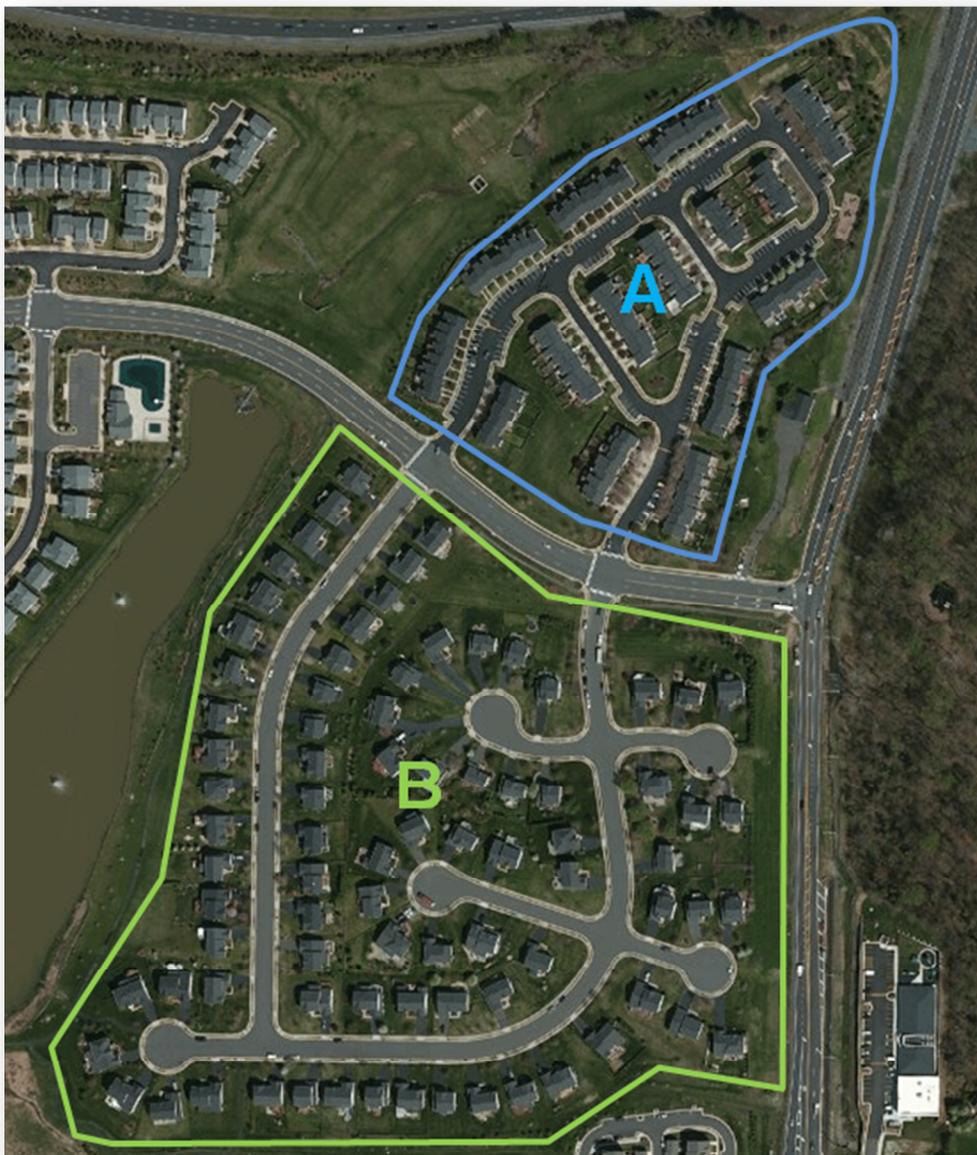


East Stratford Phase A&B  
Homeowners Association

# Design and Maintenance Standards

*A Handbook for all East Stratford Phase A&B Homeowners*

Adopted: July 2013



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# 1. OBJECTIVES AND GENERAL INFORMATION

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## 1.1 OBJECTIVES OF EAST STRATFORD PHASE A&B (“ESAB”) DESIGN STANDARDS (“STANDARDS”)

This document’s overall objective is to serve as a tool to aid members of the ESAB Covenants Committee ("CC") and residents in maintaining and enhancing ESAB's design scheme and living environment. The Standards described in this Handbook address improvements for which homeowners most commonly submit Applications to the CC. These Standards are not intended to be all-inclusive or exclusive, but rather serve as rules and regulations to govern what may be done. The specific objectives of this Handbook are:

- To increase resident’s awareness and understanding of the Design and Maintenance Standards;
- To describe the organizations and procedures involved with the Design Standards adopted by the ESAB Board of Directors (“the Board”);
- To illustrate design principles that will aid residents in maintaining and developing exterior improvements in harmony with the immediate neighborhood and the community as a whole;
- To assist residents in preparing an acceptable Application for review by the CC;
- To ensure consistency of exterior improvements with the original design scheme of the ESAB subdivision; and
- To provide uniform standards to be used by the CC when reviewing Applications.

## 1.2 PROTECTIVE COVENANTS

The basic authority for maintaining the quality of design in the East Stratford development is founded in the Declaration for East Stratford A&B, which sets forth the real covenants ("Covenants") which are binding upon each lot and the common area in East Stratford. The intent of Covenant enforcement is to preserve the property values of the individual lots by preserving the original design scheme of the community and maintaining the "curb appeal" of the overall appearance of the subdivision. Every ESAB property owner should receive at settlement copies of the Declaration, Articles of Incorporation and Bylaws of the Association as well as all regulatory/policy resolutions and these Standards.

## 1.3 ROLE OF THE ESAB HOMEOWNERS ASSOCIATION (“HOA”) AND THE CC

The role of the ESAB HOA, of which every resident is a member, is to not only own and maintain open space, but to preserve the appearance of the community and thereby enhance the property values of the individual lots therein.

The ESAB HOA accomplishes these functions in a variety of ways, one of which is by ensuring, through the CC, the continuation of harmonious design qualities within the community.

#### **1.4 LEGAL EFFECT OF THESE STANDARDS**

These Standards shall be deemed to be rules and regulations of the ESAB HOA, approved and adopted by the Board of Directors pursuant to Section 8.3 of the Declaration and Va. Code Section 55-513. They shall be deemed to be enforceable by the remedies set forth in Article 12 of the Declaration and the aforementioned statutory provision of the Virginia Property Owners' Association Act.

#### **1.5 CONFLICTS**

These Standards are intended to supplement the Declaration. In the event of any conflict between these Standards and the Declaration, the Declaration shall be controlling.

The CC ensures that proposed exterior alterations comply with the Standards set forth in this Handbook. It does so by reviewing all Applications for exterior alterations submitted by residents.

From time to time, these Standards may be amended by the Board of Directors at its discretion. It is the responsibility of the Homeowner to make sure he/she is using the most current copy of the Design and Maintenance Standards.

The addition, alteration or improvement which is the subject matter of any Application must conform to both the restrictive covenants set forth in the Declaration (Article 8) as well as these Standards. Projects which require variances from the restrictive covenants shall not routinely be approved.

#### **1.6 CHANGES REQUIRING CC APPROVAL**

Article 9, Section 9.4(a) (1) of the Declaration expressly states as follows:

*Approval. No person shall make any addition, alteration, improvement or change of grade in or to any Lot (other than for ordinary and routine repairs and maintenance...) without the prior written approval of the Covenants Committee. No person shall paint, affix a sign not specifically permitted by the [Declaration or these Standards] or alter the exterior of any improvement, including doors and windows, without the prior written approval of the Covenants Committee.*

In essence, any change whatsoever, whether permanent or temporary, to the exterior appearance of one's property must be approved by the CC. Further, once a plan is approved it must be followed precisely, or a modification must be submitted and approved in accordance with Article 9 of the Declaration.

It is important to understand that CC approval is not limited to major alterations such as adding a room or deck to a house, but includes such items as changes in color and materials, etc. Approval is also required when an existing item is to be removed.

Each Application is reviewed on an individual basis. There are no "automatic" approvals, unless provided for specifically in this Handbook.

## 1.7 CC REVIEW CRITERIA

The CC evaluates all submissions on the individual merits of the Application. Evaluation of the particular design proposal includes consideration of the characteristics of the housing type and the individual lot, because what may be an acceptable design of an exterior in one instance may not be for another. Design decisions made by the CC in reviewing Applications are not based on any individual's personal opinion or taste. Judgments of acceptable design are based on the following criteria, which represent in more specific terms the general intent of the Covenants.

- Relation to the ESAB Open Space Concept - Fencing, in particular, can have damaging effects on open space. Other factors such as removal of trees, disruption of the natural topography and changes in rate or direction of storm water run-off may also adversely affect ESAB's open space.
- Validity of Concept - The basic idea must be sound and appropriate to its surroundings.
- Design Compatibility - The proposed improvement must be compatible with the architectural characteristics of the applicant's house, adjoining houses, and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials, color and construction details.
- Location and Impact of Neighbors - The proposed alteration shall be harmonious with its surroundings, the existing structure, and the neighborhood.
- Scale - The size (in three dimensions) of the proposed alteration shall relate well to adjacent structures and its surroundings. For example, a large addition to a small house may be inappropriate.
- Color - Color may be used to soften or intensify visual impact. Parts of the addition that are similar to the existing house (such as roofs, siding, trim, etc.) must match in color.
- Materials - Continuity is established by use of the same or compatible materials as were used in the original house. The options may be limited somewhat by the design and materials of the original house. For instance, vertical wood siding on the original house shall be reflected in an addition. On the other hand, an addition with wood siding may be compatible with a brick house.
- Workmanship - Workmanship is another standard that is applied to all exterior alterations. The quality of work shall be equal to or better than that of the surrounding area. Poor practices or poor workmanship, besides causing the owner problems, can

be visually objectionable to others or create safety hazards. ESAB Homeowners Association assumes no responsibility as to the safety of new construction by virtue of design or workmanship.

- Timing - The alteration authority granted by approval of an Application will be revoked automatically if the alteration requested has not been completed within twelve (12) months of the approval date of the Application and/or by a date specified by the CC in the approval letter.

## **1.8 AMENDMENTS TO THE ARCHITECTURAL STANDARDS**

These Standards may be amended to provide clarification, or to reflect changed conditions or technology.

The CC will periodically evaluate the Standards to determine if amendments are required. Owners are encouraged to submit to the Association any suggestions for additions or changes to the Standards. The actual amendment proceedings will involve open discussions at an open Board and / or CC meeting with final adoption by the Board.

## **1.9 APPLICATIONS**

Each of the following sections in this Handbook expressly set forth the content requirements for Applications for each type of change, alteration or improvement. The Application forms require all information deemed necessary by the CC for that type of proposal, including any additional information which may be useful in determining the scope and detail of the proposal. The signatures indicating awareness (not approval) of two neighbors must be supplied and the form signed. The two signatures shall include those who are most affected because they are adjacent and/or have a view of the change. The CC may waive this provision, in whole or in part, if those lots affected are vacant or if special circumstances support a waiver as determined by the CC.

All information requested on the Application must be completed or the Application will be considered incomplete and returned. A house location survey (plat) showing the proposed modification must accompany all Applications for exterior modifications.

