

Rountrey

Design Guidelines

January, 2011

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**ARTICLE 1:
ARCHITECTURAL GUIDELINES**

1.1. General.

- A. The Design and Architectural Guidelines (DG) for the Rountrey development are set forth to ensure a consistent look within Rountrey and govern both new and existing homes. The DG are intended to be consistent with the Declaration of Covenants and Restrictions (Covenants) filed with Chesterfield County, as amended by the Board of Directors (BOD).
- B. The DG may contain general provisions applicable to all of the Properties, as well as specific provisions which vary according to land use and from one (1) portion of the Properties to another depending upon the location, unique characteristics, and intended use. For example, by way of illustration but not limitation, the DG may impose stricter requirements on those portions of the Properties adjacent to or visible from any Private Amenity or any pond or other body of water. The DG are intended to provide guidance to Owners and Builders regarding matters of particular concern to the reviewing bodies in considering applications hereunder. The DG are not the exclusive basis for decisions of the reviewing bodies and compliance with the DG does not guarantee approval of any application.
- C. All dwellings constructed on any portion of the properties within Rountrey shall be designed by and built in accordance with the plans and specifications of a licensed architect unless the BOD or its designee otherwise approves in its sole discretion.

1.2. Architectural Review Board

- A. Responsibility for administration of the DG and review of all applications for construction and modifications under this Article shall be handled by the Architectural Review Board (ARB), the members of which need not be members of the Rountrey Home Owners Association (HOA) or representatives of members, and may, but need not, include architects, landscape architects, engineers or similar professionals, whose compensation, if any, shall be established from time to time by the ARB.
- B. The ARB shall have exclusive jurisdiction over all construction on any portion of the Properties. During the Development Period at least one of Douglas R. Sowers (Developer), his heirs, personal representatives, successors and/or assigns, shall serve on the ARB. Developer retains the right to appoint all members of the ARB which may consist of one or more Persons, who shall serve at the Developer's discretion until (i) one hundred percent (100%) of the Properties have been developed and conveyed to Owners other than Builders and the Developer and (ii) initial construction on each Unit has been completed in accordance with the DG. There shall be no surrender of this right prior to that time except in a written instrument in recordable form executed by Developer. Upon the expiration or surrender of such right, the BOD shall appoint the members of the ARB, who shall thereafter serve and may be removed in the BOD's discretion.
- C. The ARB shall adopt the DG and shall have sole and full authority to amend them. Any amendments to the DG shall be prospective only and shall not apply to require modifications to or removal of structures previously approved once the approved construction or modification has commenced. There shall be no limitation on the scope of amendments to the DG; the ARB is expressly authorized to amend the DG to remove requirements previously imposed or otherwise to make the DG less restrictive.

- D. The ARB may establish and charge reasonable fees for review of applications hereunder and may require such fees to be paid in full prior to review of any application. Such fees may include the reasonable costs incurred by the ARB in having any application reviewed by architects, engineers or other professionals.
- E. The ARB shall make the DG available to Owners and Builders who seek to engage in development or construction within the Properties. The DG will also be posted on the Rountrey Homeowner's Association (HOA) website at www.rountreyhoa.com

1.3 Modifications Committee (MC)

- A. The BOD may establish a MC to consist of one or more Persons, all of whom shall be appointed by and shall serve at the discretion of the Board. If established, the MC shall have jurisdiction over modifications, additions, or alterations of Units, including existing structures and landscaping, after completion of initial construction on the Unit.
- B. The MC may delegate its authority as to a particular Neighborhood to the Neighborhood Association (NA), if any, so long as the MC has determined that such NA has in force review and enforcement practices, procedures, and appropriate guidelines at least equal to those of the MC. Such delegation may be revoked and jurisdiction reassumed at any time by written notice. The ARB shall have the right to veto any action taken by the MC or a NA which the ARB determines, in its sole discretion, to be inconsistent with the guidelines promulgated by the ARB. Upon expiration of the Developer's right to appoint the members of the ARB, the MC may be eliminated and its duties assumed by the ARB.
- C. The MC may promulgate detailed procedures and guidelines governing its area of responsibility, consistent with those set forth in the DG and subject to review and approval or disapproval by the ARB. Any architectural guidelines and guidelines adopted by the MC may be more restrictive than the DG, but under no circumstances shall they be inconsistent with the DG.

1.4. Procedures

- A. Plans and specifications showing the nature, kind, shape, color, size, materials, and location of all proposed structures and improvements, including landscaping, shall be submitted to the appropriate reviewing body for review and approval (or disapproval). In addition, information concerning irrigation systems, drainage, lighting, landscaping and other features of proposed construction shall be submitted as applicable and as required by the DG. In reviewing each submission, the reviewing bodies may consider the quality of workmanship and design, harmony of external design with existing structures, and location in relation to surrounding structures, topography, and finish grade elevation, among other considerations. Decisions may be based solely on aesthetic considerations. Each Owner acknowledges that opinions on aesthetic matters are subjective and may vary over time.
- B. The ARB/ MC reviews all requests submitted on the appropriate application forms together with their supporting drawings and information. Application forms are available from the Community Manager.
- C. For review of color submittals, site stake out and project completion, contact the Community Manager to obtain the appropriate application form. Requests for review should be made at least thirty (30) days prior to your anticipated need for approval.
- D. The ARB/ MC bases its review of each application on its interpretation of the Covenants and these DG and on the graphic and written information presented. Due to time

constraints, ARB/ MC review of all applications occurs without personal presentations by the applicants. Therefore it is incumbent upon the applicant to provide sufficient and accurate information to the ARB/ MC for proper consideration. If, in the applicant's opinion, extenuating circumstances exist which would justify a variance from stated guidelines, this information should be presented with the application.

- E. An application is approved when the ARB/MC or its designated representative's gives notice to the applicant in writing. No verbal approvals are given. The ARB/MC may issue any of the following four decisions:
 - 1. Approved: Approved as submitted.
 - 2. Approved with Limiting Conditions: Approved only if stated conditions in the approval are met.
 - 3. Not Approved: Not approved for construction. Reasons for disapproval will be given in writing. The ARB/ MC may also provide suggestions for revisions but does not provide design solutions. A disapproval action requires a re-submittal by the applicant for review before any approvals can be given.
 - 4. Preliminary Review: A review of early design drawings to give the applicant direction as to what the concerns of the ARB/ MC are regarding that design. Comments are given to the Applicant but no approval to proceed is granted without ARB/ MC review of a complete submittal in accordance with the above requirements.
- F. In the event that the ARB or MC fails to approve or to disapprove any application within thirty (30) Days after submission of all information and materials reasonably requested, the party making the submission for approval shall deliver written notice by certified mail, return receipt requested, to the ARB or MC of its failure to act and, if approval is not granted or denied within fifteen (15) days thereafter, the application shall be deemed approved. However, no approval, whether expressly granted or deemed granted pursuant to the foregoing, shall be inconsistent with the DG unless a variance has been granted in writing by the ARB.
- G. Notwithstanding the above, the ARB by resolution may exempt certain activities from the application and approval requirements of this Article, provided such activities are undertaken in strict compliance with the requirements of such resolution. Any Owner may remodel, paint or redecorate the interior of structures on his or her Unit without approval. However, modifications to the interior of screened porches, patios, and similar portions of a Unit visible from outside the structures on the Unit shall be subject to approval.
- H. Approval by the ARB or MC shall be effective for a period of one (1) year from the date the approval is given. If work has not commenced within the one (1) year period, the approval shall expire, and no work shall thereafter commence without resubmitting plans to the appropriate reviewing body.
- I. Starting work prior to obtaining written approval is a violation of the Covenants. You risk all the costs of bringing the item in question into compliance and possible fines and/or legal fees as authorized in the Declaration.
- J. Some improvements (i.e. pools, decks, etc.) may require a permit from Chesterfield County. Residents applying for approval from the ARB/ MC should ensure all necessary permits have been acquired, as the ARB/ MC reserves the right to request copies of such documents before approval is given.
- K. Before beginning an ARB/ MC approved improvement, it is the applicant's responsibility to call Miss Utility.

