should be open visually with space between adjacent members rather than solid filled in panels.

#### *N. Colors*

There are two important aspects to building color within Meeting House Place. The first is the predominant color palette of overall building forms – the major exterior exposures of walls and roof. The second is the accent found on details and trim.

**Major Building Forms:** The primary goal for major building forms is to blend into the colors and textures of the trees, soils and rocks of the native landscape or historic colors of surrounding towns. Most island architecture features a natural earth tone color for field siding, enhanced by window frames and doors.

Stone should relate to outcroppings in the general area, typically in the gray and brownish-gray colors. Bright, reflective stone such as white or buff limestone is not allowed.

Major wood wall materials, including siding and shingles should be painted, treated or stained to enhance or emulate the natural colors and qualities of the wood. Stain must be semi-transparent and in color tones ranging from russet to gray-tan and brown to bring out the natural qualities of the wood.

Shingles should be in the colors of brown-green, gray-green or medium to dark grays. Metal roofing may be allowed in low areas only as approved by the ARC to patina to its natural color or match the accent trim color.

Details and Trim: The color of details and trim can offer a touch of individual identity and interest. The color of window frames and small details can either be the same as the primary wall materials or may be from a broad range of colors that accentuate siding color.

Exterior Equipment: Exterior equipment, such as mechanical equipment, vents and flues, shall be finished or painted in a dark brown, dark gray, or gray-beige to match the color of the nearest primary building material.

#### *O. Garages and Garage Doors*

In order to present the character of a island retreat, rather than a suburban street, strong consideration should be given to the visual image and orientation of the garage doors. The design principle of “architectural forward,” whereby the visual awareness of garage doors is minimized from the primary frontage, should be incorporated in the design of residences at Meeting House Place. In the island-related residential Parcels, this primary frontage may often be the neighbor, not necessarily the adjacent roadway. Various techniques should be considered such as rotating the garage orientation, separating the garage from the home with a connecting link or providing a detached garage.

Garages attached to the residence are to be located and oriented so they become subordinate to the home itself. The primary exposure to the main frontage should be the residence, rather than garage doors as the dominant image. Where conditions require the garage doors to front the primary exposure, design techniques should be used to reduce the visual impact of the doors. These techniques include setting garages back from the front of the home or placing them within the recesses and shadows of other building forms. When garage doors of attached garages face the street with less than 45 degrees offset from the direction to the street, the garage door exposure should not exceed more than 50% of the total building elevation fronting the street.

Garages may be attached to the residence or be free-standing. In either case, the architecture of the garage must be consistent with that of the primary residential structure and garage doors should be of a style to compliment the architecture. Refer to the Driveways and Parking section in the Site Planning and Design section for related information.

#### *P. Exterior Equipment, Satellite Dishes and Solar Panels*

Exterior Equipment: All exterior mechanical, electrical and other utility equipment, such as air conditioning units, metering devices, transformers, utility service lines and the like, shall be concealed from public view and adjacent homes. Wall-mounted utilities shall be screened using landscaping or similar materials as exterior walls, with exposure only as required by utility companies for meter reading.

### *Q. Seasonal Outdoor Lighting and Holiday Decorations*

All seasonal outdoor lighting shall conform with Section IV.J of the Meeting House Place Design Guidelines.

Seasonal outdoor lighting and holiday decorations are to be installed, operated and maintained up to 45 days per year using a timer to allow for residents to enjoy winter and the holiday season while minimizing impacts to adjacent properties.

Outdoor lighting, excluding permanent outdoor lighting, as may be approved by the ARC, may be permitted only on trees or other substantial vegetation and shall not be placed on or attached to any structure. The following are not allowed: silhouette lighting, strings of lights, tube lights, blinking lights, chasing lights and/or similar light emitting devices.

Holiday decorations shall be constructed of natural materials. Decorative items constructed of artificial materials, including but not limited to, plastic wreaths, garlands or statuary are prohibited. Wreaths, garlands and similar holiday decoration composed of natural materials may be placed on the attached structure so long as such decorations do not include lights. Holiday decorations may only be installed, operated or maintained between November 1 of any year and January 15 of the subsequent year. All holiday decorations should be well maintained.

