

# Englewood Mews

## Homeowners Association, Inc.

### 2016 Architectural & Maintenance Standards

The purpose of this document is to guide Englewood Mews homeowners in maintaining and enhancing their property. These standards address the most common exterior alterations, and are not intended to be all-inclusive. If a homeowner wants to make any modification to their property that is not addressed in these standards, the homeowner must submit a written and complete application for the modification to the Englewood Mews Architectural Review Committee and the application must be approved in writing by the Committee **before** any work is done.

#### **Specific objectives of these Standards are:**

- To provide to the lot owners the Architectural Review Committee's uniform standards for reviewing applications of any and all changes;
- To aid homeowners in the preparation of an Architectural Improvement Application form;
- To elaborate upon and refine the architectural standards established in the Declaration of Covenants, Conditions and Restrictions ("Declaration"); and,
- To establish a clearly defined approach regarding all exterior alterations/modifications.

It shall be the homeowner's responsibility to ensure that all modifications comply with local, state, and federal statutes and regulations. This document is not intended to amend or replace any Fairfax County ordinance or regulation, or the laws of the Commonwealth of Virginia, or the statutes and regulations of the United States with respect to buildings, zoning, occupancy, housing or any other area within governmental jurisdiction.

## **I Architectural Improvement Application Form Submission Process**

In order to make changes to your property, homeowners shall first obtain approval from the Architectural Review Committee. Generally, the following shall be part of all Architectural Improvement Application forms.

- **Site plan:** The application must include the lot site plat which shows the house location as well as the proposed changes, including the dimensions and distances from property lines.
- **Materials and color:** The application must specify building materials and provide color samples. In cases that the materials and/or colors are compatible but different from those of the existing structures, samples of color chips should be submitted.
- **Drawings and Photographs:** The application must include graphic description, which may be in the form of the manufacturer's literature or photographs as well as freehand or mechanical drawings. The amount of detail should be consistent with the complexity of the proposal. Sketches or photographs should be accompanied by a written description.

## **II Review Procedures**

- All applications for temporary or permanent changes shall be submitted to the Architectural Review Committee via the Management Agent (Sequoia Management, 13998 Parkeast Circle, Chantilly VA.). The Management Agent shall review the application for completeness.
- If the application is complete, the review process will begin. If not, the application will be returned to the homeowner for additional information.
- The Architectural Review Committee has forty-five (45) days to review a completed application. The decision of the Architectural Review Committee shall be sent in writing to the homeowner.
- In the event the Architectural Review Committee fails to act upon any submitted application within forty-five (45) days from the date received, the application under review shall be deemed to have been approved by the Committee as submitted.

### III Appeal of an Architectural Review Committee Decision

If a homeowner's Architectural Improvement Application form is denied, the homeowner has a right to appeal to the Englewood Mews Board of Directors. To initiate such an appeal, the homeowner must submit a written appeal to the Management Agent (Sequoia Management) within fifteen (15) days of receiving the Committee's decision.

### IV Architectural Review Committee Review Criteria

The Architectural Review Committee shall apply the following criteria in reviewing and evaluating the Architectural Improvement Application Forms.

- **Concept Validity:** The concept must be sound and appropriate to its surroundings.
- **Design Compatibility:** The proposed improvement must be compatible with the architectural characteristics of the homeowner's house, adjoining houses, and the neighborhood. Compatibility is defined as similarity in architectural style, quality or workmanship, similar use of materials, and construction details.
- **Location and Impact on Neighbors:** The proposed alteration should relate favorably to the landscape, the existing structure, and the neighborhood. The primary concerns regarding the effects on neighbors are access, safety, view, sunlight, ventilation, and drainage.
- **Scale:** The size of the proposed alteration should be proportionate to adjacent structures and its surroundings.
- **Color:** The colors used shall be the same as those used on the existing exterior of the dwelling.
- **Materials:** Continuity is established by use of the same or compatible materials as were used in the original house. The options may be limited by the design and materials of the original house. Fences and decks shall be constructed with pressure treated, unpainted, unstained lumber or similar composite material.
- **Workmanship:** The quality of work in most cases should be professional. Poor practices, besides causing problems, can be visually objectionable to others and could create safety hazards.

