

The Highlands Architectural Review General Guidelines

12/01/2006

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The Highlands Architectural Review General Guidelines

1. Introduction

The purpose of these guidelines is to aid in the application process. All exterior modifications require approval by the Architectural Review Committee through the application process. The following are the guidelines for The Highlands Architectural Review Committee (ARC).

With the purchase of a home in the Highlands, homeowners legally agree to be bound by a set of covenants and restrictions. These covenants govern, among other things, both the external changes, which may be made to our homes and property, as well as the required process for obtaining approval for these changes. Prior to the home closing process, the exterior appearance of the home is a matter of negotiation between the buyer and the builder who was required to obtain approval for all building plans from the Developer. Once the closing is complete, jurisdiction for external changes and appearance passes to the Highlands Community Association. The ARC is the means by which the Association processes requests for external changes to the home and property. All homeowners are given a copy of the Highlands covenants and restrictions as part of the purchase/closing process. These covenants and restrictions are recorded in the Clerk's office of the Circuit Court of Chesterfield County in the following two documents:

“Covenants & Restrictions Affecting All Property Known as the Highlands”

Dated April 13, 1992 Deed Book 2221 Pages 1952 thru 1972

“Declaration of Covenants & Restrictions of the Highlands Community Association”

Dated April 13, 1992 Deed Book 2221 Pages 1973 thru 2000

The ARC has responsibility of assuring that external changes made by the homeowners are such that the overall image and property values of all the Highlands homeowners are not diminished. The covenants, in some instances, are vague but grant latitude to the ARC to make reasoned judgments as to their implementation. These “guidelines,” which follow, present some insight to the requirements and the process for obtaining the required prior approval for the intended change. They should not be taken as absolutes since each application is evaluated on its own particular merits and situation. Exceptions from specific requirements can be granted, if in the judgment of ARC, the overall image and property values of all the Highlands residents are not diminished or compromised.

Any homeowner who is not satisfied with an ARC decision may file an appeal with the Highlands Community Association Board of Directors. The decisions made by the Board of Directors will be considered final.

Homeowners should be cautious when making changes to not overlook the ARC requirements, as doing so may result in complications upon resale of the home. Complications can happen when the legally required presale inspection and certification notice to the perspective purchaser indicate that external changes have been made and are not in conformance with the covenants and restrictions.

All ARC members are homeowners in the Highlands. They value your input and questions and hope that the following “Guidelines” provide additional clarity to the ARC review process. Please do not hesitate to contact any of the ARC members if you have questions or concerns. Please be assured of the continued efforts to keep the Highlands the prestigious community that was envisioned by the Developer and to assure external changes, which do not diminish our collective property values.

2. The Application

The application for “Review of Proposed Property Improvements” is required to be submitted for all proposed external changes to the home/property. A copy is attached in Appendix A of this document. The application data requirements are spelled out on the application form. They are available at the Highlands Sales Center or downloaded from the Highlands’ web site—www.highlandsca.com. Upon return of a signed and completed application to the Highlands Sales Center; the ARC is permitted 60 days to respond with its decision in writing. However, the committee strives to complete their evaluation within 30 days. Careful attention to clarity and completeness is important, as lack of information could result in a longer process. If your application is not approved or denied within 60 days from the application date, the request will be considered approved and construction can start. Proof of delivery is the responsibility of the applicant.

The ARC will come to the home site to visually review the proposed changes. Please note that by signing the application you give permission for ARC members to enter your property (yard) as necessary for review of the proposed modifications and review the project after changes are completed. Please note on the application any special conditions of which the ARC should be aware, such as “Beware of Dog”. The Highlands Community Association (HOA), Inc. Board of Directors generally handles neighbor complaints on modifications that are not done in compliance with the HOA. Concerns regarding exterior modifications should be forwarded to the HCA Board. The ARC is not responsible for compliance issues.

Proposed modifications must be completed within six months of the date on the letter of approval. In signing the application, the homeowner agrees to make the modification as noted in the application, maintain the modification in a manner satisfactory to the HCA Board of Directors, and remove the modification at homeowner expense if the forgoing is not complied with.

Questions concerning this process should be directed to any ARC member.