- L. If a violation exists, the owner is notified and is given time to correct the situation either by removal of the violation, submission of an acceptable application to bring the violation into compliance, or by repair (in case of a maintenance problem). If inadequate action is taken to correct the violation, a notice is made to the owner informing that remedies will be sought to enforce the Covenants by the BOD. Thereafter, the matter may be forwarded to an attorney for action. (Remember, the Covenants are legally binding upon all property owners.)
- M. Complaints about another lot owner's property can be addressed to the ARB for attention provided it is in writing.
- N. Each property owner is responsible for compliance with these DG and shall be responsible for obtaining approval prior to commencement of construction. It is the property owner's sole responsibility to obtain any necessary permits from any or all governmental authorities.
- O. The ARB retains the right to waive the review process for new homes when the builder has shown consistent compliance with the DG.
- P. APPEALS TO THE ARB/ MC: Should an application be denied on the basis of the Covenants or Guidelines, and the applicant feels that the submittal was misinterpreted or that there are extenuating circumstances which should qualify them for an exception from these requirements, they may contact the ARB/ MC to discuss it. If the ARB/ MC agrees that a second review is in order, the application will be formally reexamined.
- Q. APPEALS OF AN ARB/MC ACTION TO THE BOARD: If an applicant feels that he or she has been unfairly denied approval by the ARB/ MC, an appeal may be filed with the Board of Directors in writing by contacting the Community Manager.
- R. All construction must be completed in accordance with the application and the plans as approved. Exterior changes to the subject property must receive prior written approval by the ARB/ MC. Applicants requesting design change approvals should consult with the ARB/ MC to determine if additional plans and specifications are required.

1.4 General Provisions for Architectural Requests

- A. Submittals prepared for consideration by the ARB/ MC need to be complete and accurate. Submittals for design review must include drawings prepared as described below. The ARB/ MC may require that color chips accompany applications. All requested information on the application forms needs to be furnished. The ARB/ MC will reject applications that are incomplete or inaccurate.
- B. Proper submittals include drawings that are neat, accurate, drawn to scale, and with sufficient details to adequately explain the entire design. Insufficient explanation of design, including visible details, is cause for rejection of an application. The ARB/ MC, at its discretion, may accept plans that are marked-up in red with late changes to design features. However, the ARB/ MC may require that the marked-up sheets be corrected and revised, and re-submitted. As a minimum requirement, two (2) copies of each of the following drawings shall be submitted.:
 - 1. New Homes: Site plan, foundation plan, floor plan, all exterior elevations, exterior color selection and finish landscaping plan
 - 2. Additions: Site plan, floor plans, all exterior elevations of additions and show finish materials

3. Deck, Patio, Swimming Pool, Fences, Landscaping, Etc.: Site plan and plan of improvement
4. House Colors: For changes to existing house colors, submit application form with manufacturer's names and color names. Submit color chips with application.

C. Applicable to all Architectural Requests

1. Site plans are to be a certified survey (or copy) of the property that shows property line locations as well as the following: Distances to property lines, location of improvement, existing structures, trees to be removed (if any), changes in landscaping, etc. Avoid submission of hand-drawn sketches.
2. Exterior Elevations should show actual ground level and should indicate finish materials.
3. Plan for improvement should show detailed information on materials to be used, design, color photos, pamphlets, etc.
4. Site plans shall be drawn to scale (min. 1"=30'-0"). Drawings of structures, houses, or other improvements shall be drawn to scale (min. 1/8" = 1'0").
5. Submittals are kept on file for the permanent record of approved designs. Therefore, submitted drawings should be copies of originals, not the originals themselves.

1.6. Construction Period

- A. After commencement of construction, each Owner shall diligently continue construction to complete such construction in a timely manner. The initial construction of all structures must be completed within nine (9) months after commencement of construction, unless extended by the ARB in its sole discretion. All other construction shall be completed within the time limits established by the appropriate reviewing body at the time the project is approved by the reviewing body.
- B. For the purposes of this Section, commencement of construction shall mean that (a) all plans for such construction have been approved by the ARB; (b) a building permit has been issued for the Unit by the appropriate jurisdiction; and (c) construction of a structure has physically commenced including site preparation and pouring of footings or a slab foundation, as applicable. Completion of a structure shall mean that a final certificate of occupancy has been issued by the appropriate jurisdiction for the Unit.

1.7 No Waiver of Future Approvals

Approval of proposals, plans and specifications, or drawings for any work done or proposed, or in connection with any other matter requiring approval, shall not be deemed to constitute a waiver of the right to withhold approval as to any similar proposals, plans and specifications, drawings, or other matters subsequently or additionally submitted for approval.

1.8 Variance

The ARB/ MC may authorize variances from compliance with any of its guidelines and procedures when circumstances such as topography, natural obstructions, hardship, or aesthetic or environmental considerations require, but only in accordance with duly adopted rules and regulations. Such variances may only be granted, however, when unique circumstances dictate and no variance shall (a) be effective unless in writing; (b) be contrary to the Covenants and DG; or (c) prevent the ARB/ MC from denying a variance in other circumstances. For purposes of this Section, the inability to obtain

approval of any governmental agency, the issuance of any permit, or the terms of any financing shall not be considered a hardship warranting a variance.

1.9 Limitation of Liability

The guidelines and procedures established pursuant to this Article are intended to provide a mechanism for maintaining and enhancing the overall aesthetics of the Properties only, and shall not create any duty to any Person. Review and approval of any application pursuant to this Article is made on the basis of aesthetic considerations only and neither the Developer, the Association, the ARB nor the MC shall bear any responsibility for ensuring the structural integrity or soundness of approved construction or modifications, the adequacy of soils or drainage, nor for ensuring compliance with building codes and other governmental requirements. Neither the Developer, the Association, the BOD, the ARB, the MC, any committee, or member of any of the foregoing shall be held liable for any injury, damages, or loss arising out of the manner or quality of approved construction or modifications to any Unit. In all matters, the committees and their members shall be defended and indemnified by the Association.

1.10. Enforcement

- A. The Developer, any member of the ARB, the MC or the BOD, or the representatives of each shall have the right, during reasonable hours and after reasonable notice, to enter upon any Unit to inspect for the purpose of ascertaining whether any structure or improvement is in violation of this Article. Any structure, improvement or landscaping placed or made in violation of this Article shall be deemed to be nonconforming. Upon written request from the ARB or MC, Owners shall, at their own cost and expense, remove such structure or improvement and restore the property to substantially the same condition as existed prior to the nonconforming work. Should an Owner fail to remove and restore as required, any authorized agent of Developer, the ARB, MC or the BOD shall have the right to enter the property, remove the violation, and restore the property to substantially the same condition as previously existed. Entry for such purposes and in compliance with this Section shall not constitute a trespass. In addition, the BOD may enforce the decisions of the Developer, the ARB and the MC by any means of enforcement herein. All costs, together with the interest at the maximum rate then allowed by law, may be assessed against the benefited Unit and collected as a Specific Assessment.
- B. Unless otherwise specified in writing by the committee granting approval, all approvals granted hereunder shall be deemed conditioned upon completion of all elements of the approved work and all work previously approved with respect to the same Unit, unless approval to modify any application has been obtained. In the event that any Person fails to commence and diligently pursue to completion all approved work, the Association shall be authorized, after notice to the Owner of the Unit and an opportunity to be heard in accordance with the by-laws, to enter upon the Unit and remove or complete any incomplete work and to assess all costs incurred against the Unit and the Owner thereof as a Specific Assessment.
- C. Neither the ARB, MC nor any member of the foregoing nor the Association, the Developer, or their members, officers or directors shall be held liable to any Person for exercising the rights granted by this Article. Any contractor, subcontractor, agent, employee, or other invitee of an Owner who fails to comply with the terms and provisions of this Article or the DG may be excluded by the ARB from the Properties, subject to the notice and hearing procedures contained in the by-laws. In addition to the foregoing, the Association shall have the authority and standing to pursue all legal and equitable remedies available to enforce the provisions of this Article and the decisions of the ARB and MC.

- D. In addition to the foregoing, the Association shall have the authority and standing to pursue all legal and equitable remedies available to enforce the provision of this Article and the decisions of the ARB and MC.

Article 2: New Home Construction

2.1 General

- A. While intended for New Home Construction, this Article applies to any changes or modification to existing homes in Rountrey, as applicable. In addition, new home construction is also governed by the Specific Architectural Guidelines in Article 3.
- B. Before construction may begin, the Builder/Owner must obtain:
 - 1. New Home Application approval
 - 2. Color Application approval
 - 3. Plot plan approval

2.2 Construction Requirements

- A. Housing Similarities - No two (2) houses alike and no two (2) siding colors alike adjacent or directly across the street from each other. In addition, no two (2) complete color schemes alike within visibility of each other
- B. Minimum Square Footage: Any single family dwelling unit, except condominiums and clusters, are required to have a minimum floor area of 1,700 square feet for one story and 2,000 square feet for more than one story. First floor ceilings must be nine (9) feet.
- C. Foundations: All houses must have stone or brick foundations with dark sand mortar.
- D. Front Elevations: Front elevations must have a minimum twelve (12) inch overhang on main gables with shingled or metal returns and must have no less than two (2) siding or veneer textures such as vinyl, brick, stone, stucco, concrete (hardi-plank) vinyl and wood shake, horizontal board lapped or EIFS (drivite). It is the owner's responsibility to ascertain whether this material meets the Chesterfield County building and fire codes, which apply to exterior materials.
- E. Siding Materials and Colors: Vinyl siding must have no joints in runs up to twelve (12) feet, a maximum of one joint in runs twelve (12) to eighteen (18) feet and a maximum of two (2) joints in runs eighteen (18) and thirty (30) feet.
 - 1. The number of colors used shall be limited to one (1) for siding, two (2) for trim, and a compatible accent color for the front door. Only "flat" finish paint or stain shall be used for siding and trim. Only semi-gloss may be used for doors.
 - 2. Trim color shall be compatible with color of siding and selected colors shall compliment the roof color.
 - 3. Separate or off-set and out-buildings, such as storage buildings, sheds, and dog houses, shall be repainted at the same time as the house and match the house color exactly.
 - 4. The following must be submitted with the completed application:

- a. A photograph or sketch of the house as it currently appears including the color and texture of existing siding materials.
 - b. A description of the color and siding materials on immediately adjacent houses or structures.
 - c. A description of the proposed residing material including its color, texture, and the manner in which it will be applied. Color and texture samples must be submitted with the application. Changes in present trim size and location, and removal or addition of other stylistic features, must be noted.
 - d. A description of proposed treatment of outbuildings, such as a storage building. Residing or repainting of such structures may be required to match that of the house.
- F. Garages: Garage door detailing shall be consistent with the architectural style of the house.
- G. Landscaping and Foundation Planting
1. Preservation of natural features, and the feeling of openness, contributes greatly to Rountrey's difference from typical developments. Topographic and vegetation characteristics of lots must not be altered by removal, reduction, cutting, excavation or any other means without the prior written approval of the ARB/ MC.
 2. A master plan for landscaping is recommended even if planting is to be done in stages. It is recommended even if plantings be arranged in clusters or groups rather than in straight lines in order to present a natural effect. Care must be taken not to over plant one's lot with random plants and trees. Unnatural materials such as plastic fencing, artificial flowers and painted rock are not allowed. When having mulch or other bulk materials delivered, items must be placed on your own property, not on streets, sidewalks, open space, rights-of-ways, etc.
 3. A minimum shrubbery requirement of \$1,000 for plants and shrubs to include one (1) deciduous tree in the front yard at least one and one-half (1.5) inches in diameter at three (3) inches from ground and minimum six (6) feet tall.
 4. Approval is required for, but not limited to, the following: Removal of any live tree whose trunk is over six inches (6") in diameter when measured at a point two feet (2') above the ground. No prior approval is required for removal of dead or diseased trees, storm damaged trees may be removed or trimmed without prior approval only where they constitute a threat to life or property. In the case of new house construction it is understood that certain trees must be removed. However, this presumption does not extend to trees located beyond thirty feet from the perimeter of the foundation of the house. Any trees removed beyond the twenty-foot foundation perimeter without permission of the ARB/ MC or its designee may require replacement with comparable natural vegetation.
 5. Sod is required for the front and side yards with irrigation. Corner lots to have additional sod and irrigation at rear yards. Every effort possible should be taken to ensure that the sod is continuous at adjoining property lines.
 6. Any plantings used as a hedge or windbreak, or for screening purposes. Hedges will be considered on an individual basis, but are generally discouraged.
 7. Landscaping which involves a change of grade or slope, or installation of a retaining wall or other structure.
 8. Rocks or rock gardens shall be left in their natural color.

9. Plants must be fast growing variety such as waxed myrtle, white pine or Leyland cypress and of a density to provide immediate impact.
10. When an application is approved with requirements for landscape screening, material must be two-thirds (2/3) of the height of the object to be screened at the time of installation.
11. Application is not required for the planting of individual shrubs, foundation plants, small annual or perennial flowerbeds and ground covers that fall within existing mulch/planting beds.

H. Porches

1. All front porches will be built on 12" x 12" brick piers or full underpinning.
2. Finished materials shall match the house. No unfinished materials. Wood steps shall have enclosed risers, which are painted to match the trim.
3. All front entry stoops and extended front porches shall be constructed of finished materials to match the house. Band boards, handrails, and railings shall be painted wood or metal railing of a design to match the character and style of the house.
4. Columns and bases. Column width should match the cap and be proportional to the beam. Approved materials include wood, brick, or composite. Column shall be a minimum of four inches by four inches.
5. Screen porches must be painted or covered with vinyl.

2.3 Erosion Control.

No construction shall be permitted without appropriate erosion control so as to prevent the discharge of any soil or other materials onto any other Lot or Common Area. The ARB may establish reasonable rules and regulations establishing a maximum percentage of any Lot which may be covered by a building, driveway, or other structure. No lot owner shall disturb or siltate shoulder, back slopes, ditches, pavement, curb and gutter, driveway culverts, or any other improvements within the public right-of-way. Each Lot Owner agrees to be responsible for disturbances, damages, and/or siltation caused by such Owner, its employees, suppliers, contractors, or others, and shall have fourteen (14) days from the receipt of a letter from the developer and/or the ARB to correct the damage. If a Lot Owner fails to correct the damage in a workmanlike manner, then the developer or its assigns shall have the right to correct the damage and bill the Lot Owner directly on a cost-plus-fifty-percent (50%) basis. If a Lot Owner does not make payment within thirty (30) days of presentation of the bill, a two percent (2%) per month service charge shall be applied to such bill.

2.4 Water Facilities

No individual water supply systems shall be permitted within the Properties.

Article 3: Specific Architectural Guidelines

3.1. Additions

- A. Building additions include, but are not limited to, carports, garages, greenhouses, porches, rooms, and carport and deck enclosures. Any extension of the dwelling is to be considered an addition. A deck is not an addition; see paragraph VII for deck installation and modifications.
- B. No addition shall extend beyond the setback limits established for the house.
- C. In general, additions shall not create a breach of privacy between neighboring houses. Where this is unavoidable, the ARB may require screening of the view by the Applicant.
- D. New windows or access created by the addition or modifications shall not create a breach of privacy between neighboring houses. The ARB reserves the right to reject certain openings or require screening by the applicant in situations where, in the opinion of the ARB, it is required.
- E. To insure consistency in the design of the house and minimize visual disruption of the neighborhood, additions must match the design characteristics of the house. The architectural style shall match the style of the house. The massing of the addition shall be similar in the use of shapes to that of the house, but proportionately smaller so to not overpower the house. Roof styles and slopes shall be similar.
- F. Openings shall be required in additions, including windows and doors, in a similar fashion and extent as in the original house. Windows and doors shall be of matching material as those in the house. In general, windows and doors should match the style of those in the existing house. Exceptions may be granted at the discretion of the ARB for sunrooms or other specially glazed areas.
- G. Architectural elements such as corner and rake boards, soffits, eaves, window and door trim, and shutters shall match the style of the same elements on the house.
- H. All exterior finish materials and colors shall match the house. Matching colors on dissimilar materials is not acceptable.
- I. The space beneath any structure constructed on piers higher than 2' above grade but less than one story above grade shall be enclosed with lattice or other approved screening material.
- J. The following must be submitted with the completed application:
 - 1. A site plan and complete set of architectural drawings paralleling those required for Chesterfield County building permits. The site plan must show relationship of proposed and existing construction to property lines and adjacent dwellings. Size and location of trees in affected areas are also to be included.
 - 2. Drawings to scale of proposed construction shall include elevation views of each proposed exterior wall including dimensions and locations of features as doors, windows, roof lines, trim and proposed exterior lighting fixture type.

3. A complete description of materials including manufacturer and type of siding materials, roof materials, trim materials, colors, etc.

3.2. Antennas

- A. The following antennas are permitted by the Federal Telecommunications Act of 1996:
 1. An antenna that is designed to receive direct broadcast satellite service, including direct-to-home satellite service, that is one meter (39") or less in diameter.
 2. An antenna that is designed to receive video programming services via multi point distribution services, including multi-channel, multi point distribution services, instructional television fixed services, and local multi point distribution services, and that is one meter (39") or less in diameter or diagonal measurement.
 3. Antenna that is designed to receive television broadcast signals may be mounted inside the attic.
- B. To the extent feasible, antennas should not be visible from the street. The following priorities shall be observed in determining antenna locations:
 1. Mounted directly on the rear of the house, on a roof plane facing the rear, or on the backside of a chimney.
 2. Mounted on the ground in the rear yard.
 3. Mounted on a pole, an existing other structure, or a tree in the rear yard.
 4. Insofar as possible, the visibility of the antennas should be minimized using one or both of the following methods:
 - a. Screen the antenna from view from the street with natural plantings, trees and shrubs; to the extent they do not comprise the signal reception.
 - b. Use antennas with a dark or muted color, or paint the antenna a muted color to blend with the background surface or with the surrounding landscape.
 - c. Under Federal law, antennas that meet the requirements of this section may not be further regulated by the Association as to the type or placement. Residents are encouraged to use care in the selection and placement of antennas to preserve the appearance guidelines and character of Rountrey.