- **Timing:** Projects shall be completed within ninety (90) days from date of commencement; otherwise, such projects may become nuisances or safety hazards for neighbors and the community.
- **Storage and Disposal of Materials:** Materials used must not be disposed of or stored in the common area. Homeowners are responsible for the disposing of material property.

## V Enforcement Procedures

- All owners and residents of Englewood Mews must comply with all provisions of the Declaration of Covenants, Conditions and Restrictions, the Articles of Incorporation (if applicable), the Bylaws (if applicable), these Standards and any other relevant rules/regulations of the Association.
- Failure to comply with the aforementioned documents shall be grounds for legal action to recover damages or for injunctive relief, for suspension of voting rights, for foreclosure of lien(s) and any other legal or equitable relief deemed appropriate.
- In the event any covenant, condition, restriction, standard or rule or regulation of the Association is violated, the homeowner shall be notified of the violation by mail. The letter shall be sent to the owner's billing address.
- The homeowner shall have the right to appeal any violation citation. The application for appeal must be submitted in writing to the Management Agent within fifteen (15) days of receipt of said violation.
- In any instance where the violation presents a clear health or safety hazard, the Management Agent may take immediate action, at the owner's expense, to correct the violation.
- Notification to the homeowner of the action taken and the costs incurred will be made by certified mail, return receipt requested.
- In the event the homeowner does not bring the violation into compliance within fifteen (15) days, or submit an application for appeal within fifteen (15) days of the date of receipt of the violation, the Board of Directors may proceed with enforcement procedures.

- Please note that failure of the Architectural Review Committee to enforce any provision, covenant, restriction, standard or rule or regulation is not a waiver of the right to do so thereafter.
- **Right of Entry:** As stated in Article VI, Section 14 of the Declaration of Covenants, Conditions and Restrictions, the Board of Directors and the members of the Architectural Review have the right to enter upon a lot during reasonable hours for the purpose of inspecting and ascertaining covenant compliance. Additionally, pursuant to Article VII of the Declaration, the Association shall have the right to enter upon a lot to perform corrective action, repair and restoration (self-help) after reasonable written notice (fifteen (15) days) to the lot owner.

## **VI Amendments to the Architectural and Maintenance Standards**

The Architectural Review Committee will regularly evaluate these standards to determine if the standards need to be amended.

## **VII Architectural Standards**

**Air Conditioning units (window units):** Air conditioning window units are prohibited. Temporary air condition window units may be approved on a temporary basis in an emergency situation. Requires an Architectural Improvement Application form.

**Antennas and Satellites dishes:** Require an Architectural Improvement Application Form unless covered by the OTARD Rule.

- Antennas must be mounted to approved satellite dishes or located inside the dwelling (usually the interior of the attic)
- TV antennas are to be located inside the dwelling (usually inside the attic).
- Satellite dishes will be approved if the following criteria are met:

The device is thirty nine (39) inches or less in diameter.

The Association's preferred placement locations for a satellite dish antenna 39 inches or less in diameter are; i) a location on the lot where the antenna is compatible with the natural setting, entirely within and entirely below the height of an approved privacy fence which fully encloses the rear yard, or, ii) on the back side of the roof of the dwelling.

The device is the color and of material which is reasonably compatible with the color and materials of the home.

The device does not adversely affect the safety of others or the reception of the radios, phones, and television of neighbors.

The Association has no obligation to maintain common areas or any other property in order to provide or maintain unobstructed line of sight for satellite or antenna signals.

- Residents are not allowed to cut, prune, or otherwise clear trees, shrubs or other vegetation from the common areas in order to provide or maintain unobstructed line of sight for satellite or antenna signals, nor are residents allowed to clear their own property if doing so violates any Association restriction or covenant or County ordinance or regulation.
- The Architectural Review Committee may approve satellite dishes in locations other than set forth above, if a dish would not receive sufficient signal strength for adequate reception in any of the settings described above and if it meets all of the other criteria set forth above.
- The Architectural Review Committee reserves the power to approve applications for antennas in locations other than set forth above, if the antennas would not receive sufficient signal strength for adequate reception in the settings described above.
- In either instance, you must inform the Architectural Review Committee in the application of 1) the problem with signal strength as determined by a professional installer; and, 2) the desired location. Under such circumstances, the Architectural Review Committee will review the alternate location.
- The Architectural Review Committee may require homeowners to install visual barriers around the device in order to diminish any adverse visual effect that may be caused by the installation.