3. The Guidelines

3.1 Accessory Buildings/(Sheds and Garages) Drawings and detailed plans must be approved by the ARC.

- 3.1.1** As a general rule, to minimize visual disruption of the Highlands, accessory buildings must match the design characteristics of the house.
- 3.1.2** Roof styles and slopes shall match the style and slope of the main roof of the house i.e., gabled roof shed with gabled roof house and roof shingles shall match the house roof shingles. Roof must be a minimum of 10/12 pitch.
- 3.1.3** All exterior finish material and colors shall match the house.
- 3.1.4** Accessory buildings (i.e. sheds, etc.) must be set on a concrete slab/ brick foundation. Skids or direct ground placement are prohibited. Bricks must be the same color and type as the house. Foundations made with other materials (stucco or stone) are options and must match the house.

3.1.5 Windows and doors in accessory buildings shall be similar in style to those in the house. Shed doors shall generally face the rear of the house and shall be six or eight panel doors painted to match the color of the front door of the house. Upgrades will be considered.

3.1.6 The size and location of accessory buildings will be judged on the potential for impact on adjacent properties and the visibility from the street.

3.2 Air Conditioning & Heating Equipment

3.2.1 Air and heating units are generally installed as part of the initial house construction and as such are not subject to the ARC permitting process. The outdoor units must be completely screened from view of the street and adjacent homes with framed lattice or evergreen shrubbery (large enough to cover the AC units). Deciduous Shrubbery (plants that lose their foliage) cannot be used for a screen.

3.2.2 In the event of a planned relocation of these units, prior ARC approval will be required.

3.2.3 Window and thru wall air conditioning units are prohibited.

3.2.4 All fireplaces and prefab fireplaces located on a rear deck must be on a brick foundation. Cantilever designs are not permitted.

3.3 Awnings

3.3.1 Awnings or door canopies are not permitted on the front of the house.

3.3.2 Rear of house awnings, deck, or windows are subject to the ARC permitting process with major focus on compatibility of size and color(s) with the existing house.

3.4 Boats, Boat Trailers, Campers, RV's, Oversized Vehicles, Utility Trailers, etc.

3.4.1 These may not be permanently stored on the homeowner's property. They must be kept within an enclosed area in such a manner that they are not visible from the street or adjacent properties. Boats and other recreational vehicles may be placed in driveways for short intervals of up to 48 hours.

3.4.2 Permanent storage behind the house with no street visibility will be subject to the ARC permitting process. Major consideration will be given to visibility from adjacent homes. As noted in the covenants, "A small boat, boat trailer, or boat on a boat trailer may be placed in the rear yard of a Residential Lot without being enclosed by a screened area if such boat, boat trailer, or boat on a boat trailer does not exceed an overall height of four (4) feet above ground level." In general, most residents have been able to find suitable off site storage facilities for larger vehicles and boats.

3.5 Deck, Deck Extensions, and Docks

- 3.5.1 All deck extensions or modifications are subject to approval of the ARC with major focus on compatibility with the existing deck, house, neighborhood and visibility from the street.
- 3.5.2 Decks may remain unfinished, however staining and painting is acceptable.
- 3.5.3 Lake Front Homes: All lake front homes must submit a full set of drawings, plans and specifications for dock installation on the lake prior to construction. Additional approval will be necessary for alterations of landscaping and trees/shrubbery within 50 -100 feet from the water edge as required by National and Local Wetland Agencies including the Office of Water Quality (OWQ), Core of Engineers (COE), and Department of Environmental Quality (DEQ). Docks can be no larger than 150 square feet; may not extend more than 15 feet from shoreline; and cannot have rails taller than 42”.

3.6 Dog Pens & Dog Houses

- 3.6.1 Fences constructed specifically as dog pens or dog runs must be approved as to location and must conform to the fence design requirements of Section 3.9 of this document. The ARC may require screening of the pen with shrubbery.
- 3.6.2 Only one dog pen will be permitted per lot.
- 3.6.3 Dog pens and dog houses may only be located behind the house.
- 3.6.4 Dog houses shall be finished on the exterior and maintained in acceptable repair and appearance. Application to and approval by the ARC is required prior to construction or installation.

3.7 Driveways

- 3.7.1 Paving, aggregate, or other driveway finishes are subject to ARC approval if a change is made to the original configuration or location of the driveway. Asphalt, concrete and brown crush n’ run stone are permitted. No white or gray stone/gravel is allowed.
- 3.7.2 Homes located in the BURRAY section must have an asphalt or concrete driveway only.
- 3.7.3 Driveways leading to detached garages must be finished with the same driveway surface material as the existing driveway, unless specifically outlined in the approval letter.