## **VI. LANDSCAPE DESIGN**

### *A. Introduction*

Sensitivity to the existing surroundings is a core goal for Meeting House Place. As a result, special landscape considerations are required for the areas where development occurs. To that end, the ARC requires that all new development prepare and present for approval a landscape/revegetation plan. The following is a list of specific landscape design standards:

### *B. General Elements of Landscape Design*

- The successful completion of a landscape/revegetation plan that responds to the design themes and environmental sustainability goals cited herein shall result in a site that does not appear “landscaped”. The site shall appear as if the new structure was placed on or grew out of the site without disturbing the surrounding vegetation. Formal landscaping features such as color beds or hedges are prohibited, except where approved by the ARC within the defined building envelope.
- All plant materials are to be either native to the region or appropriate to the local conditions. Landscape plantings are to define outdoor spaces and entries, frame desirable views, buffer



prevailing winds and provide seasonal shade. Plant color, texture and forms are to visually tie buildings and Improvements to the land and add interest to outdoor areas.

- Areas disturbed by site development or construction are to be restored to reflect the characteristics of the natural landscape. Areas adjacent to the building and surrounding landscape Improvements are to be enhanced with native plant materials to effectively transition to the natural environment.
- Nitrogen loading limits and fertilizers limitations are strictly enforced as per the approved subdivision requirements. The landscape/revegetation plan must consider the new microclimates created by the new structure(s). The plants that once grew on a previously sunny portion of the property may not survive in the shade and shadow created by the north side of a building. Plants placed under roof sheds need to be tolerant to the additional moisture created by run-off from the roof. Weather based forecasting irrigation systems are required for each home landscaping irrigation.
- Landscape materials are to be planted in informal, natural patterns. Planting of trees or shrubs in straight lines, circles or other unnatural patterns is not allowed.
- Landscape work within sensitive setback areas is not allowed. Any landscape work adjacent to these areas shall be carefully reviewed to consider any potential impacts to these sensitive areas.

#### *C. Tree and Existing Planting Protection*

Healthy trees and existing vegetation are valued and are to be preserved whenever possible. Any Owner whose contractor damages trees, shrubs or groundcover shall be required to replace such plants or trees by appropriate replanting. The following guidelines will help to preserve existing habitat:

- Improvements shall be located on the site where they least alter the natural terrain and tree cover. Wherever possible, vegetation shall separate new improvements from existing ones. Pitch Pine planting is encouraged.
- Trees or groups of trees within 20ft of the construction area shall be marked with protection taped and protected during the construction period. Such marking shall also remain in place until such time as the Completion of Approved Construction.
- Site fill should not be placed within the drip line of major trees.
- Trees shall not be cut or tree roots disturbed for trenching without specific approval of the ARC.

#### *D. Irrigation*

Water conserving irrigation systems shall be installed where appropriate.



- The use of temporary water-conservative irrigation systems are encouraged to establish newly planted vegetation. Weather based forecasting irrigation systems are required for each home temporary landscaping irrigation.
- Plans should clearly indicate when irrigation will be turned off.
- Permanent underground irrigation systems for native grasses, trees, shrubs and annual beds are limited to areas adjacent to the building and other built improvements.
- Automatic irrigation systems are required at all re-vegetation areas. These systems may be abandoned when plantings have been clearly established after a minimum of two growing seasons. Weather based forecasting irrigation systems are required for each home landscaping irrigation.
- The use of drip irrigation with moisture sensors is encouraged to conserve water.
- Back flow preventors are required; manual valves are permitted.
- Trenching for irrigation lines is not to encroach within the dripline of existing trees.
- Mulch all new planting areas, including trees in lawn areas, with a minimum of 3 inches to retain soil moisture, reduce erosion and provide for weed control.

#### *E. Special Landscape Design Considerations*

##### 1. Plant Removal

No plants, except grasses and annuals, shall be placed adjacent to driveways and walkways where runoff will occur. The compacted area that results from driveway runoff will ultimately kill most shrubs. Plants shall not be placed adjacent to walkways where heavy runoff occurs.

##### 2. Berming

This may be an appropriate design element for some landscape/revegetation applications, however berms must appear to be a natural landform. A pile of dirt is not an acceptable berm. Berms shall be compacted and have maximum slope of 2:1. The top of a berm must be rounded, its side slope(s) must be smooth and the toe of the slope must blend with the existing grade.

- Recommended Berming Style:
  - Create a natural land form.
  - Use soil that will support and sustain plant life.
  - The scale of the berm shall be appropriate for the location.
- Unapproved Berming:
  - Do not create berms with sharp peaks.
  - Do not create berms with steep side slopes.

