

Carisbrooke Homeowners Association

Architectural Standards and Guidelines

CARISBROOKE
HOMEOWNERS ASSOCIATION
ARCHITECTURAL DESIGN and
MAINTENANCE STANDARDS

Revised July 20, 2017

Supersedes Standards and Guidelines dated January 1, 1998

OBJECTIVES

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

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

AUTHORITY

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

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

NEW CONSTRUCTION, REPLACEMENTS AND IMPROVEMENTS

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

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

CHANGES WHICH MUST HAVE ARCHITECTURAL AND REVIEW COMMITTEE APPROVAL

Section 8.2 of the Declaration explicitly states that all exterior alterations require the approval of the Architectural Committee.

Section 8.2.1

“No Structure may be commenced, constructed, erected, placed, maintained or permitted to remain on a Lot, and no Structure existing on a Lot may be altered in any way including (a) exterior painting and (b) interior painting or other modifications which are visible from the exterior thereof which, in the judgment of the Architectural Committee materially changes the exterior appearance thereof, and no Use may be commenced on a Lot, unless prior thereto plans and specifications therefore, and a description of any such use (herein referred to collectively as “Plans”), have been submitted to and approved in writing by the Architectural Committee.”

This paragraph explicitly states that any change, permanent or temporary, to the exterior appearance of one’s property must be approved by the Architectural Committee. Further, once a plan is approved, it must be followed or a modification must be approved.

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

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

OVERALL REVIEW CRITERIA

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

Design decisions made by the Architectural Committee in reviewing applications are not based on any individual’s personal opinion or taste. Judgments of acceptable design are based on the following criteria which represent in more specific terms the general standards of the protective Covenants:

1. Relation to the CARISBROOKE HOMEOWNERS ASSOCIATION Community Open Space

–Fencing, in particular, can have damaging effects on open space. Other factors, such as removal of trees, disruption of the natural topography and changes in rate of direction of storm water run-off, also adversely affect CARISBROOKE HOMEOWNERS ASSOCIATION open space.

2. Validity of Concept – The basic idea must be sound and appropriate to its surroundings.

3. Design Compatibility – The proposed improvements must be compatible with the architectural characteristics of the applicant’s house, adjoining houses, and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials, color and construction details.

4. Location and Impact on Neighbors – The proposed alteration should relate favorably to the landscape, the existing structure and the neighborhood. The primary concerns are access, view, sunlight, ventilation, and drainage. For example, fences may obstruct views, breezes, air flow or access to neighboring property; decks or larger additions may cause unwanted shadows on adjacent patios or infringe on a neighbor’s privacy and view. As another example, an inappropriate “clutter” of play equipment, or an “ill-planned” landscape scheme may also affect existing neighbors.

5. Scale – The size (in three dimensions) of the proposed alteration should relate well to adjacent structures and its surroundings. For example, a large addition to a small house may be inappropriate.

6. Color – Color may be used to soften or intensify visual impact. Parts of an addition that is similar in design to an existing house, such as roofs and trim should match in color and composition.

7. Materials – Continuity is established by use of the same or compatible materials as were used in the original house. The options may be limited somewhat by the design and materials of the original house. For instance, vertical wood siding on the original house should be retained in an addition. On the other hand, an addition with wood siding may or may not be compatible with a brick house.

8. Workmanship – Workmanship is another standard which is applied to all exterior alterations. The quality of work should be equal to, or better than, that of the surrounding area. Poor practices, besides causing the owner problems, can be visually objectionable. The CARISBROOKE HOMEOWNERS ASSOCIATION assumes no responsibility for the safety or structural validity of new construction by virtue of an approved design. It is the responsibility of each applicant to obtain a Building Permit where required and comply with County codes and regulations.

9. Timing – Projects which remain uncompleted for long periods of time are visually objectionable and can be a nuisance and safety hazard for neighbors and the community. All

applications must include estimated completion dates. If such time period is considered unreasonable, the Architectural Committee may disapprove the application. Typically, projects must be commenced within one (1) month of an approval; and completed within six (6) months.

AMENDMENTS TO THE DESIGN STANDARDS

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

APPLICATIONS

Applications for alteration or improvements must be submitted on the approved CARISBROOKE HOMEOWNERS ASSOCIATION form. The application forms require information which will assist the Architectural Committee in reviewing plans for your proposed alteration or improvement. Specific information is detailed below. Action on applications submitted without the required information will be delayed until all information is provided. The required application information includes the following:

DESCRIPTION - The form requires a complete description of the alteration or improvement. This includes a complete listing of materials to be used; overall dimensions, height off the ground as in the case of decks and porches, colors of existing house, trim and roof colors; and colors of the proposed alteration or improvement.