**Attic Ventilators:** These do not require an Architectural Review Committee application. Please note: Ventilators must be proportionate to adjacent structures and its surroundings and located on the rear side of the roof and not extend above the roof line.

**Awnings:** Not permitted in the front of the home. For alternatives see Sun Control Devices.

**Barbeques/Grills:** Do not typically require an Architectural Review Committee application if they are located to the rear of the house as far as practical from the adjacent property lines.

**Beekeeping:** Any type of beekeeping activity is not permitted.

**Car Covers:** Residents may use car covers, but the vehicles so covered must have registration/license plates, a valid state inspection, must be in operating condition and the cover must be in good condition. Car covers must be stored out of sight when not in use.

**Clotheslines:** Clotheslines or any similar apparatus for the exterior drying of clothes or bedding are not permitted in Englewood Mews.

**Compost Bins:** Compost bins and compost piles are not permitted.

**Contractor Signs:** Commercial contractor signs may be placed on a lot when any work is in progress. The sign must be removed within 48 hours of work completion.

**Decks:** The following standards pertain to the upkeep, the alteration, reconstruction, and new construction of decks.

- **Location:** Decks shall be located in rear yards and must not extend beyond the side plane of the house. Notwithstanding the preceding sentence, minor extensions of a deck beyond the side plane of the house may be allowed on a case-by-case basis, depending on lot size and topography and the proximity to adjacent houses. Landscaping may be required to soften the effect of any such minor extension and to reduce any effect on adjacent neighbors or the view from the street.
- **County standards:** Applicants are responsible for compliance with Fairfax County setbacks and safety requirements and for obtaining Fairfax County approvals and permits. No construction shall commence on any deck until the Architectural Review Committee has approved the written application therefor.

- **Materials:** Decks may be made of high-quality pressure-treated wood (#2 southern yellow pine or better for structural members and #1 or better for deck railings and stair stringers). All decks are to be constructed of unpainted pressure treated lumber (with natural or clear sealant) or comparable composite decking material. If using composite decking material, the application for the deck must include a sample of the material.
- **Application process:** An application shall be submitted to the Architectural Review Committee and shall include the following: i) Property site plan showing the location of the proposed deck and any accessory structural elements for the deck; and, ii) Detailed specifications and a drawing of the proposed deck, including the height of the deck off the ground.
- **Railing:** Deck railings may include decorative design elements, such as sunbursts, as long as the total design scheme is appropriate.
- **Screening:** All solid screening will not be allowed.
- **Stains:** The following Behr Premium Wood Finishes and equivalents are approved for use in staining your deck. An application is required for all exterior staining.
  - Natural No. 500
  - Natural Cedar No. 501
  - Natural Sequoia WP-545
  - Antique Oak WP-547

**Doors: Front Entrance Doors, Storm Doors, & Garage Doors**

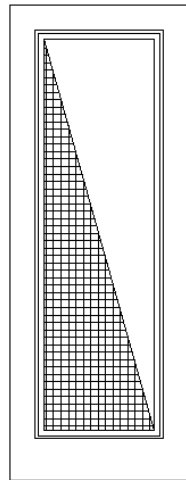
**Front Entrance Doors;**

- The style of the door shall be compatible with and complementary with the style of the home and the existing colors of the house. Front doors shall be painted the same color as the shutters, with the color as assigned to the lot number.
- New hardware shall be compatible with and complement the door. Door hardware includes, but is not limited to, door knobs, locks, hinges, and kick plates.



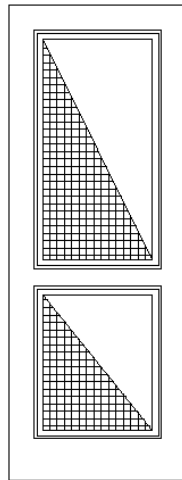
**Storm Doors:**

- Storm doors shall be full view or with one centered horizontal cross, without significant decoration, ornamentation or edging. For example, cross buck storm doors with scalloping and storm doors with grilles or ornamentation are not permitted.
- Storm doors shall match the trim on the front of the home.