## **1.10 APPLICATION SUBMISSION MATERIALS**

It is the Applicant's responsibility to provide a detailed Application (see Appendix Three) in order to avoid a delay in the review process. An Application must include all materials necessary for the CC to be able to understand and appropriately review an Application. Typical submission materials include, but are not limited to:

- House Location Survey (Plat) – At the time of settlement, all homeowners should have received a House Location Survey from their settlement agent. This is a simple survey showing the location of the home, driveway, walkways and other existing features such as a deck or patio. It also shows the size of the lot, setbacks to property lines and other

information. An Applicant shall submit a copy of the plat depicting a sketch of the proposed improvement that includes setback distances to adjacent / nearest property lines.

- Site Plan or Construction Plan - A site plan is required as part of most Applications. A site plan is a scaled drawing of your lot, or applicable portion of your lot, which shows exact dimensions of the property, adjacent properties if applicable, and all improvements including those covered by the Application. A Grading Plan with contour lines and/or spot elevations is required where drainage is a consideration. Applications that are more complex may require approval by the Town of Leesburg (“Town”) and / or Loudoun County (“County”). Where submission to the Town or County is required, it is recommended that the Application to the CC be filed prior to submission to the Town and / or County. The reason to submit to the CC first is so that any comments by the CC may be incorporated into any submission to the Town and / or County. If the Town and / or County disapprove the submission, the Applicant shall notify the CC within 30 days.
- Photographs – In order to assist the CC in the review of an application, color photographs of the area where the improvement is proposed should be submitted.
- Construction Documents – As applicable, provide all details, sketches, cross-sections, photographs and / or elevations as necessary to depict the improvement. Documents shall reference sizes, any relevant Standards from this Handbook, dimensions, materials and colors.
- Materials – Submit material samples, representational color photographs and / or brochures.
- Colors – Submit representational color photographs, color chips and / or brochures.
- Landscape Plan – Submit a landscape plan showing the location of any proposed landscaping including a list of the plant types, quantity and sizes.
- Contractor Estimate – Where applicable, the Applicant may include a copy of the construction estimate showing information about the improvement. Fees or prices may be deleted, marked out or hidden.
- Lighting – As may be applicable, submit brochures, cut-sheets, pictures, electrical data and locations.

### **1.11 REVIEW PROCEDURE**

All Applications shall be directed to the Association’s Community Manager. Each Application will be checked for complete information by the Community Manager. If information that is pertinent for the review of the Application is missing, the Community Manager or management staff will attempt to contact the Applicant in order to obtain supplemental information. If a response from the Applicant is not received within 10 (ten) business days, the Application shall be returned to the Applicant as being incomplete and thus not accepted for review.

The CC must act upon an Application within 45 calendar days (“review period”) after it has been accepted (“official acceptance date”) by the Association’s Community Manager. Applicants with special cases that require an interpretation will be notified and asked for clarification. If for any reason the CC cannot or has not reached a decision within the 45 day timeframe, the Application shall be referred to the Board for consideration at the next regularly scheduled Board meeting. If this happens, the Applicant shall be notified by the Association’s Community Manager or management staff. The Board shall have 15 days after the next regularly scheduled Board meeting in which to render a decision.

The decisions of the CC shall be sent by letter to the address on the Application. The CC decision is binding after ten (10) working days to allow time for the appeal process. An appeals procedure exists for those affected by a CC decision. The first appeal is made to the CC; a second appeal may be made to the Board. Appeals will be heard if the Applicant, or those affected by the Application, believes that either of the following criteria occurred regarding the review of the Application:

- Proper procedures were not followed during the administration and review process; or
- The CC decision was arbitrary and had no rational basis.

To initiate the appeals procedure, the Applicant or other affected residents must submit a written request for an appeal within ten (10) days of the Applicant receiving the CC decision. Upon the receipt of an appeal, the CC has thirty (30) days to review the appeal. Written notice to the Applicant of the CC's decision on the appeal is due to the Applicant within seven (7) days of the CC's decision. If the CC's decision on the appeal is adverse to the Applicant (or to the appealing party if not the Applicant), then the party aggrieved by the decision must, within ten (10) days thereafter, appeal the CC's decision in writing to the Board of Directors. Written notice to the Applicant (or to the appealing party if not the Applicant) of the Board's decision on the appeal is due to the Applicant within seven (7) days of the decision. If an Application is the subject of an appeal, it shall be deemed disapproved during the pendency of the appeal and the Applicant shall not commence any work pursuant thereto. The Board of Director’s decision on any appeal shall be considered final and shall be deemed to be effective as of the date of the decision.

### **1.12 ENFORCEMENT PROCEDURES**

The Covenants require the CC to ensure compliance by all lots with these Standards.

- All violations will be confirmed by a site visit.
- If confirmed, a compliance notice will be sent.
- If the violation is not resolved within the allotted amount of time after the first written notice, a second notice will be sent.
- If the violation requires a third notice, that notice shall be sent by certified mail, return receipt requested and shall inform the lot owner of the time and place of a hearing by

the Board concerning the violation, and shall otherwise comply with the requirements set forth in Article 12 of the Declaration and Va. Code Section 55-513.

### **1.13 MAINTENANCE REQUIREMENTS**

Property ownership includes the responsibility for maintenance and upkeep of all structures and grounds that are a part of the property. This includes, but is not limited to, items such as mowing grass, weed control, removal of trash and structural maintenance. Property maintenance affects the visual character and economic values of the individual lot as well as the entire subdivision. Violations of Maintenance Standards shall be deemed a violation of Section 7.2 of the Declaration.

Dwellings and Structures - Residents are responsible for maintaining the exterior of their dwellings and any other structures on their lots, such as decks, fences, sheds, and play equipment. While it is difficult to provide precise criteria for what the Association deems to be an unacceptable condition, the following situations would be considered a violation of the Covenants and/or these Standards:

- Peeling paint on exterior trim;
- Failure to powerwash and / or clean exterior surfaces which require cleaning;
- Dented mailboxes, or mailboxes and/or stands in need of re-painting;
- Playground equipment that is visibly broken or in need of repainting;
- Fences with either broken or missing parts or parts in need of re-staining or painting;
- Sheds with broken doors or in need of painting or other types of repair;
- Decks with missing or broken railings or parts, or parts in need of re-staining or painting; or
- Concrete or masonry block foundations and, in attached units, party walls in need of re-painting.

Mowing and Yard Maintenance - Turf areas need to be mowed at regular intervals, maintaining a maximum height of six (6) inches and a minimum height to two (2) inches. Planted beds must be kept in a neat and orderly manner.

Lawn and Garden Fertilization - All soil should be tested before fertilizer is added, especially in areas where drainage will flow into a pond and / or waterways. Special care shall be taken not to over-fertilize or to fertilize lawns and gardens where there is a chance of runoff. In areas adjacent to ponds and waterways, fertilize in a manner to avoid runoff.

Trash Removal - Each resident is responsible for picking up litter on their property and/or debris on the open space that originated from their property and disposing of it properly.

Erosion Control and Drainage Management - Each resident is responsible to ensure that their lot is protected from erosion and that storm drain structures are not blocked so as to cause additional erosion problems. Each resident is responsible to maintain proper drainage through their property and not block or hinder natural drainage from adjoining properties.

Pesticides and Herbicides – When using pesticides and herbicides, they shall be applied according to label instructions for the specified problem. Organic or biodegradable materials are preferred to minimize potential adverse environmental effects. Care in application is extremely important in all areas, including along ponds and waterways, near neighborhood play areas and tot lots, and near adjacent residences. The Association’s preference is to avoid the use of pesticides and herbicides if at all possible, but when necessary, use caution and follow all applicable instructions.

### **1.14 VA POA – PROPERTY OWNERS ASSOCIATION ACT**

This law requires that an association make available to an owner (or his authorized agent) an association disclosure packet within 14 days after having received a written request for same. Upon receipt, the seller or seller’s agent shall deliver (at least 3 (three) days prior to settlement) to the purchaser the association disclosure packet. This packet includes a required statement by the association as to whether any unapproved improvements or alterations have been made to the lot, or if the lot is in violation of the association’s declaration or rules / regulations (which would include these Standards). In order to avoid potential problems during the resale of your home, it is important that homeowners are in complete compliance with these Standards and have obtained approval for all exterior modifications. The Board of Directors suggests that any lot owner who anticipates selling his/her lot in the near future should contact the ESAB HOA Community Manager to review the compliance status of the lot **prior to** requesting a disclosure packet. That will allow the lot owner the time to correct any noted violating conditions so as to avoid the disclosure of violating conditions in the disclosure packet. Any notation in a disclosure packet of existing violating conditions on a lot does not tend to enhance the marketability of that lot.

## 2. STANDARDS

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The specific Standards detailed below have been adopted by the Board and shall be employed by the CC in reviewing proposed modifications and improvements.

### 2.1 ADDITIONS / EXTERIOR ALTERATIONS

All Additions / Exterior Alterations require approval of the CC.

Additions / Exterior Alterations are generally considered to be those that alter the existing structure or the exterior appearance of the structure or the lot by either subtraction or addition.

The following are design considerations:

- Location - The location of additions / exterior alterations shall not impair views or the amount of sunlight and natural ventilation on adjacent properties. They must meet applicable Town and / or County setback requirements and may not be constructed across Building Restriction Lines (BRL).
- Design and Materials - Additions / exterior alterations shall be the same or compatible in design, scale, materials and color with the Applicant's home and adjacent homes. Roof pitches must match or be compatible with the roof slope on the applicant's existing home. Roofing materials must match that of the existing home; siding must match existing siding in color, material, size and style. Windows and doors must match those used in the existing home, and shall be located in a manner which relates well to the location of exterior other windows and doors in the existing home.
- Drainage - If changes in grade or other conditions will affect drainage or may be anticipated to affect drainage, such changes must be indicated. Generally, approval will be denied if adjoining properties are adversely affected by changes in drainage.
- Colors - The colors of all such improvements must match the colors used on the existing home.
- Construction Materials - Must be stored so that impairment of views from neighboring properties is minimized. Excess material shall be immediately removed after completion of construction. No debris may be allowed to accumulate during construction.

### 2.2 AIR CONDITIONER (HVAC) UNITS

Air conditioner units do not require approval of the CC if they are installed in the same exact location of the existing base pad or mounting bracket. If the location, type of pad or mounting is changed, then an Application shall be required. It is preferred that the units remain in their original location. However, the relocation of existing units will be considered so long as they

are placed near existing units and do not have an adverse audible or visual impact on adjoining lots or open spaces. Window mounted and through-the-wall units are not permitted.

### 2.3 ANTENNAS AND SATELLITE DISHES

Antennas and Satellite Dishes do not require approval of the CC subject to the guidelines below:

- Size - Satellite dishes that are larger than 1 (one) meter (39.37 inches) in diameter are prohibited. Satellite dishes that are one meter in diameter or less, television antennas and MMDS (multichannel, multipoint distribution) antennas are permitted.
- Location - Devices are not to be installed in the front of the lot or on the front facade of a residence so long as another location exists on the lot or residence from which an acceptable quality signal can be received. If they must be installed at roof level, then they shall be situated on the rear side of the roof ridgeline, so as to have no, or minimal, visibility from the front of the home. Overall, they are to be located so as to be as visually unobtrusive as possible, without unreasonably increasing the cost of installation, maintenance and use and without precluding the reception of an acceptable quality signal or causing an unreasonable delay.
- Screening - Whenever possible, the devices should be located in the rear yard, and appropriately screened. To the extent possible, dishes and antennas shall be screened with evergreen plant material so that they are not visible either from the street or to other lot owners. However, this screening requirement shall not unreasonably increase the cost of installation, maintenance and use, shall not preclude the reception of an acceptable quality signal and shall not cause an unreasonable delay.
- Color – Shall be such as to minimize any adverse visual impact. This requirement shall not void the manufacturer’s warranty, shall not unreasonably increase the cost of installation, maintenance and use, shall not preclude the reception of an acceptable quality signal and shall not cause an unreasonable delay.
- Removal – Units and all associated wiring that are no longer in service and / or are not functioning shall be removed.