3.8 Exterior Siding, Trim & Shutters

- 3.8.1 All exterior home color changes are subject to the ARC permitting requirements prior to painting or vinyl replacement.
- 3.8.2 All exterior trim, shutter color, or changes are subject to the ARC permitting requirements.

3.8.3 Vinyl siding replacement or installation must be an approved upgraded bead design and a sample must be submitted. Color, design and style must be approved by the ARC. No Dutch-lap or similar siding will be permitted.

3.8.4 A hardboard composite (Cement) siding can be used. Color, design, and style must be ARC approved.

3.9 Fences

3.9.1 There are two kinds of fences permitted: informal landscape and formal/architectural. The informal landscape fence that is generally unobtrusive in appearance, utilizing natural unfinished wood and designed to run long distances with the contours of the land. Split rail, turned rail and board rail fences are typical of this fence. The formal or architectural fence shall be considered a design extension of the house, limited in area, and is located directly behind the house. Appropriate architectural fences include picket fences, "live" fences, or hedges.

3.9.2 The purpose is to promote the appropriate use of each type of fence. The ARC judges the acceptability of a fence request on the basis of these guidelines.

- a) Chain link fences, barbed wire fences, wooden fences with metal posts, stockade fences, lattice fences, and post and wire fences are prohibited.
- b) Fence height shall not exceed four feet.
- c) Fences shall be permitted in rear yards only and shall not extend any farther forward than the rear plane of the house. Front yard fencing is not permitted.
- d) All fences shall be constructed with the finished side facing outward from the enclosed area.
- e) The fence style shall be appropriate to the house and property style.
- f) Depending on existing conditions, the ARC may require screening shrubbery along the outside of formal or architectural fences in order to enhance the aesthetics of the area.
- g) Any fence constructed adjacent to an existing fence shall be the same style as the existing fence.
- h) All fencing must be maintained in acceptable (to the Highlands Homeowners Association) repair and appearance.

3.10 Home Additions

3.10.1 To assure consistency in the design of the house and to minimize visual disruption to the neighborhood, additions must compliment or be similar to the design characteristics of the house.

3.10.2 The mass of the addition shall be similar in the use of shapes to that of the house, but proportionately smaller so as to not overpower the house. Roof styles, shapes, color and pitch shall be similar to the main house. The minimum acceptable pitch is 10/12 wherever possible.

3.10.3 All home additions, including but not limited to decks, screened porches, garages, and gazebos shall be subject to the ARC permitting requirements.

3.10.4 Country Porch: Must be on brick piers with painted risers and framed lattice between the piers. Siding (if used), outside doors, and windows must match existing home.

3.10.5 Screened porches are subject to approval of the ARC with major focus on compatibility with the

house, neighborhood and visibility from the street.

3.10.6 **Garages:** Front entry garages are not permitted. Garages must be on a brick, stone or stucco foundation with windows and doors that match the home. Roof type, pitch, and shingles must match the home in color and style. A set of detailed drawings must be sent to the ARC for approval. The minimum acceptable pitch is 10/12.

3.10.7 **Detached Garage:** Front entry garages are not permitted. Detached garages must be on a brick foundation with windows and doors to match the home. Stone or Stucco is also accepted. Roof type, pitch, as well as shingles must match the color and style of the home. A set of detailed drawings must be sent to the ARC for approval. The minimum acceptable pitch is 10/12. Driveway to the detached garage must be finished in the same driveway surface material as the existing driveway unless specifically outlined otherwise in the approval letter.

3.10.8 **Breezeways:** Plans and specifications must be approved by ARC.

3.11 Irrigation Systems

3.11.1 In-ground irrigation systems do not require ARC approval.

Note: Homeowners should note, in their design/layout considerations, that any damaged caused by snow removal or road repair by VDOT on the VDOT right-of-way will not be repaired by VDOT.

3.12 Landscape Maintenance & Renovations

3.12.1 Any significant changes in the landscape plan installed by the builder require ARC approval. Changes include, but are not limited to, the incorporation of previously wooded or grassed areas into a landscape plan. Changes in foundation plants do not require prior approval. Waterfront lot owners are reminded that the Resource Protection Area (RPA) surrounds the lake and owners are responsible for the buffer and its' maintenance. The Chesapeake Bay Protection Ordinance specifies how the buffer is to be maintained. See section 3.21 of this document for more details.

