

**VINT HILL HOMEOWNERS ASSOCIATION**

**DESIGN STANDARDS**

**REVISED MARCH 2, 2023**

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## **OBJECTIVES**

The objective of this document is to guide and assist members of the Architectural Committee (the Committee), the Conservancy staff and homeowners in maintaining and enhancing Vint Hill's carefully designed environment. The Design Standards address improvements for which homeowners most commonly submit applications to the Architectural Committee. They are not intended to be all inclusive or exclusive. The specific objectives of these Design Standards are:

1. To increase homeowner's awareness and understanding of the Covenants from which authority is granted for creating rules and use restrictions.
2. To illustrate design standards which will assist the Architectural Committee, Conservancy staff and homeowners to develop exterior alterations and improvements that are in harmony with the immediate neighborhood and community as a whole.
3. To assist homeowners in preparing an acceptable application to the Architectural Committee.
4. To relate exterior improvements to Vint Hill open space.

## **AUTHORITY**

The Authority and responsibility for maintaining the quality and design in Vint Hill is founded in the Declaration that is a part of the deed to every lot in Vint Hill. The intent of Covenant enforcement is to assure homeowners that the standards of design quality will be maintained consistently throughout the community. This, in turn, protects property values and enhances the overall community environment.

The Architectural Committee performs its task of ensuring aesthetic quality of the community and environs by establishing and monitoring the review process, thus assuring that proposed exterior alterations comply with the objectives set forth in the Covenants. This involves regular and systematic review of all applications for exterior alterations submitted by homeowners.

## **NEW CONSTRUCTION, REPLACEMENTS AND IMPROVEMENTS**

These Design Standards apply not only to improvements contemplated by a homeowner to an existing home or lot; but also to an unimproved or vacant lot owned by an owner or entity, other than a builder under contract to the Developer or Declarant. [Builders under contract to the Developer or Declarant are exempt, however no improvements made by these entities may be in conflict with these Design standards.] For example, if a homeowner purchases an adjoining or other lot, any improvements on that lot must be approved by the Architectural Committee.

New construction or replacement of homes or portions thereof must be of a comparable size, style and architecture as the adjacent homes; must use comparable construction materials as the adjacent homes; and must meet current Association Design Standards.

### **CHANGES WHICH MUST HAVE ARCHITECTURAL AND REVIEW COMMITTEE APPROVAL**

Article V, Section 5.03 of the Declaration explicitly states that all exterior alterations require the approval of the Architectural Committee.

“Except for such Structures as may be constructed by the Declarant or Structures constructed by a Participating Builder which have first been approved by the Declarant, no Structure of any kind whatsoever shall be commenced, erected, placed, moved onto or permitted on any Lot, nor shall any existing Structure upon any Lot be removed or altered in any way which materially changes the exterior appearance thereof (including change of exterior color) until plans and specifications shall have been submitted to and approved in writing by the Architectural Committee...”

This paragraph explicitly states that any change, permanent or temporary, to the exterior appearance of one’s property must be approved by the Architectural Committee. It is important to understand that Architectural Committee approval is not limited to major alterations, such as adding a room or deck to a house, but included such items as changes in exterior color and materials, etc. Approval is also required when an existing item is removed.

Each application is reviewed on an individual basis. There are no “automatic” approvals, unless provided for specifically in these design standards. For example, a homeowner who wished to construct a deck identical to one already approved by the Architectural Committee is still required to submit an application, and be approved prior to the start of construction.

### **CLUSTER DESIGN STANDARDS**

Individual clusters may develop their own “Design Standards” for exterior alterations within specific neighborhood settings. They also may submit a suggested revision or additional restrictive Standard for the Board’s consideration. Cluster Design Standards can be more specific than those described in this manual, but must not conflict.

Cluster Design Standards can be useful, particularly in establishing small scale design continuity. Cluster Design Standards must be approved by an active Cluster governing body as defined by the Bylaws and shall be submitted to, approved by, and on file with the Architectural Committee and Board of Directors in order to be considered part of the Vint Hill Review process. Compliance to these Design Standards assures the cluster homeowners consideration equal to those adhering to the Design Standards contained in this document.

## **ARCHITECTURAL COMMITTEE OVERALL REVIEW CRITERIA**

The Architectural Committee evaluates all submissions on the individual merits of the application; including the consideration of the characteristics of the housing type and the individual site; since what may be an acceptable design in one specific instance may not be for another.

Design decisions made by the Architectural Committee 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 standards of the protective Covenants;

1. Relation to the Vint Hill Community Open Space – 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 runoff, also adversely affect Vint Hill's open space.
2. Validity of Concept – The basic idea must be sound and appropriate to its surroundings.
3. Design Compatibility – The proposed improvements 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.
4. Location and Impact on Neighbors – The proposed alteration should relate favorably to the landscape, the existing structure and the neighborhood. The primary concerns are access, view, sunlight, ventilation, and drainage. For example, fences may obstruct views, breezes, air flow or access to neighboring property; decks or larger additions may cause unwanted shadows on adjacent patios or infringe on a neighbor's privacy and view. As another example, an inappropriate "clutter" of play equipment, or an "ill-planned" landscape scheme may also affect existing neighbors.
5. Scale – The size (in three dimensions) of the proposed alteration should relate well to adjacent structures and its surroundings. For example, a large addition to a small house may be inappropriate.
6. Color – Color may be used to soften or intensify visual impact. Parts of an addition that are similar in design to an existing house, such as roofs and trim should match in color and composition.
7. 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 should be retained in an addition. On the other hand, an addition with wood siding may or may not be compatible with a brick house.

8. Workmanship – Workmanship is another standard which is applied to all exterior alterations. The quality of work should be equal to, or better than, that of the surrounding area. Poor practices, besides causing the owner problems, can be visually objectionable.
9. Timing – Projects that remain uncompleted for long periods of time are visually objectionable and can be a nuisance and safety hazard for neighbors and the community. All applications must include estimated completion dates. If such time period is considered unreasonable, the Architectural Committee may disapprove the application. Typically, projects must be commenced within six months of an approval; and completed within one year.

### **AMENDMENTS TO THE DESIGN STANDARDS**

These Design Standards will be reviewed and may be amended from time to time. It is anticipated that changes will involve clarification rather than substantive modifications of the existing Design Standards. They may also be amended to reflect changed conditions or technology. Amendment proceedings may involve public discussions and review by the Cluster governing bodies, if any, and shall be adopted as were the original Design Standards by the Board of Directors.

### **REVIEW PROCEDURES**

Each application will be reviewed for complete information by the Architectural Committee. After Architectural Committee review and action, a letter of Architectural Committee decision will be mailed to each applicant at the address provided on the application. Letters of approval will be sent by first class mail; while letters of denial or those with stipulations will be sent by certified mail. Letters of denial will reference specific reasons for the denial and are always subject to appeal.

### **APPEALS PROCEDURE**

An appeals procedure exists for those affected by an Architectural Committee decision who feel that:

1. Proper procedures were not followed during the administration and review process.
2. The applicant and any other affected homeowner attending the meeting were not given a fair hearing.

3. The Architectural Committee was arbitrary, or did not have a rational basis for a decision.

To initiate the appeal procedure, applicants must submit a written request for an appeal within 15 days of receiving the Architectural Committee decision. The written request must be delivered to the Vint Hill Conservancy c/o Vint Hill Economic Development Authority, P.O. Box 861617, Warrenton, VA 20187-1617. Other affected homeowners or neighbors must submit written notice within fifteen (15) days after the Architectural Committee rendered its decision. The Board of Directors will review those cases and shall conduct a hearing within 30 days of the receipt of an approval.

### **INITIAL CONSTRUCTION GUIDELINES**

1. Vint Hill Conservancy (“Conservancy”), acting through its Board of Directors, has adopted the following Construction Guidelines (“Guidelines”). These Guidelines may be amended from time to time by resolution of the Board of Directors.
2. Wherever in these Guidelines reference is made to “owners”, such terms shall apply to the owner of any lot, to such owners’ tenants whether or not in occupancy, and such owners’ (or tenant’s) employees, agents, visitors, guests, invitees, contractors or licensees. Wherever in these Guidelines reference is made to the Conservancy, such reference shall include the Conservancy and the managing agent when the managing agent is acting on behalf of the Conservancy. Wherever in these Guidelines reference is made to a contractor, such reference shall include a general contractor or subcontractor.
3. The Conservancy reserves the right to alter, amend, modify, repeal or revoke these regulations and any consent or approval given hereunder at any time by resolution of the Conservancy or the Board of Directors; provided, however, that such change shall not be retroactive.
4. All construction in Vint Hill shall conform to the following Guidelines.
5. An owner shall notify the Conservancy at least twenty-four hours prior to commencement of construction on a lot within Vint Hill.
6. The owner shall post a building permit on the job site prior to commencement of construction.
7. The owner and contractor shall meet with the Covenants Committee for the Conservancy prior to commencement of construction on a lot for complete orientation of construction policies and procedures.



## **TEMPORARY FACILITIES AND ENGINEERING**

8. The Conservancy will designate a site for use by the contractor for field offices, staging areas, vehicle parking and other site facilities needed by the contractor. No signage and no other locations may be used for these purposes without the prior written consent of the Covenants Committee.
9. The contractor shall obtain all water necessary for work to be performed on a lot or within the common area at the contractor's sole expense. No owner or contractor shall dig wells or tap streams, rivers or other water sources.
10. An owner or contractor, at such owner or contractor's expense, shall provide all temporary connections and local distribution for electrical power, light and telephones.
11. An owner or contractor, at such owner or contractors' expense, shall install and provide all portable sanitary facilities. Such sanitary facilities must be self-contained, approved by the appropriate governmental health agencies and comply with all applicable governmental health regulations.

## **UTILITIES**

12. An owner or contractor shall take all necessary precautions to protect all existing utilities, services, roads, curbs, and gutters in the vicinity of the lot on which work is being performed.
13. Prior to any excavation or clearing, the contractor shall establish contact with all concerned utility companies to locate all underground utilities.
14. The owner or contractor shall notify the Conservancy of any proposed connections to existing utilities, drainage, irrigation lines, existing pavement and any other common area facilities that are in existence prior to the tap or connection being made. The owner or contractor must obtain the approval of the Covenants Committee prior to any emergency use of existing utilities or irrigation lines or other common area facilities at least twenty-four hours prior to use. Emergency use of the common area facilities will be at the expense of the owner or contractor. The Conservancy's approval shall be required for any contractor or subcontractor that is to perform work on any common area facility system.
15. All driveway curb cuts and median breaks must be coordinated with and are subject to the approval of the Covenants Committee so as to protect against damage to any Common Area irrigation, utilities or underground power systems. Any damage caused by this construction must be repaired and completed as soon as possible after approval from the Conservancy. All costs for this work will be paid by the owner or contractor.

## **PARKING AND TRAFFIC CONTROL**

16. The contractor shall utilize only ingress and egress points and access routes approved by the Covenants Committee. The contractor shall confine all vehicles to roadways approved for such traffic.
17. The contractor shall use only haulage roads designated by the Covenants Committee. If new haulage roads are required in connection with the contractor's work, the contractor shall, subject to the approval of the Covenants Committee, build such temporary roads at its sole expense.
18. The contractor shall ascertain the weight limits of all on-site roads and shall not use the roads to move any equipment or vehicles or carry any loads in excess of these limits. The owner and contractor must comply with all state agency standards and requirement for all roads once accepted by such agency into the state road system. If any damage occurs to existing or newly constructed permanent hard surface roads as a result of contractor's use of such roads, contractor shall immediately repair such damage at its sole expense to the complete satisfaction of the Covenants Committee.

## **SIGNS**

19. All signage, whether temporary or permanent, including without limitation signs and advertising the general contractor, subcontractor, source of financing, real estate sales or leasing must be reviewed and shall comply which applicable Design Guidelines and be approved by the Covenants Committee prior to installation.

## **ENVIRONMENTAL PROTECTION**

20. The owner or contractor shall install erosion control measures, which shall protect the existing storm drainage system and shall submit an erosion control plan to the Covenants Committee prior to commencing construction.
21. A contractor shall confine work to the areas specified in drawings and specifications approved by the Covenants Committee and shall protect all trees, shrubbery and foliage unless removal is authorized in the plans approved by the Covenants Committee.
22. Trees to be saved will be marked with yellow ribbon; clearing limits will be flagged in white. Any yellow-ribboned trees or shrubs appearing within the white-marked clearing limits shall not be removed. Trees that are intended to be saved must be protected from damage by installing a 4" orange plastic fence, fastened to sturdy wooden posts, at the drip line of the tree. This fence must be monitored daily to ascertain that is has not been disturbed. If disturbed the fence must be immediately reinstalled.