### 2.4 ARBOR

Arbors require approval of the CC.

For the purpose of these guidelines, an Arbor is defined as a walk-thru garden structure typically made of wood, metal or PVC which serves as a framework to support climbing shrubs or vines. The Arbor shall not exceed eight feet (8’) in height as measured from its base. Acceptable materials are wood, wood composite, aluminum or wrought iron. The color shall be white, a natural earth tone or harmonious with its surroundings. The location shall be restricted to rear yards.

## **2.5 ATTIC VENTILATORS, TURBINES AND METAL FLUES**

Attic Ventilators, Turbines and Metal Flues require approval of the CC.

Attic ventilators and turbines must match the siding or trim color on the house if mounted on a gable end or be painted to match the roof if placed on a roof. Roof location shall be on the least visible side of the roof peak. Large metal flues and any vent through the roof must be painted to match roof color. An Application is required for new attic ventilators, turbines, and metal flue vents.

## **2.6 AWNINGS (RETRACTABLE)**

All retractable awnings require approval of the CC. Non-retractable awnings shall not be permitted.

Awnings on individual windows are not permitted. Awnings shall be harmonious with and enhance the architecture of the house as determined by the CC. The style, size, material and color of the awning must be compatible with the architecture of the house. Retractable awnings must meet the following criteria:

- Location – The location of any awning cannot adversely affect views, light, or natural ventilation of adjacent properties. Awnings must be located in the rear yard and incorporated into a deck or patio design.
- Material and Color – Fabrics must be heavy duty and weather resistant. Fabrics must be either solid colors or stripes (two, one of which must be white), which are compatible with the color scheme of the house. The color scheme of the home must be attached to the Application. Pipe frames and mechanical devices for awnings shall be painted to match the trim or dominant color of the house.
- If awnings are removed for winter storage, frames shall be secured or removed to the extent possible. All awnings must be maintained in good condition.
- Awnings must be retracted when not in use.

## **2.7 BARBECUE GRILLS AND / OR OUTDOOR KITCHENS**

All permanent barbecue grills and /or outdoor kitchens require approval by the CC.

They may be permitted provided that they are integrated into either an existing or planned deck or patio. The design, architecture, size and color scheme of the permanent barbecue grill and / or outdoor kitchen shall be compatible and complement the existing features and architecture of the home.

Outdoor kitchens and barbecue grills are restricted to rear yards, shall be set back a minimum of 8 (eight) feet from any property line and shall not exceed 6 (six) feet in peak height.

Temporary / non-permanent barbeque grills are permitted and shall be covered when not in use. Temporary / non-permanent barbeque grills do not require approval if the above guidelines are met.

The Applicant assumes all responsibility for the safety and maintenance of barbecue grills and / or outdoor kitchens.

## **2.8 BASKETBALL SYSTEMS**

An Application must be submitted to the CC prior to the installation of a permanent or portable basketball system.

Permanent basketball systems are only permitted on single family detached lots. They may be attached to the house or may be affixed to permanent or semi-permanent free standing poles.

All basketball backboards (permanent or portable) shall meet the following Standards:

- Poles are painted a solid earth tone, black or gun metal gray.
- Backboards must be acrylic or clear in color.
- No court markings are painted, drawn or otherwise affixed to the playing surface,
- Poles must be located at least 6 (six) feet from a side lot line and at least 10 (ten) feet from the front lot line. Final determination will be made on a case by case basis where an Applicant requests a variance to these setbacks based upon lot specific circumstances or for townhome lots.
- At all times, the backboard, hoop and net must be maintained appropriately.
- Basketball backboards are not to be located in close proximity to an adjacent road or sidewalk such that players will interfere with pedestrian or vehicular traffic or otherwise create an unsafe environment for pedestrians and drivers alike.
- Portable basketball setups shall be removed when not in use. The Applicant shall note on the Application where the system will be stored when not in use.
- Basketball systems of any type shall not be located on common areas, sidewalks or on streets.

## **2.9 CHIMNEYS**

Chimneys require approval by the CC.

Chimney additions shall be planned and designed with the same care as initial construction and shall be visually integrated with the architecture of the house. The design and location must be compatible with the house in style, scale, materials and colors. Metal flues shall be selected, located and installed so as to minimize their appearance on the house and visibility from neighboring properties and the street.

**Guidelines:**

- Chimneys shall be constructed of materials and colors that match, or are harmonious with, the materials and color of the house as determined by the CC.
- A masonry chimney shall be constructed to match stone, brick and/or other masonry materials used elsewhere on the home.
- A rooftop metal flue shall be on the side least visible from neighboring properties (usually the rear roof), be no higher than the minimum required by the applicable building codes, and be painted flat black or a flat finish paint to match the roof color.
- Wooden enclosures of flues shall be constructed of the same materials as the house siding, trim and color.
- Generally, through-the-wall (direct-vent) metal flues will not be approved on an elevation that is visible from the street or is visibly obtrusive.
- Direct-vent metal flues shall be painted a flat finish exterior heat-resistant paint of the same color as the wall through which installed. Any peeling of the metal flue paint will require repainting.

**2.10 CLOTHESLINES**

Permanent clotheslines or any similar apparatus for the exterior drying of clothes will not be permitted.

**2.11 COMPOST BINS**

Compost bins require approval of the CC.

Small compost bins will be considered on a case by case basis and located in a manner so as to minimize any impact on adjacent homeowners or property. If a compost bin is desired, the use of a pre-manufactured compost bin, which is earth tone in color, is required. Bins must be located to the rear of the property and must be fully screened from the street, open space and adjoining and affected neighbors.

All active compost must be treated at all times to prevent odors from escaping. Failure to adequately maintain the appearance of a compost bin or the emanation of objectionable odors from the bin shall result in a rescission of the CC's approval of the bin.

**2.12 DECKS**

All decks require approval by the CC.

The following Standards shall apply:

- Location - Decks must be located in rear yards and shall not break the side plane of the

home. Decks shall not be erected forward of the rear plane of a dwelling unit. The side plane is defined as the side-wall without consideration for protrusions to the side wall (i.e., bay windows, HVAC units). The rear plane is defined as the rear wall without consideration for any protrusions to the rear wall (i.e., room extensions, bay windows, HVAC units). The rear plane shall also be defined as the rear-wall closest to the front plane. Side yard locations may be approved as a variance and shall only be approved when the Application is of the highest quality and shall not have an impact on adjacent homeowners as determined by the CC.

- Scale and Style - Decks, particularly elevated decks, shall be of a scale and style which are compatible with the home to which attached.
- Materials - Pressure treated wood, #2 grade or better or cedar shall be permitted in most cases. Other materials which may be considered by the CC on a case by case basis include Douglas Fir, vinyl and / or composite materials. Round tubular metal balusters (plain, with no decorative element) in white or black will be considered on a case by case basis. Metal, glass panel and / or wire based railing systems are not permitted.
- Color - All exposed and visible deck components including posts, fascia, and beams must be pre-colored, treated with a clear preservative, painted and / or stained. Natural wood products may be stained with a clear preservative, stained / painted white or off-white to match the existing trim of the home or stained with a natural wood color which has been approved by the CC. Traditional redwood and bright orange tones are discouraged. All colors must complement the existing home colors.
- Under-deck Storage - Elevated decks have an under-deck area that can have a negative visual impact on adjoining neighbors, particularly when used as an informal storage space. The use of decorative screening or landscaping to minimize adverse visual impacts is encouraged and may be required by the CC, particularly in the case of high decks. The installation of lattice to screen the deck underside may be permitted for elevated decks. Lattice shall be a minimum of one inch wide, have a diagonal or other complementary pattern, and must be box framed. The storage of any items below a deck is prohibited, unless screening guidelines listed above are implemented. The ground plane under decks must be covered by mulch, river jack stones (1½" diameter min.) or grass and the selected material must be indicated on the deck Application.
- Privacy Trellises and Screens - Will be permitted for decks if consistent with the size of the deck and home. Privacy screens shall not extend more than 3 (three) feet above the top rail and comprise not more than 50% of the lateral railing length. For example, a 10' x 20' deck with 40' of railing will not have over 20 feet lateral of lattice screening. All lattices must be box framed - a detailed drawing will be required.
- Screened Enclosures on Decks - Shall be designed to be architecturally similar and compatible with the existing home both in style and material selections. The enclosure will complement the colors of the existing home. In addition, trim, gutters, downspouts and shingles shall match that of the house. The lower railing shall be same

as that for decks, or it may have a solid 'knee-wall' that is consistent with the screened enclosure and matches or is compatible with the house siding in materials and color. The color requirements are the same as for decks. Any elevated structure on a deck such as a screened in roof, gazebo or even a trellis shall be setback at least 10 (ten) feet from the nearest property line. Where the deck and structure are highly visible to streets or neighbors, the CC may require an additional setback beyond 10 (ten) feet. All posts shall have a minimum finished dimension of 6 (six) inches by 6 (six) inches. The posts may be built up and wrapped to achieve the final 6 (six) inches by 6 (six) inches dimension. Ornamentation and trim work on the posts and structure are required to be consistent with the existing home.

### **2.13 DOG HOUSES, ANIMAL ENTRY DOORS AND DOG RUNS**

Dog houses and animal entry doors require approval by the CC.

Doghouses must be located in the rear of the property and must be screened from view of the street and adjoining lots. The doghouse shall not be closer than 5 (five) feet to any lot line and the placement shall be coordinated with the landscaping of the home. Animal entry doors are restricted to the rear of the home.

Doghouses and animal entry doors are required to match the existing home in materials and / or colors. Doghouses shall not exceed 12 square feet or be higher than 4 (four) feet above ground level.

Dog runs are prohibited. A dog run is defined as an area enclosed on one or more sides by a fence, boards or any other material and intended for holding dogs or other animals for any length of time or restricting the area or space within a yard to limit the movement of a dog or any other animal.

### **2.14 DOORS**

All door modifications, including color changes, require approval by the CC.

Doors shall be compatible in style with the architecture of the house. Doors shall be of high quality material and workmanship, and shall be consistent in proportion, detailing and style with the existing home. The style, material, color, detailing and installation of a new or replacement door and hardware must be compatible and complimentary with the existing and adjacent homes.

The following additional Standards shall apply:

- Sliding Doors - Sliding glass doors may be allowed on a case by case basis for rear or side locations only.
- Front Doors – Particular emphasis will be applied on the style and color being

compatible and complementary with adjacent homes. If the Application is for a change of color, the Applicant shall provide pictures to ensure that the new color is not the same / matching the adjoining / adjacent homes.

- Storm / Screen Doors - Storm / screen doors must not distract from or alter the appearance of the home. Storm / screen doors must be full-view. A full-view door is constructed of one solid piece of glass or screen (covering at least 80 percent of the door surface) with no panels or cross/bars/vertical bars. Storm / screen doors shall be straightforward without ornamentation such as scrolls, imitation gate hinges, ornamental grillwork, or scallops. No kick-plates are allowed. Doors shall be white or painted to match the color of the home entrance door behind the storm door or trim. Storm doors with retractable or replaceable screen inserts (self-storing storm doors) will be considered in the rear yard. Such doors can have no more than one cross bar/vertical bar visible on the door at any time. If such a door is used, the screen or window that can be raised or lowered must be either raised or lowered in its entirety.
- Garage Doors - Garage doors require approval. Garage doors must remain substantially similar and consistent with the style and color installed by the builder.

