



MONTEREY ESTATES

ARCHITECTURAL GUIDELINES

November, 2011

Prepared by:

Monterey Estates Community Association Board of Directors
Monterey Estates Community Association Architectural Control Committee

MONTEREY ESTATES COMMUNITY ASSOCIATION
LOT OWNERS RESOLUTION
ARCHITECTURAL CONTROL COMMITTEE
AND ARCHITECTURAL GUIDELINES

WHEREAS, Article V of the Declaration of Covenants, Conditions and Restrictions empowers the record owners of a majority of the lots to change the membership of the Architectural Control Committee; and,

WHEREAS, Article V of the Declaration of Covenant, Conditions and Restrictions empowers the record owners of a majority of the lots to withdraw or restore to the Architectural Control Committee any of its powers and duties; and,

WHEREAS, the lot owners of a majority of the lots desire to establish the composition, duties and procedures of the Architectural Control Committee;

NOW, THEREFORE, be it resolved that a majority of the lot owners of Monterey Estates Community Association establish the following composition, duties and procedures of the Architectural Control Committee

1. Composition. The Architectural Control Committee shall be comprised of three or more members. Each of these persons shall be appointed by the Board of Directors as a member of the Committee. At least one member of the initial Architectural Control Committee shall serve a term of three (3) years; at least one member shall serve a term of two(2) years; and at least one (1) member shall serve a term of one (1) year; and as the terms of such members expire, new members shall be appointed for a term of three (3) years by the Board of Directors. In the event of death or resignation of any member of the Committee, the remaining members shall have full authority to designate a successor to fill out his predecessor's term.

2. Duties. Any change, permanent or temporary, to the exterior appearance of one's property must be approved by the Architectural Control Committee. The Architectural Control Committee shall regulate the external design, appearance, and locations of the properties and improvements thereon in such a manner so as to preserve and enhance values and to maintain a harmonious relationship among structures, the natural vegetation, and topography. In furtherance thereof, the Architectural Control Committee shall:

(a) Review and approve, modify or disapprove, within thirty (30) calendar days, all written applications of owners. All applications not acted upon within thirty(30) calendar days shall be deemed approved.

(b) The Architectural Control Committee will evaluate all applications on their individual merits. Decisions made by the Architectural Control Committee in reviewing applications are not based among any individual's personal opinion or taste. Judgments of acceptable design are based on the criteria found in the Architectural Guidelines which represent in more specific terms the general standards of the protective covenants.

3. Review Procedures. Each application will be checked for complete information by the Architectural Control Committee. If information which is pertinent for review of the application is missing, the Committee will return the application as incomplete. The Committee must act upon all applications within thirty (30) calendar days after it has been accepted. The decisions of the Architectural Control Committee will be sent by letter to the address on the application. The applicant must realize that the Architectural Control Committee decision is not binding until ten (10) working days after receipt to allow time for the appeal process. A lot owner whose application has been rejected may appeal the Architectural Control Committee decision to the Board of Directors. Appeals will be heard if the applicant or other affected residents feel that (1) proper procedures were not followed during the review process; or (2) the Architectural Control Committee decision was arbitrary and did not have a rational basis. To initiate the appeals procedure, the applicants, or other affected residents, must submit a verbal request for an appeal within forty-eight (48) hours of the applicant receiving the Architectural Control Committee decision, followed up with a written request within five (5) working days.

4. Enforcement Procedures. The Board of Directors, or any Owner shall have the right to enforce the Architectural Guidelines by any proceeding at law or in equity, now or hereafter imposed. Failure by the Board of Directors or by any Owner to enforce any provision of the Architectural Guidelines shall in no event be deemed a waiver of the right to do so thereafter. Invalidation of any provision of the Architectural Guidelines by judgment or court order shall in no way affect any other provisions which shall remain in full force and effect.