3.3. Attic Ventilators

- A. An application is not required for attic ventilators on the exterior of a residence provided the following provisions are met:
 1. The ventilator is roof mounted and is located on the least visible side of the roof (from the public street view) and does not extend above the ridgeline.
 2. No part of the ventilator protrudes more than 12 inches above the roof surface.
 3. All exposed parts of the ventilator are painted to match the exterior color of the material they penetrate.

4. Should it become necessary to block the airflow, it shall be blocked from the inside of the structure.
- B. All installations, which do not meet the above provisions, require an application describing the ventilator in detail and showing its location and elevation above the plane of the roof.

3.4. Awnings and Sun Trellises

- A. Awnings must be of straightforward design without decorative embellishments such as scallops, fringes, and contrasting colored stitches.
- B. Sun control devices must be compatible with the architectural character of the dwelling.
- C. Awnings and trellises shall be consistent with the visual scale of the dwellings to which they are attached.
- D. The location of any awning or trellis shall not adversely affect views, sunlight or natural ventilation or adjacent properties.
- E. Pipe frames for canvas awnings shall be painted to match the trim or dominant color of the house. When awnings are removed for winter storage, pipe frames shall also be removed.
- F. The following must be submitted with the completed application:
 1. A detailed drawing of the trellis or awning showing dimensions and a description of the method of support and attachment to the structure.
 2. A description of the color and style of the sun control device and of the residence to which it is to be attached including a description of the materials to be used.
 3. An explanation of the impact, if any, the sun control device will have on adjacent residence.

3.5. Chimneys and Flues

- A. The purpose of this guideline is to insure that exterior chimney installations will be in harmony with the applicant's house and surrounding properties.
- B. Rountrey requires the use of masonry (i.e. brick or stone) or siding enclosed construction.
- C. Chimneys which exit through a wall or the foundation or which run vertically along a wall shall be of brick or stone masonry construction or boxed-in with materials which are compatible with the exterior wall finish in style, size, and color.
- D. When using a direct gas vent fireplace, the vent must be enclosed and the siding and roofing enclosure materials must match similar materials on the house.
- E. A chimney which exits through the roof must be boxed-in if it is to be located on the front slope of the roof or the roof ridge, or any other location where it will be highly visible from the fronting street. The height of the exposed metal section or the boxed-in chimney shall be limited to the minimum required by the Chesterfield County building and fire codes.
- F. The following guidelines apply in addition to those above when there is no existing chimney on the house other than a builder-provided through-the-roof installation for the central heating system. Special care is needed to arrive at an architecturally suitable design when a second chimney is to be added. Each case will separately, with the following criteria considered:

1. Dissimilar chimneys must not be used unless it is impossible to view both at the same time.
 2. When a second chimney is to be added on the same side of a house as an existing boxed-in chimney, every effort should be made to see that both flues run through the same enclosure.
 3. When the second chimney is to be run along a different wall than the first, it shall be of the same design as the first chimney.
- G. The following must be submitted with the completed application:
1. A description of the applicant's house, including style, siding, shutters type, decorative embellishments, etc. A photograph of the front of the house and the proposed location of the chimney may be provided.
 2. A site plan showing the location of the proposed chimney and its relationship to the house, property lines and adjacent structures.
 3. A detailed drawing showing exterior elevations and dimensions of the proposed chimney.
 4. A complete description of the proposed chimney and exterior construction materials including type and color of masonry or siding material to be used, or, the paint color of an enclosed pipe. The relationship of these materials and colors on the house must be included.
 5. Where there is an existing chimney (other than a builder-provided through-the-roof installation), provide details above for the existing chimney.

3.6 Clotheslines

No exterior clotheslines shall be erected or maintained at any time on any lot.

3.7 Decks

- A. All houses in Rountrey, space permitting, should have a deck or patio. The following guidelines shall apply to the construction, alteration, or expansion of decks.
- B. Decks shall be constructed of durable materials such as pressure-treated wood. Railings shall be constructed of durable materials such as wood or metal.
- C. The color of each deck must match the primary color of the exterior of the house, the trim of the house, or be a natural wood color. If the color of the deck does not match either the primary exterior color or the trim color of the house, a color sample for the proposed deck, the house and the trim must be submitted with the application.
- D. In addition to the above, decks will be considered on their individual merits which include, but are not limited to: location, size, conformity with design of the house, relationship to neighboring dwellings and proposed usage.
- E. Application Requirements for Decks - The following must be submitted with the completed application:
 1. A site plan with dimensions, showing relationship of the deck to the house, property lines and adjacent properties.
 2. Any changes in window or door locations must also be shown, including the conversion of a window opening to a door opening or vice versa if applicable.

3. A descriptive drawing including dimensions, height above grade, details of railings and stairs.
4. A description of materials and color of the proposed deck and comparisons with those of the house.
5. A description of any plantings to be removed for the construction of the deck, and any equipment such as meters, air conditioners, heat pumps, etc., which will be relocated.
6. A description of proposed changes in exterior lighting.

3.8. Decorative Objects

- A. Applications and approval will be required for all permanent exterior decorative objects, natural or man-made, and for any conspicuous decorative object even if temporary, i.e., bird baths and feeders, wagon wheels, sculptures, fountains, ornamental pools, sun dials, rocks, and items attached to approved structures such as weather vanes, house numbers, etc.
- B. Objects will not be evaluated solely on aesthetics but also on sitting, proportion, color, and appropriateness to surrounding properties and environment
- C. Holiday and festival decorations do not require approval; however, the placement of conspicuous decorative objectives shall coincide with the holiday and be removed shortly thereafter
- D. Application Requirements for Decorative Objects - A site plan showing the proposed location of the object, its size, color and detailed drawing or picture of the object. In the case of temporary objects length of time object will be in place.

3.9. Dog Houses

- A. Written approval from the ARB/ MC is required for construction of all doghouses.
- B. Doghouses must be of the same material and color as the house; roof material should also match that of the house.
- C. Doghouses shall not be located on or near property lines or on a public road right-of-way. Visual screening from adjacent properties is required by means of plantings, approved fencing, etc.
- D. No doghouses are permitted on lots contiguous to the recreation center or Cluster/ Condominium passive/active open space features.
- E. Application Requirements for Dog Houses - A site plan, along with detailed drawings, showing relationships of houses to the applicant's dwelling, adjacent properties and dwellings, other identifiable landmarks, including roadways. The dimension and a list of materials to be used for construction of the dog house must also be included.

3.10 Driveways

- A. Driveways are to be constructed of brick, exposed aggregate concrete, concrete or asphalt. Using materials other than concrete or asphalt may require a VDOT permit. Loose gravel or stone driveways, or expansion thereof are expressly prohibited.
- B. An application is required for any driveway construction. This includes expansion of existing driveways.

1. Application is not required for the replacement of an existing driveway when there is no change in location, materials, size, shape or grade.
 2. Driveways shall be held a minimum of 4' off of side property lines.
 3. Driveways to rear entry garages should also be held a minimum of 2' off the side of the house and 4' off the property line where possible.
 4. Driveways shall not exceed 16' in width between the sidewalk and the garage pad.
 5. Circular driveways, parking areas in front of the house, and other special conditions are generally discouraged where they substantially reduce the amount of front yard. The ARB/ MC may approve certain applications where they feel that the front yard appearance will not be adversely affected or for other extenuating circumstances which in the sole opinion of the ARB/ MC warrant such an approval as an exception.
- C. Application Requirements for Driveways. The following must be submitted with the completed application:
1. A site plan with dimensions showing the relation to the existing structures, trees, property lines and adjacent properties.
 2. A description of materials to be used, including color and texture.
 3. A drawing showing the thickness and subsurface preparation is to be submitted with application.
 4. Proposed changes in grade and drainage considerations must be explained in writing at the time of application.

3.11. Fences

- A. Written approval is required for construction or installation of all fencing whether it be of plantings or man-made materials.
- B. Fences for single-family homes shall be any structure or planting designed to define or enclose land area, or screen view to an area of land, shall be defined as a fence for purposes of review and approval. This may include, but is not limited to, picket fences, scalloped fences, wrought iron fences, lattice, trellises, solid walls not enclosing a structure, hedges, and shrubs or trees planted in a row.
- C. Front yard fencing is prohibited. Rear yard fencing that will, in effect, wire, create front yard fencing for a neighbor is prohibited. Chain link, electrified wire, metal post and barbed wire or split rails with wire fences are prohibited. Additionally, privacy fencing is not allowed. For permitted fence heights, refer to the specifications below. The ARB/MC may approve higher fencing on a case-by-case basis in rate situation where extenuating circumstances are present.
 1. Scallop/Arch Style Fence: The maximum permitted height of scalloped or arched style fence post shall not exceed 50". The maximum scalloped or arched style fence shall not exceed 54".
 2. Flat Style Fence: The maximum permitted height of flat style fence shall not exceed 48". The post height shall not exceed 50".
- D. Approved style and design of fences are attached to as Appendices A-1 through A-4.
- E. If fencing is already constructed on the property, additional proposed fencing must be of the same material, color, and styles as the existing fence. Those fences attached to the dwelling shall be painted or stained to match the siding or dominant color of the residence or be left in a natural wood color.
- F. Gates shall match the fence in material, color, style, and height.