## **2.15 DRIVEWAYS / PARKING PADS**

Driveways / Parking Pads require approval of the CC.

Extensions, modifications or additions to driveways will be considered for single family detached homes and only if there is no adverse aesthetic or drainage impact on adjoining lots. In general, the size of the driveway / parking pad shall be appropriate for the size of the property on which it is located. It shall be constructed on natural grade using a material that is consistent with the existing driveway. Driveway extensions must be of a size and scale which will complement the property, rather than become a focal point. Extended driveways may not be used for parking inoperable, commercial, recreational, or unused vehicles.

In general, driveway / parking pad extensions are discouraged and may only be approved when all of the following criteria are met:

- Design and location shall minimize the removal of trees and other significant vegetation.
- More than one driveway will not be approved on any one property.
- Driveway access from the street shall be easy and direct. Maximum grade shall relate to the length of the driveway and generally shall not exceed 12% or that of the existing driveway.
- Overall size shall be minimized.
- Driveways shall only connect to the street where curb cuts have been provided.
- A driveway / parking pad in the rear yard is not permitted.

- Landscaping shall be provided to soften and to screen the driveway / parking pad.
- The Applicant must receive Town of Leesburg and/or Loudoun County approval or confirmation of acceptability prior to construction.

## **2.16 EXTERIOR DECORATIVE OBJECTS**

Exterior decorative objects require approval of the CC.

Approval will be required for all exterior decorative objects, whether natural or man-made, which were not part of the original construction design, either as a standard or optional feature. Examples include but are not limited to: bird houses, bird baths, driftwood, weather vanes, sculptures, water features (i.e. fountains, ponds), free standing poles of all types, house address numerals, and any items attached to an approved structure. These will be evaluated in terms of their general appropriateness, size, location, compatibility with architectural and environmental design qualities and visual impact on neighborhoods and the surrounding area.

Sculpture, garden statues, bird baths, bird houses and similar items are generally restricted to rear yard locations and should not be visible from the front yard or a street. Items placed in a front yard shall generally not exceed 18" in height.

If in the front yard, plant pots less than 24" high and 30" in diameter with healthy maintained plantings require no approval of the CC provided they are generally located to the left and / or right of a front door and / or garage door and do not exceed 8 (eight) pots in total.

## **2.17 EXTERIOR LIGHTING**

Exterior lighting which is part of the original structure may not be altered without prior approval of the CC. The installation of additional lighting fixtures requires CC approval

Proposed replacement or additional fixtures must be compatible in style and scale with the existing home or with the existing community as may be appropriate.

The following Standards shall apply:

- Applications for replacement or additional exterior lighting shall include the wattage, height of the fixture above ground, location on the property (shown on a plat map for the lot) and a description of the fixture(s). Information provided by the manufacturer's website or brochure is required.
- Individual property light fixtures, including post lights, must match or be compatible with the fixtures originally installed by the builder. All replacement lighting fixtures on a property must be of the same design and quality. All rear yard security lighting shall be provided with wall-mounted decorative fixtures (with or without motion detectors).
- Light sources must be a 'white' light or incandescent light. High-pressure sodium (yellow-orange) lights are prohibited.

- Landscape lighting located along a walkway or among shrubbery will be considered if it does not detract from and / or overwhelm the overall lighting appearance of the home and property.
- All exterior lighting, including motion sensors, flood lights and entrance lights shall be directed downward and the light shall not illuminate beyond the boundaries of the applicant's property. Proposed additional lighting shall not be approved if it will result in an adverse visual impact to adjoining neighbors due to location, wattage or other features.
- All fixtures must be visually maintained in proper working condition.

### **2.18 EXTERIOR PAINTING**

An Application is not required in order to re-paint or re-stain an object to match the original color. However, all exterior color changes must be approved by the CC.

This requirement includes, but is not limited to siding, doors, shutters, trim, roofing and other appurtenant structures. Change of exterior color shall be harmonious and compatible to the colors of the houses in the immediate area. Color scheme shall not match immediately adjacent homes. See Appendix 1 for the colors approved for use within the Community.

### **2.19 EXTERIOR SURFACES**

All exterior surface alterations require approval of the CC.

Exterior materials and colors were originally selected by the builder to present a uniform architectural theme for the community. Any partial replacement roofing, siding, trim, etc., must match the existing item(s). In the event a material or color is not available or if there is a problem with any material, the CC may approve a similar alternate material and/or color. Generally, painted surfaces may only be painted; stained surfaces may only be stained; and unstained surfaces (brick, siding, etc.) may only be replaced with like material and may only be left unpainted or unstained.

### **2.20 FENCES**

All fences require approval of the CC.

Fencing Standards for Single Family Detached Homes:

- Lot line fences for single family detached homes shall be "open" three-rail wooden rail fences which shall be 42 inches in height measured from the ground to the top of the uppermost rail and 48 inches in height measured from the ground to the top of the vertical post. The 3 (three) horizontal rails shall be equally spaced between the ground and the top of the uppermost rail.

- As an option, the Applicant may apply for a spaced picket fence. The spaced picket fence shall have 1(one) inch by 4 (four) inch pickets spaced at approximately 2 (two) inches – 2.5 (two and one-half) inches apart and shall be approximately 48” in height. The 4 (four) by 4 (four) inch posts shall extend from 52 to 56” in height and shall be located approximately every 8 (eight) feet. A post cap shall be provided. There shall be one top and one bottom 2 (two) inch by 4 (four) inch cross rail.
- Front yard fences (or fences which appear to be in a neighbor's front yard because of lot configuration) will not be allowed.
- No fences will be permitted in front of the face of the house (in front yards). Lot line fences may not be used to enclose the front yards of single family detached homes.
- Side yard fencing may not extend forward more than one-half (1/2) the length of the house, measured from the plane of the rear of the house. It may only be approved for the partial enclosure of side yards if such improvement will not have an adverse visual or functional impact on adjoining lot owners and if such adjoining lot owners are informed and do not object to the improvement.
- Coated wire mesh (with a grid of 2 [two] inches by 3 ½ [three and one-half] inches approximately) which is installed internally and generally not visible from adjoining properties may be used in conjunction with the wooden rail lot line fences in order to enclose the lot for pets and small children.
- Privacy fences or fences higher than 4 (four) feet will be approved only under special circumstances where the fence is placed at least 4 (four) feet within the property line and is screened from the view of neighbors with landscape materials (which will provide a solid natural hedge and which will grow to the height of the fence within two [2] years).

#### Fencing Standards for Town Homes:

- Privacy fencing may be used to enclose the rear yards of attached dwellings.
- Only board-on-board privacy fencing may be used (see Appendix 2). Privacy fencing shall be 6 (six) feet in height. The use of fencing for both a privacy screen and property-line boundary shall not be combined except for the rear yards of town homes.

#### Material Standards for all fencing:

- All fences shall be wood.
- Privacy fencing must be constructed with the finished side facing out.
- Fencing shall match or blend with existing adjacent fencing.
- Gates shall be compatible to fencing in design, materials, height, and color.
- Chain link fencing is not allowed.

### Color Standards for all fencing:

Fences must be painted, treated with a clear preservative, stained and / or left to weather naturally. Natural wood products may be stained with a clear preservative, stained or painted white or off-white to match the existing trim of the home or stained with a natural wood color which has been approved by the CC. Traditional redwood and bright orange tones are discouraged. All colors must complement the existing house colors. Color/stain samples must be submitted for CC review and approval. Pictures of the home where the fence will be located shall be submitted to facilitate review by the CC.

## **2.21 FIRE PITS**

Fire pits require approval by the CC.

Fire pits are permitted in rear yard locations and shall be part of a patio or fire pit seating area design. They shall be set back at least 10 (ten) feet from the nearest property line, but consideration of a lesser setback shall apply to Townhome lots. Fire pits must be fully contained or enclosed by a non-combustible hardscape element such as metal or stone to prevent accidental spread of fire. All fires must be extinguished when not in use; fires may not be left unattended. Applicant assumes all responsibility for the safety and maintenance of the fire pit.

## **2.22 FIREPLACES (OUTDOOR)**

Outdoor fireplaces require approval by the CC.

Fireplaces are permitted in rear yard locations and shall not exceed 8 (eight) feet in height. They shall be setback at least 10 (ten) feet from the nearest property line, but consideration of a lesser setback shall apply to Townhome lots. Fireplaces must be fully contained by a non-combustible hardscape element such as metal or stone to prevent accidental spread of fire. All fires must be extinguished when not in use. Fires may not be left unattended. Gas fireplaces are allowed where applicable. Applicant assumes all responsibility for the safety and maintenance of the outdoor fireplace.

## **2.23 FIREWOOD**

Firewood does not require approval by the CC if the following Standards are met:

- Firewood shall be kept neatly stacked and is restricted to rear yards.
- Piles larger than three cords require approval. Piles longer than 6 (six) feet shall be 2 (two) rows deep minimum. Piles must not exceed 4 (four) feet in height for safety.
- Firewood shall not be located in highly visible yards or locations and shall not be visible from an adjacent roadway.
- It shall be stored in such a manner as to avoid adverse visual impacts for adjoining

properties or open space.

- The use of brightly colored tarps or covers will not be permitted. Where such a cover is required, the color shall be a muted brown or tan and shall be securely affixed to the woodpile. Firewood shall not be stored on common area.
- Screening may be required to meet the above Standards.
- Other than a limited quantity of firewood intended for immediate use, firewood shall not be stacked on patios or decks.

## **2.24 FLAGPOLES AND MASTS**

All flagpoles and masts require approval of the CC.

Installation of free-standing flagpoles and / or stationary masts or similar structures is not permitted. Non-offensive commemorative or decorative banners, or the flag of (i) the United States, (ii) the Commonwealth, (iii) any active branch of the armed forces of the United States, or (iv) any military valor or service award of the United States may be displayed from a flagpole, no longer than 6 (six) feet, attached to the side of the building at an angle.

## **2.25 GARAGES**

Garages may not be converted from use as vehicle storage to any other use. Plans for structural and or aesthetic alteration of a garage must be submitted to and approved by the CC under pursuant to Standard #2.1: Additions / Exterior Alterations.

## **2.26 GAZEBOS (PERMANENT / NOT PRE-FABRICATED)**

Gazebos require approval of the CC.

The following Standards shall apply:

- Size and Scale – Gazebos shall be appropriate to the size of the home as sited on the lot.
- Location and Style – Gazebos are restricted to the rear yards of single family detached homes, shall not be located in highly visible yards or locations and shall not be readily visible from an adjacent roadway. Ground level gazebos shall be set back a minimum of 10 (ten) feet to any property line or as required by the Town and / or County, whichever is greater. The setbacks for raised gazebos on decks shall be considered like a Covered Porch. The Applicant shall demonstrate that views from adjoining and adjacent lots are not adversely affected.
- Materials and Color – Gazebos shall be constructed of wood, wood composite, or PVC and must be painted or stained white, off-white or to match the trim of the home. When incorporated with a deck, the gazebo must match the color scheme of the deck. Roof material shall be the same as that of the existing home. Screen material must be

a dark nylon or aluminum type.