RAC:p11 08940

TABLE OF CONTENTS

INTRODUCTION..... 1

I. GENERAL INFORMATION..... 2

 A. ROLE OF THE MONTEREY ESTATES COMMUNITY ASSOCIATION AND ARCHITECTURAL CONTROL COMMITTEE 2

 B. WHAT CHANGES MUST HAVE ACC APPROVAL? 2

 C. ACC REVIEW CRITERIA 3

 D. AMENDMENTS TO THE ARCHITECTURAL GUIDELINES 4

 E. APPLICATIONS 5

 F. SITE PLAN 5

 G. REVIEW PROCEDURES 5

 H. ENFORCEMENT PROCEDURES 6

 I. MAINTENANCE REQUIREMENTS 6

II. STANDARDS AND GUIDELINES..... 8

 A. MAJOR EXTERIOR CHANGES 8

 B. FENCES 9

 C. PATIO AND DECKS 9

 D. SOLAR COLLECTORS 10

E. STORAGE SHEDS..... 11

 F. GREENHOUSES AND SCREENED PORCHES 11

 G. SWIMMING POOLS AND WATER AREAS 12

 H. RECREATION AND PLAY EQUIPMENT 12

III. MINOR EXTERIOR CHANGES..... 13

 A. Attic Ventilators and Metal Flues 13

 B. Chimneys 13

 C. Clotheslines 14

 D. Compost Piles 14

 E. Exterior Decorative Objects 14

 F. Exterior Lighting and Electronic Insect Traps 15

 G. Exterior Painting 15

 H. Firewood 16

 I. Flagpoles 16

 J. Gutters and Downspouts 17

K. In-Home Business 17

L. Landscaping and Vegetable Gardens 17

M. Permanent Grills 18

N. Real Estate Sales/Rent Signs 19

16. Sidewalks and Pathways 19

O. Storage of Boats. Trailers. Campers. Mobile Homes & Commercial
or Recreational Vehicles 19

P. Storm Doors and Windows 20

Q. Sun Control Devices 21

R. Trash or Waste container Screen 22

S. Siding Change 23

INTRODUCTION

This document's overall objective is to serve as a guide to aid members of the Architectural Control Committee and residents in maintaining and enhancing Monterey Estates designed environment. It is not intended to be a replacement for the Covenants. The guidelines described in this booklet address improvements for which homeowners most commonly submit applications to the Architectural Control Committee. They are not intended to be all inclusive or exclusive, but rather serve as a guide to what may be done. The specific objectives of this booklet are:

To increase resident's awareness and understanding of the Covenants.

To describe the organizations and procedures involved with the architectural standards established by the Covenants.

To illustrate design principles which will aid, residents in developing exterior improvements that are in harmony with the immediate neighborhood and the community as a whole.

To assist residents in preparing an acceptable: application to the Architectural Control Committee.

To relate exterior improvements to the plans for Monterey Estates.

To provide uniform guidelines to be used by the Architectural Control Committee in reviewing applications in light of the goals set forth in the Covenants and Restrictions of the Monterey Estates Homeowners Association.

The basic authority for maintaining the quality of design in Monterey Estates is founded in the Covenants which are a part of the deed to every property in Monterey Estates. The intent of the Covenant enforcement is to assure residents that the standards of design quality will be maintained. This, in turn, protects property values and enhances the community's overall environment. Every Monterey Estates property owner should have received a copy of the Covenants at settlement. All too frequently this information is not read by the owner. Since these Covenants "run with the land," they are binding on all owners whether or not they have been read. They should be periodically reviewed and fully understood. The Covenants

established the Monterey Estates Community Association and the Architectural Control Committee (ACC).

I. GENERAL INFORMATION

A. ROLE OF THE MONTEREY ESTATES COMMUNITY ASSOCIATION AND ARCHITECTURAL CONTROL COMMITTEE

The role of the Association, of which every resident is a member, is not only to own and maintain open space, but to conserve and enhance the resources of the total community.

The Association accomplishes these functions in a variety of ways, one of which is by insuring, through the Architectural Control Committee, the retention of harmonious, though diverse, design qualities of the Community. Surveys of planned communities show that providing this insurance is reflected in the preservation and enhancement of real estate values and is of prime importance to residents.

The Architectural Control Committee performs its task of insuring aesthetic quality of the homes and their environs by establishing and monitoring the architectural control process.

The Architectural Control Committee insures that proposed exterior alterations comply with objectives set forth in the Covenants. This involves regular and systematical review of all applications for exterior alterations submitted by residents.

This booklet will focus on exterior alterations made by homeowners.

(ref CCR Article V)

B. WHAT CHANGES MUST HAVE ACC APPROVAL?

Article V of the Covenants explicitly states that all exterior alterations require the approval of the ACC.