- G. All fence framing shall face inward.
- H. All fence posts shall be placed on the inside of the fence.
- I. All fencing shall be constructed entirely on applicant's property.
- J. All fencing shall be painted with two (2) coats of stain. Color to be approved by ARB.
- K. In cluster sections, only picket fencing shall be permitted.
- L. All heat pumps and trash cans shall be shielded from plain view by a lattice enclosing.
- M. Application Requirements for Fences - The following must be submitted with the completed application:
 - 1. A description of the fence style, material, color and dimensions including architectural style, color of the house, trim types, and colors of other fences in the immediate area must accompany the application.
 - 2. A site plan showing the relationship of the proposed fence and gates to adjacent dwellings and properties.

3.12. Flagpoles

- A. Approval is required for any detached flagpoles. Flagpoles shall be no taller than 15'.
- B. The following must be submitted with the completed application:
 - 1. The description of the flagpole style, material, color and height including the architectural style and color of the house and trim
 - 2. A site plan showing the relationship of the proposed flagpole to adjacent dwellings and properties

3.13. Gardens - Vegetable

- A. Written approval is required for all vegetable gardens. Plots shall be located behind the rear sight line of the house with the exception of houses set on corner lots or on lots at angles; such application will be considered on a case-by-case basis.
- B. Size of plots shall be limited to 150 square feet or one-quarter (1/4) of the rear lot measured from the farther protrusion of the house to the rear lot line, whichever is smaller.
- C. Most garden plots will require screening. Temporary wire fencing of welded wire mesh may be used to keep out small animals; total height, including supports, not to exceed 18 inches. Temporary fencing may be installed after April 15th and must be removed annually by October 31st.
- D. Vegetable gardens require extensive care and maintenance. Failure to adequately maintain these plots is a violation of the maintenance provisions of the Declaration. After the first hard frost and the end of the growing season, all dead plants shall be removed and the ground put back to the original grade. It is suggested that bare earth be covered with straw mulch or similar cover to prevent soil erosion.

- E. Bulk garden materials may not be placed on streets, sidewalks, rights-of-way or open space.
- F. Application Requirements for Vegetable Gardens - The following must be submitted with the completed application:
 1. A plot plan with exact location of the garden in relation to the house and property lines with dimensions of the garden shown.
 2. Renewal applications are not required on an annual basis for small garden plots. However, any change in size or location of previously approved garden plots requires reapplication.
 3. Approval may be rescinded if, in the opinion of the ARB/ MC, based upon complaints received or its own knowledge, the applicant has failed to comply with this section.

3.14. Greenhouses

A detached greenhouse is considered a structure and requires approval prior to construction. See ARTICLE 3.1 ADDITIONS.

3.15. Grills and Barbecues (Permanent)

- A. Written approval is required for all permanent grills made of cast iron, aluminum, brick, masonry, or which are incorporated into any permanent structure.
- B. Grills shall be located at least 20 feet (20') behind the rear sight lines of the house and at least 10 feet (10') from any property line.
- C. Application Requirements for Grills and Barbecues - The following must be submitted with the completed application:
 1. A site plan showing the relationship of the proposed grill's location to the dwelling, adjacent dwellings and properties.
 2. A detailed drawing of the grill showing its design, dimensions, and a list of materials to be used in construction shall be submitted with the application.

3.16. Heating and Air Conditioning Units

- A. Outdoor heat-exchange or air conditioning units should ideally be located in the rear of a home and as close to the house as possible.
- B. Wall and window-type air conditioners shall be limited to locations which are not prominently visible from any street.
- C. These units are prohibited at the front of any house.
- D. Written approval is required for the installation of any outdoor heat-exchange or air conditioning unit except for exact dimensional replacement of existing units. Written approval is also required for the installation of existing units. Written approval is also required for the installation of wall or window-type air conditioners. Wall and window-type air conditioners shall be limited to locations, which are not prominently visible; they are prohibited at the front of any house.
- E. Application Requirements for Heating and Air Conditioning Units - A site plan showing the proposed location of the unit in relation to the house and a description and picture of the unit, including dimensions.

3.17. Hot Tubs, Whirlpools, Spas, etc.

- A. An application is required for all exterior hot tubs, whirlpools and spas. They shall be located to the rear and between side walls of the residence and generally not more than twenty feet (20') from the rear of the dwelling. All such facilities shall be adequately screened from adjacent properties.

Application Requirements for Hot Tubs, Whirlpools, Spas, etc.- The following must be submitted with the completed application:

1. A site plan showing the location of the hot tub, whirlpool or spa and its relationship to existing structures and property lines.
2. The dimensions, type and color of proposed materials.
3. Proposed screen and landscape plan.
4. Arrangements for disposal of wastewater.

3.18 Landscaping and Planting

- A. An application is required for all new mulch or flower beds.
- B. An application is required for the planting of individual trees, shrubs, plants, small annual or perennial flowerbeds and ground cover that fall outside existing mulch/planting beds.
- C. In addition to the requirements in Article 2, section 2.2.G., the following must be submitted with the completed application:
 1. A description of the type and size of plantings to be planted complete with plan showing the relationship of plantings to the dwelling and adjacent dwelling and properties.
 2. A description of any live tree to be removed and an explanation for the removal.
 3. A description of any retaining wall or similar structure complete with materials and construction method.

3.19 Exterior Lighting

- A. Proposed permanent exterior lighting and wiring requires written approval. All exterior lighting shall be installed in such a manner that it will not shine on adjacent property, open space or public rights-of way, and shall be aesthetically planned for each location. Approval for floodlights and various types of high output lights shall be contingent upon impact on neighboring properties and roadways. Light fixtures of this type must be carefully positioned so that they illuminate only a specific area. High output light fixtures may have to be shielded in a manner similar to street light installations to prevent unwanted or excessive intrusion of light from one property to another.
- B. "Standard" selection of post lamps is required to be controlled by a photocell mechanism.
- C. The replacement of an existing light fixture, if accomplished with a realistic match to the old fixture, does not require approval from the ARB/ MC. When a change in style, size, shape, color or positioning is desired, or if additional light fixtures are to be installed on existing or proposed structures, approval is required.
- D. Applications for exterior additions, such as garages or carports, must include details of lighting fixtures proposed. Fluorescent lighting installed out-of-doors shall not be approved.

- E. Holiday and festival lighting does not require approval; however, the operation of festival and holiday lighting shall coincide with the holiday and be removed shortly thereafter.
- F. Application Requirements for Exterior Lighting - The following must be submitted with the completed application:
 - 1. A detailed drawing of exterior light placement on a site plan.
 - 2. A drawing or picture of fixture to be installed and its location
 - 3. A statement defining the impact of proposed lighting on adjacent residences and public and/or common areas.

3.20 Mailboxes

All mailboxes, temporary or permanent, shall be of the design and type approved by the ARB/ MC.

3.21 Painting and Staining

- A. Approval for repainting is required only when the siding or trim of a house is to be painted or stained a color different from its existing color or the shade differ from the original, or if paint is changed to stain or vice versa.
- B. Applications will be considered using the following criteria:
 - 1. The number of colors used shall be limited to one (1) for siding, one (1) for trim, and a compatible accent color for the front door.
 - 2. Trim color shall be compatible with color of siding and selected colors shall complement the roof color.
 - 3. Separate or off-set and out-buildings, such as storage buildings, sheds and dog houses, shall be repainted at the same time as the house and match the house color exactly.
- C. Application Requirements for Painting and Staining - The following must be submitted with the completed application:
 - 1. An actual sample of the paint or stain on wood similar to the dwelling siding.
 - 2. A description of the area(s) to be painted or stained, along with separate colors for trim, siding and door.

3.22 Patios and Walkways

- A. Approval is required for all proposed patios and walkways and changes to existing patios and walkways.
- B. All materials shall be of a neutral color, such as non-dyed concrete, exposed aggregate concrete, stone, brick or treated wood. All front walkways shall be brushed concrete, or exposed aggregate to match the driveway.
- C. The design, location and size of patios and walkways shall conform to the design and scale of the house and neighboring structures.
- D. Existing grades should be disturbed as little as possible. Terracing to follow existing land contours shall be constructed in small increments, and a safety railing installed as necessary.

- E. The location shall provide reasonable visual and acoustical privacy for the neighbors. Screening, fencing or planting shall be installed to preserve such privacy.
- F. Application Requirements for Patios and Walkways - The following must be submitted with the completed application:
 - 1. A site plan with dimensions showing the proposed walkway or patio in relation to existing dwellings, trees and lot lines.
 - 2. A description and/or samples of materials to be used.
 - 3. A description of proposed lawn contour changes, plantings, screening, railings, benches, proposed exterior lighting, etc.