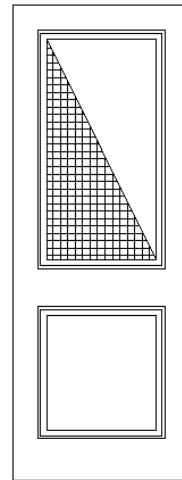
Full View

Approved



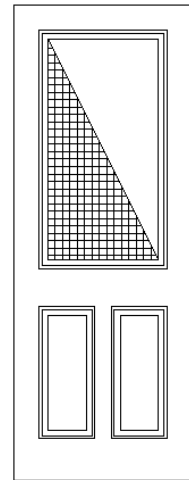
Bi - View

Approved



1 Lite over Panel

Not Approved



1 Lite over 2 Panel

Not Approved

**Garage Doors:**

- Design: Garage doors shall remain consistent with the style and color installed by the builder.
- Replacement: Installation of a new garage door must match the existing garage door's style, color and appearance. New garage doors must have the same number and style of windows that are on the existing door. Rectangle windows are permitted on second panel from the top of the door.
- Living space: Garages shall not be used (converted) into a living space.
- Usage: Garage doors shall be left in a fully closed position when not in use.

- **Pet Confinement:** Using a garage as an open and obvious pet confinement area (leaving garage door partially open) is not permitted.

**Application Process:** An application is required for the installation of these types (front entrance, storm and garage) of doors. In addition to the basic application requirements, applications shall include:

- Catalog photographs or manufacturer's "cut sheets" of the door and related hardware;
- Detailed specifications for the proposed doors, including type of material, finish type, color, and size/dimensions.

**Driveway Resurfacing:** Driveways that are to be resurfaced with the same material and the same style and color as the original driveway do not require an Architectural Review Committee approval. Please note that driveways and walkways must be cleaned/power-washed annually so as to remain in good condition. Property owners must submit an Architectural Review Committee application and obtain approval prior to resurfacing a driveway using any different materials or changing the style or color of the driveway.

**Exterior decorative objects:** An application **is not required** for door knockers, security viewers, temporary holiday decorations, and brass kick plates.

- Exterior decorative objects that are larger than 24 inches in any dimension will require Architectural Review Committee approval.
- These permanent exterior decorative objects include, but are not limited to, ponds, water gardens, fountains, sculptures, statues, figurines, wagon wheels, farming tools, and totem poles.

**Fences: Fences shall require an Architectural Review Committee review:**

- Front yard fences are not permitted.
- Fences must be the unpainted and unstained pressure-treated wood, installed in a board-on-board fashion. Fencing must be six (6) feet high on all perimeters. Color of fencing must be natural or clear sealant.
- Chain link or wire fencing of any kind is not permitted.

- Fences must follow the property lines and shall not be installed beyond the property lines.
- Side yard fencing (for end unit houses) will be permitted; however, the fence may be installed no further forward than the midway point of the house.
- **Stains:**The following Behr Premium Wood Finishes and equivalents are approved for use in staining your fence. An application is required for all exterior staining.
  - Natural No. 500
  - Natural Cedar No. 501
  - Natural Sequoia WP-545
  - Antique Oak WP-547

**Firewood:** The following does not require an Architectural Review Committee application if the following standards are met.

- All firewood shall be kept neatly stacked, located in the rear yard of residence, and must be kept within your property lines. Under no circumstances is firewood to be stacked in the common area.
- Firewood piles larger than two cords require approval. Piles longer than 6ft should be two rows deep minimum. Firewood piles must not exceed 4ft in height for safety. Firewood piles are to contain firewood only and shall not be used to store other materials or debris.
- Firewood piles must be located in such a manner as to minimize visual or physical impact. In certain cases, a cover or screening may be required.
- The use of brightly colored coverings for firewood piles is not permitted. Where a cover is required, the color shall be muted brown, tan, green, black, or clear.