"No building shall be erected, placed or altered on any lot until the construction plans and specifications and a plan showing the location of the structure have been approved by the Architectural Control Committee as to quality of workmanship, materials, harmony of external design with existing structures, and as to location with respect to topography and finish grade elevation. No fence or wall shall be erected, placed or altered

in any lot nearer to any street than the minimum building set back line unless similarly approved."

This paragraph explicitly states that any change, permanent or temporary, to the exterior appearance of one's property must be approved by the ACC.

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

Each application is reviewed on an individual basis. There are no "automatic" approvals, unless provided for specifically in these Guidelines. A homeowner who wishes to construct a deck identical to one already approved by ACC is still required to submit an application.

(ref CCR Article V)

C. ACC REVIEW CRITERIA

The ACC evaluates all submissions on individual merits of the application. Besides evaluation of the particular design proposal, this includes consideration of the characteristics of the housing type and the individual site, since what may be an acceptable design of an exterior in one instance may not be for another.

Design decisions made by the ACC 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 Covenants.

1. Validity of Concept. The basic idea must be sound and appropriate to its surroundings.
2. Design Compatibility. The proposed improvement must be compatible with the architectural characteristics of the applicant's house, adjoining houses and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials, color and construction details.
3. 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 or access to neighboring

property: decks or larger additions may cause unwanted shadows on an adjacent patio property or infringe on a neighbor's privacy.

4. 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.
5. Color. Color may be used to soften or intensify visual impact. Parts of the addition that are similar to the existing house such as roofs and trim must be matching in color.
6. 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 be reflected in an addition. On the other hand, an addition with wood siding may be compatible with a brick house.
7. 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 to others. Poor workmanship can also create safety hazards. (Monterey Estates assumes no responsibility for the safety of new construction by virtue of design or workmanship.)
8. Timing. Construction should be completed within a reasonable amount of time. The alteration authority granted by the application will be revoked automatically if the alteration requested has not been completed by the date specified by the ACC.

(ref CR Article V)

D. AMENDMENTS TO THE ARCHITECTURAL GUIDELINES

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

The ACC will conduct a yearly evaluation of the Standards to determine if amendments are required. Owners should also submit the Monterey Homeowner's Association requests for additions or changes to the Guidelines. The actual amendment proceedings will involve public discussions with final adoption by the Board of Directors.

(ref CCR Article V)

E. APPLICATIONS

Under each of the following sections in this booklet, application content requirements are spelled out. The application forms call for information helpful to the ACC including any additional information which may be useful in determining the scope and detail of the proposal. A application can be obtained at www.MECAHOA.org.

F. SITE PLAN

A site plan is required as part of most applications. A site plan is a scaled drawing of your lot (site) which shows exact dimensions of the property, adjacent properties if applicable and all improvements including those covered by the application. Contour lines are required where drainage is a consideration. In most cases, the site plan for single applications should be developed from the plat plan provided to you when you purchased your home. More complex applications may require larger scale (20 or 10 scale) blowups of the plat plan of county approved development or site plans.

G. REVIEW PROCEDURES

All applications shall be delivered to a member of the ACC or mailed:

Monterey Estates
Community Association Architectural Control Committee
P.O. Box 710162
Oak Hill, Virginia 20171

Each application will be checked for complete information. If information which is pertinent for the review of the application is missing, it will be returned and noted as incomplete.

If it is determined the application is complete, the review process begins.

The ACC must act upon all applicants within 30 calendar days after it has been received.

Applicants with special cases that require an interpretation will be notified and asked to be present for a meeting concerning their case. An application for exception to the guidelines may be discussed with the applicant's neighbors by the ACC.

The decisions of the ACC will be sent by letter to the address of the application, whether or not the applicant attends the meeting.

H. ENFORCEMENT PROCEDURES

The Covenants (Article VI, Section 11) enable the ACC to insure compliance of all lots with the Monterey Estates architectural standards. The following enforcement procedures have been adopted by the Board of Directors.

1. All violations will be confirmed by a site visit by an ACC member.
2. An attempt will be made to contact, by letter, the resident in violation.
3. If the violation is not resolved within 15 calendar days after the first written notice, a second written notice will be sent by certified mail.
4. If the violation is not resolved within 15 calendar days after the second written notice, a notice will be sent by certified mail informing the resident of the time and place of a hearing by the ACC concerning the violation.
5. If the violation cannot be resolved by the ACC, the violation will be turned over to the Board of Directors with recommendation for legal action.