23. If trees or shrubs which are within the clearing limits are removed or damaged, the owner or contractor shall, at the Covenants Committee option,  
(i) replace the tree or shrub with a tree or shrub of similar quality and size; or  
(ii) pay damages to the Covenants Committee for the full value of the item damaged as appraised by a qualified landscape nursery selected by the Covenants Committee.

#### **SITE MAINTENANCE AND CLEAN UP**

24. The owner or contractor shall protect all adjacent areas and secure areas where work is being performed.
25. The owner or contractor shall protect and clean up grounds, walkways, parking lots and construction area access, if necessary, on a daily basis. The owner or contractor shall install and use wash racks, prior to street access areas where required by the Covenants Committee. Street sweeping on all streets within the construction area, will be performed on a weekly basis during the excavation, site work and landscape installation phases, unless a more frequent sweeping is required due to excessive dirt and dust buildup on the streets.
26. The owner or contractor shall be required to provide sufficient manpower to accomplish all cleanup as may be required on a continuing bases; all cleaning equipment is to be supplied by the owner or contractor. No areas shall be designated as trash areas. No accumulation of trash is permitted. All trash shall be removed from the site by the owner or contractor performing the work. The owner or contractor shall use a “dumpster type” facility which is emptied as soon as the box has reached capacity.
27. The owner or contractor shall leave the job site clean and orderly in appearance at the end of each workday. With the exception of erosion control risers and berms, the owner or contractor shall leave all drainage areas free of blockage. While work is in progress, the owner or contractor shall keep storm water inlet protection in place and functioning in the manner that it is intended. Areas that are subject to erosion will be seeded and straw mulched or other methods used to stabilize the soil.

#### **FINAL CLEAN UP**

28. The owner or contractor shall make a final clean-up of all parts of the work before final acceptance by the Covenants Committee. This clean-up shall include the removal of all objectionable rocks, pieces of concrete and other construction materials, and in general leave the site in a clean, orderly condition.

29. The owner or contractor shall be responsible for the safe and legal disposal of all rubbish, refuse, spoil, vegetation and other waste created by his work. No waste may be left on or disposed of on the site.

## **DESIGN STANDARDS**

### **I. INTRODUCTION**

All new construction and exterior modifications to a home or lot in the Homeowners Association, including landscaping, must first be reviewed and approved in writing by the Architectural Review and Covenants Committee (“Architectural Committee”).

The Board of Directors of the Association is pleased to provide you with these Design Guidelines and Standards for your use in preparing an application for architectural review by the Architectural Committee. The purpose of this booklet is to serve as an adjunct to the Association’s Declaration of Covenants, Conditions and Restrictions (the “Declaration”) found in your homeowner’s manual. In the event of any conflict between the Declaration and these Design Standards, the Declaration shall control. The Standards are not intended to be an inflexible set of rules but rather as a handy reference tool which will provide you with the information you need to understand the architectural review procedure, and to make the system work for you and for all the neighborhoods in the community. Ultimately, the goal of the architectural review standards and procedures is to preserve the unique traditional quality of the community and to maintain the high aesthetic standards that make it a desirable place to live and ultimately preserves and enhances property values in the community.

The Board of Directors of the Association welcomes any comments or suggestions you may have regarding this booklet.

### **II. DESIGN CRITERIA**

#### **A. General Principles**

The Developer’s goal is to create an enclave of residences characterized by first class detailing, materials and construction. In general, homes in the community shall reflect designs that are cohesive, consistent and properly proportioned in keeping with traditional architectural styles. The Architectural Committee will evaluate homes for their “overall design” rather than a sum of the component parts. Property owners must be cognizant of the fact that elements of architecture taken from several different homes in the community may not necessarily be appropriate when combined on the same house, as it is the effect of all the design elements working together which gives a home a traditional feel. Comments, suggestions, approvals and rejections may be based solely on the aesthetic judgment of the Architectural Committee.

The Architectural Committee is responsible for applying certain standards in making decisions regarding architectural improvements in the community. The standards are

generally defined under Article 5 “Architectural Review and Architectural Committee” and Article 6, “General Restrictions” in the Declaration and underline the specific guidelines contained in the following sections of this booklet.

The guiding principles which direct the Architectural Committee in making its decisions include:

- protecting owners against improper use of surrounding lots as might depreciate the value of their lots;
- guarding against the erection of poorly designed or proportioned structures or the use of unsuitable materials;
- obtaining harmonious color schemes;
- preventing haphazard and inharmonious improvement of lots.

In all cases, the Architectural Committee is concerned with the impact and the view from neighboring lots, roads and recreational areas. Furthermore, it is mindful of any improvements which server to create a precedent in the community.

#### B. All-Inclusive Submission Facilitates Review and Approval

In order to facilitate the Architectural Committee’s review and approval process, and in order to provide a quick and thorough response to request for architectural additions or modifications, the Architectural Committee urges owners to submit items for review in an all-inclusive manner. In other words, rather than submitting plans on an item-by-item basis as you progress through the improvements you plan to make to your home or lot, the Architectural Committee requests that, whenever possible, you devise your entire plan from the outset. The forethought will benefit you by saving time (and possibly money) in the early stages, and it will assist the Architectural Committee by providing the entire picture of what you are planning to do.

As an example, when you submit a pool plan, the Architectural Committee also required that you provide the accompanying deck or patio plan, a complete landscape plan, with location and type and size of plant materials to be used, and the fencing plan and its specifications. Please note that if you have considered landscaping needs in connection with the planned improvement for your home and feel that no additional plantings are required, you should indicate such on your application.

The following “Considerations, Specifications and Guidelines” will assist you in making all-inclusive submittals. These Guidelines indicate, for example, what will or will not be approved for basketball hoops, including materials and preferred location. By following these guidelines, you should find that the procedure for submitting applications for review to the Architectural Committee is a very straightforward, simple process. The Association has attempted to provide guidelines in this booklet which address the most

common elements of new home construction and modifications, although there may be some exterior changes desired by owners for which guidelines have not been included. All exterior changes, whether covered in the Guidelines or not, must nevertheless be submitted for approval to the Architectural Committee in accordance with the application requirements described herein.

C. Important Reminders:

1. County Approvals

Many exterior projects require a review and permit from Fauquier County in addition to Architectural Committee approval, and the property owner is responsible for all such County approvals. Fauquier County authorities should be contracted before commencement of work to be sure that any and all required permits have been obtained. County approval does not preclude the need for Architectural Committee approval, nor does Architectural Committee approval relieve the applicant of the responsibility to obtain county permits. In some cases, Fauquier County may require written confirmation of the Architectural Committee before issuing a permit.

When considering a modification, do not rely on a modification your neighbors may have done to their property. It may not have been approved or, if approved, it may have had different reasons for being approved than your application. Each application is processed individually, and you are responsible for getting Architectural Committee and County approval for your modification.

Architectural Committee approval in no way deals with, guarantees, or warrants that the improvements comply with building codes, governmental regulations, or sound engineering practices; all of the aforementioned being outside the scope of the Architectural Committee. The Vint Hill Conservancy assumes no responsibility for the safety or structural validity of new construction by virtue of an approved design. It is the responsibility of each applicant to obtain a Building Permit where required and comply with County and State codes and regulations.

2. Modifications by Previous Owners

Purchasers of a resale property could be notified that they are in violation of the covenants because of an existing unapproved architectural modification on their property. Current owners are responsible for any existing violations. Should owners find themselves in this situation, they should remove the unapproved modification themselves or, alternatively, if the previous owners did not seek approval, the new owners should submit an application explaining the matter and requesting approval. The buyer of a resale home is urged to protect him or herself from this occurrence by obtaining a resale certificate from the Association prior to settlement which will state whether any fees are due or whether any covenant violations exist on the property so that these may be immediately resolved by the sellers.

Purchasers must be aware that certain architecture which may have been appropriate for one lot in the community may not necessarily be appropriate for another lot. The Vint Hill Conservancy assumes no responsibility for the safety or structural validity of new construction by virtue of an approved design. It is the responsibility of each applicant to obtain a Building Permit where required and comply with County and State codes and regulations.

### **III. APPLICATION PROCEDURES**

1. New Construction and Modifications Application Forms are attached. You may also pick up an application form by contacting the Community Manager at the following address:  
  
Vint Hill EDA  
P.O. Box 861617  
Warrenton, VA 20187-1617  
Phone: 540-347-6965  
Fax: 540-349-2304
2. Read this booklet – Design Guidelines and Standards.
3. Develop your plan. (Consider the impact on your neighbors.)
4. You must obtain the signature of all adjacent property owners within the Association on your application. If for any reason you do not provide their signatures, please explain the reason on your application. By signing the application your neighbors are only acknowledging that an application will be filed with the Association, the signatures do not constitute approval of the application. If you are unable to provide all of your neighbor's signatures, the Declarant or Architectural Committee may elect to forward a copy of your application to your neighbor. The need for the Architectural Committee to seek additional signatures will delay the action on an application.
5. Submit the completed application and all required plans. Plans should be prepared as clearly and thoroughly as possible. You must include a copy of your final survey showing the location of all improvements.
6. Your application will be processed by the Architectural Committee on a first-come, first-served basis.
7. During the period that The Association is controlled by the Declarant, the Declarant will review all applications. Following the transfer of control to the residents, a staff member of the Association will review your application to determine if the information provided is sufficient for the Architectural Committee to be able to review it. If not, you will be asked to provide additional

information. Once the application is complete your request will be included on the agenda for the next regular meeting of the Architectural Committee.

8. A staff member will provide each member of the Architectural Committee with a copy of your application prior to the meeting so that they will have a chance to visit your property to best understand your plans.
9. The Architectural Committee will provide you with its written response (approval or disapproval) through regular mail within 45 days after the full and complete application, plans, specifications and fees have been submitted. If action is not taken by the Architectural Committee within 45 days or their receipt of a complete application; the owner may submit the application to the Association Board of Directors. In the event that the Board of Directors has not rendered a verdict within 30 days, the application is considered approved.
10. Modifications must be commenced within six (6) months of the receipt of written approval from the Architectural Committee and then must be completed within six (6) months of the date of commencement.
11. Should you or any of your neighbors feel you have been aggrieved by an action of the Architectural Committee, you may appeal the decision of the Architectural Committee to the full Board of Directors.

#### **IV. GUIDELINES FOR NEW HOME CONSTRUCTION**

The Architectural Committee has developed the following guidelines relative to new construction and future renovations within the community. Great care has been taken in the planning, design and construction phases to insure aesthetic harmony within Vint Hill. To this end it is very important that this special character not be compromised by housing designs that are improperly conceived, or poorly executed. To that end new home construction guidelines and residential design guidelines have been established to provide developers, architects and contractors with a set of parameters for the preparation of their development/construction plans specifications. By encouraging quality and attention to detail throughout the development process, the aesthetic harmony, natural tranquility and overall property values at Vint Hill will be enhanced and preserved. Ideally, these guidelines should be fully reviewed and understood by the owner/builder at the early stages of the architectural design process so that the initial concept plans are formulated in conformance with the guidelines. For the convenience of the Architectural Committee and more expeditious processing of the application, it is strongly suggested that the builder prepare and submit a sample color board showing all of the selected exterior finishes for the new home.



A. Site Plans

A site plan with a minimum scale of 1" = 30 ft. with maximum two foot contour intervals, must be submitted which includes all detailed information such as the house location, driveway, sidewalks, landscape area, tree save area and relationship of the dwelling to the public street and open space. Finish floor elevations and driveway elevations should be indicated. In general, site plans must show existing topography vs. new improvements. Driveways shall be either asphalt, concrete, exposed aggregate concrete or brick pavers.

B. Foundations and Chimneys

No exposed plain poured concrete or exposed concrete block will be permitted on foundations. Brick face forms are encouraged to provide a textured appearance and all concrete should be painted to match the siding.

The Architectural Committee may require certain visible window wells (with or without railings) to be screened with landscaping;

Chimneys shall be integrated with the building and have a material and color compatible with the building architecture if not constructed of brick or stone. Exterior chimneys on the ground level (including vented flueless fireplaces) must be constructed to grade and not appear to be suspended in the air while those on upper levels must have a substantial base returning to the building façade. Masonry chimneys shall have a consistent exterior material, from the cap to below grade. Brick veneer may not rest on an exposed concrete wall, but must project below the finished grade.

Spark arrestors must be unadorned, and non-ornamental. They should be painted flat black.

Metal roof top flues should extend no higher than the minimum required by the building code. Flues should be of such construction that external support braces to maintain a plumb structure are not required. Flues should be painted flat black or the roof color.