**Flagpoles:**

- Homeowners may have a temporary flagpole staff if it does not exceed six feet (6') in length and is attached at an incline to the front wall or pillar of the house. This type of flag staff does not require an Architectural Review Committee application.

- Permanent freestanding flagpoles are prohibited.
- The American Flag, seasonal flags, and mini garden flags (approximately 12 by 18 inches) may be displayed (limit one) in front yards providing it does not convey an advertising, political, or similar type message.

### **Front Yard Landscaping:**

#### **Grass:**

- The grass must be mowed and maintained regularly and cannot exceed six (6) inches in height in front or rear yards. Front yards must be maintained with a minimum of 50% turf like material and cannot be converted to only landscaping, mulch or rock beds. Leaves and other debris must be removed on a regular basis. This includes during winter months.

If a property owner would like to use an alternative ground cover, Architectural Review Committee approval is required.

#### **Trees:**

- Applications for tree removal without replacement will be reviewed on a case by case basis. Definitive information regarding the reason for not replacing the tree is required for Board/Committee review.
- Trees should be trimmed regularly, and dead or dying limbs must be removed promptly.
- Trees must be maintained so that branches and limbs are at least eight (8) feet above the sidewalk.
- If a property would like to replace their front tree, they may replant it with a Crepe Myrtle, Dogwood, Flowering Plum, or Japanese Maple without submitting an application.
- The size of tree to be planted shall be a minimum of five (5) feet in height (not including root ball).
- Trees to avoid: Pear trees, Norway Maples (invasive), and Leland Cypress (invasive to soil).

- If a resident would like to plant a tree that is not listed above, an Architectural Review Committee application must be submitted and approved prior to planting. Fruit-producing trees or trees that will grow over the gutter line are not permitted.
- Each homeowner is responsible for keeping his/her tree and its branches within their property line, and also away from the parking areas and neighbor's property.

**Gardens:** An Architectural Review Committee application and approval are not required if the front garden meets the following criteria.

- Vegetable gardens are only permitted in the rear yard. The vegetables must not grow higher than the fence or encroach on your neighbor's property.
- Flowers and other plants must be neatly maintained throughout the growing season, including regular weeding and removal of dead flowers, leaves, weeds, grasses and any other plantings.
- All gardens and flower beds must be kept free of weed build-up and cleared at the end of the season of all stakes, leaves, weeds, grasses and dead growth. Dead patches of garden area must be reseeded. No dirt yards are permitted.
- Gardens are not to be planted on any common area, as they inhibit lawn maintenance efforts, destroy the turf, and can be unsightly.

**Generators:** The following requires an Architectural Review Committee application and approval of same.

- Property owners must submit an Architectural Review Committee application and obtain approval prior to installation, replacement, or relocation of a generator.
- Generators should be oriented so as not to discharge exhaust onto adjacent properties or open space.
- Generators should be located in either side or the back yards and must be "screened".
- All applicable County permits must be obtained prior to installation.

**Greenhouse:** Greenhouses are not permitted.

**Gutters and Downspouts:**

- Gutters and downspouts must match those existing in color and design and must not adversely affect drainage on adjacent properties.
- Additionally, gutters used for venting high efficiency water heaters require an Architectural Review Committee application and approval of same prior to installation.

**Holiday Lights and Decoration:** Holiday decorations, including lights, lawn ornaments, etc., are permitted from November 1<sup>st</sup> until January 15<sup>th</sup> of the following year.

**Home Business:** You must comply with Fairfax County and Article VI, Section 2 which regulates in-home business.

- Customer-oriented businesses, including but not limited to hair salons, pet grooming, car repair, etc. are not allowed.
- For other types of home occupation businesses, the following special requirements must be met.
  - Permit obtained from Fairfax County.
  - Copy of permit shall be maintained on file with the Association's office. (is there an office, or are you referring to the management agent?)
  - No signs or other advertising devices of any nature shall be placed upon any lot.
  - No exterior storage of business-related materials will be allowed.
  - No commercial vehicles will be allowed to park on the common area parking lot. The exception is that one (1) taxi cab per household is permitted on the common area parking lot in the owner's own reserved parking space.