I. MAINTENANCE REQUIREMENTS

Property ownership includes the responsibility for maintenance of all structures and grounds which are a part of the property. This includes, but is not limited to, items such as mowing grass, removal of trash and structural maintenance. Maintenance affects the visual character and economic values of the property and neighborhood, and in some cases, safety. Violations of maintenance standards are violations of the Monterey covenants and pursued under Article VI, Section 11.

Dumping of debris or lawn clippings on common areas/open space is prohibited.

1. Residents are responsible for maintaining the exterior of their dwellings and any other structures on their lots, such as decks, fences, sheds, and playground-type equipment.

While it is difficult to provide precise criteria for what the Association deems as unacceptable conditions, the following cases represent some of the conditions which would

be considered a violation of the Monterey Estates Community Association Covenants.

- a. Peeling paint on exterior trim.
- b. Dented mailboxes, or mailboxes and/or stands in need of repainting.
- c. Playground equipment which is either broken or in need of repainting.
- d. Fences with either broken or missing parts.
- e. Sheds with broken doors or in need of painting or other types of repair.
- f. Decks with missing or broken railings or parts in need of restraining or painting.

Most residents undoubtedly would not allow any of the above conditions to exist, as they seek to preserve and protect their investment in their homes and to limit their personal liability by keeping all improvements on their lots in good condition. The Monterey Estates Community Association expects that all residents will do this necessary maintenance to prevent any of the above cited conditions from occurring in Monterey Estates.

(ref CCR Article VI, paragraph 4)

2. Mowing

Turf areas need to be mowed at regular intervals, maintaining a maximum height of six (6) inches. Planted beds must be kept in a neat and orderly manner. (ref CCR Article VI, paragraph 4)

3. Trash Removal

Each resident is responsible for picking up litter on his property and/or debris on the open space which originated from his property. Trash and garbage containers shall not be placed for pickup at appointed locations prior to 6 p.m. on the previous evening. Trash and garbage containers are not permitted to remain in public view except on days of trash collection. (ref CCR Article VI, paragraph 7)

4. Erosion Control and Drainage Management

Each resident is responsible for seeing that the: lot area is protected from erosion and that storm drain structures are not blocked so as to cause additional erosion problems. Each resident is responsible to maintain proper drainage through his property and not block or hinder natural drainage from adjoining properties.

II. STANDARDS AND GUIDELINES

A. MAJOR EXTERIOR CHANGES

Major alterations are generally considered to be those which substantially alter the existing structure either by subtraction and/or addition. Major building alterations include, but are not limited to rooms, screened porches, garages, driveways, decks and fences. Several types of changes may be combined on one application.

The design of major alterations should be compatible in scale, materials and color with the applicant's house and adjacent houses.

New windows and doors should match the type used in the applicant's house and should be located in a manner which will relate well to the location of exterior openings in the existing house.

If changes in grade or other conditions which will affect drainage are anticipated, they must be indicated. Approval will be denied if adjoining properties are adversely affected by changes in drainage.

Construction and landscaping materials must be stored so that impairment of views from neighboring properties is minimized. Excess material should be immediately removed after completion of construction. No debris may be allowed to accumulate during construction.

Applications are required for exterior changes to property or houses.

(ref CCR Article VI, paragraph 9)

Application Contents

In most cases, only a single application is required. For extensive changes a preliminary application for conceptual approval needs to be submitted. Formal and/or preliminary applications generally include:

1. Site plan showing location of proposed structure, and relationship to property lines and adjacent houses.
2. Detailed drawings and plans including exterior elevations and dimensions. A full set of architectural drawings must be included for some changes.
3. Description of materials including items such as type of siding on dwelling and proposed structure, colors, exterior lighting arrangements, etc. where applicable.
4. It is required that the formal application include a duplicate of those documents which were submitted to Fairfax County for a building permit.
5. Estimated start and completion dates.

B. FENCES

Homeowners building fences should stay within the following guidelines:

- a. All fences shall be wood, which is left to weather naturally. staining to maintain natural color and preserve fence material is encouraged. Painting fences white or beige will also be accepted.
- b. Gates should be compatible to fencing in design material, height, and color.
- c. Wire mesh screening used to increase security as part of an "open fence" will be considered in special cases. The wire mesh will be attached on the inside of the fence and will not extend above the top rail.
- d. Chain link fencing is not allowed.