SITE PLAN - A site plan is a scaled drawing of your lot (plat) which shows dimensions of the property, adjacent properties if applicable, and all improvements including those covered by the application. Contour lines may be required where drainage is a consideration. A base for a site plan for single applications can be the plat plan provided to you when you purchased your home. More complex applications may require a larger scale (then (10) to twenty (20) feet to the inch scale) enlargements of the plat plan of County approved development or site plans.

DRAWINGS/PHOTOGRAPHS - Complete drawings showing all dimensions, elevations and details of the proposed improvement or alteration are required. Drawings should show the relation of the improvement or alteration in relation to the existing home. Drawings which are illegible take time to review, slow the process, and may be returned to the applicant for clarification.

SIGNATURES - The applicant is required to sign the application form. In addition, the signatures of all adjoining or affected property owners are required on all applications. The signatures do not constitute approval or disapproval of the proposed project; rather they indicate that the adjoining property owners are aware that an alteration or improvement is contemplated. Applications received without signatures will not be reviewed.

COMMENCEMENT/COMPLETION DATE - Applications must contain the proposed commencement and completion date. All alterations or improvements must be commenced within one (1) month and completed within six (6) months of approval.

REVIEW PROCEDURES

All applications should either be mailed or delivered to the CARISBROOKE HOMEOWNERS ASSOCIATION office at CARISBROOKE HOMEOWNERS ASSOCIATION. Faxes will be accepted preliminarily; however original applications must be received for a final approval.

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

APPEALS PROCEDURE

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

1. Proper procedures were not followed during the administration and review process.
2. The applicant and any other affected homeowner attending the meeting were not given a fair hearing.
3. The Architectural Committee was arbitrary, or did not have a rational basis for a decision.

To initiate the appeal procedure, applicants must submit a written request for an appeal within 10 days of receiving the Architectural Committee decision or their decision will be final. The written request must be delivered to either the CARISBROOKE HOMEOWNERS ASSOCIATION Office at the CARISBROOKE HOMEOWNERS ASSOCIATION. Other affected homeowners or neighbors must submit written notice within fifteen (15) days after the Architectural Committee rendered its decision. The Board of Directors will review those cases and shall conduct a hearing.

DESIGN STANDARDS

ACCESSORY UNITS - No accessory unit shall be permitted within CARISBROOKE HOMEOWNERS ASSOCIATION unless designated on the subdivision plat at the time a newly constructed home is purchased from a builder. All permitted accessory units shall conform to these Design Standards, and shall be approved by the Architectural Committee prior to construction. All accessory units shall conform to Loudoun County Zoning Ordinance. However, no accessory unit shall exceed 600 square feet.

AIR CONDITIONERS - Air conditioning units extending from windows or protruding from the existing structure are prohibited. Additional exterior air conditioning units installed on a level pad on the ground may be considered so long as they are placed near existing units and there is no adverse audible or visible impact on adjoining lots or open spaces. The relocation of existing units may be considered so long as they are placed in an area where there is no adverse audible or visible impact on adjoining lots or open spaces.

ANTENNAS – No antenna shall be installed on any common area of Carisbrooke.

Owners may install on their lot a dish antenna that is one (1) meter (39.39 inches) or less in diameter. Satellite dishes that are larger than one (1) meter in diameter are prohibited. Owners and tenants may install a multipoint distribution service antenna (MMDS) antenna that is one meter or less in diameter or diagonal measurement. MMDS antennas that are larger than one meter in diameter or diagonal measurement are prohibited. In accordance with the FCC Rule, Owners and tenants may install a regular TV antenna designed to receive local broadcast television stations. Owners are prohibited from installing any type of antenna that transmits a signal of any sort or disrupts the reception of the radios and television sets of neighbors. Such antennas are prohibited. Any type of antenna not specifically protected by FCC Rules is prohibited. (Masts, cables, supports, conduits, wires, fasteners, or other accessories necessary for the proper installation, maintenance, and use of a reception antenna shall be considered part of the antenna.)

To comply with the Federal Telecommunications Act of 1996, prior approval of the ARC is not required for the installation of a satellite antenna or dish, which is allowable under these Design and Maintenance Standards. Also, this law covers the antennas necessary to receive service. Therefore, a local rule may not allow only one (1) antenna if more than one (1) antenna is necessary to receive the desired service.

When any antenna is no longer in use as such, the Association reserves the right to require the Owner to remove the antenna, along with all exterior wiring. All exterior wiring and cables shall be concealed to the maximum extent possible.