A new chimney constructed on an existing house should match the material and design of the existing chimney(s) if any. If constructed of masonry, the chimney should match the existing brick or stone on the house, if any.

Wooden enclosures of flues should match the house siding or other architectural wood element in material and color.

C. Roofs

The Architectural Committee is primarily concerned with three characteristics of the roof: the pitch, the material and the color. Roof pitches that are considered to be

appropriate for the architectural style proposed will be evaluated with the overall design submission.

Roof pitches below 6:12 will not be permitted for the primary roof.

Intermixing of gable roofed homes and hipped roof homes is encouraged to promote a visually exciting and animated streetscape.

Gable roofs shall have an overhang of at least 12" on the front elevation and at least 8" on side elevations.

A minimum of 8" of trim board is to be applied under the soffits.

Dormers (particularly single window dormers) are encouraged and shall be designed in accordance with the overall architectural character of the building and sized in proportion to the overall scale of the roof. Double window dormers are discouraged.

Asphalt shingles with a minimum life expectancy of 20 years are the baseline standard. Cedar shingles or shakes and synthetic slate are encouraged. Standing seam for porches will be reviewed on a case by case basis.

All flashing, attic ventilators, metal chimneys, flues, vents and similar elements must be painted to match the roof or the material to which they are adjacent.

Skylights, solar panels and other roof mounted fixtures/additions must be well integrated into the overall building design, with a low profile and shall be flat or with a slight curve. Skylights, solar panels and other roof mounted fixtures/additions shall be installed perpendicular with the roof ridge, with frames painted to blend with the color of the roof. Skylights, solar panels and other roof mounted fixtures/additions should be located only on the rear elevation of the home. Skylights, solar panels and other roof mounted fixtures/additions on the front elevation(s) are strictly prohibited unless expressly approved by the Board of Directors in writing, in accordance with applicable Virginia State code.

Designs for cupolas, weather vanes, widow's walks or other roof structures must be shown on the elevation plans. Gutters, downspouts and drainage methods should be clearly indicated on the elevation drawings.

Roof penetrations for venting mechanical plumbing fixtures or furnace flues should not be visible from the front of the house. All such penetrations shall be painted to match the color of the roof shingles.

Aluminum ridge vents that match the color of the roof shingles will be permitted. Alternate roof vents, sometimes called domes and approximately 2' square or 2' diameter in size, will be permitted. The dome vents must not be visible from the front of the house and must be painted to match the roof material.

#### D. Exterior Masonry

The permitted masonry materials are brick, stone, synthetic stone, stucco or synthetic stucco. Concrete block will not be permitted. A sample of the brick, stone, stucco and mortar for any home must be submitted with the application for new construction.

No more than three materials shall be allowed on any façade (not including trim). There should be a single dominant material for the façade walls of each house with comparable materials used for subordinate parts or elements. Materials shall not change at an arbitrary location on the wall surface.

#### E. Siding and Other Exterior Surfacing Materials

Wood and vinyl are the acceptable siding materials for homes within the community. Vinyl siding will be permitted if the color, level of detailing and length of an individual piece are such as to connote a quality, high end product in the judgment of the Architectural Committee. The Architectural Committee will not permit materials that create a “plastic house” look. Overly bright or “contemporary” siding colors will not be permitted. Wood corner boards, fascia, cornice, door and window trim are preferred with vinyl siding. When wood detail is not used, the selected vinyl siding shall have a complete trim package available with the product. A depiction of the siding type and trim detail should be included in the architectural drawings submitted to the Architectural Committee.

No adjacent homes may use the same color siding or exterior color scheme.

Soffits may be vinyl, aluminum or wood. All fascias, soffits, freezeboards, moldings and trim shall be a color which in the judgment of the Architectural Committee complements the other exterior finishes of the home.

Exposed metal flashings shall be painted to blend with the surface to which they are attached.

#### F. Windows and Exterior Doors

Window and exterior door types and arrangements will be evaluated for compatibility with the overall architectural design of the house. In general, very large, unbroken areas of glass will not be permitted on the fronts of homes.

The Architectural Committee requires that muntins (sometimes called “mullions” or “grilles”) be used on the majority of the windows or all elevations. Sliding glass doors and special feature windows without muntins will be permitted. Windows with muntins between the glass should be used, although the snap-in muntins may be considered. The Architectural Committee requires that entrance doors be constructed of metal, fiberglass or wood, with appropriate trim details to break up an overly heavy, solid appearance.

Ideally, the detail should have the appearance of a raised panel door that follows a traditional colonial style.

Windows and doors shall be consistent in proportion, detailing and style on all exterior elevations. Windows shall be double hung, single hung, casement or specialty windows subject to Architectural Committee approval.

Bay windows on the first floor should have a substantial base or extend to the bottom framing member of the floor system. The extension of the bay window from the wall of the house and the pitch of the roof of the bay window should achieve maximum dramatic effect as it relates to the house.

Dormer windows are to reflect the style of the windows on the main façade. Tall windows on the main floor are encouraged. Windows are encouraged to align vertically along all elevations when possible.

Door and window trim shall be painted or clad with a color consistent with the design, character and materials of the building. Windows shall have trim (min. 2 ½") or shutters. Shutters shall be louvered or of traditional panel design and reflect the size of the window they would cover. Certain lots or sites, due to the impact of the sides or rear of the house on the adjacent streetscape or homes, may require shutters or additional trim work on side and/or rear elevations.

Individual 8' or 9' doors are required for each garage space except for side loaded garages. Maximum garage door height is 8'.

#### G. Exterior Paints and Stains

The Architectural Committee will look for subtle, traditional colors to be used for all exterior features including, but not limited to, the siding, trim, shutters, doors, railings and porches. In combination, the colors should complement the roof and the brick or other exterior surfacing materials in a pleasing harmonious manner.

No adjacent homes may have the same predominant exterior paint color.

#### H. Exterior Mechanical Systems

Exterior mechanical, utility entrance equipment, and electrical equipment, such as air conditioner/heat pump condensers, meter pedestals, etc., must be located inconspicuously and screened from view of public streets and areas. These elements shall be shown on the drawings submitted to the Architectural Committee. Landscaping or an acceptable screen wall shall be used to soften the visual effects of such equipment from the view of others whenever reasonably possible.

Metal flues, stacks, plumbing vents from fireplaces, wood stoves or mechanical equipment will not be permitted to be exposed on the front roofs, except in unusual

circumstances where it is mechanically impossible to direct the pipes to the back roof and is expressly approved by the Architectural Committee. Architectural plans should show detail for flue caps. Any such vents or pipes must be painted black or blend with the roof color. No such exhaust vents shall be permitted from the side of the house.

#### I. Landscaping and Exterior Lighting Plans

All landscaping must be planted in accordance with the Master Landscape Planting Plan for Builders. These plans define for the builders the specific plant materials that will be required. These plans were pre-approved by the Architectural Committee and have been devised to bring a consistency to the streetscape and provide ample screening where necessary.

Foundation plantings must be submitted to the Architectural Committee for written approval prior to planting.

Landscaping is required for all homes within Vint Hill, and may include deciduous, evergreen or ornamental trees, shrubs, groundcovers, perennials, and seasonal color (annuals).

Landscaping should consist of a limited variety of trees, shrubs and groundcovers to create an attractive, well-designed, cohesive landscape. Shrubs and ground covers should be planted in masses or a single species in sufficient numbers to create beds or drifts of plants.

Plants should be selected based upon their ultimate height, width and growth habit in relation to the space where they will be planted. When planted adjacent to building, plantings should complement and not obscure the building's architectural features. Plantings should be predominantly evergreen to assure a year round landscape framework; plants should also be selected to provide strong seasonal and visual interest. The use of indigenous, native species is encouraged.

Plantings shall generally be installed at the following minimum sizes to ensure good initial appearance:

- Shade Trees: Minimum 2.5" caliper
- Ornamental/Flowering Trees: Minimum 2" caliper
- Evergreen Trees: Minimum 6' – 8' height
- Large Shrubs: Minimum 36"
- Medium Shrubs: Minimum 24"
- Small Shrubs: Minimum 15"
- Groundcovers: Minimum 4" pot

Except for natural areas, all portions of a lot that are not improved by an impervious surface or a structure must be maintained with grass (or other vegetation installed by a builder or approved by the Architectural Committee) or landscaping. No bare earth may

be exposed on a lot (except for flower beds or vegetable gardens with appropriate approvals as required).

Particular care shall be devoted to preservation of trees and hedgerows, which are found throughout the property. It is recommended, and in some instances may be required by the Architectural Committee, that tree surveys be undertaken prior to site planning. The value of significant trees cannot be overemphasized. Builders must facilitate tree preservation efforts through the use of proven protection measures. These measures, which must be approved by the Architectural Committee after review of plans clearly identifying the limits of clearing, shall be in place prior to the beginning of construction and maintained intact until completion. In addition, builders must inform homeowners, in writing, of the requirement for continued preservation of all saved hedgerows and trees.

Removal or damage to designated “to be saved” trees and hedgerows as shown on the approved subdivision plan must be replaced with like kind plant material. Replacement trees can be transplanted or new material planted to reestablish the character prior to disturbance. It is expressly understood that builders are required to replace all damaged or removed trees, which are deemed to be “saved” with minimum 3” caliper shade or canopy trees although larger trees may be required to reestablish the character of the area.

Grading and parking of equipment or vehicles, stockpiling of materials, or deposition of sediment, topsoil or fill, or dumping of any materials or liquids/chemical is prohibited within the drip line of trees to be saved. All existing trees to be saved, individually or in groups, shall be protected by adequate fencing. Fencing shall be placed at the outer perimeter of the spread of branches (drip line) and be a minimum height of three feet above grade. Fencing shall be orange mesh typically used as tree save fencing.

No toxic material shall be stored or discharged within 100 feet of vegetative areas to be preserved. Toxic materials include things such as wash out from concrete trucks, used motor oil, paints and thinners, etc.

No protective devices, signs, utility boxes, survey bench marks or other objects shall be nailed to trees which are to be saved.

Trees to be preserved should receive proper care before, during and after construction. Crown thinning respecting the growth habit of the trees, root pruning, fertilization and a watering program may be required in order to ensure the health of trees to be preserved. For significant specimen trees, an arborist should be consulted for direction on appropriate measures to be undertaken.

Street trees provide each neighborhood street or cul-de-sac with one singular shade/canopy street tree type as noted in the list of Recommend Trees in the Appendix. If the street is an extension of an existing street, street trees shall be the same genus, and species as those on the existing street. Where multiple streets are being planted with street trees, different tree selections shall be provided in order to provide diversity of

species for the prevention of spread of disease, and to promote an individual identity for each street. At intersections, the street tree for the principal street should be given preference in cases of conflict.

Street trees shall be spaced no further than 55 feet apart on center and no less than 40 feet apart on center. Additionally, street trees shall be spaced no further than 15 feet off of the curb. Street trees shall be evenly spaced around the perimeter of cul-de-sacs. Street tree spacing should be adjusted around driveways and utility obstructions, so as to provide the appearance of evenly spaced trees within the dimensional range above; trees must also be located so they do not obstruct vehicular sight distances and triangles at intersections and driveways. In traditional design areas, matching the street trees opposite each other where possible is preferred. Where streetlights are provided, street tree locations must be coordinated such that the streetlight is located halfway between the street trees to minimize the conflicts between the trees and lights. All street trees shall be a minimum of 2" caliper, at the time of planting, and shall match the assigned tree for each given named street (identified in Appendix E).

Street trees shall be limbed up to prevent damage from passing automobiles and to allow pedestrian use of the adjoining sidewalks. Street trees shall be pruned and maintained in a manner that enhances their natural growth habits and form. Unless part of the original design intent for a particular, special place within the community, street trees shall not be topped, or pruned into geometric shapes (including round spheres and rectangular shapes).

#### J. Exterior Lighting

Exterior lighting should be indicated on the landscape plans. Cut sheets that show the light fixture design, color and lamp wattage should be submitted with the lighting plan.

All homes shall have one decorative post light per lot located within 15' of the right of way, operated by a photocell. This post light must match one of the two approved configurations defined in Appendix B of these Design Standards and must match the original post installed with the home. One to three building-mounted entry lights shall be provided on all homes. Building-mounted light fixtures shall be of a design and scale to complement the building architecture and shall not negatively impact neighboring properties.

Security lighting may be permitted only if incorporated as a part of the overall building design. Lamps are required to be shielded and fixtures directed downward to prevent glare or spill-over of light onto neighboring properties. Unshielded spotlights, "barnyard", "wall pack", "cobrahead" or "sodium vapor" lighting is prohibited. Up lighting shall be prohibited except for landscape lighting.