(ref CCR Article VI, paragraph 9)

C. PATIO AND DECKS

Patios or decks should be located in rear yards. Front or side yard locations will be evaluated on an individual basis.

When patio or decks schemes include other exterior changes such as fencing, lights, planting, sheds, etc. other appropriate sections of these Standards and Guidelines should be considered during the

completion of the application.

(ref CCR Article VI, paragraph 9)

An application is required and should include:

- a. Site plan showing the relationship of the deck to the house, lot and adjacent properties.
- b. A description of materials to be used.
- c. Dimensions of railings, posts, stairs, steps, benches, and other details as required to clearly describe proposal. Include height of deck above the ground.
- d. Indicate whether or not underdeck area will be used for storage. If so, indicate whether trellis work or solid walls will be used. Solid walls must be treated as a shed and approval must be obtained for underdeck storage.
- e. Details of changes to windows or doors, if applicable.
- f. Color of the deck. The ACC strongly recommends that the wood be allowed to weather naturally. Stains or paints of natural wood colors will be considered.
- g. Estimated start and completion dates.

D. SOLAR COLLECTORS

Panels mounted to the rear side of roofs may be flush or elevated. If elevated, they will not extend above the roof peak so far that they are visible from the yards of facing houses across streets or pipestems.

Solar collectors mounted on the front side of the roof are discouraged but will be considered on an individual basis.

(ref CCR Article VI, paragraph 9)

Application Contents

A completed application requires the following:

- a. Site plan indicating location and size of panels and location of roof peaks. Photographs of similarly installed units may be included but are not to replace site plan.
- b. Estimated start and completion dates.

E. STORAGE SHEDS

An application is required for all storage sheds. While sheds are in some cases necessary, they should be placed so as to be as unobtrusive as possible and not detract from the neighborhood.

(ref CCR Article VI, paragraph 9)

Materials and colors

Sheds should be constructed of wood or siding of the same color and make as the home on the lot. Wood should be left natural or stained to maintain its natural appearance.

Size

In view of the fact that most homes in Monterey Estates have attached garages and/or basements, the need for large storage sheds is minimal. Recommended shed size is less than 120 square feet and having a roof height eight-and-one-half (8.5) feet or less. Sheds larger than 150 square feet or having a roof height over eight-and-one-half (8.5) feet will not be approved. Only one (1) shed is permitted on the property. Those home owners with more than one (1) shed as of September 1, 2011, will be permitted until the house is sold at which time one (1) of the sheds will have to be removed.

Location

Whenever possible, sheds shall be placed adjacent to the house. No shed should be placed in the front or side yards of the property. When placed at the back of property, the ACC encourages screening the shed either with fencing or appropriate landscaping. Sheds between 121 and 150 square feet cannot be located closer to the rear or side lot line than a distance equal to eight (8) feet. A plot of the property showing the shed location and setbacks measurements is required for ACC approval for sheds.

See Section II.A. for application requirements.

F. GREENHOUSES AND SCREENED PORCHES

Detached greenhouses will be reviewed under the same criteria as storage sheds with consideration for the special, requirements of sun orientation. See Section II.E. for application details.

Attached greenhouse will be reviewed as room- additions.
Architectural drawings required. See section II.A. for application requirements.

Screen poaches will be reviewed as room additions. Architectural drawings required. See section II.A. for application requirements.

(ref CCR Article VI, paragraph 9)

G. SWIMMING POOLS AND WATER AREAS

Pools for swimming must be located in rear of the house and approach the property line no closer than 5 feet.

A fence from 4 (four) feet to 6 (six) feet high and compatible with the design style of the house may be required to enclose pool. Approval of fence is contingent upon completion of the pool.

(ref CCR Article VI, paragraph 9)

Applications must include as a minimum:

- a. A site plan showing location and dimensions of the pool, other related equipment, fences, etc. in relation to the applicant's house, property lines, and adjacent dwellings.
- b. Detailed drawings and plans of the pool, deck area, lighting arrangements, walkways, fences, etc. and. pertinent information concerning water supply system, drainage and water disposal system.
- c. Estimated start and completion dates.