\*\*\* Although the Association does not expressly prohibit home day care business, the above requirements must be met. Care should be taken so that this service does not cause an annoyance to any neighbors or interfere with the rights of other homeowners relating to the quiet enjoyment of their property.

**Hot Tubs and Pools:** The following requires an Architectural Review Committee application.

- Detailed plans for hot tubs and/or pools must be submitted to the Architectural Review Committee.

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- A copy of the Fairfax County permit must be submitted with the detailed plans.
- Descriptions of trellises, privacy screening, etc. should be included in the application.
- All types of above-ground pools are prohibited.
- Children’s pools are allowed in rear yards and on decks and must be stored out of sight while not in use.

**HVAC Units:** An application is not required for replacing an existing and comparable unit in the same location. If the unit is to be relocated, or if the replacement unit is significantly different in size, an Architectural Review Committee application is required. The application should include a site plan and specifications for the proposed modifications.

- The following does requires an Architectural Review Committee application. (any unit that is to be relocated or one that differs significantly in size)

**Insect Traps (Electronic):** Electronic insect traps shall not be installed or maintained in such a way as to disturb adjacent owners with noise and may only be operated during those times when the immediate area protected by the electronic insect trap is occupied by the homeowner and guests.

**Irrigation Systems:** Underground lawn sprinkler systems are approved if the control box, the regulatory panel, and any above-ground apparatus will not be visible on or from the front of the house.

**Lighting (Exterior):** Lighting styles should be uniform in the front of the property. Colonial type lighting is the preferred style, with finishes being brass, antique brass, Verde, and wrought Iron.

- Security lighting, such as motion detector lighting or spotlights, is permitted in the rear of the property if it does not interfere with another homeowner’s property and does not exceed 150 watts.
- An Architectural Review Committee application is **not** required for: i) replacement of front lighting with the same style as the builder originally installed; or, ii) installation of low voltage lighting that does not exceed 18 inches in height, two feet apart, with all wiring out of sight. Motion-detecting decorative lighting may be permitted on the front of the home.

The following lighting options **do** require an Architectural Review Committee application:

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- Security lighting in the front or side of the dwelling;
- Lighting that differs from which is existing;
- Low voltage that exceeds 18 inches in height;
- Any other lighting not in compliance with the above-mentioned standards.

The application should include a detailed picture and site plan discussing the location, size, wattage, color, and style for the proposed modifications. Electronic lighting should be chosen so as not to light up any area beyond that of the applicant's property. Places on the common area that need lighting should be communicated to the Board of Directors.

**All Major Alterations:** Major alterations are considered to be those which substantially alter the existing structure either by subtraction and/or addition. Major building alterations include, but are not limited to, construction of porches, rooms, fireplaces, chimneys, and other additions to a home, etc. Major alterations always require the submission of an ARC application and ARC final approval.

- More specifically, the design of major alterations should be compatible in scale, materials, and color with the applicant's house and adjacent homes. The location of major alterations should not impair the views, or block sunlight or natural ventilation on adjacent properties. Pitched roofs must match the slope of the roof on the applicant's house. New windows and doors should match the type used in the applicant's house and should be located in a manner which will relate well to the location of the exterior openings in the existing house. If changes in grade or other conditions which will affect drainage are anticipated they must be indicated on the application Approval will be denied if adjoining properties are adversely affected by the changes in drainage.
- Construction materials must be stored so as that the visual impact on neighboring properties is minimized. Excess material should be immediately removed after completion of construction.

**Exterior Painting:** All exterior painting requires an application be submitted and approved prior to work commencing. Decks shall not be painted; rather a clear or natural finish shall be used. (Please see deck and fence sections for additional information on stains.)

All exterior color changes must be approved by the Architectural Review Committee. This requirement includes, but not limited to siding, doors, shutters, trim, roofing and other



appurtenant structures. Any change of exterior colors shall be harmonious and compatible with the colors of the homes in the immediate area. The color scheme shall not match the immediately adjacent homes.