3.23 Playhouses and "Forts"

- A. Approval is required for any detached playhouse or "fort".
- B. The design shall be consistent with the existing shape, style, and proportion of the dwelling.
- C. Siding, roofing, and trim materials shall match the existing house materials as to finish and color.
- D. Additions shall not impair the view, amount of sunlight, or ventilation of adjacent residences or the public's use or enjoyment of open space.
- E. Application Requirements for Playhouses and "Forts" - The following must be submitted with the completed application:
 - 1. A site plan and architectural drawings.
 - 2. A site plan must depict relationship of proposed and existing construction to property lines and adjacent dwellings. Size and location of trees in affected areas are also to be included.
 - 3. Drawings of proposed construction to scale shall include elevation views of each proposed exterior wall, including dimensions and locations of features as doors, windows, rooflines, trim and proposed exterior lighting, including fixture type.
 - 4. A complete description of materials including manufacturer and type of siding materials, roof materials, trim materials, colors, etc.

3.24 Pools

- A. Application for private pools will be reviewed very strictly in Rountrey because there are very few locations where they can be placed without adversely affecting adjacent properties.
- B. Approval is required for all permanent in-ground pools. Above-ground pools are not allowed. Approval is not required for portable children's wading pools not more than six feet (6') in diameter and less than twenty-four (24") inches deep which are located in a rear yard, provided they are not visible from the street. (Chesterfield County building permit is required for pools deeper than twenty-four inches (24") or having surface area of two hundred fifty (250) square feet or more.)
- C. The size of the pool shall be based on lot size, and must be of reasonable proportion to the house.
- D. Pools must be located at the rear of the lot and not within 12 feet of a property line.

- E. A four to six foot (4' to 6') solid private fence compatible with the design of the house must enclose the pool and other related pool facilities. The impact of the fence on adjacent properties must be taken into consideration. The applicant shall address safety within the pool area as well as the impact of increased noise levels and lighting on adjacent properties.
- F. Application Requirements for Pools - The following must be submitted with the completed application:
 - 1. A site plan paralleling that required by Chesterfield County for building permits showing location and dimensions of the pool, other related equipment, fences, etc., in relation to the applicant's house, property lines and adjacent dwellings and properties.
 - 2. A detailed drawing of the pool, deck, lighting arrangements, walkways, fence type, proposed grading, landscaping and information concerning the water supply system, drainage and water disposal system.
 - 3. The application shall include the approval indicated by the signatures of all adjacent property owners including the Developer indicating they have been informed concerning the applicant's intention to build a pool and that they have reviewed and approved the plans for said pool.

3.25 Recreational and Play Equipment

- A. Written approval is required for recreational equipment, which is permanent. Permanent is defined as an item, which remains in place for at least three months (e.g. swing set, large sandbox, picnic table, bench, basketball backboard, etc.).
- B. The equipment should be located behind the house as inconspicuously as possible. It shall be at least ten feet (10') from the rear and side property lines. Swing sets, sandboxes, and other equipment shall be of a natural wood color, or, if painted, a natural earth tone color such as dark green or brown. Metal swing sets on residential home sites are strongly discouraged, but considered on a case-by-case basis. Plastic accessories (i.e. toddler swing seats, slides and chain hand guards) in other colors may be permitted provided all such play accessories are adequately screened from neighboring lots and road frontage.
- C. No basketball backboards shall be erected at the street. Portable or moveable backboards must be relocated off the street when not in use. No backboard shall be attached to the front of a home.
- D. Skateboard and/or bike ramps are discouraged and in no instance allowed in the front of any residence.
- E. Application Requirements for Recreational and Play Equipment - The following must be submitted with the completed application:
 - 1. A site plan with dimensions showing the location of the play or recreational equipment relative to the applicant's dwelling, property lines, and adjacent properties and structures.
 - 2. A picture or sketch of the proposed equipment showing dimensions.
 - 3. The color and type of materials.

3.26 Residing and Restyling

- A. Approved exterior sidings are vinyl, stone, brick, concrete (hardiplank), or EIFS (drivit). It is the owner's responsibility to ascertain whether this material meets the Chesterfield County building and fire codes, which apply to exterior materials.
- B. When the proposed residing material differs in color or texture from existing siding on the residence, or if it results in a change in architectural style, it shall be consistent or compatible with the style and color of siding materials on homes immediately surrounding it.
- C. The style of existing trim work at soffits, corners, eaves, windows and doors, and of accent panels, shutters, or other stylistic features shall be retained in the residing design. This will be considered an important requirement where these elements contribute to the visual continuity of the neighborhood by evoking similarities in style among nearby houses.
- D. In those cases in which residents wish to alter the stylistic features of the existing façade (for example, by adding shutters on accent panels) the ARB/ MC will render a decision based on the following criteria:
 - 1. The appearance of the residence in relation to existing and proposed materials.
 - 2. The variety of styles and siding materials of the homes immediately surrounding the residence.
 - 3. The overall visibility of the residence from nearby public and private properties.
- E. Application Requirements for Residing and Restyling - The following must be submitted with the completed application:
 - 1. A photograph or sketch of the house as it currently appears including the color and texture of existing siding materials; also a description of the color and siding materials on immediately adjacent houses or structures.
 - 2. A description of the proposed residing material including its color, texture, and the manner in which it will be applied. Color and texture samples must be submitted with the application. Changes in present trim size and location, and removal or addition of other stylistic features, must be noted.
 - 3. A description of proposed treatment of outbuildings, such as a storage building. Residing or repainting of such structures may be required to match that of the house.

3.27. Roofing

- A. Roofing materials and colors shall be consistent with those generally used on other houses in Rountrey.
- B. Approved roofing materials vary by neighborhood, but may include cedar shakes, cedar shingles, slate, and fiberglass composition shingles. Certain neighborhoods require a 30-year, 3-tab shingle minimum. Other materials will be judged on their own merits, but are subject to disapproval by the ARB/ MC.
- C. Composition shingle colors are recommended to be in the medium-to-deep brown or grey ranges. Very light colors or strong colors may be subject to disapproval by the ARB/ MC.
- D. Gutters and downspouts shall be pre-finished to be compatible with trim colors.

- E. Visible roof flashing shall be copper or pre-finished to match the adjacent building material color. Painting is acceptable for less visible flashing; however no exposed mill finished flashing is permitted.
- F. Ventilators and other roof penetrations shall be low profile designs and shall be pre-finished or painted to match or blend with the roof color.
- G. No roof penetrations or accessories shall be visible above the ridge line of the roof (from a perspective of 10' in front of the house) nor shall they be located on the front roof plane of the house. Fireplace chimneys are not regulated by this provision.
- H. Skylights will not be approved for the front roof plane of traditional houses. They may be approved for other styles. Specific requests for such will be considered on a case-by-case basis.
- I. Roof Pitch - 7/12 minimum pitch (porches excluded). All dormers will be reviewed for overall compatibility of massing of entire house.
- J. Cornice Trim
 - 1. Return on cornice and gables wrapped on front of house.
 - 2. Cornice must have a partial or full return.
 - 3. Rake overhang on gable ends of 6" minimum.
 - 4. Cluster and condominium homes not bound by this guideline.
- K. Roofing materials and colors shall be consistent with those generally used on other houses in Rountrey.

3.28 Shutters

Most all houses should have shutters on the front windows. Where shutters would be inconsistent with the house style, the ARB/ MC, or its designee, may waive this requirement. The ARB/ MC may require wider window trim where shutters are not practical.

3.29 Signs

- A. No temporary or permanent sign or other advertising device of any nature shall be placed upon any property without the written approval of the ARB/ MC. This includes professional temporary signs not more than four square feet (4 sq. ft.).
- B. Political campaign signs may be placed on any lot within 90 days prior to any National, State, or local general or primary election. All political campaign signs shall be removed within 72 hours of any such election.
- C. No temporary sign shall be larger than four square feet (4 sq. ft.) or stand more than three feet (3') above ground, measured from the top of the sign. Realtors will be permitted to use their logos, trademarks and color schemes.
- D. Signs shall not be erected on trees, light poles, street signs, traffic signs or official neighborhood identification signs.
- E. No more than one (1) temporary sign may be placed at any lot. One (1) directional sign is permitted on a corner leading to an open house on Saturday and or Sunday, but must be removed not later than Sunday night.

- F. Signs will be neatly lettered, clean, have a professional appearance, and maintained in good condition.
- G. If a sign remains standing in violation of the above regulations, the Association may remove the sign. The Association will not be responsible for loss or damage of such signs.
- H. Application Requirements for Signs - The following must be submitted with the completed application:
 - 1. A description of the size and color of the proposed sign and the materials to be used for its construction.
 - 2. A drawing of the sign showing the message and any graphics to be displayed.
 - 3. A description of where the sign will be located and how long it is to be displayed.