### **2.27 GAZEBOS (PRE-FABRICATED), TENTS AND PAVILIONS**

Gazebos (Pre-Fabricated), tents and pavilions and similar structures may be used in yards on a temporary basis without approval of the CC with the condition that any such structure must be removed within calendar 3 (three) days of installation; otherwise, it is considered permanent. Permanent gazebos (pre-fabricated) tents and pavilions and similar structures require approval of the CC.

Permanent gazebos (pre-fabricated) tents and pavilions and similar structures shall be consistent with the visual scale of the home. Fabrics must be either solid colors or stripes (two, one of which must be white), which are compatible with the color scheme of the home. The color scheme of the home must be attached to the Application. Structural supports must either be black, dark brown, or match the trim or dominant color of the home. Structural supports for approved permanent structures must be disassembled and stored out of open view once the fabric awning has been removed. Once a permanent structure has been approved, the structure may be erected in subsequent years in the same location without needing additional approvals. The initial approval is operative as long as the structure and location remain the same as at the time of that approval. Any tent that is placed on a deck or patio or in the back yard must be free standing and cannot require anchoring or tethering by the use of any rope, wire, cord, etc. If rope, wire, or cord is used, the tent or pavilion is considered temporary and must be removed within 3 (three) calendar days. The structure is restricted to the rear yard and shall not break the side plane of the home. Landscaped screening may be required for highly visible locations. All permanent gazebos (pre-fabricated) tents and pavilions and similar structures must be maintained in good condition.

### **2.28 GENERATORS (PERMANENT)**

All generators require approval of the CC.

Design, scale, and materials (of any proposed enclosure or screen) shall complement the existing home. Approved devices must be kept in the location as shown on the approved Application. The desired location is the backyard or in an area that locates the generator so as to minimize the noise and visibility to neighbors. The Applicant must demonstrate a plan to minimize the noise and visibility impacts to adjacent neighbors.

### **2.29 GREENHOUSES AND SCREENED PORCHES**

Greenhouses and screened porches (this section pertaining to those not associated with a deck) require approval from the CC.

The following Standards shall apply:

- Location - Greenhouses and screened porches shall be located in the rear yard of single

family detached homes only and attached to the home (not freestanding). They shall be setback a minimum of 10 (ten) feet to any property line or as required by the Town and/or County, whichever is greater.

- Size and Scale - Greenhouses and screened porches shall be appropriate to the scale of the home as sited on the lot.
- Material and Color - Greenhouses shall be a glass enclosure. Screened porches shall match the existing house in materials and color. Screened porches shall be constructed with dark nylon or aluminum screen color. The roof must be shingled to match the existing home.

### **2.30 GREENHOUSE WINDOWS**

Greenhouse windows require approval of the CC.

Greenhouse windows are clear enclosures which may be attached to an existing window which have a shelf or shelves on which to place plants.

Greenhouse windows may be installed on the rear area of a home so long as the color and materials in the window match those in the existing home. They shall not exceed the size of the existing window or extend more the 18" off of the home.

### **2.31 GUTTERS AND DOWNSPOUTS**

No Application is required for the replacement of existing approved gutters and downspouts of a similar size and appearance as installed by the original construction. No Application is required for a short downspout extension so long as the redirected water does not detrimentally impact any adjacent property.

All other gutter and downspout systems which include caps/hoods/rain guards require approval of the CC and will be reviewed on a case by case basis.

The following Standards shall apply:

- The design, color and location of gutters and downspouts must be compatible with the architecture and colors of the house.
- Gutter caps shall have a simple design with a low profile, and be finished in the same colors as the gutters and downspouts.
- Gutters and downspouts shall be painted to match existing gutters and downspouts, or may be painted the color of the surface to which they are attached, or the existing trim color.
- Downspouts must be brought to grade and splash blocks or ground spreaders must be provided.

- Downspout extensions, including underground drainpipe, must not detrimentally impact any adjacent property.

### **2.32 HEATING DEVICES (OUTDOOR)**

All permanent outdoor heating devices require approval of the CC.

Construction design, scale and materials shall complement the existing home. Approved devices must be kept in the location shown on the plat as part of an approved Application, or are otherwise subject to removal.

### **2.33 HOT TUBS AND SPAS**

Hot tubs and spas (exterior installations) require approval of the CC.

The Application must include the manufacturer's specifications including size, dimensions, color, etc. Information provided by the manufacturer's website or brochure is preferred. All hot tubs and spas must be located in the rear yard, screened from adjacent views, and shall not break the side plane of the home. Hot tubs and spas shall be integrated into a deck or a patio with like building materials, whether it is matching in color or structural surround. All mechanical systems for spas and hot tubs shall be hidden from public view, including adjacent neighbors and street frontage. This can be accomplished via landscape screening and/or construction of covering to match deck or patio. All chemicals and maintenance equipment for spas and hot tubs shall be hidden from view. Draining of the hot tubs shall be in accordance with manufacturer / product instructions and shall not impact adjacent properties.

### **2.34 HOUSE NUMBERS**

House numbers do not require approval and shall complement the architectural style of the house. House numbers within a project or street shall be compatible in design and located to be clearly visible. The installation of house/unit numbers shall be in accordance with the following Standards:

- House numbers shall be located immediately adjacent to the front entrance or door. Numbers may also be placed on a curbside mailbox, where applicable.
- House numbers shall be located near or under a light for nighttime visibility. Internally lit numbers are not permitted.
- House numbers must be legible, Arabic numerals, no taller than 5 (five) inches and shall contrast with the color of the background to which attached.
- Custom designed house numbers may be permitted if they are simple, appropriate, and relate to the architecture of the house.

### **2.35 HOME BUSINESS**

In addition to County and / or Town control, ESAB is concerned about the impact of in-home business on the residential character of the neighborhood and on adjacent neighbors. While in-home business is allowable, customer-intensive businesses, which regularly attract large numbers of vehicles to the resident's neighborhood, are not allowed. The following Standards must be met:

- Appropriate permit must be obtained from the County and / or the Town.
- No sign or other advertising device of any nature shall be placed upon any lot.
- No visible exterior storage of business-related materials will be allowed.
- Operation of the business must comply with all relevant state and local ordinances and regulations.

Submission to the CC is not required provided that the above referenced Standards are met. The Board in its sole discretion shall determine whether the vehicular traffic generated by the home-based business is appropriate for the community/neighborhood.

### **2.36 LANDSCAPING**

An Application is not required for the following modifications:

- Planting of annuals or perennials in existing beds.
- Installation of new beds less than 4 (four) feet wide and at the existing grade around the perimeter of the house foundation (and deck, patio, or fence if present) and perimeter of the rear of the lot, provided that plants installed have a mature height of less than 8 (eight) feet.
- Installation of new beds less than 3 (three) feet wide and at the existing grade adjacent to walks from the driveway to the front of the home, provided that plants have a mature height of less than 3 (three) feet.
- Installation of new beds less than 2 (two) feet wide and at the existing grade around a mailbox post and around transformer/utility boxes, provided that plants have a mature height of less than 3 (three) feet, and maintenance access is allowed. Applicant will be responsible for obtaining permission from the appropriate utility company for any planting around transformers and existing utility easements as well as any right-of-way.
- Installation of individual landscaping on the lot, provided that such plantings at maturity are in scale, with the home and lot and do not interrupt designed drainage pattern and swales.
- The installation of one individual tree on the lot, provided that such planting at maturity is in scale with the home and lot and does not interrupt designed drainage patterns and swales.

Any other landscaping modifications, including the following, require an Application and review by the CC:

- Removal of grass and replacement with mulch or landscape ground cover, except in the case of the pre-approved locations above. (This will be considered for limited areas; on steep slopes, for example.)
- Stone, masonry or keystone landscape walls. Walls intended as a landscape feature shall not exceed 2 (two) feet in height. The use of natural stone is preferred. However, brick or cultured stone may be approved if consistent with design characteristics of the home and adjoining properties. All non-natural masonry materials must be decorative and submitted for case by case approval.
- Approval is required for any shrubs or trees, which are intended to form a hedge or natural screen, which will be more than 3 (three) feet in height. Landscape screens or barriers may be approvable in order to define private space or block undesirable views. However, the Committee will consider any adverse impacts on adjoining lots, including the disruption of sight lines for adjoining properties and interruption of designed drainage patterns. Landscape screens or barriers are not permitted on front yard lot lines.
- Any proposed improvement which is of such a scale or type as to be potentially inconsistent with the scale and design features of the home, adjacent homes and the surrounding area.
- Installation of edging material around existing or approved beds, provided that it is installed flush or within 6 (six) inches of ground level.

General Standards for all landscaping:

- There shall be no adverse drainage impact to adjacent neighbors and/or common area.
- Landscape plantings shall not interfere with any site distance easements along VDOT maintained streets.
- Plantings shall not impact ingress and egress to any driveway and/or entrance.

### **2.37 LANDSCAPE SCREENING**

The CC at their discretion may require landscaping or screening to soften the impact of any approved use as a condition of approval of the Application.

### **2.38 LAWN FURNITURE**

Lawn furniture does not require approval as long as it is in the rear of the home or on a covered front porch. Any other lawn furniture uses require approval of the CC.

Furniture left outdoors must be kept in good repair and must be of a scale and style which does not detract from the appearance of the area.

### **2.39 MAILBOXES**

A matching replacement in the same location as the existing mailbox doesn't require an Application. A replacement that doesn't match the existing mailbox requires approval by the CC.

The following Standards shall apply

- Single-Family Detached Homes - mailboxes must be straightforward in design and mounted on posts, and conform to the standard detail. No modifications to mailboxes or posts will be allowed. The mailbox post shall be painted dark brown. Mailboxes shall be black.

Any change from the original style requires approval.

- Attached Town Homes - Mailbox structures are provided by the US Postal Service and are located on Association property. No other structures are permitted.

### **2.40 PATIOS**

All patios require approval of the CC.

Patios provide a means for ground level extension of indoor space with less visual impact than elevated decks. Patios must be located in rear yards. Any adverse drainage impacts, which might result from the construction of a patio shall be considered and remedied. All patios and terraces shall be set back 5 (five) feet or more (as may be determined by the CC) from the nearest property line on single family detached home lots to allow for adequate separation from all adjacent properties and to provide room for landscaping and / or screening. A 1 (one) foot setback is required for Townhomes. Patios shall be constructed with high quality materials such as concrete pavers, brick pavers, stone pavers, stamped or exposed aggregate concrete. Plain (uncolored or colored) concrete is discouraged unless it is integrated as a design component with other materials as listed above. Other materials will be considered on a case by case basis and approved where the CC finds that said materials are of a high quality and will match the architecture of the home.

Seating and/or decorative walls shall maintain same setbacks as patios and shall be constructed with high quality materials such as concrete masonry units, brick or stone. Where applicable, a matching or compatible top cap shall be provided. Other materials will be considered on a case by case basis and approved where the CC finds that said materials are of a high quality and will match the architecture of the home. Seating or decorative walls shall generally not exceed 2 (two) feet in height.

## 2.41 PONDS

Decorative garden ponds require approval of the CC.

Garden ponds must be located in rear yards. All garden ponds shall be set back 5 (five) feet or more (as may be determined by the CC) from the nearest property line on single family detached lots to allow for adequate separation from adjacent property and to provide room for landscaping and / or screening. A 1 (one) foot setback is required for Townhomes. Ponds shall not create a noise nuisance to adjacent properties. Prefabricated molded pond basins shall be decorated with natural stones and the basins shall not be seen from adjacent properties. The height of any waterfall shall not exceed 2 (two) feet and the size of the pond shall not exceed 8 (eight) feet long by 8 (eight) feet wide.