K. Mailboxes

All mailboxes and mailbox posts must be manufactured and installed to bring a consistency to the streetscape. There are two (2) standard mailboxes and mailbox posts. The first mailbox standard is the black and USPS approved mailbox (Salsbury Industries – Model 4850BLK). The second mailbox standard is the black and USPS approved mailbox (Gibraltar – Elite Medium). The first mailbox post standard is the 4” black powder-coated aluminum post (Salsbury Industries – Model 4825BLK). The second mailbox post standard is the painted (McCormick Georgetown Green) 4”x4” treated wooden post with integrated newspaper receptacle. When installing the post, the base of the mailbox should generally be 42” above the top of the pavement. Separate rural newspaper receptacles and posts are prohibited. See Appendix C, Parts 1, 2 & 3 for additional details.

The house numbers shall be 3 ½” x 2 ½”, black with silver reflective background (Hillman #840780 and similar part numbers). The mailbox numbers will be mounted as shown in Appendix C, Part 3.

**V. GUIDELINES FOR MODIFICATIONS TO HOMES:  
CONSIDERATIONS, SPECIFICATIONS AND APPLICATION  
GUIDELINES**

A. Additions, Major (e.g.: Rooms, Screened Porches, Sunrooms) and Outbuildings

1. General Considerations

Major additions and outbuildings can have a significant impact on the appearance of the original building and on neighboring property, and the Architectural Committee will be sensitive to this fact in making its decisions regarding the addition. All detached structures such as garages, pavilions, or sheds shall be of similar design and materials as the primary structure(s).

The owner may submit conceptual drawings or preliminary plans for Architectural Committee review and comment before more detailed plans are made. Any preliminary comments are not to be interpreted as final approval by the Architectural Committee.

2. Specifications

The design of the addition or outbuilding must be compatible in scale, massing, roof pitch, character, materials and color with the original house. The location of the addition or outbuilding should be planned to minimize the effect on neighboring properties as it relates to their privacy and views, and located to minimize the removal of trees and other vegetation. The Architectural Committee will likely require additional landscape screening of adequate size at the time of



planting to visually soften the view of the addition from the neighbors or street. Changes in grade or drainage resulting from the addition must not adversely affect adjacent property, and should be shown on the site plan.

**SHEDS:** Sheds are allowed in the rear yard only. The preferred location is attached to the rear of the house. All sheds cannot exceed eight (8) feet in height, ten (10) feet in width, and twelve (12) feet in length. All materials must be low maintenance and must match the exterior color of the house. Landscaped screening will be required to minimize the visual impact on all adjacent property owners. Areas around the shed must be maintained to keep a neat appearance at all times, and cannot be used for additional storage of materials.

### 3. Application

Your application should include a completed application form and:

A site plan and/or record plat (scale not less than 1" = 30 ft.) showing the location of the proposed addition or outbuilding, the existing building and the setbacks from all property lines:

- \* Detailed construction elevation drawings for all views (scale not less than 1/4"=1ft.);
- \* Drawings or photographs of the existing building and site conditions before the proposed changes;
- \* Samples of colors and materials, if different from the existing building;
- \* Catalog cut sheets or exterior lighting specifications;
- \* Landscape plan (scale not less than 1"=30 ft.) showing all plant species, quantities and sizes at time of planting. Alternatively, proposed planting may be shown on site plan if the plan is not overly complex;
- \* Perspective drawings or scale models (not required, but may be helpful).

### B. Awnings

Awnings may be appropriate for rear yard patios and decks. Awnings must have a straightforward design, without decorative features such as scallops or fringes, and be consistent with the architectural style and scale of the building to which they will be attached. The color of the fabric must be compatible with the existing colors of the house and must be replaced as color fades or material becomes weathered. Solid colors should be used rather than stripes or patterns. Metal or plastic fabric shade material is prohibited.

Any exposed frames must be painted to match the trim of the dominant color of the building. Frames must be removed if the awning is removed.

### C. Basketball Backboards

#### 1. General Considerations

High visibility and loud noise are among the concerns associated with the siting of a basketball backboard. The best siting provides enough room for a small basketball play area, and locates the backboard so as to be as inconspicuous as possible from the road and adjacent properties. The best siting also will minimize the amount of noise to adjacent neighbors.

## 2. Specifications

Freestanding basketball goals are permitted and do not require approval, however, they must meet the same guidelines and stipulations for location and composition as for permanent basketball goals. Permanently mounted basketball goals must be approved and may be constructed of wood or metal. If made of wood, the pole may be left to weather naturally, if metal, it must be painted black or dark green. The backboard may be wood, metal or plexiglass. All components of the basketball goal must be routinely maintained (repaired, painted, etc.) and not allowed to fall into a state of disrepair. If located over the driveway, it must be at least 8 feet from the nearest property line; and not be visually or physically detrimental to any adjacent property. Freestanding basketball goals must be kept on the owner's property at all times and may not be placed on the sidewalk or the grass apron between the sidewalk and the roadway. Further, freestanding basketball goals must not be placed on the driveway apron or roadway in such a manner as to use the roadway as the area of play. Permanent basketball goals may not be placed beyond the front plane of the owner's home unless explicitly approved by the ARC. Basketball goals attached directly to residential units are prohibited.

## 3. Application

Your application should include a completed application form and:

- \* Site plan showing the location of the basketball backboard, pole and court area and the related landscape screening;
- \* Elevation drawings or catalog clippings showing the specifications of the backboard and pole, including colors.

## D. Antennae

Exterior antennae or similar devices of any kind are prohibited except that "direct T.V." antennae not exceeding 18" inches in diameter may be permitted on side and rear elevations only. In no event shall such devices be permitted in front yards, on front roofs, or front elevations.

## E. Decks/Patios

### 1. General Considerations

The Architectural Committee expects to receive many requests for the addition or revision of a deck or patio. Because of the extended "living space" which a deck or patio provides and the opportunity to better enjoy the outdoor views within the community, the Architectural Committee understands the desire of owners to add or modify a deck. However, because a deck has a very definite impact on the

appearance of a house and may possible affect the privacy of adjacent owners, the Architectural Committee will take particular care in its review of a deck plan to be certain that its design is complementary to the existing house and it will not significantly interfere with the right of enjoyment of adjacent residents.

## 2. Specifications

Decks will only be allowed on the rear or side of homes and never in the front. Decks should not extend beyond the owner's building restriction line. New decks or modifications to existing decks must provide continuity in detailing, such as materials, color, post locations, railing design and trim.

For aesthetic appeal and consistency, only one (1) standard railing design (vertical picket rails) will be permitted on decks in the community. The Architectural Committee may promulgate additional acceptable complementary designs from time to time if deemed appropriate.

Decks must be constructed with cedar or high quality pressure treated, rot resistant wood, and in many cases, may be left to weather naturally. Composite wood ("Trex" or equal) may be used for walking surfaces. Painted or stained wood decks should be in a neutral color which blends well with the brick and trim color of the house. Column supports for above ground decks must be finished with the same level of quality and detail as the deck itself.

Under Deck Screening and Ground Covering: The undercroft shall be skirted by framed lattice, with a maximum of 1-1/2 inches between the boards, placed between (not over) the posts. Lattice and post must be painted or stained the same color as the deck. However, no lattice framing will be required for decks 4 feet and higher (one story) in height, or which have walkout basements. In such elevated decks the undercroft must be maintained such that it does not impact the exterior appearance of the home. The construction of an at grade patio or landscape buffer of the area under the deck is encouraged.

Any deck appurtenances such as arbors, pergolas, lattice and trellises must be submitted as part of a complete deck application package. Lattice panels cannot exceed six feet in height and eight feet in length, although additional lattice screening may be permitted for hot tubs.

Patios are encouraged to be stone, brick or exposed aggregate concrete. Concrete may be used but must remain neutral in color. Painting or coloring concrete is permitted on rear patios only and must be approved prior to installation. Edges must be neatly finished and cannot exceed 8" in height.

## 3. Application

Your application should include a completed application form and:

- \* A site plan, plat or house location survey (minimum scale of 1"=30') showing the location of the deck or patio relative to the house and the property lines;
- \* Construction elevation plans (minimum scale 1/4"=1') including details of railings, build-in benches, barbeque or cooking areas, etc. Drawing should indicate relationship of the deck to the existing house and existing finished yard grade;
- \* Paint or stain color samples where applicable.

F. Driveways/Parking Pads/Walkways

1. General Considerations

It is not anticipated that many requests for driveway revisions, either in design or material, will be made since these issues should be carefully considered during the original new home construction review and approval process. The impact of an enlarged or modified driveway on neighboring properties will be carefully considered. New or revised walkway plans must also be submitted to the Architectural Committee for review and approval.

2. Specifications

Enlarging or modifying a driveway and/or walkway may be done only where it and its use will not adversely affect adjacent property, natural areas or drainage and where it will not negatively impact the appearance of the streetscape.

Enlarging driveways, and adding parking pads or walkways must be done with the same material as the existing driveway or walkway. Should the driveway cause disturbance to any existing vegetation, the owner will be required to replant landscaping and may be requested to plant additional landscaping if needed to soften the impact and view of the driveway from neighboring properties.

Materials for driveways are limited to asphalt, concrete, exposed aggregate, concrete, or brick pavers. Any other materials, including monolithic poured concrete will generally be unacceptable unless the Architectural Committee, at its sole discretion, decides the specific circumstances warrant the use of other materials. Leadwalks may be constructed of stone, brick concrete, flagstone, or exposed aggregate. Leadwalks must be neutral in color.

3. Application

Your application should include a completed application form and:

- \* A site plan, plat or house location survey (minimum scale of 1"=30') showing the location of the existing house and driveway or parking pad and proposed changes showing dimensions and distances from property lines:
- \* A grading plan if the existing grading is changes;
- \* A plan showing additional landscaping if needed to soften the impact of the driveway from neighboring properties.

## G. Fences

### 1. General Considerations

Fencing can be an architectural plus with a certain design and specific use, in the complementing location and with abundant, well designed landscaping. Conversely fencing can, when not controlled, become an intrusion on the open character of the community from both an aesthetic and a physical standpoint.

### 2. Specifications

The general philosophy of the Architectural Committee is to retain an open feeling to the community by limiting the use of fences to only those lots that require fencing because of children, pets, swimming pools, or other safety considerations, and in such cases to permit only certain types of fencing which accomplish the desired effect.

No fencing will be permitted in front yards. Fencing should be limited to rear yards only and must not be installed beyond the mid-plane of the side of the house. Fencing on corner lots may include a portion of a side yard with permission from the Architectural Committee. The Architectural Committee encourages the use of invisible, electronic dog fences to contain pets within your property.

To maintain a consistent appearance throughout the community, the Architectural Committee has determined that (except for swimming pools) there are two standard fence types for all lots. The first standard fence type is the wooden three rail (split-rail style), 48" tall fence in 8' wide sections. If necessary, black or dark green wire vinyl mesh may be used on the inside of the split rail fence to increase security for pets or children. The mesh must be the full 48" height of the fence. The split rail fence shall be stained with a light cedar or natural preservative or a color to be approved by the Architectural Committee and must be retreated periodically to retain its finished appearance. The second standard fence type is the aluminum or wrought iron three rail, 48" (or 54" specifically for added safety around pools) tall fence in 6' wide sections. The aluminum or wrought iron fence must be black in color and must be one of the three approved styles shown in Appendix A. The aluminum or wrought iron fence must be maintained regularly to retain its finished appearance and to repair missing or damaged pickets, rails and other components.

No wooden privacy fences will generally be permitted for single family lots, except for homes that are highly visible to the street or public places, and then privacy fences will only be permitted for short segments. In the event that a segment of a privacy fence is approved by the Architectural Committee, the required fence shall be a 6' board on board assembly with a 6" cap board. The fence must be stained and the Architectural Committee must approve the color.

Split rail fencing shall be stained a color to be approved by the Architectural Committee.

Property corners must be established prior to the installation of fences, and the entire fence shall be established no closer than 2" from the property line.

Chain link and barbed wire fences will not be approved under any circumstances except as necessary for security purposes during construction.

### 3. Application

Your application should include a completed application form and:

- \* A site plan, plat or house location survey (minimum scale 1"=30') showing the home, other improvements, exact fence location including distance from home and property lines;
- \* Detailed description of proposed fence including a catalog sheet (with exact height from ground level indicate), color photograph or drawing; and
- \* Landscape plan showing all new plant material to be installed as needed for softening the appearance of the fence where visible from the street.