3.12.2 Any earthwork changes in topography, site drainage, or creation of ponds, pools, or other water features, must be approved by ARC.

3.12.3 Exterior fountains and ponds are not permitted in front yards, unless approved by ARC.

3.12.4 Yards shall contain grass turf or planting beds. Yards may not consist of barren dirt or bare patches of dirt with sparse turf cover.

3.12.5 Turf may never exceed five inches (5") in height.

3.12.6 Homeowners are required to promote the growth of grass in their yard, which includes but is not limited to aeration, seeding, fertilization and weed control.

3.12.7 Alternative plant material or planting beds are to be installed in areas of yards where Property Owners have not been able to establish grass.

3.12.8 Trees, shrubs and planting beds are to be maintained in accordance within industry standards. Hence, planting beds, shrubs and trees are to be pruned to prevent overgrowth and promote an aesthetically appealing look.

3.12.9 Property Owners are to maintain their entire property, including ditch lines and areas adjacent to the street. Although these areas may be in an easement area of the Virginia Department of Transportation, it is the responsibility of all Property Owners to maintain this area by affecting all of the above requirements in the ditch lines and areas adjacent to the street, including mowing and aeration and seeding.

3.12.10 Retaining walls visible from the front street and designed as a house extension are to be constructed on a concrete foundation and match the existing materials of the house. All other retaining walls may be constructed with alternate materials (pavers, stone etc.) A detailed drawing and application must be approved by the ARC prior to building.

3.12.11 If a retaining or culvert wall is being constructed within 25 feet of the road center line then a call to VDOT is required to insure the wall will not violate VDOT's access limits. Driveway entrance piers must be on concrete foundation and adhere to VDOT's guidelines. Call (804-674 2560) for information. The brick or stone piers must be the same color, type as the house foundation.

3.12.12 Patios shall be constructed so they complement and are compatible with the home. Care should be taken in patio location as not to impede or restrict septic fields from their function.

3.13 Mailboxes

3.13.1 Mailboxes/posts must be maintained as originally installed. Color or design changes are not permitted. Periodic cleaning and painting are required to maintain acceptable appearance. See Appendix B of this document for installation/design.

3.13.2 Decorative flags (12" X 16") can be mounted, if desired.

3.14 Play Equipment

3.14.1 Play structures and equipment are often highly visible, and depending on their design and application, they may defeat many of the aesthetic and environmental goals that our Highlands community has sought to achieve. No play equipment constructed of 100% metal is allowed. For this reason, ARC requires approval of all exterior play equipment prior to placement on the lot. Play structures and equipment shall include but not be limited to the following:

- Swing sets
- Sliding boards
- Jungle gyms – climbing structures
- Skate board ramps, structures
- Forts
- Tree houses
- Play houses
- Basketball goals (Limit 2)

- Trampolines
- Batting cages

3.14.2 Forts, tree houses, play houses, and other enclosed play buildings with an exterior height not exceeding 6 feet and with a total floor area not exceeding 36 square feet shall be considered to be play equipment. Structures exceeding these limits shall be considered Accessory Buildings and subject to the requirements of Section 3.1 of this document.

3.14.3 Play equipment shall be located in rear yards only.

3.14.4 Play equipment should be finished in predominantly subtle colors and constructed of wood. Metal-framed swing sets are not permitted.

3.14.5 Play equipment should be located 8 feet away from side property lines adjacent to neighboring homes or streets. ARC consideration will be given to noise and visual impact on neighboring homes. In that regard, ARC may require certain play equipment to be screened from view.

3.14.6 Play equipment that has fallen into disrepair or has been outgrown by children should be removed from the property. Basketball goals installed adjacent to driveways are subject to the following criteria:

- a) The goal may not directly face the street.
- b) Goals may be mounted on the side or rear face of garages or on a pole mounted on the side of the driveway facing the house and no further forward than the front corner of the house.
- c) The mounting pole must be black pre-finished metal or painted a neutral earth tone.
- d) The backboard must be gray, white or clear acrylic.
- e) Portable goals may be used in the driveway or street but must be stored in a garage or behind the home when not in use.

3.15 Satellite Dishes

3.15.1 These outdoor units, are not subject to the ARC permitting requirements, but must be screened from the street and adjacent homes with lattice or evergreen shrubbery.