Any adverse drainage impacts, which might result from the construction of a garden pond, shall be considered and remedied – this includes draining of the pond. The water in the pond shall be maintained and kept clean. Failure to keep the water clean and fish healthy (if applicable) shall be considered a violation of the terms of approval and removal of the pond may be required.

All ponds must meet Town and / or County Standards for free standing bodies of water and the homeowner assumes all liability related to the presence of such a feature on the lot.

## 2.42 PORCHES

Porches (this section applies to unscreened porches attached to the principal home) require approval of the CC.

The following Standards shall apply:

- Porches must complement and be compatible with the existing house in style, scale, and design.
- Porch railings shall be constructed of wood, wood composite, and / or PVC and must be painted or stained white or to match the trim of the house.
- The size and location of the porch shall be appropriate to the existing house and space available on the property.
- The design and location shall consider any adverse impact on neighboring properties, including changes in grade or drainage. Any adverse effects to the neighboring properties shall be the responsibility of the owner to correct.
- Unscreened porches must be attached directly to the home and will match the existing architecture of the home.
- Supplemental landscaping may be required to compensate for the removal of vegetation and to visually soften the addition.

### **2.43 RAIN BARRELS**

Rain barrels and other similar rainwater harvesting systems must be approved by the CC.

Rain barrels and other similar rainwater harvesting systems must be located in an inconspicuous location and take advantage of less visible areas of the side or rear yards. It may not be located in front yards. The color and finish of the product must be complementary and compatible with its surroundings.

The overflow shall discharge in the same location as the downspout to which the system is connected and shall not create adverse drainage conditions.

### **2.44 RECREATION AND PLAY EQUIPMENT**

Permanent or semi-permanent play equipment which constitutes a structure, such as swing sets, playhouses, sand boxes, trampolines, etc., require approval of the CC and are subject to the Standards listed below:

- Location - All play equipment must be located in the rear yard and shall be set back a minimum of 5 (five) feet from the rear and side property lines. The play area resulting from this equipment shall not encroach onto other properties.
- Size and Scale - The size of any play equipment shall be compatible with the size of the lot.
- Screening - Play equipment shall be situated so as to have the minimum visual and noise impacts on adjoining lots. The CC may require landscape screening to minimize any adverse impacts.
- Material and Colors - The use of wooden play equipment is encouraged. The use of bright colors on play equipment shall be minimized. However, most play structures available for purchase have bright colored plastic and/or fabric elements and will generally be acceptable if the basic structure itself is wood or metal.
- Applications shall include the number and type of prior play equipment approvals for that lot. The Committee may limit the total number of structures per lot.
- Equipment shall be kept in operable condition and shall not become visually obtrusive.

### **2.45 RETAINING WALLS**

All retaining walls require approval of the CC.

They may be located in any yard within the lot. Any adverse drainage impacts which may result from the construction of a retaining wall shall be considered and remedied.

All retaining walls shall be set back a minimum of 5 (five) feet (or as may be determined by the CC) from the nearest property line to allow for adequate separation from adjacent property and

to provide room for landscaping and/or screening. Heights above 2 (two) feet are discouraged and may require a greater setback as determined by the CC.

Retaining walls shall be constructed with high quality materials including brick, natural stone or high quality concrete products. Other materials will be considered on a case by case basis and approved where the CC finds that said materials are of a high quality and will match the architecture of the home.

## **2.46 ROOFING**

All roofing projects require approval of the CC.

The following Standards shall apply:

- The roofing material and color shall be compatible with other approved roofing in the neighborhood.
- When replacing roofing, the entire structure should be re-roofed at one time. Partial re-roofing is generally not allowed unless the additional / replacement roofing exactly matches the existing roofing.
- Replacement roofing material and associated elements (such as trim or vents) shall be similar in appearance, color and quality to the existing approved roofing.
- An upgrade to architectural / dimensional shingles must be submitted for review to the CC and shall be considered on a case by case basis.

## **2.47 SEASONAL DECORATIONS**

Seasonal decorations do not require approval. They may be erected up to 4 (four) weeks before and must be removed 2 (two) weeks after the holiday for which they are intended. Minor (as determined by the CC) seasonal decorations (such as wreaths) that do not correspond with a holiday may be erected for the season to which they are applicable, but may not be displayed longer than 3 (three) months.

## **2.48 SECURITY DEVICES**

Security devices require approval of the CC.

Any exterior security equipment including cameras, fixtures and conduits shall be designed, located and installed so as to be an integral part of the architecture of the home and not detract from the home's design and appearance. Barred or ornate metal security doors, windows or grilles are prohibited. Two security signs are permitted, one in the front yard and one in the rear yard.

## **2.49 SHEDS**

Sheds require approval of the CC.

The following standards shall apply:

- The architectural design of a detached shed shall be compatible with the design of the home, (i.e. the same or similar materials, same color scheme, similar roof pitch /slope and similar detailing).
- The type and color of the roofing material (shingles, etc.) must be consistent with those of the house.
- No metal sheds will be permitted.
- The location shall be in the rear yard and shall not exceed 8 (eight) feet by 10 (ten) in size.
- The shed must be designed to appear as part of the overall house-landscape-fence theme, and may be part of the underside of a deck. When integrated with a deck, the shed may be made of the same materials and color as the deck.
- Attached Town Homes only: Sheds may not extend above the top of fence level (6 [six] feet) unless a justification for a waiver is approved. The height for sheds on single family detached lots will be considered on a case by case basis, but shall not exceed 12 feet to the highest point / peak.
- The shed must be designed to respect the "visual rights" and aesthetic interests of neighboring properties. The structure and the location of sheds will be considered on a case by case basis.

## **2.50 SHUTTERS**

Shutters shall be harmonious with the architecture of the existing house regarding the style, size, material and color of the shutters. No Application is required for the replacement of existing approved shutters with shutters that are the same in style and color. A change in the shutter type or color will require approval of the CC.

The following Standards shall apply:

- New shutters shall be applied to all windows (currently with shutters) on an elevation, on both sides of a window, matching the size and configuration of the window.
- Removal of existing shutters without replacements must be submitted for review and approval.
- On Townhomes, if the color is being changed, it shall not match adjacent units.

## **2.51 SIDEWALKS/WALKWAYS/RAMPS**

Sidewalks / Walkways / Ramps require approval of the CC.

A new or replacement sidewalk or walkway shall be constructed of natural-colored concrete, aggregate, brick, stone, slate, flagstone, or other appropriate paving material and shall be submitted and reviewed when visible from the street. Modifications and additions to existing sidewalks or walkways must incorporate the same material, color and detailing as other approved sidewalks. All structures for handicapped access which are visible from the street shall be submitted for review and approval for compliance with the design guidelines and meet all local, state and federal regulations.

The following Standards shall apply:

- Sidewalks shall be maintained in good condition and free of trip hazards.
- Sidewalks shall generally be a minimum of 3 (three) feet and a maximum of 5 (five) feet in width and installed flush to the ground.
- Location shall minimize any removal of trees or other significant vegetation. They shall be set back 4 (four) feet from any property line.
- Changes in grade or drainage pattern must not adversely affect adjoining properties. Owner will be responsible for correcting drainage problems when created by construction.
- Sidewalks shall be of natural-colored concrete, aggregate, brick, stone, slate, flagstone or other approved paving.
- Slope and handicapped access shall be considered where necessary.
- Landscaping may be required to compensate for the removal of vegetation.
- Asphalt sidewalks are prohibited.
- Any disturbed lawn, beds, etc. must be restored.

## **2.52 SIDING**

Siding style, material and color shall be compatible with that of the house. No Application is required for the replacement of existing siding with siding that is identical in style, size, material and color. Any replacement that differs in **any** respect from the siding that is being replaced requires CC approval.

The following Standards shall apply:

- When replacing siding, all existing siding on the house should be replaced at one time.
- The proposed siding material and trim details shall be the same or as close as possible to the existing approved siding.
- The proposed siding color shall be the same as the existing approved siding color or approvable under these Standards.

### **2.53 SIGNS / TEMPORARY SIGNAGE**

Signs shall be selected, designed and located so as to provide effective communication while minimizing their visual impact on neighboring properties and the neighborhood. All signage must comply with local ordinances and regulations.

The following Standards shall apply:

- One temporary sign advertising the property for sale or rent is allowed. One (1) "open house" sign may also be used the day of an open house. Signs may not exceed 4 (four) square feet in size. All real estate signs must be removed after 3 (three) days from the date of conveyance of the home, or the execution of the lease agreement, as applicable.
- No more than two political campaign election signs (not to exceed 18 x 24 inches and not higher than 4 (four) feet in total height of the ground) are allowed per property. These signs may be displayed not more than 30 days prior to the election date and must be removed within one (1) day after the election date.
- Signs shall not obstruct any traffic sight lines.
- A sign displayed in a window and intended to be read from the exterior of the property must be reviewed and approved.
- Signs must be well constructed with good quality materials and must be maintained in an orderly manner at all times.

### **2.54 SKYLIGHTS**

Skylights require approval by the CC.

Skylights shall be visually integrated with the architecture of the house regarding style, location, size and color. No Application is required for the replacement of existing approved skylights of the same size and appearance in the currently approved location. New skylights shall match existing skylights.

The following Standards shall apply:

- Skylights shall have a low profile and lie flat on the roof.
- Skylights shall be installed parallel with the roof ridge and edges.
- The frame color shall match or be compatible with the roof color.
- Skylights shall be located on the rear roofline of the dwelling.

### **2.55 SOLAR PANELS, WIND TURBINES, WIND MILLS & OTHER GREEN TECHNOLOGIES**

All solar panels, wind turbines, wind mills and other "green technologies" require approval by the CC.

Such devices must be inconspicuous from the street, public areas, neighboring properties and generally located in rear yards. The scale must be small and residential in nature. When mounted to a home, they shall be compatible in color and located on the rear roofline or elevation – hidden from adjacent view. They shall be well integrated into the architecture and landscaping. Each Application for such devices will be reviewed on a case by case basis.

### **2.56 SPRINKLER / IRRIGATION SYSTEMS**

Permanent underground sprinkler / irrigation systems require approval by the CC.

The Application shall include a house location survey / plat or other drawing showing the property boundaries and existing features. The Applicant shall provide highlighting or similar graphics to indicate where the water/irrigation is to be provided. The Applicant shall also provide the following statements:

- "I shall be responsible to remedy and / or repair any adverse drainage conditions onsite or on offsite properties caused by the sprinkler / irrigation system."
- "I shall maintain the sprinkler / irrigation system so that it shall not spray or distribute water on adjacent property."
- "I shall promptly remove at my own cost any part of the sprinkler / irrigation system found to be installed in any easements, adjacent property, right-of-way or other encumbrances which have been determined to prohibit said system."

### **2.57 STONE GROUND COVER**

Ground cover other than brown double-shredded hardwood mulch or turf grass requires approval of the CC.

River jacks or other stones that are natural in appearance will be reviewed on a case by case basis. White granite stone is discouraged.

### **2.58 STORM WINDOWS**

Storm windows require approval of the CC.

Exterior storm windows may be considered where the style of the windows and frames match the style and color of the existing window. White colored frames may be acceptable in certain specific cases.

### **2.59 STORAGE CONTAINERS**

Storage containers require approval by the CC.