H. RECREATION AND PLAY EQUIPMENT

Swing sets, Basketball backboards, tot lots, and playhouses require approval in some instances. Homeowners are encouraged to build these structures of wood kept its natural color.

Equipment must be placed in rear yards. Consideration must be given to lot size, equipment size and design, amount of visual screening, etc.

Commercially available swing sets (two swings and a glider) are acceptable and do not require approval. Basketball backboards mounted on poles situated next to the driveway require approval.

Backboards mounted on the front of a garage will not be approved. Wood swing sets and playhouses require approval. Skate board ramps will not be approved.

(ref CCR Article VI, paragraph 9)

Application Contents

Application to ACC must include:

- a. Site plan showing relation of proposed play equipment to adjacent property lines, applicant's house and adjacent houses.
- b. Photograph and/or sketch of proposed play equipment.
- c. Dimensions.
- d. Color and material.
- e. Estimated start and completion dates.

III. MINOR EXTERIOR CHANGES

A. Attic Ventilators and Metal Flues

Attic ventilators and turbines are encouraged. Roof location shall be on the least visible side of roof peak. An application is required for new attic ventilators, turbines and metal flues/vents.

(ref CCR Article VI, paragraph 9)

B. Chimneys

Chimneys must be masonry or siding. If a metal flu penetrating the side of the house is used as a chimney, it must be boxed in by siding. Chimneys vented through the roof do not require siding facade.

(ref CCR Article VI, paragraph 9)

Application Contents

- a. A completed application requires the following information:
- b. Site plan showing the relation of chimney to the house, property line and adjacent houses.
- c. Picture and/or detailed drawing of chimney to include dimensions.
- d. Color and style of house.
- e. Description of materials being used to construct chimney. If brick is being used and there is brick already on the house, the brick colors must match.
- f. Estimated start and completion dates.

C. Clotheslines

Clotheslines are prohibited.

(ref CCR Article VI, paragraph 2)

D. Compost Piles

Failure to maintain a satisfactory compost pile and/or the point at which the compost pile becomes a public nuisance shall indicate an abandonment of the compost pile and a violation of these Guidelines.

(ref CCR Article VI, paragraph 7)

An application is not required.

E. Exterior Decorative Objects

Exterior decorative objects include such representative items as bird baths, wagon wheels, sculptures, fountains pools, stumps, driftwood piles, boulders, free-standing poles of all types and items attached to approved structures. Approval for such item in the rear of a lot is not required." Placement of these item in the front of lots is generally discouraged. Placement of this type of object in the front of a lot requires approval.

(ref CCR Article VI, paragraph 9)

Application Contents

- a. completed application requires the following information:

- b. Site plan showing the relation of object to house, property line and adjacent neighbors.
- c. Picture and/or detailed drawing of object to include dimensions.
- d. Color and material of object.
- e. Estimated start and completion dates.

F. Exterior Lighting and Electronic Insect Traps

Exterior lighting, in addition to that initially provided on the house, may be desired to enhance a deck or patio or to improve visibility on a driveway. Lights added to the front of a home must match or complement existing lamp styles. Ground level lights bordering long driveways must be unobtrusive in nature with a black or dark green finish. Lighting in the front or rear yard must be placed so that light does not shine outside the property in a manner which could disturb neighbors. In particular, care must be taken in arranging the angle of a spotlight.

Electronic insect traps will be regulated based on the same criteria as for exterior lighting. In addition, no devices shall be installed or maintained in such a way as to cause discomfort to adjacent owners from noise and may only be operated during those times when the immediate area protected by the trap is occupied by the owner or his guests.

(ref CCR Article VI, paragraph 9, and 4)

Application Contents

A completed application requires the following information:

- a. Site plan showing the relation of the insect trap or lighting to house, property line, and adjacent neighbors.
- b. Picture and/or detailed drawing of the insect trap or lighting to include all dimensions and height of fixture above ground.
- c. State wattage of bulb to be used.
- d. Estimated start and completion dates.

G. Exterior Painting

Color changes apply not only to the house siding, but also to the doors, shutters, trim, roofing and other appurtenant structures.

Change of exterior colors for single family houses should relate to the colors of the houses in the immediate area. Repainting or staining a specific object to match its original color need not be submitted.

(ref CCR Article VI, paragraph 8)

Application Contents

A completed application requires the following information:

- a. List of all exterior colors on the house and appurtenant structures.
- b. A color sample of the new color to be used.
- c. Estimated start and completion dates.