## H. Landscaping (Additional) and Tree Removal

### 1. General Considerations

Plans for additions or modifications to existing landscaping and/or the removal of existing trees which are larger than 6" inches in diameter (measured two feet above the ground) or more than fifteen (15) feet in height must be submitted to the Architectural Committee for approval. Approval of the removal of trees will be granted only where the tree is severely diseased or damaged, or such removal is reasonably necessary for the construction of driveways, paths, or other approved lot improvements. In many cases, landscaping is required as an adjunct and a condition for approval for the other modifications, such as the addition of a deck or fence and, as noted in other sections of this booklet, is required as part of the application for such items.

### 2. Specifications

Landscape modifications or additions should be integrated in a manner that is harmonious with the existing landscaping on the lot and any adjacent lots. Front yard landscaping will be carefully considered for its effect on the overall streetscape. Generally, landscaping serves to visually soften or provide a finished look to a lot and should be planted and maintained in such a way as to be



attractive and complementary to the overall appearance of the home and its surroundings. Special care should be taken to ensure that landscaping modifications and additions do not adversely impact neighboring lots or common areas. Growth rate and size of trees and bushes at maturity should be considered carefully to determine appropriateness of selection and spacing during initial planting. Trees and bushes should be maintained with a neat appearance and not allowed to grow excessively or disproportionately large with respect to the lot and surrounding landscaping.

Planting of flowers by the owner is acceptable without making application to the Architectural Committee; however, flowers should be tasteful and blend well with the existing landscaping.

To help with water conservation, and keep excessive weed growth under control, it is required that trees, shrubs and planting beds be mulched with organic hardwood bark or pine bark materials that can be neatly maintained. The bark materials must be natural earth-tone colors (all shades of brown and some darker shades of red are acceptable). Use of any other mulching material must be approved explicitly by the Architectural Review Committee. Mulch must be of the mini-nugget or shredded variety unless otherwise approved. With the exception of around pools and underneath decks, porches and HVAC units, the use of gravel or stone mulching material is strictly prohibited.

In the case of pools, natural river stone or pea gravel may be used as an apron around the pool walk and pump/filter accessories and should consist of stones no larger than three inches (3"), measured at any point. The apron should not exceed four feet (4'-0") in width unless otherwise explicitly approved and must remain within the confines of the surrounding safety fence. An appropriate filter paper should be applied beneath the stone to prevent weeds from growing up through and creating an unsightly maintenance issue.

In the case of HVAC units, stone may be used as ground cover beneath and extending no more than 8" beyond the dimensions of the HVAC unit itself in any direction. An appropriate filter paper should be applied beneath the stone to prevent weeds from growing up through and creating an unsightly maintenance issue. The stone or gravel used should be natural in appearance and should be complementary to the existing exterior colors of the home and not draw undue attention. Appropriate landscaping should be utilized to soften and mask the exposed gravel/stone area to the greatest extent possible, but is not required.

In the case of decks and porches, natural colored gravel or stone may be used underneath as ground cover to limit maintenance, prevent erosion and provide weed control. An appropriate filter paper should be applied beneath the stone to prevent weeds from growing up through and creating an unsightly maintenance issue. All decks or porches with gravel or stone underneath must be latticed to hide/obscure the stone to the greatest extent possible. The latticing must cover the

perimeter of the base of the deck, extending from the ground up to the bottom of the floor joists with the exception of up to a 6'-0" wide framed opening at the rear for ingress/egress. Stone may not extend beyond the confines of the lattice work and be openly exposed to view. Appropriate landscaping should be utilized to soften the latticed area, but is not required.

Grass shall not be permitted to exceed six (6) inches in height. Dead plants, shrubs or trees shall be immediately removed. All hedges, trees and shrubs must be neatly trimmed and maintained and their size maintained in proportion to the lot and home.

Pruning should respect the natural growth habits of the plants; plants should not be pruned into strict geometric shapes unless the design concept for the landscape required formal shapes. Approval by the Architectural Committee is required for the planting of hedges or screens that will attain a height of more than two feet. A hedge is defined as a repetitive mass linear planting of three or more shrubs, forming a solid, living landscape barrier. Hedges located forward of the front plane of a house shall not be permitted to grow in excess of three feet and shall not restrict sight lines along a roadway.

Tree removal is a very serious issue, which should only be undertaken when necessary for aesthetic, grading or safety reasons. Like landscape modifications, tree removal may be necessary in order to accomplish another modification. If this is the case, an indication of the tree(s) to be removed and reason for the removal must be included in the modifications application. Owners are asked to carefully plan modifications so as to eliminate or minimize the need to remove any trees. In most cases, the owner will be asked to offset any tree loss, whether associated with another modification or not, with new plantings.

No live trees with a caliper (trunk diameter) in excess of 6" inches, measured 24" above ground, nor flowering trees in excess of 2 inches similarly measured, no live vegetation on slopes of more than 20 percent gradient or marked "no cut" or "tree save" or similar, on approved plans, may be cut without the prior approval of the Architectural Committee.

Mowing – Turf areas need to be mowed at regular intervals, maintaining a maximum height of six (6) inches, and a minimum height of two (2) inches. Changes to this requirement may be made according to specified plans.

Planted beds must be kept in a neat and orderly manner. Vegetable gardens are not permitted in front or side yards.

Lawn Watering – Water only during extended dry periods, and apply the water only as fast as the soil can absorb it. Wet the soil to a depth of between four (4) inches and six (6) inches. This usually required the equivalent of one-half (1/2) inch to one (1) inch of rainfall.

Lawn and Garden Fertilization – All soil should be tested before fertilizer is added, especially in areas where drainage will flow into ponds. Special care should be taken not to over-fertilize or to fertilize lawns and gardens when there is the least chance of run-off. Soil test kits are available free from the County Extension Office.

Compost Bins – If a compost bin is desired, the use of a pre-manufactured compost bin, which is earth tone in color, is encouraged. Bins should be located to the rear of the property and should be 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 maintain a satisfactory compost bin and/or the point at which the compost becomes a public nuisance shall indicate an abandonment of the compost pile and violation of these Design Standards.

Stockpiling of materials such as mulch, compost or firewood will only be permitted in rear yards and must be properly screened.

Trash Removal – Each resident is responsible for picking up litter on his property and preventing wind-blown debris from origination on his land.

At no time is the Conservancy open space considered a dumping ground for inorganic debris. Organic debris such as leaves, grass clippings and branches may not be dumped on open space. Yard waste is required to be recycled according to the refuse collector's specifications.

Removal of trash and debris from all Conservancy areas accumulated from resident usage will be completed as necessary. Removal of trash and debris costs the Conservancy dollars and voluntary resident and neighborhood clean-up, in addition to controlling the litter at the source saves everyone money.

Erosion Control – Each resident is responsible for seeing that their lot area is protected from erosion and that storm drain structures are not blocked so as to cause additional erosion problems which will silt up ponds and stream valleys.

Pesticides and Herbicides – Pesticides and herbicides may be applied according to label instructions for the specified problem. Emphasis should be placed on organic/biodegradable materials in order to ensure the least harm to the natural environment. Care in application is extremely important along ponds and waterways, near neighborhood play areas and tot lots, and near adjacent residences. Avoid the use of pesticides and herbicides if at all possible, but when necessary, use with caution and follow instructions.

Snow Removal – Residents are required to clear snow and ice from the sidewalks in front or adjacent to their homes. Sand may be used as an abrasive when

necessary, but the use of any rock salt or any other deicing salts, which are known to cause concrete deterioration, is prohibited.

Wetlands – Vint Hill has many protected wetlands that must be preserved in a natural state. Some trails will exist in these areas where the minimum disturbance can be achieved. Use of the wetlands is limited to pedestrian use of the trails and members are asked to only walk in designated areas. Yard debris must not be deposited in the protected wetlands.

### 3. Application

Your application should include a completed application form and:

- \* A site plan, plat or house location survey (minimum scale of 1"=30') showing the location of the proposed plant material (or tree to be removed), existing plant material, existing buildings and other improvements, and property lines;
- \* A schedule of plant material indicating species, height at the time of planting, caliper where appropriate and quantities;
- \* A detailed description and location of any structural elements such as retaining walls (addressed in a separate section).

## I. Lighting – Exterior

### 1. General Considerations

Typical site lighting may include lighting fixtures of the following types, subject to the specifications set forth in the paragraphs which follow:

- \* Building-mounted lights at entries
- \* Building-mounted security flood lights in hooded fixtures, in rear and side yards only
- \* Post-mounted lights
- \* Accent lighting
- \* Garden lights

Consistent with its daytime character, the community should be viewed as a quiet, natural nighttime setting without intense, overly decorative lighting. Fixtures should be of high quality, traditional in design, and compatible with the house. Whether building-mounted or freestanding, lighting fixtures should be properly located and directed downward, disused, or shielded to avoid causing glare when viewed from adjacent properties or from the street. No exterior lighting emanating from a Lot shall be directed outside the boundaries of the Lot.

### 2. Specifications

- \* Lamps should be an incandescent type of 100 watts or less for most applications. High wattage commercial/industrial type fixtures are not acceptable.
- \* Unobtrusive building-mounted fixtures are preferred.
- \* When building-mounted is inadequate for proper illumination, high quality, post-mounted fixtures of 8 ft. or less in height are preferred.
- \* Low-level landscape or garden lighting should be used sparingly and these fixtures should be spaced to avoid a solid commercial effect. Landscape and garden lighting should be low intensity and not positioned or aimed in such a manner as to create a nuisance for neighboring properties. Such lighting should be incorporated into planting or mulch beds for ease of mowing.
- \* Security flood lights should be used with discretion so as not to adversely impact adjoining properties. When the rear lot line of a residence adjoins wooded areas or other similar situations, and the rear lot line does not adjoin a current or future residential lot or street, flood lights may be used for security purposes to illuminate the rear yard. Flood lights should always be attractive fixtures and not of the bare bulb and socket variety. They should be mounted on the fascia board (not on the brick or siding), under roof eaves and should be a color which matches or blends with the surface upon which they are mounted.
- \* All conduit and wiring should be hidden within the wall, or buried and out-of-sight.
- \* Sodium vapor quartz and other non-incandescent varieties of lamps are presently unacceptable.
- \* Accent lighting for building facades must be of low intensity to create a subtle, warm impression. The lights must not be obtrusive either as visible fixtures nor provide any glare. Such lighting should be totally or partially buried in the ground.

### 3. Application

Your application should include a completed application form and:

- \* Site plan, plat or house location survey (minimum scale of 1"=30') showing buildings and property lines and showing existing and proposed lighting;
- \* Catalog sheets of fixtures including photographs or drawings, description and lamping data; and

- \* Landscape plan when lighting is integrated and/or softened with plants.

J. Painting/Staining/Color Changes – Exterior

1. General Considerations

All exterior color (or material) changes on a home or other approved structure within the community must be submitted in writing to the Architectural Committee for approval. Generally, the Architectural Committee recommends colors that create a subtle, traditional effect, which is harmonious with the house and complementary to the surrounding homes in the community.

No request for approval is needed to re-paint any exterior elements in the existing approved color(s) already on the house.

2. Specifications

Selected colors (or materials) must be harmonious with the other colors (or materials) used on the structure, e.g., roofing, trim and brick, and must be harmonious with the color-scheme used in the neighborhood.

3. Application

Your application should include a completed application form and:

- \* Sample color chips (minimum 2” square in size) of proposed new colors and existing paint colors to be retained; and
- \* A written description or, preferably, an illustration showing all surfaces to be painted or stained.

K. Play Equipment/Doghouses

1. General Considerations

For many property owners, children’s play equipment, including swing sets, jungle gyms, sand boxes and similar type equipment are desirable additions to a home site. Respect for neighbors and the aesthetic quality of the community must, however, be given due consideration. Such equipment should be placed in such a manner so as not to constitute a nuisance to adjoining homeowners and to be as inconspicuous as possible from the street.

2. Specifications

Play equipment will only be permitted in the rear yard where it will not be readily visible from the street. Wherever possible, screening of the equipment should be

accomplished by evergreen plantings to insure year-round protection. The subject of basketball equipment is addressed in a previous section of this booklet.

Doghouses will only be permitted in the rear yard where not readily visible from the street. Doghouses should be constructed with pitched roofs that are covered with shingles to match the roof of the house, and the doghouse should be painted to match the exterior of the house.

Dog runs are prohibited.

Architectural Committee approval for a normal doghouse is not required. All homeowners desiring to install any children's play equipment, including basketball equipment and screening, must make application and be granted formal approval prior to installation.

3. Application

Your application should include a completed application form and:

- \* A detailed drawing or catalog sheet which shows the play equipment including dimensions and color;
- \* A plan showing the location of the play equipment, the existing home, all other lot improvements and distance from property lines; and
- \* Landscape plan showing evergreen plantings to be installed for the purpose of screening or softening the view of the play equipment. Plans must indicate plant species, quantities, types and sizes.