3.15.2 If roof mounting is required to assure acceptable reception, the dish must be screened by an eave or gable of the roof.

3.15 Signs

3.16.1 Real Estate: No signs, other than one (1) standard temporary real estate sign and/or one (1) builder's sign (new home builders sign), are permitted in any yard. The only signs permitted on Applecross, Eastfair and Highland Glen are the small "lead-in" signs (real estate for sale directional signs). Please note that signs posted by painting companies, remodel firms and the like are not permitted at any time.

3.16.2 Political Signs: Residents may display one campaign sign in their front yard during the following campaigns: Presidential, Congressional, Gubernatorial, and Dale District. Signs may be a

maximum of 2 feet by 2 feet and may not be lit. Signs may be displayed one month prior to the election and removed one week after the election.

3.17 Swimming Pools

3.17.1 No above ground swimming pools are permitted.

3.17.2 In-ground swimming pools shall be located behind the house and minimally visible from the street.

3.17.3 Lake front properties accrue additional siting requirements.

3.17.4 ARC may require screening of swimming pools to insure the privacy of the pools owners and of neighbors.

3.17.5 Design, location, fence style (4 foot height maximum), and screening are all subject to ARC approval.

3.18 Trash Cans

3.18.1 Trash cans are to be situated in a location where they are screened from the front street and neighboring homes. Installation of screening is subject to ARC approval.

3.18.2 Trash cans are to be removed from the curb on the same day as trash pick-up.

3.19 Tree Removal

3.19.1 The removal of any live tree or tree greater than 6 inches in trunk diameter is subject to the ARC approval.

Note: Waterfront lot owners are reminded that the Resource Protection Area (RPA) surrounds the lake. The Chesapeake Bay Protection Ordinance specifies how this buffer is to be maintained. See section 3.21 of this document for more details.

3.19.2 Dead trees that impose an imminent threat of harm to the home or persons may be removed on an emergency basis without approval from ARC.

3.19.3 In evaluating tree removal requests, ARC will place major focus on maintaining the rural wooded environment of the Highlands community.

3.20 Woodpiles

3.20.1 Firewood may be kept on any lot in neat woodpiles of up to one cord without prior approval of ARC. Storage of larger amounts of wood will require prior approval.

3.20.2 All woodpiles are to be placed in the backyard in a location not visible from the street.

3.21 Resource Protection Area (RPA)

3.21.1 The Highland Lake is surrounded by a RPA. The buffer width varies from 50 feet landward on some lots and 100 feet on others. Ideally, the buffer should be left in its' natural state to "...provide for the removal, reduction or assimilation of sediments, nutrients and potentially harmful or toxic substances in runoff entering the Chesapeake Bay and its' tributaries; and minimize the adverse effects of human activities on state waters and aquatic resources." Check the Chesterfield County Office website at <http://www.co.chesterfield.va.us/CommunityDevelopment/WaterQuality/>

3.21.2 The Chesapeake Bay Preservation Ordinance specifies how the buffer is to be maintained. The full text of the Ordinance that was amended during an Aug.24, 2005 meeting of the Chesterfield County Boards of Supervisors may be found on this Website: <http://www.municode.com/Resources/gateway.asp?pid=10531&sid=46>. Navigate to Chapter 19 Zoning> Article IV>Division 4.

3.21.3 Certain modifications of the RPA are permitted but must be approved by the Chesterfield County Office of Water Quality. In case of prior encroachments, the office will suggest "...a Restoration Plan that includes the replacement of the vegetation that was removed from the RPA buffer zone." More information can be found on the Chesterfield County Office of Water Quality website. An application to the ARC is mandatory.

4. Other Standards

4.1 Property Maintenance

4.1.1 Property maintenance includes the upkeep of lots, buildings, and other improvements consistent with good property management, proper trash disposal, and animal control in order to maintain the overall image of the Highlands and not diminish the property values of all home owners.

4.1.2 Each property owner has the following responsibilities:

- a) General Property and Lawn Care
 - 1 .Snow removal, as required
 2. Painting and external care of structures and other improvements
- b) Trash
 1. Disposal of trash and other refuse on a weekly basis
 2. No accumulation or storage of trash or bulk materials on any lot
 3. Screening of any trash containers kept outside of the house or garage
- c) Animal Control
 1. Domestic pets only are permitted. No wild or "game" type animals are permitted.
 2. Compliance with Chesterfield County animal control laws including licensing, leash laws, and animal waste clean up are to be strictly enforced.