H. Firewood

Firewood shall be kept neatly stacked and located to the rear of the residence, or behind fencing within owner's property line.

Piles larger than three cords require approval. Piles longer than 6 (six) feet should be 2 (two) rows deep minimum. Piles must not exceed 4 (four) feet in height for safety. Firewood piles must contain firewood only, no storage of debris.

Location should be in such a manner as to minimize visual impact. In certain cases, screening may be required.

IF ANY OF THE ABOVE DESCRIBED ITEMS VARY FROM THE RESTRICTIONS OUTLINED ABOVE, AN APPLICATION TO THE ACC IS REQUIRED.

(ref CCR Article VI, paragraph 7)

I. Flagpoles

Permanent flagpoles must be of a height, color and location which is appropriate for the size of the property and background. Permanent free-standing flagpoles must be installed and maintained in a vertical position. Homeowners wishing temporary flagpole staffs which do not exceed 6 (six) feet in length and are attached at an incline to the front wall of the house or dwelling unit need not have an application.

(ref CCR Article VI, paragraph 9)

Application Contents

A completed application requires the following information:

- a. Site plan showing the relation of pole to the house, property line and adjacent neighbors.
- b. Picture and/or detailed drawing of pole to include dimensions.
- c. Description of material and color of flagpole.
- d. Estimated installation.

J. Gutters and Downspouts

Gutters and downspouts must match those existing in color and design and must not adversely affect drainage on adjacent properties.

No application is required.

K. In-Home Business

Fairfax County regulates in-home businesses. In addition to County control, the Association is concerned about the impact of in-home business on the residential character of the neighborhood and on adjacent neighbors.

Customer-intensive businesses which regularly attract large numbers of vehicles to the resident's neighborhood are discouraged.

(ref CCR Article VI, paragraph 1)

The following special requirements must be met:

- a. Permit obtained from Fairfax County.
- b. Copy of permit on file with Association.
- c. No sign or other advertising device of any nature shall be placed upon any lot.
- d. No exterior storage of business-related materials will be allowed.

L. Landscaping and Vegetable Gardens

Location

Care should be exercised in the planting and maintenance of trees and shrubs to prevent obstruction of sight lines required for

vehicular traffic.

Also, the views of neighboring units and shade patterns of larger trees should always be considered.

Consideration should be given to the effect which planting will have on views from neighboring houses and property. All gardens must be neatly maintained; this includes removal of all unused stakes, trellises and dead growth.

An application is required for railroad ties or garden timbers which form a wall over 12 (twelve) inches high and 8 (eight) feet long. Include a site plan with the location of ties or timbers drawn in, and information on landscaping plans and any grading changes.

Rock Gardens

An application must be submitted for rock gardens in the event rocks or collections of rocks exceed 24 (twenty-four) inches in any direction. All rocks shall be left their natural color.

Vegetable Gardens

An application must be submitted for vegetable gardens which do not meet the following conditions:

- a. It is located between the front building line of the house and rear property line of the house.
- b. Its size does not exceed 1/4 of the area described in (a).
- c. It does not damage property below it through the flow of water onto lower property.

(ref CCR Article VI, paragraph 4)

M. Permanent Grills

Permanent grills should be placed in the rear of the house and must not be located within 10 (ten) feet of the side and rear property lines.

(ref CCR Article VI, paragraph 9)

Application Contents a completed application requires the following information:

- a. Site plan showing the relation of the grill to the house,

property line and adjacent neighbors.

- b. Picture and/or detailed drawing of grill to include dimensions and materials used.
- c. Estimated start and completion dates.

N. Real Estate Sales/Rent Signs

Real estate signs must meet county regulations with respect to size, content and removal. Signs may only be placed in the front yard of the property available.

(ref CCR Article VI, paragraph 5)

16. Sidewalks and Pathways

New stone or brick pathways or sidewalks should installed flush to the ground. Resurfacing or realigning existing walks also requires application.

(ref CCR Article VI, paragraph 9)

Application Contents a completed application requires the following information:

- a. Site plan showing the exact location of the pathway or sidewalk.
- b. Materials to be used including color. If using brick, type should blend with that on the house (if any).
- c. Method of installation plus a description of grading changes required, if any, and the resulting impact on neighbors.
- d. Estimated start and completion dates.