L. Retaining Walls

1. General Considerations

Retaining walls should be as unobtrusive as possible and should be installed only where structurally necessary, such as for purposes of diminishing erosion or creating a more level lawn or garden area. Retaining walls, when installed with the initial construction of the house must be included in the initial application. Retaining walls should be built only to the minimum height needed to serve their function.

2. Specifications

Retaining walls in the yard facing a street or common area must be constructed of stone, brick or approved interlocking architectural pre-cast concrete blocks. Concrete walls or walls constructed of landscape timbers will only be approved for rear yards where a common area or a neighbor's view is not impacted.

The ends of all walls must be gradually tapered down to the ground rather than abruptly ending.

In some cases, safety codes may require a railing along the top of the retaining wall. The owner is responsible for determining through the proper authorities if a railing is necessary. Should a railing be required, the design specifications including dimensions, material and color must be included as part of the application. Alternatively, the owner may want to consider stepping the wall in a terracing effect in order to keep the wall height below the height for which a rail is required.

In certain instances, plantings may be required to screen areas where the retaining wall will be obtrusive either from the street and/or neighboring homeowners.

### 3. Application

Your application should include a completed application form and:

- \* Site plan, plat or house location survey (minimum scale 1"=30') showing the location of the retaining wall, any existing or planned buildings and the relationship to property lines;
- \* A sectional drawing showing the construction details;
- \* A description of the materials; and
- \* Landscape plan showing additional plant material to be used to soften the appearance of the retaining wall(s).

## M. Screen Doors/Windows and Storm Doors/Windows

### 1. General Considerations

Should an owner decide to install screen/storm doors and windows, the owner should specify a design and color which does not alter the appearance of the door or window behind it or detract in any way from the traditional theme of the home and community.

### 2. Specifications

Screen/storm doors and windows should allow a full or nearly-full view of the existing door or window behind it and should be a color which matches the existing door or trim color, whichever will create the most unobtrusive appearance. No mill finishes will be allowed. Generally, only full view storm and screen doors with little or no ornamentation will be considered and permitted.



### 3. Application

Your application should include a completed application form and:

- \* Detailed drawing or catalog sheet which shows the new screen/storm doors and windows including dimensions and color; and
- \* Depiction of the existing door with dimensions and frame color noted.

## N. Swimming Pools, Hot Tubs and Other Water Structures

### 1. General Considerations

Swimming pools can greatly enhance the enjoyment and livability of a home while also providing excellent exercise benefits to the owner. However, because of the possible intrusion on adjacent properties, swimming pool plans will be very carefully reviewed and considered in terms of any possible disturbance to others.

A swimming pool and the associated decking and fencing must be planned and designed in conformance with the character of the community.

Conceptual or preliminary plans may be submitted for review and comment before full working construction drawings are undertaken.

### 2. Specifications

Outdoor swimming pools must be approved by the Architectural Committee and may only be located in rear yards. Only in-ground swimming pools may be approved; above ground pools are strictly prohibited. The only exception to this shall be small, non-permanent “kiddie” pools that do not exceed 18” in height and/or 12” in water depth and are of a size deemed appropriate by the Architectural Committee.

Fences for pools may be located on the perimeter lot line only if the pool is under construction and nearing completion. A pool fence cannot be located on the perimeter line in anticipation of a possible future pool. Pool fences must comply with all applicable County and State regulations and Article V, Section G of these Design Standards.

The Architectural Committee must also review requests for hot tubs and spas. Hot tubs and spas must be located in the rear yard. If not in-ground, the hot tub or spa must be architecturally treated with decking and the base must be enclosed to hide the tub from view. The hot tub must be screened both architecturally (lattice) and with landscaping so as to minimize the visual impact from all adjacent property owners.

Swimming pool and hot tub equipment (pumps, pipes, etc. – not the tub itself) must be located to avoid interference with neighbors and must be enclosed architecturally or screened from view with evergreen landscaping. Structures to be used to enclose equipment must also be softened with landscaping where visible from other properties.

Landscaped ponds are allowed providing they do not exceed 18” in depth and are not used for swimming. They must be located in the rear lot and appropriate landscaping must surround the pond.

### 3. Application

Your application should include a completed application form and:

- \* A site/grading plan (minimum scale of 1”=30’) showing the proposed swimming pool or hot tub, pool equipment, decking, fencing, other lot improvements and property lines;
- \*
- \* Fence plan (See Fencing Guidelines, p. 26, paragraph G); and
- \*
- \* Landscape plan (See Additional Landscaping and Tree Removal Guidelines, p. 28, paragraph I) and exterior lighting plan (See Exterior Lighting Guidelines, p. 31, paragraph J).
- \*
- \*
- \*

### O. Security Devices

Security devices must be installed without detracting from the design integrity of the building. Security signage may be placed proximate to the front door with size limit of 1 square foot.

Exterior sirens and speaker boxes must be unobtrusive. Usually, this can be accomplished by locating the device so that it is not readily visible and painted to match the surface behind it.

For security lighting, see section on Lighting, p. 31, paragraph J.

Security window costing film should be considered in lieu of bars and grillwork.

Bars placed on the outside of windows or barred or ornate metal security doors are prohibited.

### P. Clothes Lines

Exterior clothes lines or similar apparatus are prohibited.

- Q. Air Conditioning Units  
Window air conditioning units are prohibited.
- R. Greenhouses  
A greenhouse will be treated as a major alteration in a dwelling unit and subject to the same level of review. Only greenhouses that are attached to the dwelling unit are permitted. Greenhouses must meet the following criteria to be approved.
- The scale and design must be architecturally compatible with the home and surrounding homes.
  - There shall be no adverse visual impacts for adjoining properties. The installation of landscape materials to provide a visual screen is encouraged and may be required as a condition of approval.
- S. Signs  
Real Estate Signs – Only one real estate sign, not to exceed four (4) square feet in area, advertising a property for sale or rent may be displayed on a lot. Signs may only be placed in the front yard of available properties. Such signs must be removed within one week following the sale or rental of a home.
- T. Exterior Decorative Objects  
Approval will be required for all exterior decorative objects, exceeding 30 inches in height and 18 inches in width or depth, including, natural and man-made objects. Decorative objects will be considered based on their size, color, scale, appropriateness with the surrounding area, and their visual impact from adjoining lots and open space. Exterior decorative objects include such items as sculptures, fountains, pools, stumps, driftwood, free standing poles of any type, and items attached to an approved structure.
- U. Electronic Insect Traps  
Electronic insect traps will be regulated based on the same criteria as exterior lighting. In addition, no device shall be installed or maintained in such a way as to cause discomfort to adjacent owners from noise or light, and may only be operated during those times when the immediate area protected by the trap is occupied by the owner or guests.
- V. Trash/Recycling Containers  
Trash cans and recycling containers must be stored out of view of the street or adjoining properties at all times, except on scheduled pickup days. Containers should be placed out at curbside very early in the morning on pick up days or after dark the evening before. Storage in front or alongside of garages or the home is inappropriate. Screened areas for trash and recycling container storage may be incorporated into a deck design.
- W. Storage of Boats, Trailers, Campers, Mobile Homes or Recreational Vehicles

No recreational vehicle may be parked or stored in open view of residential property, residential streets or open space or other common area. Further, the Board of Directors had defined recreational vehicle as follows:

1. Any boat or boat trailer, canoe, jon-boat, paddleboat, jet skis, sailboats, catamarans, rafts or inflatables and the like.
2. Any motor home or other self-contained camper.
3. Any camper slip-ons where the camper backs are 12 inches or higher than the roof line of the cab of the truck.
4. Any mobile home, trailer or fifth-wheel trailer.
5. Any pop-up camper/tent, trailer or other similar recreation oriented portable or transportable facility or conveyance.
6. Any other vehicle not defined above which could not normally or regularly be used for daily transportation, including dune buggies or non-operative automobile collections or other automotive equipment not licensed for use on the highways of Virginia.

The following vehicles shall be treated in the same manner as recreational vehicles:

7. No commercial truck, commercial bus, taxicabs or other commercial vehicle of any kind, boats, trailers, campers, recreational vehicles and motor homes shall be parked in any visible location on the Property without the prior written approval of the Architectural Committee. Commercial vehicles shall be deemed to include cars and vans in styles normally used for private purposes but painted with or carrying commercial advertising, logos, or business names exceeding five (5) square feet per side or containing visible commercial materials, cargo, tools or equipment on the exterior of the vehicle or that extend beyond the length or width of the vehicle. No oversized/commercial vehicle (a vehicle wider than and/or longer than a standard parking space, 19 feet maximum, any vehicle that has more than two (2) axles, or those vehicles greater than 6,000 pounds) may park on the premises. No disabled vehicle or vehicle on which current registration plates or other required permits such as inspection stickers are not displayed shall be parked on any Lot or on Common Area. The repair or extraordinary maintenance of vehicles shall not be carried out in a manner that is visible from any Lot or on the Common Areas. The Association may enforce the provisions of this Section by towing any non complying vehicle at the vehicle owner's sole risk and expense. This provision shall not preclude commercial vehicles located on the property temporarily (less than 24 hours) to provide services to the Association or a resident.

8. Any private or public school or church bus.

X. Exterior Winter Holiday Decorations

Exterior winter holiday decorations which are attractive, in good taste, and reasonable in size, number, color and luminosity are permitted so long as such decorations are not displayed prior to November 15th nor remain in view after January 15th, and provided that such decorations do not conflict with any applicable design standard.

Y. Skateboard Ramps

No skateboard ramp greater than 50 square feet shall be permitted anywhere within Vint Hill. No skateboard ramp shall be placed on any street driveway, walkway, common areas, or front lawns.

**VI. REMOVAL OF EXISTING STRUCTURES**

A. General Considerations

The removal of any building, major addition, fence, major landscaping or other natural or structural element which changes the exterior appearance of the property must be approved in writing by the Architectural Committee.

Removal of minor, less substantial additions, such as basketball backboards or play equipment will not require Architectural Committee approval as long as the area is restored.

Materials must be properly disposed of outside of the boundaries of any properties of the community.

## **ENFORCEMENT PROCEDURES**

The Declaration of the Association empowers the Association to enforce compliance with the Association's Design Guidelines, see Article V. The following enforcement procedures will be used to ensure the compliance.

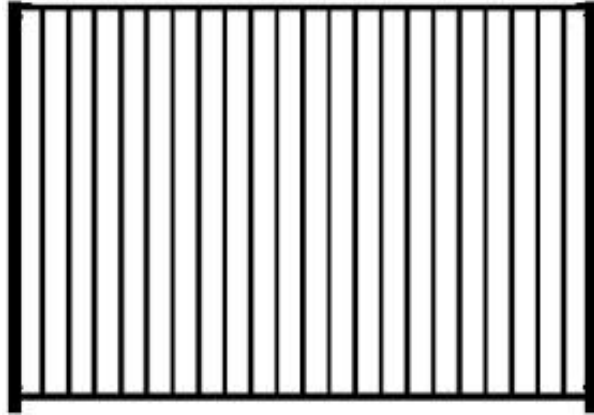
1. A violation may be observed and reported in writing to the Conservancy by aq member of the Architectural Committee, the Conservancy, the managing agent, or a homeowner. In the case of a homeowner wishing to report a potential violation, written notification may be transmitted to the Architectural Committee or managing agent.
2. The alleged violation will be confirmed by a site visit by a member of the Conservancy, a member of the Architectural Committee and/or the managing agent. Photographs of the violation will be taken and shall be kept in the Association's records, along with a written statement by the person making the site visit.
3. The Association will contact the owner in violation by letter, advising them of the violation and requesting appropriate action to remedy the violation. Notice will be sent by regular mail or be hand delivered. In the event the violation is deemed to involve an immediate emergency or where such violation, if not remedied, will increase or enhance with the passage of time, the Association shall have the right to take immediate action to correct the violation and the cost of such correction shall be borne by the owner.
4. If the violation continues for thirty days after notification to the owner in violation (or if not substantial progress is made in curing the violation, where such remedy would require more than thirty days) a second letter will be sent by regular mail or hand delivery to the owner in violation. This letter will provide notice that the violation must be remedied within fifteen (15) days from the date of mailing of the letter or alternatively, that the owner in violation must submit to the Association a written plan, including timing, for the abatement of the violation within a reasonable period of time, where such violation cannot be cured within the fifteen day period.
5. If the violation is not abated within fifteen (15) days from the date of mailing or delivery of the letter or if progress is not being made to abate such violation in accordance with a plan agreed to by the owner in violation and the Board of Directors; the Board of Directors will send the owner in violation a certified mailing informing the owner of the time and place of a formal hearing by the Board of Directors.
6. As a result of this hearing, the Association may take appropriate enforcement action permitted by the Association's Declaration or pursue its remedies at law or

in equity and may proceed to refer the matter to legal counsel for appropriate action to secure compliance with the Association's legal instruments.