### 3. Screening

It may be appropriate to place a tree screen between a new structure and an adjacent structure's porch, deck or windows. The appearance from the adjacent property must be considered. The "picket fence" approach to tree planting is inappropriate. Trees shall be grouped to provide a "natural" appearance, provide an adequate screen and maximize the aesthetics from both properties.

### 4. Rock

It is not uncommon to uncover very large rocks during foundation excavation. In some instances a large rock can be used very effectively to add visual interest to the landscape. The end product shall appear to be a natural part of the landscape and not something left on the site. Bury over 50% of the rock for a natural appearance.

#### *F. Recommended Plant Materials*

- All landscape material selection, installation and maintenance must comply with the recommendations as set forth in the MVC Policy for Site Design and Landscape. The policy refers to five categories of plant species; native, island-appropriate, historic, not recommended and invasives; and should be utilized as recommended in the Policy.
- Lawns and manicured turf grass: such planting must be shown on the Applicant's proposed site plan and/or landscaping plan and be approved by the ARC and compliant with the subdivision approval requirements.

## **VII. SUSTAINABLE DESIGN**

Sustainable Design is an important part of the Meeting House Place project. The following items will be required for design and construction of homes at Meeting House Place to address the issue of energy conservation.

### ENERGY STAR 3.1

All homes will be required to be Energy Star 3.1 V9 certified. In order to achieve certification, the following items are required:

#### General

1. Completion of the National Rater Design Review Checklist.
2. Completion of the National Rater Field Checklist.
3. Completion of the National HVAC Design Report.

4. Completion of National HVAC Commissioning Checklist.
5. Completion of National Water Management System Builder Requirements
6. Raters and field inspectors are required to complete Energy Star training.
7. Builders are required to sign and Energy Start Partnership Agreement.
8. HVAC contractors are required to be credentialed EPA recognized quality, installation, training and oversight organization,

Partial requirements of items 1-5 listed above include the following:

#### Insulation

- |                            |             |
|----------------------------|-------------|
| 1. Fenestration U-Factor   | 0.27        |
| 2. Skylight U-Factor       | 0.55        |
| 3. Ceiling R-Value         | R49         |
| 4. Wood Frame Wall R-Value | R20 or 13+5 |
| 5. Mass Wall R-Value       | R13/17      |
| 6. Floor R-Value           | 30          |
| 7. Basement Wall R-Value   | R15/19      |
| 8. Slab R-Value and Depth  | R10, 2ft.   |

#### Air Infiltration/Envelope Tightness

1. Air sealing is required at all penetrations and locations in the building envelope where air infiltration may occur including light fixtures, vent fans, electrical boxes, plumbing penetrations, chases, blocking and sheathing, knee walls, attic access, etc.
2. A blower door test is required to ensure envelope tightness and must achieve a rating of 3ACH50.

#### HVAC Systems

1. AC units to be achieve 20 SEER
2. Gas boilers to achieve 90AFUE Energy Star rating (eg)
3. A programmable thermostat is required for each furnace/boiler in the system.
4. Duct tightness testing is required by a DET Verifier and achieve a maximum of 4% total leakage.
5. Ducts must be insulated as follows:
  - a. R8 in attic
  - b. R6 in other unconditioned space
  - c. Not required inside building envelope
6. Whole house ventilation system is required.

#### Plumbing Systems

1. R3 pipe insulation provided on all hot water supply lines.
2. 50-Gal Gas Water Heater to achieve .59 EF (eg)

## Electrical Systems

1. Energy Star light bulbs modeled in 90% of ANSI/ResNet/ICC Standard 301 qualifying light fixture locations.

## Appliances

1. Energy Star refrigerators, dishwashers and ceiling fans to be included.

## RENEWABLE ENERGY

1. Solar energy production will be required for each single-family home at Meeting House Place.
2. Installation of one Smart Flower or equal per Parcel will be required.
3. Each Smart Flower will be connected to the grid for net metering.
4. Each Smart Flower is projected to generate 5,000 kWh/a.
5. A centralized 'garden' of Smart Flowers will provide power for HOA electric needs such as irrigation, lighting, common space, etc.

## **VIII. GLOSSARY OF TERMS**

Refer to the Master Declaration Covenants, Conditions and Restrictions and any further Declaration of Covenants, Conditions and Restrictions for your neighborhood.