0. Storage of Boats. Trailers. Campers. Mobile Homes & Commercial or Recreational Vehicles

The Board of Directors has defined "recreational vehicle" as follows:

1. Any boat or boat trailer.
2. Any motor home or other self-contained camper.
3. Any camper slip-ons where the camper backs are higher than the

roof line of the cab of the truck.

4. Any mobile home, trailer or fifth wheel trailer.
5. Any pop-up camp/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.

No recreational vehicle may be parked or stored in open view on residential property, public or private streets, or on open space. These vehicles require screening if they are to be parked on a homeowner's property. The screening plan must be submitted for approval by the ACC and must meet the pertinent requirements of the applicable criteria for fences, sheds, or major additions.

Commercial vehicles such as taxis, school or church busses, panel trucks, etc. are not allowed unless they can be adequately screened. Vehicles with commercial signs or advertising equipment attached are not allowed.

Visiting recreational vehicles may be parked up to 10 days in the driveway of a resident's home.

(ref CCR Article VI, paragraph 10)

P. Storm Doors and Windows

Storm and screen window frames should be white or painted the same color as the house siding.

Storm/screen doors, whether full-view or paneled-in type, should match in color the entry door or surrounding trim. These need not be applied for.

Anodized aluminum is not acceptable.

(ref CCR Article VI, paragraph 9)

Application requirements are for storm/screen doors in other colors, and are as follows:

- a. Drawing and/or photograph of proposed door and/or windows.

- b. Color indication of the storm/screen door and the
- c. existing door/trim color.
- d. Location. of storm door (front, rear, side).
- e. Estimated installation date.

Q. Sun Control Devices

Sun control devices must be compatible with the architectural character of the house in terms of style, color and materials. Awnings and trellises should be consistent with the visual scale of the houses to which they are attached.

Location

The location of any awning or trellis should not adversely affect views, light, winter sun or natural ventilation of adjacent properties.

Materials and Color

Solid colors are required.

Trellis work must match the trim, or deck if part of deck, or dominant color of the applicant's house.

Pipe frames for canvas awnings must be painted to match trim or dominant color of the house. If awnings are removed for winter storage, frames must be removed.

ACC approval is required for awnings and trellises.

Application Contents

Application to ACC should include:

- a. Site plan showing location of trellis and/or awnings.
- b. Sketch and/or photograph of house (and adjacent houses).
- c. Sketch, photograph, or manufacturer's product information of proposed sun control device including indication of dimensions, construction details showing how the awning or trellis is attached to the house, materials and color. In the

case of fabric awnings, submissions of a material and color must be included.

d. Estimated start and completion dates.

(ref CCR Article VI, paragraph 9)

R. Trash or Waste container Screen

A screen must be used to hide trash or waste container(s) if in plain view of street or pipe stem.

Waste container screens must follow:

- a. Minimum of 48 inches tall, Maximum of 60 inches tall.
- b. Width to be no wider than 6 feet.
- c. Must protrude from the house no further than 5 feet.
- d. Must be placed along side of house, set back 5 feet.
- e. Must be placed so that objects behind the screen are not visible from the street.
- f. May be on one side of the house only.
- g. May not place screening along both sides of the house.
- h. Must be made of resin or wood, metal will not be used.
- i. Lattice or solid panels - no other patterns or shapes on panels.
- j. Wood screening may be painted to match color of house, stained to retain natural color, or allowed to weather.
- k. The holes in the lattice to be less than or equal to 2 square inches.
- l. The screen must cover trash can from road or neighboring house.
- m. Screening/fencing may be placed beside the house without submitting an application to the Architectural Control Committee for Approval.

S. Siding Change

Our community is approaching 30 years of age. Many people have already updated their siding. The MECA Board certainly encourages people to make improvements to their home for their own benefit and to the benefit of the community.

ACC approval is required for siding changes.

Application Contents

Application to ACC should include:

- a. Materials to be used including color. If using brick or rock, type should blend with that on the house (if any).
- b. Estimated start and completion dates.

Siding Change(s) must follow:

1. House exteriors will be one of three styles:
 - a. horizontal siding
 - b. horizontal siding and brick
 - c. horizontal siding and manufactured rock
2. Manufactured stone will be in the color tones found in natural rock. Colors, patterns, and shapes to be harmonious to the surrounding homes.