A total of two small containers will be allowed per home to be located either on the deck or in the rear yard. All storage containers must be located in the rear of the home and are preapproved under the following Standards:

- The height of the storage unit must not exceed the height of the deck railing.
- Color of containers must be compatible and / or compliment the color of the home.
- The size of containers is not to exceed 5 (five) feet wide by 2.5 (two and one-half) feet deep by 3 (three) feet high.

## **2.60 SUN CONTROL DEVICES**

Sun control devices require approval of the CC.

The manner in which sun control is implemented can have a significant effect on the exterior appearance of a house and the desirable benefits of sun exposure in the winter, fall and spring. Materials are available for application on inside of windows to reduce thermal transmission and glare; however no shiny surfaces may be visible to the exterior of the home. These materials may provide effective and economical alternatives to awnings and trellises. Effective sun control can often be provided by such simple measures as planting deciduous trees to shade windows from undesired sun exposure. Sun control devices shall be compatible with the design character of the house in terms of style, color and materials.

## **2.61 SUNROOMS**

Sunrooms require approval by the CC.

Sunroom additions shall be planned and designed with the same care and consideration as initial house construction and shall be submitted and reviewed for approval. The sunroom addition shall be compatible with the existing house in style, character, scale, size and the use of materials, colors and details.

The following Standards shall apply:

- The design and location shall consider any adverse impact on neighboring properties.
- Sunroom additions shall be attached directly to the house. Freestanding structures are prohibited.
- The location for placement is on the rear of the house.
- The new roof pitch shall be compatible with the existing roof.
- New windows and doors shall be the same or compatible with those of the existing house.

## 2.62 SWIMMING POOLS

In-ground pools are permitted for single-family detached homes only. Permanent free-standing pools (above-ground) are not permitted. All pools must be approved by the CC and shall meet the following Standards:

- Swimming Pools and associated decking must be set back a minimum of 10 (ten) feet from a property line. Within the 10 (ten) feet setback, landscaping shall be provided to adequately screen the pool from adjacent view.
- Decking and coping materials shall be reviewed on a case by case basis. If plain (uncolored or colored) concrete is used, the view from external properties shall be minimized by landscape screening.
- Accessories (such as rock features and slides) shall be reviewed on a case by case basis and may require screening as determined by the CC. Bright colors are discouraged.
- Pool equipment must be located in the rear yard or in the side yard adjacent to A/C units, but no closer than 15 feet from the front corner of the home on the side where the equipment is to be located. The equipment shall be architecturally screened to create a solid enclosure with either wood or masonry to match the home. Boxed in lattice shall not be considered an effective solution due to its transparency and lack of noise mitigation qualities. The height of the pool equipment, including separate electrical and control boxes, shall be kept to a minimum where possible and the height of the enclosure shall match the height of the tallest piece of equipment. When the enclosure is constructed of wood, it shall be painted to match the light trim color of the home, or, alternatively, darker colors may be considered on a case by case basis.
- Swimming pools shall not be more than 50% of the back yard.

## 2.63 TRASH / RECYCLING CONTAINERS

Trash/recycling containers do not require approval. Trash cans, and recycling containers must be stored in the garage out of open view of adjoining lots and streets at all times, except on scheduled pick-up days. Containers shall be placed out at curbside very early in the morning on pick-up days, or after 6:00 pm the evening before, and must be returned to the garage by the end of the pick-up day. Trash is to be placed for pickup in appropriate metal or plastic containers manufactured for trash storage purposes only. All trash must be stored in closed receptacles. All trash containers must be stored out of view at all times. Appropriate exterior screening, fencing or landscaping may be used where alternative storage is not available.

## 2.64 TREE REMOVAL

Removal of any of the following requires prior approval of the CC:

- Live trees with a diameter in excess of 4 (four) inches, measured 12 inches above ground. (Replacement size shall equal 2 (two) inch caliper for shade trees and 8 (eight) feet height for evergreen trees).

- Trees in excess of 2 (two) inches in diameter, measured 12 inches above ground, which are generally known as flowering trees or broad leaf evergreens. (Replacement size shall equal 1 (one) inch caliper for flowering trees and 6 (six) feet height for broad leaf evergreen trees).

Live vegetation located on slopes greater than 20% or marked "conservation" areas on original plans may not be permitted to be removed. The Applicant is advised to consult with the Town's Urban Forester for compliance with Town ordinances on tree cutting.

The Applicant shall provide a plan for replacement of any removed trees with an appropriate selection at the size referenced above.

## **2.65 TRELLISES**

Trellises require approval by the CC.

The following Standards shall apply:

- The preferred location is integrated with a patio.
- The trellis must be located in the rear yard and setback a minimum of 10 (ten) feet to the nearest property line. The Applicant may request a variance to permit a side yard location where the side yard is large enough to accommodate the trellis without negatively impacting adjacent properties as determined by the CC.
- The size, height, materials, and colors shall be harmonious with the home, deck, patio, fence, landscape, etc.

## **2.66 VEGETABLE GARDENS**

Vegetable gardens that meet the following Standards do not require approval by the CC:

- The garden is located between the rear line of the house and the rear property line and side lines of the house.
- Its size does not exceed  $\frac{1}{4}$  of the area(s) described in the first bullet above.
- It is not planted on a grade steeper than a ratio of 10 (ten) feet per 100 feet.
- Any flow of water onto or from the garden does not damage other property.
- The garden is neatly maintained throughout the growing season, including removal of all unused stakes, trellises, weeds and dead growth.

Any proposed garden which will not meet the above Standards requires CC review and approval. Any garden that is not maintained as described is subject to the CC's authority to require the removal thereof.

**2.67 WALK-UP / WALK-OUT / EGRESS WINDOWS (BASEMENT EGRESS)**

Walk-up/outs require approval by the CC.

In general, they are restricted to the side and rear yards. The location must meet applicable building codes and shall not cross building restriction lines. Particular attention shall be given to minimize the visual impact to neighbors.

Egress window wells shall be as flush to the ground as possible or provide a material that is compatible with the home. Covers shall also be as flush as possible and / or screened with plant material.

Walkouts (areaways) shall be similar in construction to those provided by the original builder, including the style of any railing.

**2.68 WATERSLIDES, SLIP AND SLIDES, ETC.**

Waterslides, slip and slides, and other such water-related recreational items shall be considered temporary if not permanently anchored to the ground and shall not require approval of the CC. However, the visual, noise and drainage impact to neighbors shall be considered. Any such use that is found to cause an excessive visual, noise and / or drainage impact to adjacent neighbors or property shall be prohibited.

**2.69 WINDOWS**

Windows require approval by the CC.

Windows shall be compatible in style with the architecture of the house. Windows must not detract from the appearance of the house. Windows shall be of quality material and workmanship, and consistent in proportion, detailing and style. The type, style, material, color, detailing and installation of a new or replacement window must be consistent with that of existing windows.

**2.70 WIRES AND CABLES (EXPOSED)**

Exposed wires and cables shall require approval when the associated item they serve is required to have approval.

In general, wires and cables, including those installed to convey radio or television signals, shall be hidden, buried or secured flush with the side of each house (and painted to match the siding where possible) so as to minimize their visibility.

### **3. DEFINITIONS (AS APPLIED TO THIS HANDBOOK)**

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“APPROPRIATE” - A modification which will be suitable or fitting on a particular lot.

“COMPLEMENTARY” – A modification which will form a satisfactory or balanced addition to the existing environment where it will be located.

“COVENANT” – A promise in a deed that affects or limits the use of the conveyed property.

“COVENANTS COMMITTEE” - The volunteer group of ESAB homeowners who have volunteered to assist in the preservation and enforcement of the Covenants and these Standards.

“DETRACT” – A modification which may reduce or takes away the worth or value of the existing environment where it will be located.

“GRADING PLAN” - A plan with the purpose of showing contours and grade elevations for existing and proposed ground surface elevations for a given modification.

“HARMONIOUS” – A modification which is pleasingly or appropriately combined with existing elements.

“HOME” or "HOUSE" - The physical architectural structure within which one lives.

“HOUSE LOCATION SURVEY” - A map of an individual lot showing its boundaries and other physical features. The survey also shows the relative location of a house, shed, other buildings and fences on the property, and it usually includes the position of any public or municipal easements.

“INCONSPICUOUS” – An improvement that will not be readily noticeable.

“LANDSCAPE PLAN” – A plan showing the proposed location of landscape and hardscape improvement on a lot. A landscape plan contains a complete plant and materials listing.

“LOT” – That portion of land which contains a home which is bounded by property lines and has its own address.

“PROTECTIVE COVENANTS” - In development, covenants regarding nature and / or use of structures and land.

“PUBLIC VIEW” - That portion of a lot which can be seen from street and / or publically accessible land.

“REAR PLANE” - Is defined as the rear-wall without consideration for any protrusions to the rear-wall (i.e., room extensions, bay windows, HVAC units). The rear plane shall be defined as the rear-wall closest to the front plane.

“SIDE PLANE” - Is defined as the side-wall without consideration for protrusions to the side-wall (i.e., bay windows, HVAC units, chimney, etc...).

“SINGLE FAMILY DETACHED HOME” – A home which is located within a lot and is not architecturally attached to another home.

“SITE PLAN” - A site or layout plan is a bird’s-eye view detailed drawing of proposed improvements to a given lot. A site plan will label all proposed materials, provide dimensions and label setbacks to property lines.

“STANDARDS” - Design Standards are a set of criteria and requirements intended to guide the development of proposed modifications toward a desired level of quality.

“TOWN HOME LOT” – The parcel (or lot) of real estate upon which a townhome has been constructed. A townhome is typically physically attached to another townhome on the immediately adjacent lot.

“VARIANCE” – A variance is a request to authorize a criteria not normally permitted by the Design Standards. A variance request may be justified only if special conditions exist on the lot and the Applicant can demonstrate that granting of the variance will not have a negative impact.

“VISUALLY OBTRUSIVE” – An improvement which may be seen as sticking out, noticeable and / or offensive.

## Appendix 1: APPROVED COLORS

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The following are the original Duron Paint (now Sherwin-Williams) colors selected for your homes along with other colors approved by the Board of Directors. These paints can be tinted to match at Sherwin-Williams stores and other retailers.

### Exterior Colors

Front Door	Garage Door	Shutters	Outside Trim
- Black	- Alcoa Cameo	- Black	- Alcoa Cameo
- Hearthstone	- Alcoa White	- Hearthstone	- Alcoa White
- Carolina Slate		- Carolina Slate	- Nordic White
- Brush Grey		- Brush Grey	
- Cobblestone Grey		- Cobblestone Grey	
- Quarry Grey		- Quarry Grey	
- Foxhall Green		- Foxhall Green	
- Georgetown Green		- Georgetown Green	
- Farm House Red		- Farm House Red	
- Old Colonial Red		- Old Colonial Red	
- Chestnut Brown		- Chestnut Brown	
- Fairfax Brown		- Fairfax Brown	

**NOTE:** Front door and shutter colors can now be coordinated to match.

The following pages contain:

- Sherwin-Williams color coding for some of the approved exterior colors above.
- Original builder, Ryan Homes, color palette with some of the approved colors.