The below Sherwin Williams paint colors, and equivalent, are approved colors for the Englewood Mews community:

- Napery – SW6386
- Macadamia – SW6142
- Mindful Grey – SW7016
- Laurel Woods – SW7749
- Carriage Door – SW7594
- Rockwood Red – SW2802
- Web Gray – SW7075
- Gale Force – SW7605

**Exterior Surfaces:** All exterior surface alterations must have approval of the Architectural Review Committee.

Exterior materials and colors were originally selected by the builder to present a uniform architectural theme for our community. Any partial replacement of roofing, siding, trim, etc., must match the existing item(s) as closely as possible. In the event a material or color is not available or if there is a problem with materials, the Architectural Review Committee may approve a similar alternate material and/or color.

**Patios:** Rear yard ground level patios do not require an Architectural Review Committee approval if the backyard is fenced. If the backyard is not fenced, Architectural Review Committee approval is required prior to construction.

**Pets/Animals:** Per the Association's Declaration of Covenants, Conditions and Restrictions, Article VI, Section 8 it states, in pertinent part, Fairfax County requires all animals to be leashed when outside on the Property and that all pet waste shall be collected and disposed of by the pet's owner. As such, the Association has granted Fairfax County the authority to enforce all said Leash Laws and Animal Control Ordinances within and on the private property of the Association.

**Play Equipment:** Play structures, including tree forts, tree houses, and permanent playgrounds are prohibited. Children's toy and play equipment must be stored in the backyard. Basketball equipment is not allowed unless it is portable and stored out of public view while not in use. Front porch storage of play equipment is not permitted. All play equipment must be maintained in good condition. All play equipment not within a fenced yard or extending above the height of the fence must be approved by the Architectural Review Committee.

**Roofs:** Roofs that conform to the following criteria do not require an Architectural Review Committee application and approval:

- Replacement roofs must be identical in material, style and color to the currently installed on the structures.
- Roofs shall be kept in good repair. Singles shall not be detached, missing or crumbling.
- All gutters and downspouts must be checked and cleaned to prevent damage to your home or adjacent property.

**Signs:**

- Contractor signs: Commercial contractor signs may be displayed while the work is in progress. The sign must be removed 48 hours of work completion.
- Security Signs: The largest dimension of permanent security yard signs must be less than 12 inches. One (1) sign is permitted in the front and one (1) sign is permitted in the rear of the house.

**Skylights:** Existing skylights that are replaced must be replaced with the same color and style and do not require an Architectural Review Committee approval.

- Property owners must submit an Architectural Review Committee application and obtain approval prior to the installation of a new skylight or to replace a skylight with one of a different color or style.

**Sun Control Devices:** Awnings, trellises, pergolas or any other sun control devices must be approved by the Architectural Review Committee before installation.

**Trash Containers:** One trash container has been assigned to each home in the Englewood Mews subdivision, with your house number on the container. All trash is required to be placed out for collection in a lidded trash receptacle that denotes the house number of the owner. Residents and Owner shall not place trash out for collection in plastic or paper bags. All trash containers must be placed for pick-up **after 7:00 pm** on the evening prior to or the morning of the day of trash and recycling collections. Trash collection days are Tuesday and Friday mornings. Recycling collection is Tuesday mornings only. At all other times these trash containers must be stored out of public view and shall not be stored in the common areas, front or side yards of any unit.

**Trellises/Arbors/Privacy Screens:** Lattice privacy screening on decks may be approved by the Architectural Review Committee if installed in conformance with the following criteria:

- Screening may not be installed as a freestanding wall or as a fence;
- Latticework must be installed with framing;
- Latticework must be incorporated as a part of the overall deck design and connected to the unit;
- Latticework may not be installed in place of deck railing;
- No solid screening will be allowed;
- Latticework shall not be over six (6) feet in height from the deck flooring. Exceptions must go through the Architectural Review Committee application process.
- All applications will be reviewed on a case-by-case basis and should be incorporated into the overall design of the deck or patio. In general, anything of this nature must be approved by the Architectural Review Committee.

**Windows:** Replacement windows must match the size and style of the existing windows. The window frames must match the trim of the house or be white. If the replacement windows meet these standards and are essentially in-kind replacements, an ARC application is not required. Any change in window style, size or color, however, requires an ARC application and approval of same prior to installation.