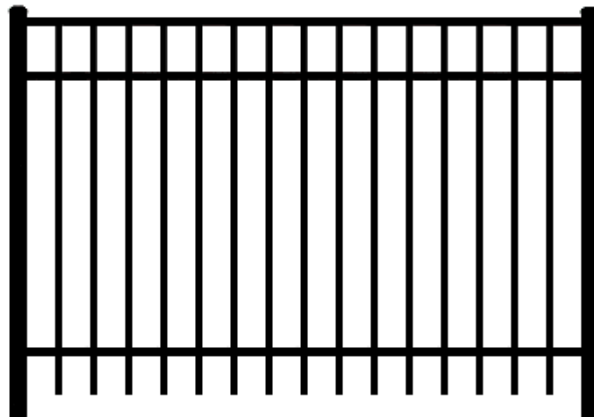
7. The above procedures do not preclude the Association from taking accelerated measures in the case of a violation which constitutes an emergency situation, provided that the owner in violation has been properly notified by certified mailing and that the action is consistent with the provisions of the Association's legal documents. Likewise, the Association may establish shorter notification periods for the correction of violations of the Design Guidelines where the homeowners shall not be disadvantaged by a shorter notification period of compliance.

**APPENDIX A**

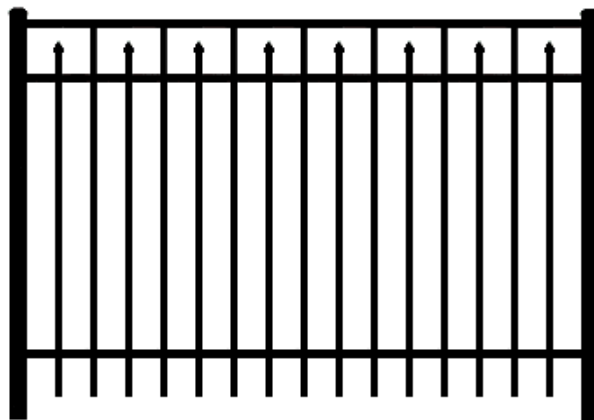
The following three (3) styles of aluminum or wrought iron fencing are approved for installation by the Vint Hill Architectural Review Committee:



**Style "A"**



**Style "B"**

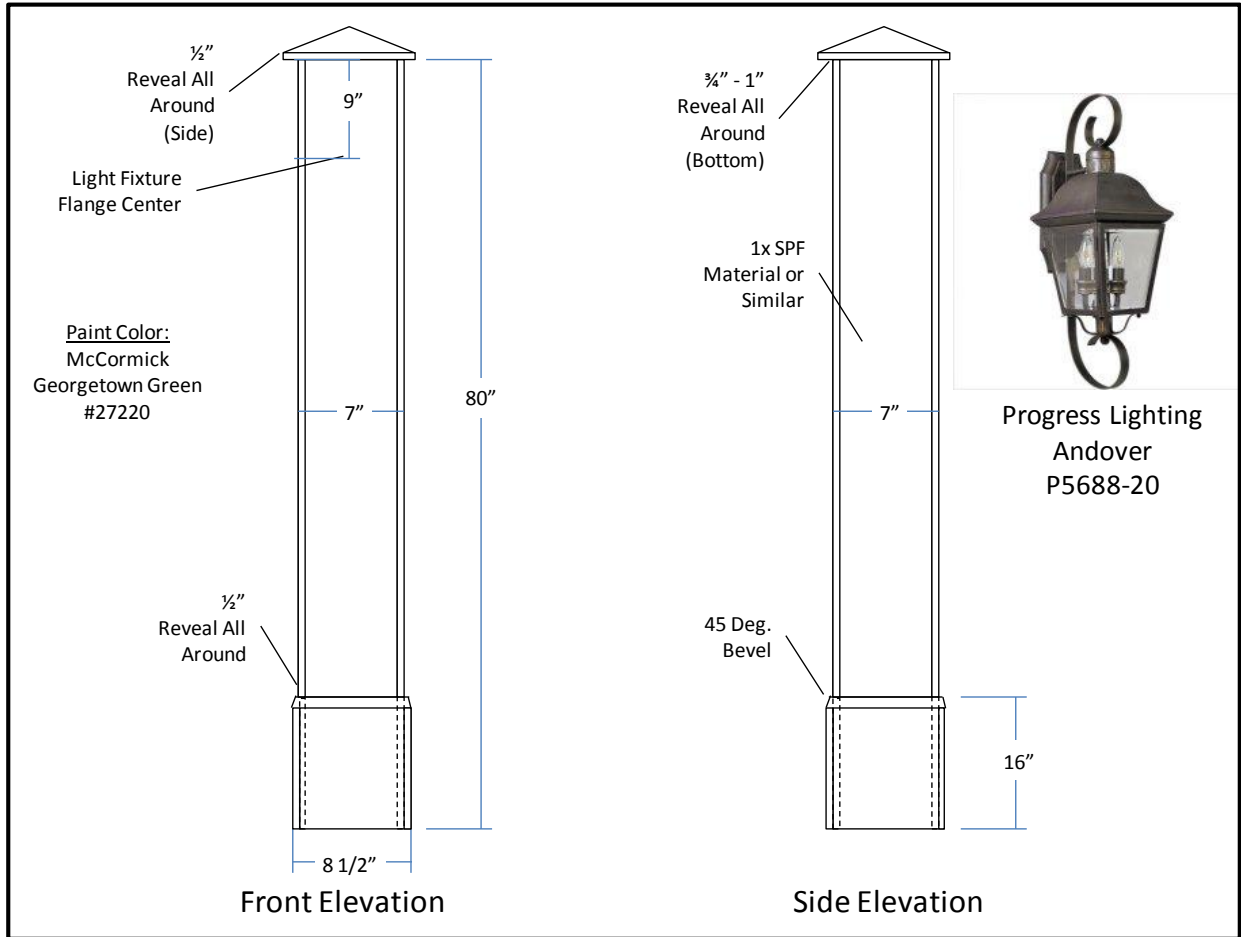


**Style "C"**

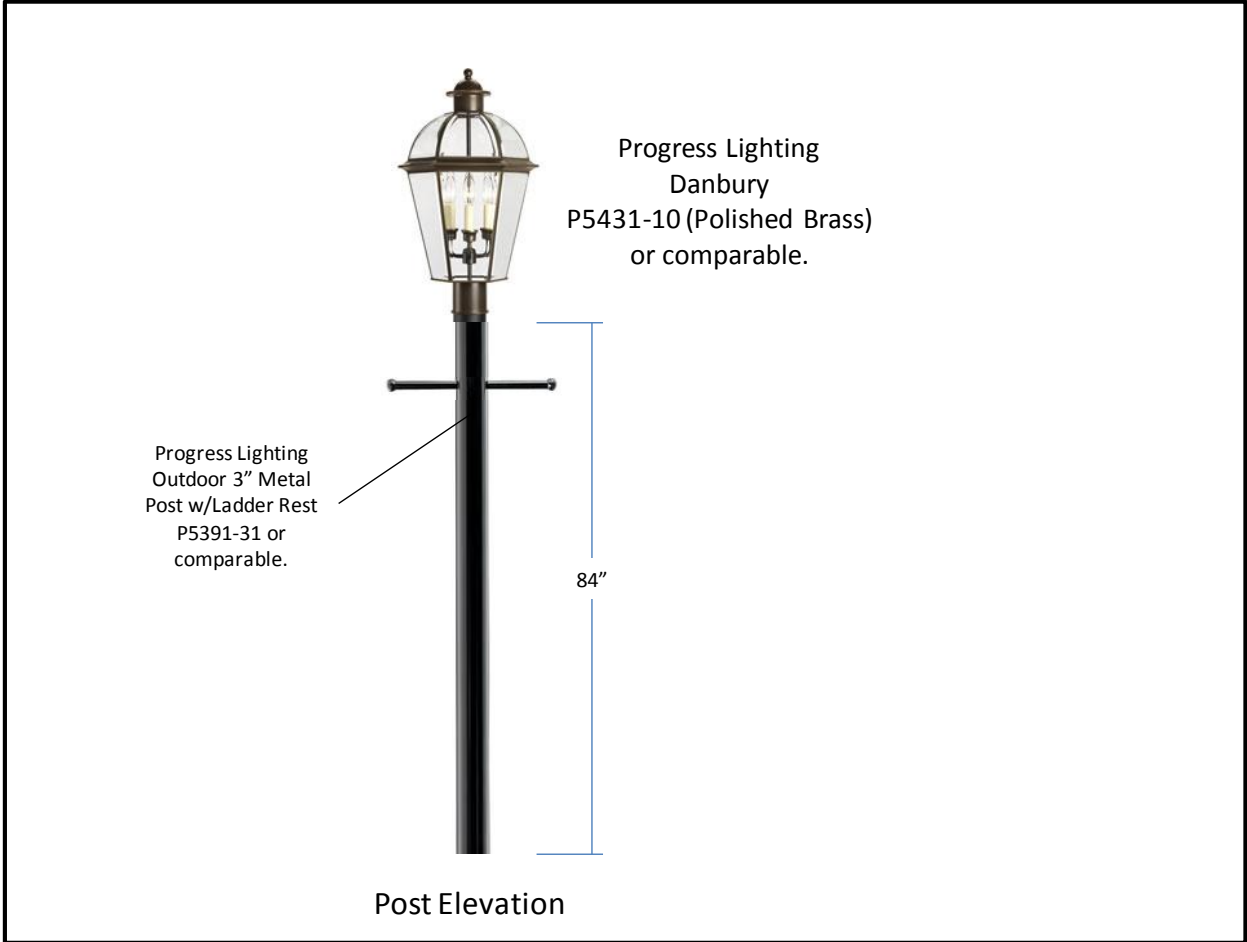


## APPENDIX B

The following two (2) styles of decorative post lights are approved for installation by the Vint Hill Architectural Review Committee:

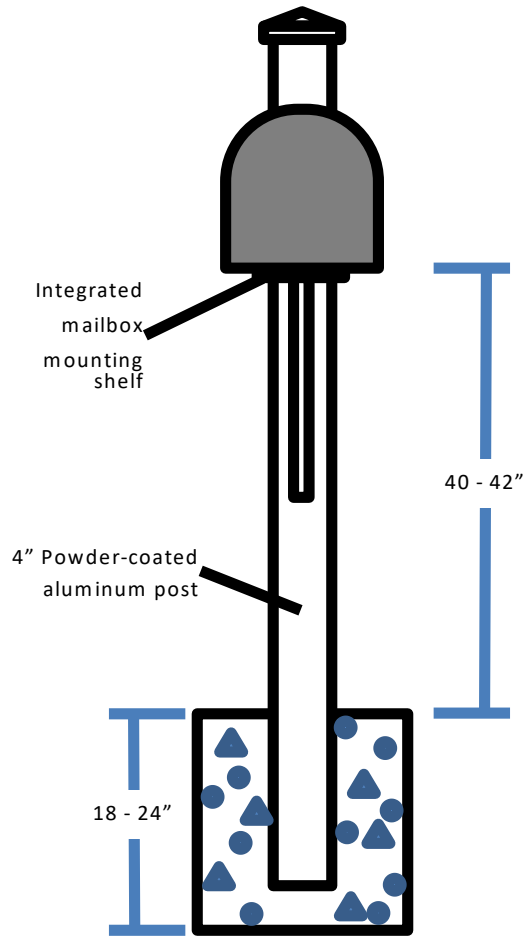


**Style "A"**

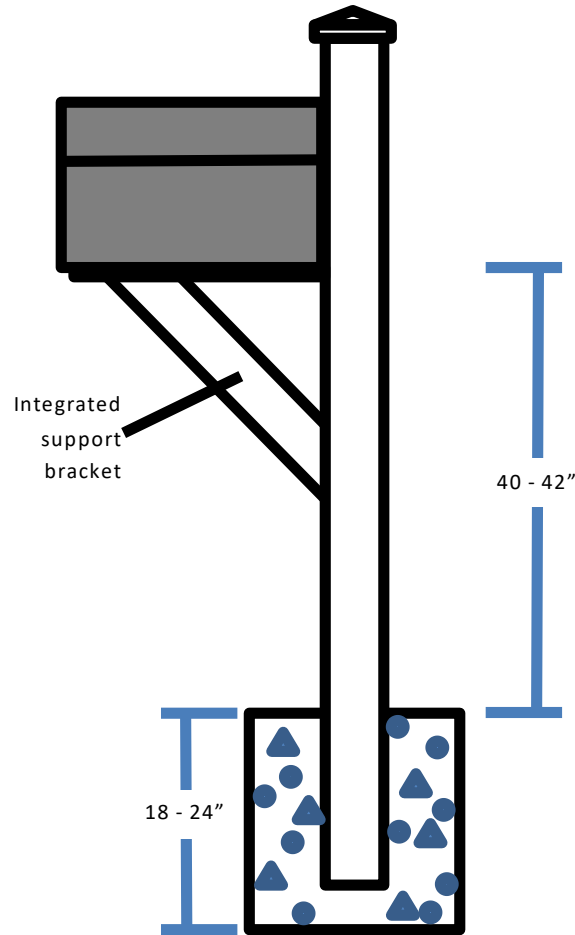


**Style "B"**

# Appendix C (Part 1 of 3)



Front Elevation



Side Elevation



Salsbury Industries  
4850BLK  
\$135 Home Depot

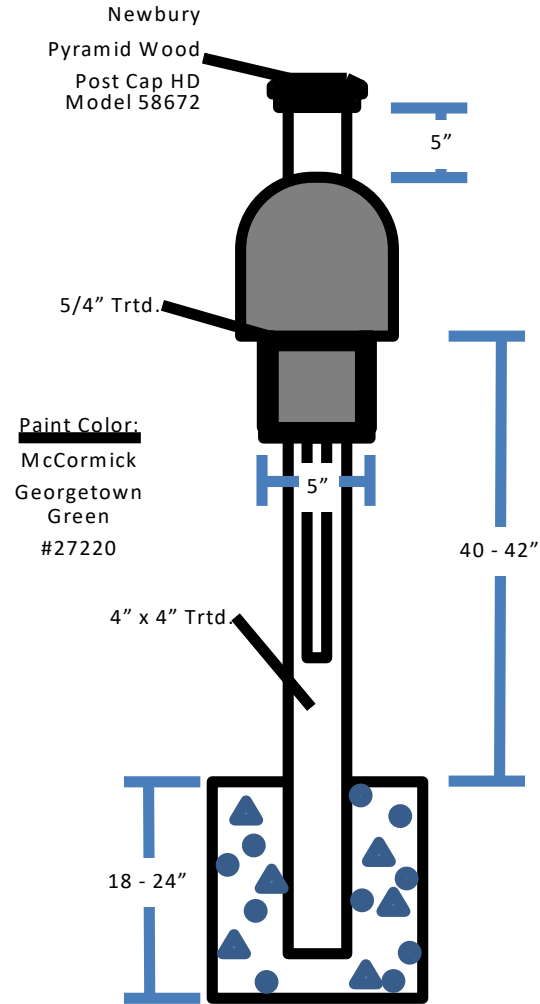


Gibraltar Elite Black  
Medium Steel  
\$25 Home Depot

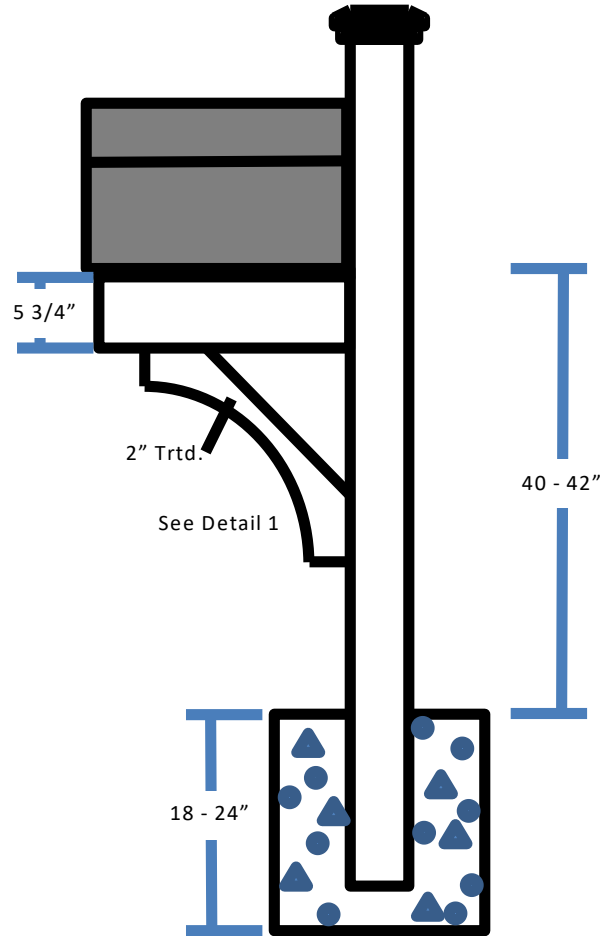


Salsbury Industries  
4825BLK  
Powder Coated Alum.  
4" Post  
\$193 Home Depot

# Appendix C (Part 2 of 3)



Front Elevation



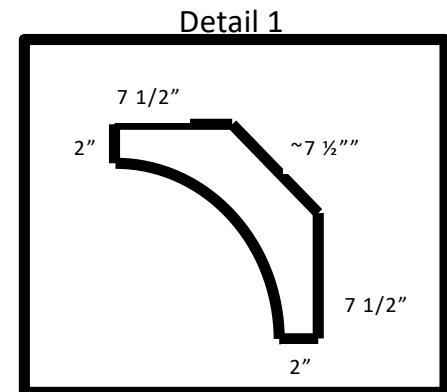
Side Elevation



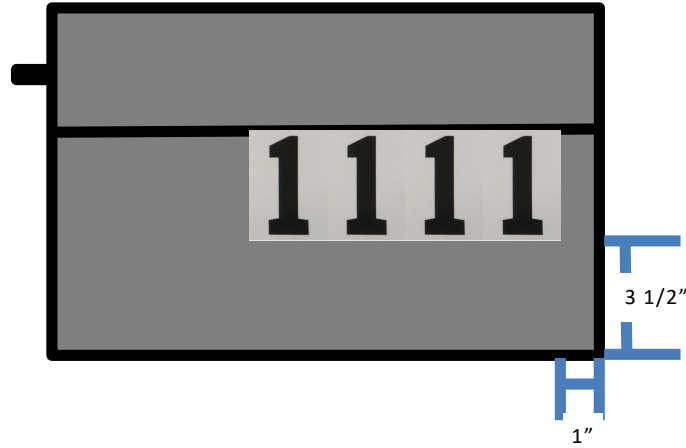
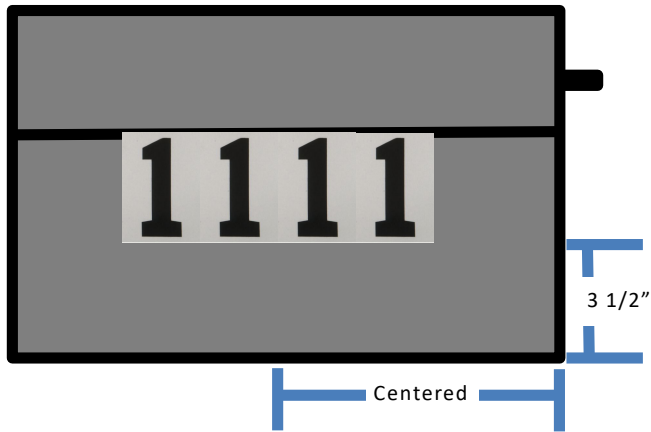
Salsbury Industries  
4850BLK  
\$135 Home Depot



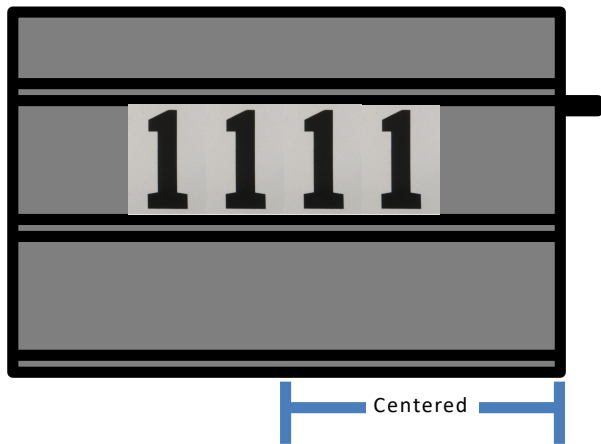
Gibraltar Elite Black  
Medium Steel  
\$25 Home Depot



# Appendix C (Part 3 of 3)



Gibraltar Elite Black  
Medium Steel



Salsbury Industries  
4850BLK

**Left Side  
Elevation**

**Flag Side  
Elevation**



- B. Finish Materials – A description and/or sample of all finish materials to be used for the exterior surface of proposed improvements must be provided.
- C. Site Plan – A site plan, drawn to scale, showing the location and dimensions of the proposed improvement, including orientation with respect to the property lines, unit, and adjacent dwelling units must be provided for decks, patios, walls, storage sheds, fences, major landscape changes which require approval, and structural additions to the home.
- D. Architectural Drawings and Landscape – Detailed architectural drawings or plans must be provided for decks, storage sheds, and structural additions to the home and major landscape improvements which would change the topography of the lot or landscape plan originally provided by the builder.
- E. Photographs – The inclusion of photographs is appropriate for exterior lighting fixtures, decorative objects and similar cosmetic additions to the unit or lot.
- F. Other Exhibits – Other exhibits may be required in order to permit adequate evaluation of the proposed change. Homeowners are advised to seek guidance from the Architectural Committee prior to the submission of an application.

7. NOTIFICATION OF ADJACENT LOT OWNERS:

A homeowner submitting a design review application is required to provide notice of the application to all lot owners (other than builders) whose lots immediately abut the applicant's lot or are separated from the applicant's lot by a street or common area and for whom the proposed improvement will be visible from the adjacent lots.

Proof of notice is required through the signing of the design review application by the adjacent lot owners.

8. ESTIMATED STARTING DATE OF CONSTRUCTION:

\_\_\_\_\_ (After Approval)

9. ESTIMATED COMPLETION DATE: \_\_\_\_\_

10. Owner acknowledges that he is familiar with the design review requirements and procedures for the Vint Hill Homeowners Association.

11. Owner understands that the authority to perform an alteration granted by this application will automatically expire if work is not commenced within 180 days following approval and completed within 360 days, or other time frame authorized by the Architectural Committee.

**NOTES**

1. Owner understands that it is his sole responsibility to insure that any exterior improvement project complies with all state and county building codes; that approval of this application by the Architectural Committee in no way deals with, guarantees, or warrants that the improvements comply with such building codes, governmental regulations, or sound engineering practices, and that the Architectural Committee expressly disclaims any responsibility to bring, update or otherwise keep its Design Standards current and in conformity with pertinent building codes, regulations, or practices.
2. Before any application is considered by the Architectural Committee, the owner must submit in writing to the Committee a certification that the proposed project is consistent with state and county building codes signed by a Virginia licensed engineer or the County Building Inspections Office and that he has or will obtain all necessary permits and approvals related to the proposed project prior to commencement of work.
3. Owner understands and agrees that no work on this request will commence until written approval has been obtained from the Architectural Committee.
4. Owner further understands and agrees that any exterior alterations undertaken before written approval is obtained is not permitted and that the Owner may be required to restore the property to its former condition at Owner's own expense if such alterations are made and subsequently disapproved in whole or part. Further, Owner understands that any legal expense associated therewith may be the responsibility of Owner.
5. Owner agrees to give the Architectural Committee and/or Managing Agent, express permission to enter onto the Owner's property at a reasonable time to inspect the proposed project, the project in progress and the complete project.
6. Owner understands that any approval is contingent upon the completion of alterations in a workmanlike manner and in accordance with the approved scope and specifications for said alterations.

Please mail or deliver to:      Vint Hill Homeowners Association  
   Architectural Review Committee  
   c/o Austin Realty Management, Inc. (ARMI)  
   10 Rock Pointe Lane  
   P.O. Box 3413  
   Warrenton, VA 20188-3413

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

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





Vint Hill Homeowner's Association  
Appendix E – Street Tree Designation

<b>Street Name</b>	<b>Assigned Street Tree</b>
Von Neuman Circle	October Glory Maple
Eckert Court	Pin Oak
Dell Court	October Glory Maple
Hollerith Court	Pin Oak
Sholes Court	October Glory Maple
Cray Drive	October Glory Maple
Wirth Lane	Red Sunset Maple
Hills Lane	Red Oak
Osborne Drive	October Glory Maple
Wilkes Court	Red Oak
Shrayer Court	Red Sunset Maple
Comrie Court	Red Sunset Maple