**Sherwin-Williams color coding**

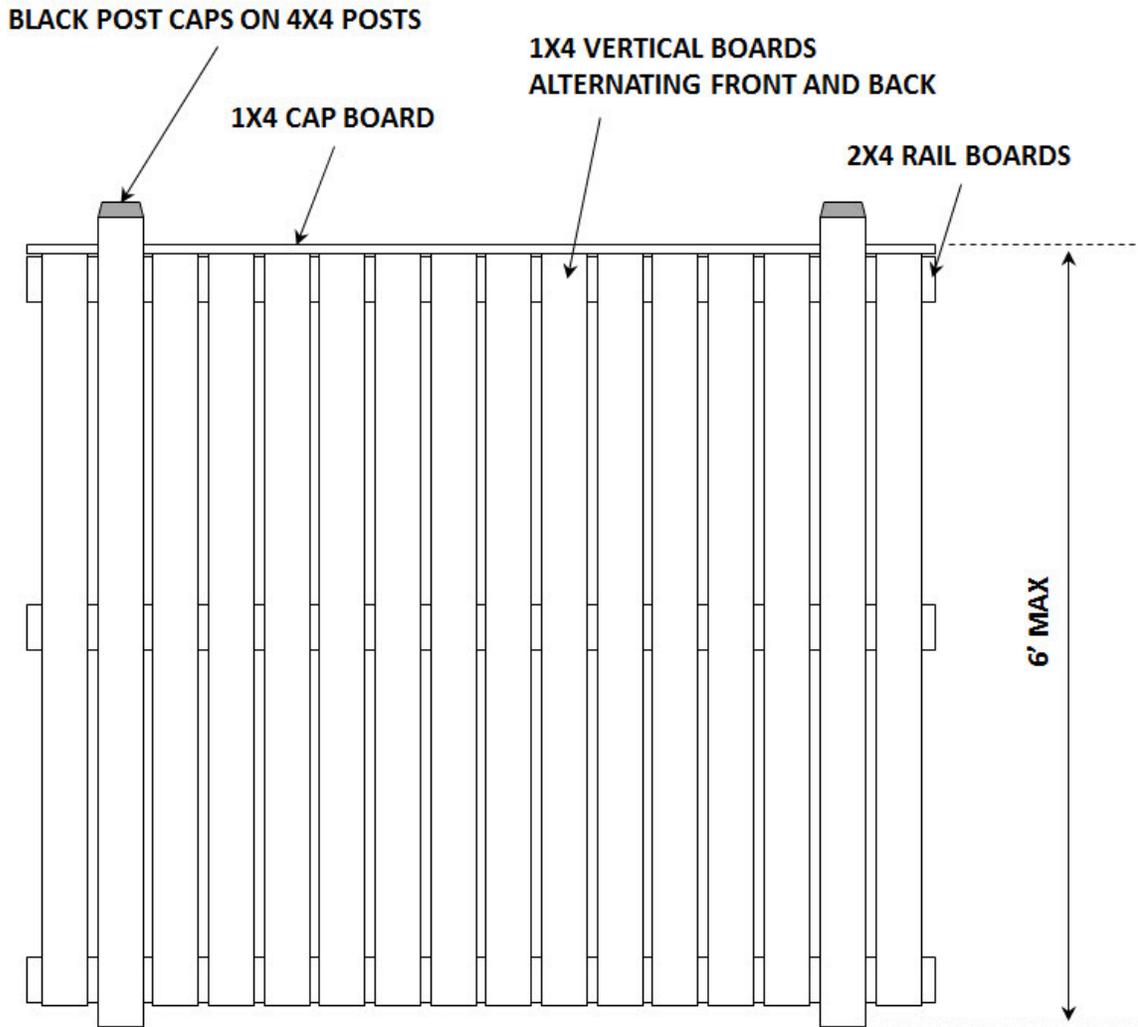
<p>SHERWIN-WILLIAMS 05/10/11 Sher-Color (tm) Order# 5089-0000000</p> <p>EXTERIOR ARCHITECTURAL WEATHERSHIELD ACRYLIC SEMI-GLOSS IFC 8012</p> <p><b>NR ALCOA CAMEO</b> CUSTOM SHER-COLOR MATCH</p> <table border="0"> <tr> <td>BAC COLORANT</td> <td>OZ</td> <td>32</td> <td>64</td> <td>128</td> </tr> <tr> <td>B1-Black</td> <td>-</td> <td>-</td> <td>1</td> <td>1</td> </tr> <tr> <td>Y3-Deep Gold</td> <td>-</td> <td>7</td> <td>-</td> <td>1</td> </tr> </table> <p>ONE GALLON WHITE DU0003301 601833049</p>	BAC COLORANT	OZ	32	64	128	B1-Black	-	-	1	1	Y3-Deep Gold	-	7	-	1	<p>SHERWIN-WILLIAMS 05/10/11 Sher-Color (tm) Order# 5089-0000000</p> <p>EXTERIOR ARCHITECTURAL DESIGN ACCENTS ACRYLIC SEMI-GLOSS IFC 8012</p> <p><b>COMP(DRN) 826 COBBLESTONE GREY</b> CUSTOM SHER-COLOR MATCH</p> <table border="0"> <tr> <td>BAC COLORANT</td> <td>OZ</td> <td>32</td> <td>64</td> <td>128</td> </tr> <tr> <td>B1-Black</td> <td>4</td> <td>12</td> <td>-</td> <td>-</td> </tr> <tr> <td>N1-Raw Umber</td> <td>-</td> <td>17</td> <td>1</td> <td>-</td> </tr> <tr> <td>R2-Maroon</td> <td>-</td> <td>6</td> <td>1</td> <td>-</td> </tr> <tr> <td>Y3-Deep Gold</td> <td>2</td> <td>27</td> <td>1</td> <td>-</td> </tr> </table> <p>ONE GALLON DEEP DU1760105 601814114</p>	BAC COLORANT	OZ	32	64	128	B1-Black	4	12	-	-	N1-Raw Umber	-	17	1	-	R2-Maroon	-	6	1	-	Y3-Deep Gold	2	27	1	-	<p>SHERWIN-WILLIAMS 05/10/11 Sher-Color (tm) Order# 5089-0000000</p> <p>EXTERIOR ARCHITECTURAL DESIGN ACCENTS ACRYLIC SEMI-GLOSS IFC 8012</p> <p><b>COMP(DRN) 979 GEORGETOWN GREEN</b> CUSTOM SHER-COLOR MATCH</p> <table border="0"> <tr> <td>BAC COLORANT</td> <td>OZ</td> <td>32</td> <td>64</td> <td>128</td> </tr> <tr> <td>W1-White</td> <td>-</td> <td>22</td> <td>-</td> <td>-</td> </tr> <tr> <td>B1-Black</td> <td>8</td> <td>3</td> <td>1</td> <td>-</td> </tr> <tr> <td>G2-New Green</td> <td>-</td> <td>54</td> <td>-</td> <td>-</td> </tr> <tr> <td>Y3-Deep Gold</td> <td>-</td> <td>48</td> <td>-</td> <td>-</td> </tr> </table> <p>ONE GALLON NEUTRAL DU1760107 601814148</p>	BAC COLORANT	OZ	32	64	128	W1-White	-	22	-	-	B1-Black	8	3	1	-	G2-New Green	-	54	-	-	Y3-Deep Gold	-	48	-	-	<p>SHERWIN-WILLIAMS 05/10/11 Sher-Color (tm) Order# 5089-0000000</p> <p>EXTERIOR ARCHITECTURAL DESIGN ACCENTS ACRYLIC SEMI-GLOSS IFC 8012</p> <p><b>COMP(DRN) 949 OLD COLONIAL RED</b> CUSTOM SHER-COLOR MATCH</p> <table border="0"> <tr> <td>BAC COLORANT</td> <td>OZ</td> <td>32</td> <td>64</td> <td>128</td> </tr> <tr> <td>B1-Black</td> <td>-</td> <td>19</td> <td>-</td> <td>1</td> </tr> <tr> <td>G2-New Green</td> <td>-</td> <td>50</td> <td>1</td> <td>1</td> </tr> <tr> <td>R2-Maroon</td> <td>-</td> <td>62</td> <td>1</td> <td>-</td> </tr> <tr> <td>R3-Magenta</td> <td>6</td> <td>59</td> <td>-</td> <td>1</td> </tr> </table> <p>ONE GALLON NEUTRAL DU1760107 601814148</p>	BAC COLORANT	OZ	32	64	128	B1-Black	-	19	-	1	G2-New Green	-	50	1	1	R2-Maroon	-	62	1	-	R3-Magenta	6	59	-	1
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**Color palette used by builder (Ryan Homes)**



## Appendix 2: BOARD ON BOARD FENCE

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## **Appendix 3: ARCHITECTURAL CHANGE FORM**

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Architectural Change Form next page.

East Stratford Phase A&B Homeowners Association, Inc.  
c/o Sequoia Management Company  
13998 Parkeast Circle - Chantilly, Virginia 20151-2283  
(703) 803-9641 Fax: (703) 968-0936

**ARCHITECTURAL CHANGE FORM**

**Instruction:** Consult the East Stratford Phase A&B Declaration of Covenants, Conditions, and Restrictions and the Association's Design Standards for detailed information concerning permitted exterior alterations and the architectural review process. Submit one (1) copy of this application, along with a site plan showing the location of the proposed change and sufficiently detailed plans to permit the Covenants Committee to evaluate the proposed change(s) to the above address. **APPLICATIONS WILL NOT BE REVIEWED WITHOUT COMPLETE INFORMATION AND/OR PLANS PROVIDED.** The Covenants Committee has (45) days after receipt of the completed Application to review and make a decision on each application.

Owner's Name: \_\_\_\_\_ Property Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Email: \_\_\_\_\_

START DATE: \_\_\_\_\_ COMPLETION DATE: \_\_\_\_\_

Homeowner wishes to present completed application to the CC at the next meeting

**DESCRIPTION OF EXTERIOR CHANGE**

Please provide a full description of the proposed exterior change as indicated below:

- Description of exterior change to be made: \_\_\_\_\_  
\_\_\_\_\_
- Plat/survey of your property/lot. Indicate location of the proposed change(s) on the plat
- Manufacture's brochure, sketch, (overhead and side view) and/or photograph showing design/style of the proposed change(s)
- Indicate color/finish. Include color samples, if applicable
- Architectural plans/drawings (for major additions/improvements)
- Grading plan, if applicable
- Describe the improvement(s) on an additional sheet(s) of paper. Incomplete information will delay the processing of the application

=====ACKNOWLEDGMENTS=====

Please obtain the signatures, addresses, and phone numbers of two (2) neighbors who will be most affected by this proposed improvement. Please show the completed application to neighbors in its entirety.

**The signature below does not indicate approval or disapproval of the proposed improvement – it merely indicates the awareness of the application. If there are any OBJECTIONS to this application, please contact the Architectural Review Board Chairperson immediately.**

<u>Signature</u>	<u>Printed Name and Address</u>	<u>Signature</u>	<u>Printed Name and Address</u>
_____	_____	_____	_____

**Applicant hereby warrants that Applicant shall assume full responsibility for:**

- (1) All landscaping, grading, and/or drainage issues relating to the improvements  
(including replacing bonds or escrows posted by developer currently in place affecting the lot).
- (2) Obtaining all required City, Town, or County approvals related to said improvements.
- (3) Complying with all applicable City, Town, or County ordinances.
- (4) Any damage to adjoining property (including common area) or injury to third person associated with improvement.
- (5) Applicant hereby states that they have read the Architectural Standards and agrees that all work performed will be in compliance with those standards.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

- APPROVED AS SUBMITTED**
- APPROVED SUBJECT TO:** \_\_\_\_\_
- SUSPENDED PENDING SUBMISSION OF:** \_\_\_\_\_
- DISAPPROVED DUE TO:** \_\_\_\_\_

\_\_\_\_\_  
Signature of CC Member

\_\_\_\_\_  
Date