3.30 Solar Energy Collection Devices:

- A. An Architectural Modification Request Form must be completed and submitted to the Architectural Review Committee (ARC) in advance.
- B. Written approval from the ARC is required in advance.
- C. Only commercially manufactured solar energy collection devices are permitted.
- D. Solar energy collection devices are only permitted on an owner's lot or structure. They may not be installed in or on common elements.
- E. A complete description (photos/drawings) as to construction design, materials (types and sizes) and color/finish must be provided to the ARC in advance.

3.31 Storage Buildings

- A. Written approval is required for construction or installation of all storage buildings. Approval is contingent upon the applicant building or installing a sturdy, permanent structure.
- B. Roofing, siding and trim of the storage building shall be of the same material as the dwelling.
- C. A storage building will be the same architectural style and have the same color scheme as the residence.
- D. The storage building shall be located in the rear of the home and as close to the house as possible; consideration will be given to other locations, however, provided that the storage building is well screened by natural coverings.
- E. If the house is restyled, resided, or a paint color change is made, the existing storage building shall be altered to match the house.
- F. A storage building will not be larger than ten feet by twelve feet (10'X12').
- G. Application Requirements for Storage Buildings - The following must be submitted with the completed application:
 - 1. A site plan which show the relationship of the storage building to the dwelling, property lines and adjacent properties and structures.

2. A picture and/or detailed drawing of the proposed storage building including dimensions.
3. A description of materials to be used.
4. The color scheme of the proposed storage building, and house.

3.32 Storm / Screen Windows and Doors

- A. Storm/screen windows and doors of straightforward design without decorative embellishments and which are compatible with the style and color of the house do not require prior approval. The storm/screen window or door must match the color of the house siding, exterior door, same color: gutters and downspouts, shutters, corner molding, wide front door molding.
- B. Application Requirements For Storm / Screen Windows and Doors – Applications for storm/screen windows or doors other than those approved above must be submitted with the completed application and include descriptions of material, color, style and any decorative embellishments.

3.33 Tree Removal

- A. It is the responsibility of the property owner to promptly remove any dead, diseased and storm damaged trees.
- B. Removal of any other tree(s) require(s) approval from the ARB/MC. See Articles 2.2.G.- Landscaping and Foundation Planting and 3.18 - Landscaping & Planting

3.34 Woodpiles

- A. Written approval is not required for the following woodpiles:
- B. Those which are neatly stacked wholly within an enclosed or semi-enclosed area or immediately adjacent to a permanent wall and are not visible from the street or adjacent properties.
- C. Those contained in a woodbin or ring at the rear of the home. Brightly colored tarps which cover woodpiles are discouraged.
- D. All other woodpiles require written approval. Stacking of wood on sidewalks, driveways, rights of-way or in open space is not permitted.
- E. Application Requirements for Woodpiles – The location, dimensions and screening details for woodpiles which do not meet the above requirements must be submitted with the completed application:

3.35 Vehicles

- A. Campers; house, horse and utility trailers; recreational vehicles; boats; motorcycles; school buses or commercial vehicles over 6,000 pounds having dual wheels; inoperable vehicles; any vehicle without current registration plates; or any similar items, shall not be stored or parked on any lot, common area or street. These types of vehicles and items can only be parked in an area identified by the Association. If the Association does not identify such an area, they must be parked outside the development.
- B. Car covers must be those fitted to the specific model it is covering with an approved color. Tarps or sheet plastic are not allowed.

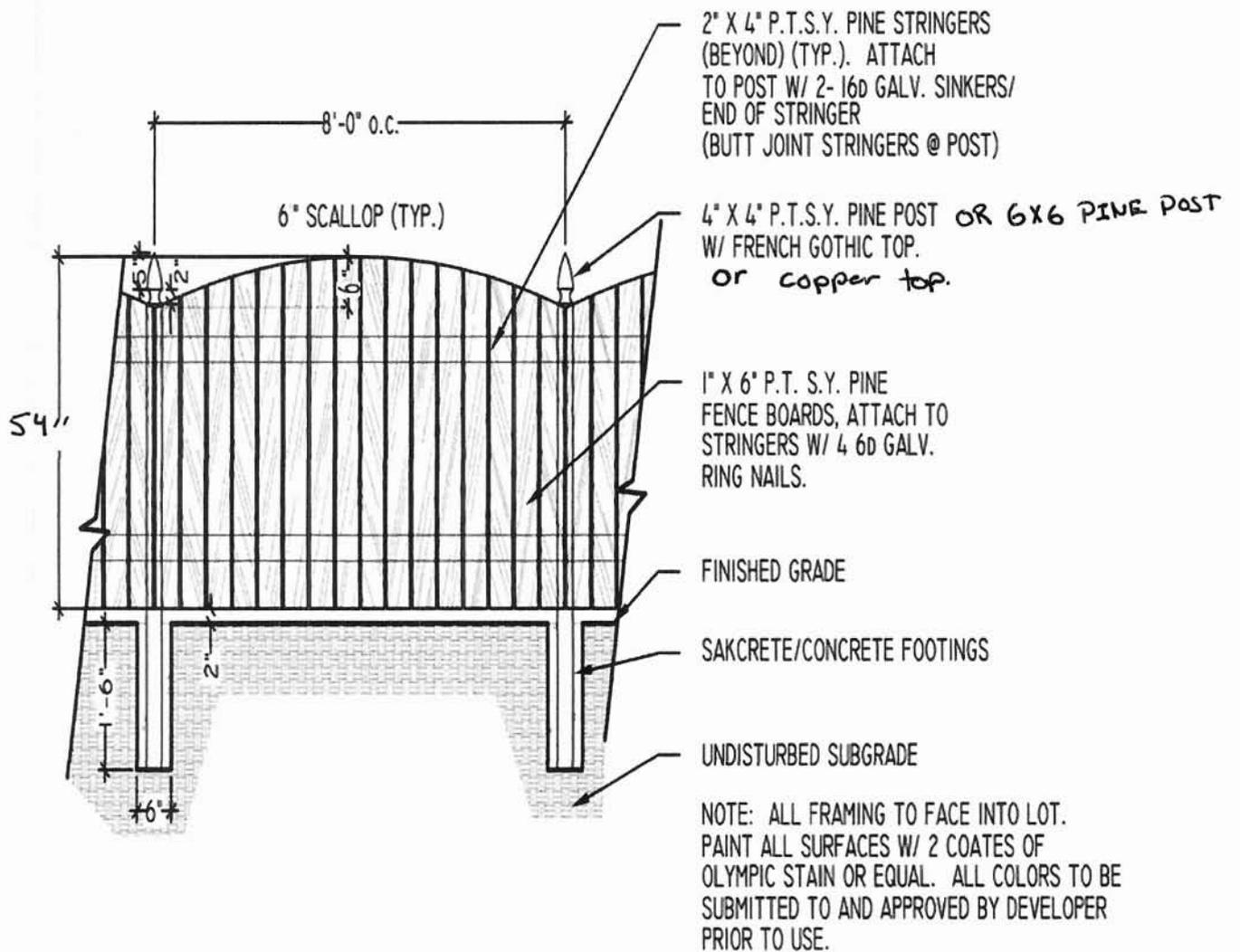
- C. Major vehicle repairs may not be undertaken except in enclosed garages. Minor emergency repairs such as battery charging or changing, replacing a flat tire and jumpstarting are permitted in the open on any lot.
- D. Boats, campers, and recreational vehicles are permitted on residents' driveways for a twenty-four (24) hour period for preparing and cleaning purposes.

Article 4: Property Maintenance

4.1 Property maintenance included the upkeep of lots, building, and other improvements consistent with the property management, proper trash disposal and animal control.