4.2 Vehicles and Parking

- 4.2.1 No commercially licensed vehicles, disabled vehicles (other than those awaiting near term repair), vehicles without a current state license or state inspection sticker, machinery or other equipment shall be kept on any lot unless kept within a garage.
- 4.2.2 No repairs of any vehicles (other than minor repairs or maintenance to personally owned and licensed vehicles) shall be permitted on any lot, except in a garage.
- 4.2.3 It shall be the responsibility of each owner to construct, with ARC approval, and maintain suitable and adequate parking space on his lot. All licensed vehicles shall be parked thereon. Parking on areas other than paved or driveway areas is prohibited. Street parking, other than for special occasions or for visitors, is prohibited.

4.3 Flags

- 4.3.1 Homeowners may display a decorative flag (normally 12" X 16") on the mailbox.
- 4.3.2 Decorative flags displayed on a small pole (not to exceed 5 feet) and affixed to the house are not subject to ARC permitting requirements.
- 4.3.3 If a homeowner wishes to install a free-standing flagpole on the property, the size, type, shape, and location of the proposed pole are subject to the ARC permitting requirements for approval prior to installation. Flagpoles may not exceed twenty (20) feet in height. Sovereign flags of the United States, Commonwealth of Virginia and Chesterfield County are the only flags permitted to be flown.

2. Complete description (photos/drawings) as to construction design, materials (types and sizes), and color/finish. (Required with all applications)
3. Floor Plan, Elevation and Section Drawing (i.e., footings) – Required with all requests to construct an addition to a home, shed or any type of outbuilding.
4. Copy of the County Building Permit is required with all requests to construct an addition to a home, shed, or any type of outbuilding. (Copy of permit can be sent to the ARC after approval of project).

I do, by my signature understand and agree to the following (A and B)

That the Homeowners Association reserves the right to require removal or repair of the modification at my own expense if:

A – (1) the modification is not constructed or installed as per the approved specifications submitted with this form; or (2) the modification is not constructed or installed as per the mailed approval letter noting contingencies with approval; or (3) the modification is not maintained in a safe condition; or (4) the modification is not maintained in keeping with the surrounding structures and is not satisfactory to the Board of Directors.

B -- I certify that I have read and agree to follow the Highlands Covenants and Restrictions pertaining to architectural control and review.

Signatures

Architectural Review and Approval Process:

With the above signature, I grant the Architectural Review Committee, **permission to enter upon my property**, if necessary, to review proposed modifications, site locations and review them when completed. The ARC may enter my property without appointment between the hours of 9 A.M. and 5 P.M. Monday – Friday to observe the area. I acknowledge that if I do not wish the ARC to enter my property without appointment, I must note that below. (This could delay review process due to the need for scheduling)

The Architectural Review Committee (ARC) is comprised of a minimum of five (5) homeowner members that live in the community, any **two** (2) members may act as a quorum for the approval or denial of an applicant's request. Once an application is completed with required attachments and submitted to the ARC, the committee shall review the application and shall deem the request approved, conditionally approved with contingencies, or denied.

Definitions:

Approval – Applicant can commence requested improvement upon receipt of the approval letter.

Conditional Approval with Contingencies – Applicant can commence with requested improvement only if contingencies required by the ARC are met.

Denial – Request not approved, improvement can not be made. Specific reasons will be noted in a letter by the ARC for denying an application.

NOTE: Applicants must commence and complete modification within **six** (6) months of the date on the letter of approval or conditional approval with contingencies. Failure to commence and complete improvement within six (6) months will automatically revoke the approval unless extended in writing by the Architectural Review Committee.

Please forward/mail all Applications to the Architectural Review Committee located at the Sales Office on 8400 Highland Glen Drive, Chesterfield, VA 23838

For ARC Use Only

Application Received _____

Application is approved as Submitted _____.

Application is approved with the following Conditions _____

Application is denied _____.

Appendix B – Mailbox Specifications

1. Approved house numbers may be purchased at Pleasants Hardware
2. Paint Specification: Severe Weather Velspar
 Historic Tan Exterior Latex-Satin Finish
 Formula 3904-01
 May be purchased at Lowe's
3. To order a new mailbox and post contact - Jerry Ester
 Ester Mailbox Installation & Repair
 796-2343
4. Construction/Installation Specifications:

Mail Box Illustration