The Association may condition the placement of the dish as long as signal reception is not impaired. The preferred placement of the antenna is a Rear Roof Mount. Dish must be located on the rear of the roof, below the roof peak. If the signal reception is impaired in this location, other preferred locations are listed below in order:

1. If a front roof mount is necessary, all equipment must be installed to one side of the roof, and not in the center.
2. Structure Mount - Shall be located such that the equipment is adjacent to a chimney, or other structure on the home. If on a deck, the equipment shall be installed to one side of the deck or adjacent to the house, if possible. The ARC reserves the right to require the Owner to install reasonable screening to minimize the visual impact of the antenna on neighboring lots.

3. Ground Mount, Rear of Lot - Must be located on a rear lot location. The ARC reserves the right to require the Owner to install screening to minimize the visual impact of the antenna on neighboring lots.
4. Ground Mount, Front or Side of Lot - Where front or side yard locations are necessary, all equipment must be installed near other utility equipment, or as close to the house/structure as possible, without affecting ingress/egress to the home. The ARC reserves the right to require the Owner to install screening to minimize the visual impact of the antenna on neighboring lots.
5. All satellite dishes not operational and receiving service must be removed from the exterior of the house.

ATTIC VENTILATORS – Attic ventilators and turbines are permitted if painted to match the color of the roof (if roof mounted) or the color of the house siding or trim (if mounted on a gable end). Ventilators and turbines shall be mounted on the least visible side of the ridge pole as to minimize their visibility from public areas and adjoining lots.

AWNINGS – Awnings are not permitted without prior ARC approval. Awnings must be compatible with the architectural character of the house in terms of style, color, and materials. Awnings must be of straightforward design without decorative embellishments, such as fringes and contrasting color stitches and should be consistent with the visual scale of the houses to which they are attached. Awnings are permitted only above a window or a door and should not adversely affect views, light, Winter sun, or natural ventilation of adjacent properties.

BASKETBALL GOALS - Permanent basketball goals are not permitted without prior ARC approval and are only permitted on single-family lots.

Basketball goals are not permitted on Common Areas, right-of-ways, or easements other than those provided by the HOA.

The Owner is responsible for maintaining basketball play on Owner's lot only and is responsible for preventing errant shots from trespassing onto a neighboring driveway or property.

Permanent basketball goals must be located to minimize visual and physical impact on adjacent lots. Landscaping or screening may be required. Permanent basketball poles should be painted black.

Backboards attached to detached houses or garages should be clear or of a color to blend with the background.

No special lighting may be installed to facilitate night play.

Play lines may not be painted on playing surface.

All play is to end at sunset.

Where problems occur and are documented, the Board may require a basketball goal return net or prohibit the goal.

Portable Basketball Goals

Portable basketball goals do not require an application. Placement of portable basketball goals must be in accordance with Virginia's Department of Transportation (VDOT) Code 46.2-932. Portable basketball goals not meeting the VDOT code will be enforced by VDOT and not by the association.

NOTE: The Virginia Department of Transportation (VDOT) prohibits the placement of portable basketball goals within the public street right-of-way, which encompasses the street and the area approximately ten (10) feet beyond the curb. Contact VDOT at 703-383-VDOT.

Portable basketball goals in the front of the house should be located on or adjacent to the driveway.

Basketball goals are not permitted on Common Areas, right-of-ways, or easements.

Goals are not permitted on townhome properties that do not have a driveway.

The Owner is responsible for maintaining basketball play on Owner's lot only and is responsible for preventing errant shots from trespassing onto a neighboring driveway or property.

Portable basketball goals must be properly maintained and located in such a manner as to minimize the impact on adjacent lots.

Portable basketball poles should be black.

No special lighting may be installed to facilitate night play.

Play lines may not be painted on playing surface.

Portable basketball goals must be stabilized by filling the base or staking according to manufacturer's instructions.

All play is to end at sunset.

CAR COVERS – Car covers do not require ARC approval for motorcycles, but must be solid in color be maintained at all times and be well tailored to the vehicle. Car covers for automobiles are not allowed at any time.

CHIMNEYS - Chimneys (including those for direct vent gas fireplaces and the like) must extend from the ground through the roof line located to the rear of the ridgepole of the home. They must be masonry or enclosed in the same material as the exterior of the building or the same material as used by the builder.

CLOTHESLINES - Permanent clotheslines or similar apparatus for the exterior drying of clothes or bedding is not permitted. No clothes, towels, rugs, or other laundry item may be hung from the rail of a deck or fence at any time.

Temporary clotheslines may be used, provided they are removed when not in use. A clothesline is limited to a single line or hanging device and must be located behind the rear plane of the house and must not extend beyond either side plane of the house. Temporary clotheslines are prohibited without prior ARC approval.