4.2. Each Property Owner has the following responsibilities:

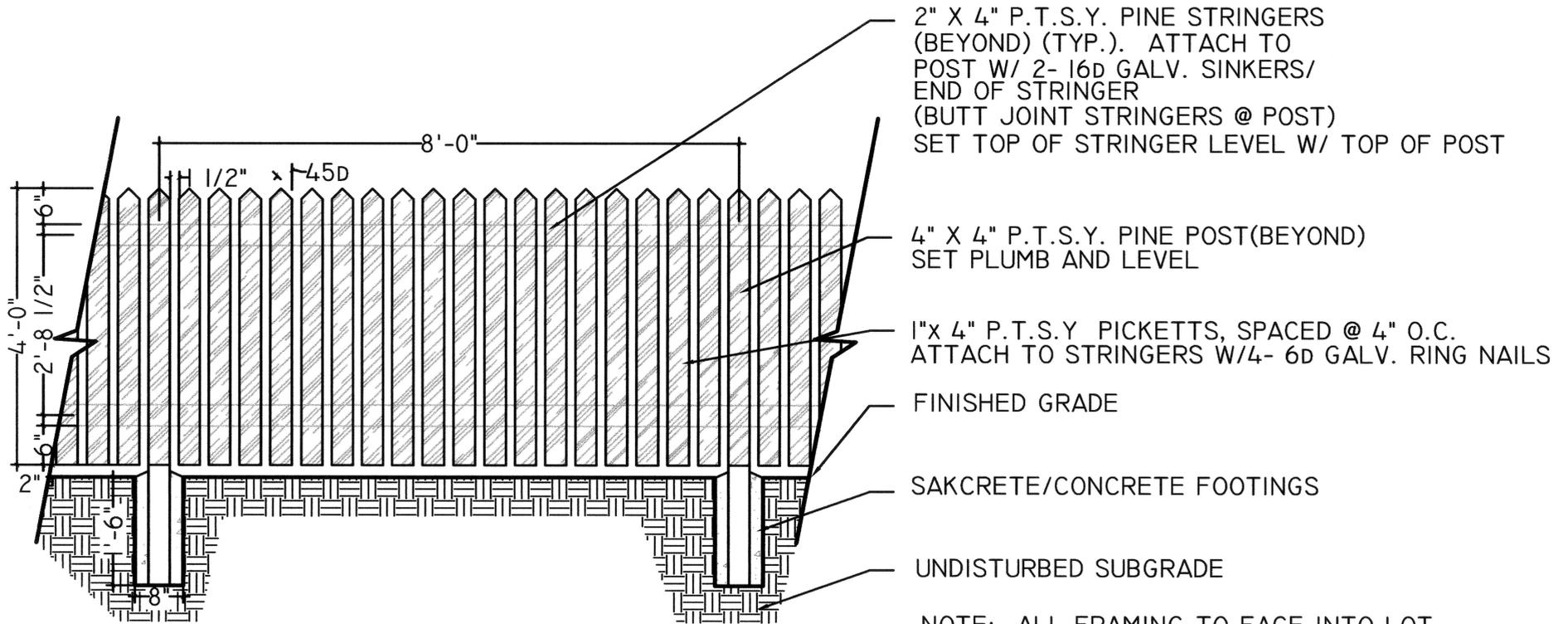
- A. Weeding, watering, and mowing of lawns, including any outer sidewalk grass strip next to street or within drainage swales which may technically be within public road rights-of-way.
- B. Pruning and care of all trees and shrubbery. This includes the prompt removal of dead trees as described in Article 3.18.
- C. Snow removal from adjacent sidewalks and paths.
- D. Painting and external care of structures and other improvements.
- E. Trash and other refuse is to be disposed of on a weekly basis and no refuse, trash or bulk materials may be accumulated or stored on any lot.
- F. Containers shall be stored in such a manner so that they cannot be seen from adjacent and surrounding property.
- G. No wild, exotic or "game" type animals shall be kept on residential lots. No birds, animals or insects shall be kept or maintained on any lots except for domestic purposes relating to a family or household.
- H. Residents are advised that they are subject to Chesterfield County ordinances regarding among other things licensing, "leash Laws" and clean-up of animal waste material.
- I. All complaints concerning animals must be made to the Chesterfield County Animal Control Division
- H. Front Porch furniture should be outdoor or wicker furniture and kept in good repair.



SCALLOPED FENCE

SCALE: N.T.S.

SECTION

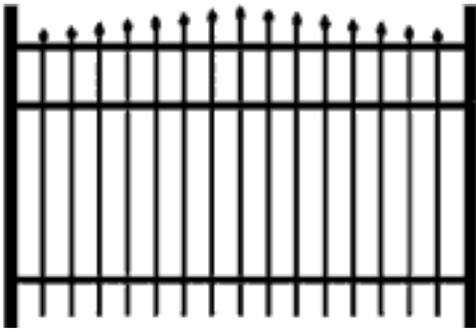


PICKETT FENCE

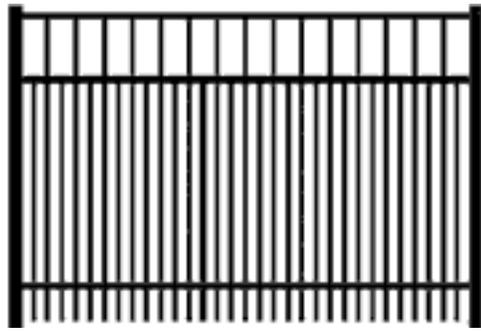
SCALE: N.T.S.

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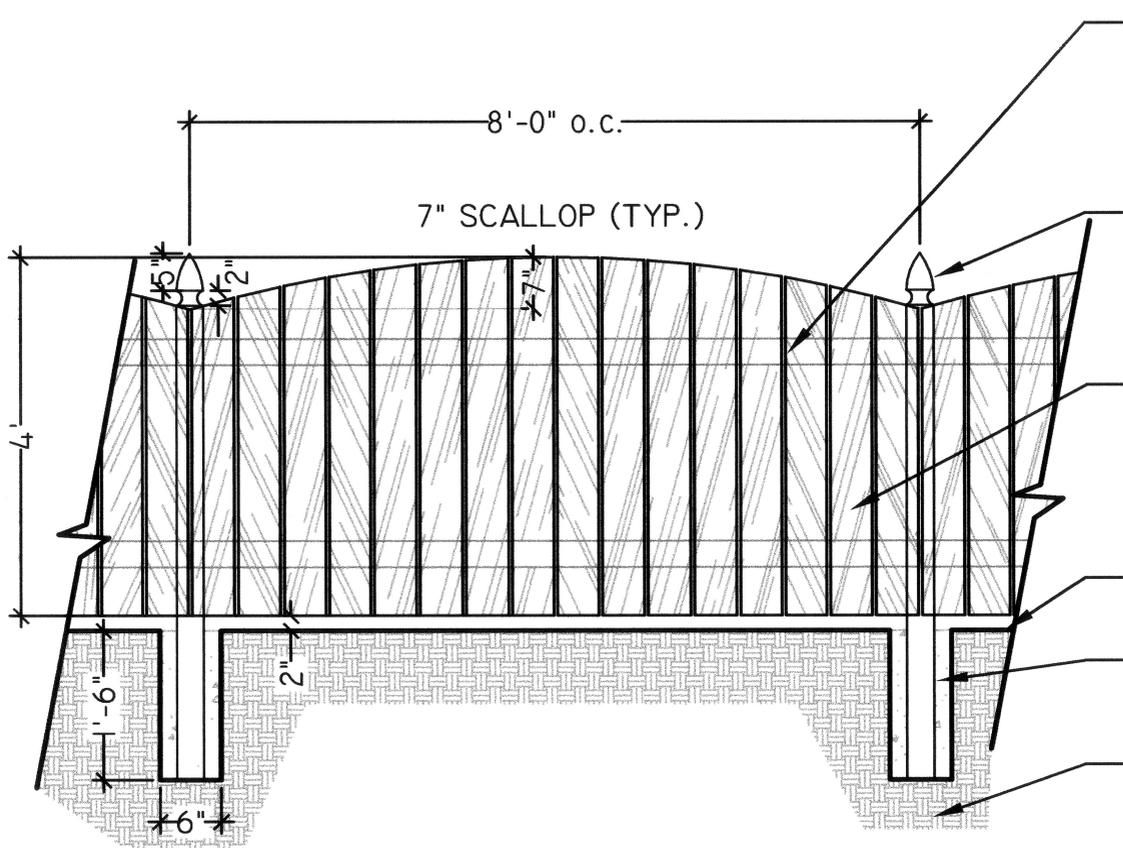
Black Rod-Iron



Can be 54" at the top of the scallop down to 48"



Max Height of this style 48" tall



2" X 4" P.T.S.Y. PINE STRINGERS (BEYOND) (TYP.). ATTACH TO POST W/ 2- 16D GALV. SINKERS/ END OF STRINGER (BUTT JOINT STRINGERS @ POST)

4" X 4" P.T.S.Y. PINE POST W/ FRENCH GOTHIC TOP. (PRE-CUT POST, NO PRE-FAB/ SCREW-IN FINIALS)

1" X 6" P.T. S.Y. PINE FENCE BOARDS, ATTACH TO STRINGERS W/ 4 6D GALV. RING NAILS.

FINISHED GRADE

SAKCRETE/CONCRETE FOOTINGS

UNDISTURBED SUBGRADE

NOTE: ALL FRAMING TO FACE INTO LOT. PAINT ALL SURFACES W/ 2 COATES OF OLYMPIC STAIN OR EQUAL. ALL COLORS TO BE SUBMITTED TO AND APPROVED BY DEVELOPER PRIOR TO USE.

SCALLOPED FENCE

SCALE: N.T.S.

SECTION