COLOR CHANGES – Any color or stain changes to the exterior of your house (fences, decks, sheds, shutters, siding, doors, etc.) are not permitted without prior ARC approval.

COMMON AREA – No resident shall make any private, exclusive, or proprietary use of any of the Common Area or the Community Facilities without receiving an assignment of a Reserved Common Area from the Board, which may only be on a temporary basis.

COMPOST BINS - Compost bins are not permitted without prior ARC approval. They must be located in the rear yard, and must be screened from the street, open space, and adjoining and affected neighbors. They must be no bigger than 22 cubic feet. All active compost must be treated at all times to prevent escaping odors. Failure to maintain a satisfactory compost bin and/or the point when the compost becomes a public nuisance shall indicate an abandonment of the compost pile and violation of these guidelines. -- No more than one (1) compost bin per property is permitted.

CONCRETE REPAIRS/PAINTING – Painting or covering of any concrete structure, including sidewalks, is not permitted without prior ARC approval.

No application is needed for concrete parging/repairs. The type and color of concrete must match as closely as possible to the existing concrete.

DECKS – SINGLE FAMILY HOMES – Owners are responsible for compliance with Loudoun County setback and safety requirements (i.e. handrails, steps, etc.) as well as ARC requirements. Owners are responsible for obtaining all Loudoun County approvals and permits.

Any upper level or lower level wood/composite deck/screened deck must be located in rear yards and no part of the structure may extend further than 5 (five) feet beyond the left or right side plane of the house, including the stairs. The size and shape of the lot and the proximity to the neighbor will be determining criteria for allowing for some portion of the deck to extend into the side area. Additional landscape screening may be required to minimize visual impact. Decks may be designed to include bench-seating areas, overhead timbers for shade and hanging plants, planter areas, and hot tubs with appropriate scale privacy screening. When deck design schemes include other exterior changes, such as fencing, lights, plantings, etc., other appropriate sections of the guidelines should be consulted prior to application.

Size and Scale

Deck size must be appropriate to the scale of the home as sited on the lot. Decks must meet Loudoun County minimum setback specifications and should not be constructed across Building Restriction Lines (BRL) shown on individual site plans (plats).

Material and Color

Decks must be sealed or stained with a natural wood stain to prevent weathering. Wood in decks may also be painted or stained to match the trim or dominant color of the applicant's house or white or grey.

Composite and other engineered materials approved by county code and specifically designed for decks are allowable.

Railing Details

Railings of decks may include decorative designs (i.e. Sunburst, Starburst, Chippendale, etc.) Railings must meet minimum Loudoun County building requirements. Railing balusters may be made of wood, metal, or composite materials, but not constructed of lattice.

Stairs

Stairs, as well as tread and riser dimensions, must meet Loudoun County building codes. Stairs may not protrude on common ground.

Privacy Screening

Appropriate scale privacy screening, 4-foot height maximum above the railing, requires an application. Privacy screening that will completely enclose the deck will not be approved. Privacy screening must be painted to match the color of the deck and stained or sealed to prevent weathering. In some cases, where appropriate, they may be painted a color compatible with the colors in the applicant's house.

Drainage

If changes in grade or other conditions that will impact drainage are anticipated, such changes must be specified on the application, with drainage areas to be shown on the site plan. Approval will be denied if adjoining properties are adversely affected by changes in drainage. Level surfaces must be of porous material or to provide mulched beds to offset additional impervious deck or patio area.

DECKS – TOWNHOME - Owners are responsible for compliance with Loudoun County setback and safety requirements (i.e. handrails, steps, etc.) as well as ARC requirements. Owners are responsible for obtaining all Loudoun County approvals and permits.

Decks must be located in rear yards only. Decks must be constructed with the entire structure maintaining a one (1) foot setback from the side property lines. However, decks on end-unit attached homes may extend no further than three (3) feet beyond the side plane of the house, including the stairs. The size and shape of the lot and the proximity to the neighbor will be determining criteria for allowing some portion of the deck to extend in the side area. Additional landscape screening may be required to minimize visual impact. Decks may be designed to include bench-seating areas, overhead timbers for shade and hanging plants, planter areas, and hot tubs with appropriate scale privacy screening. When deck design schemes include other exterior changes, such as fencing, lights, plantings, etc., other appropriate sections of the guidelines should be consulted prior to application.

Size and Scale

Deck size must be appropriate to the scale of the home as sited on the lot. Decks must meet Loudoun County minimum setback specifications and should not be constructed across Building Restriction Lines (BRL) shown on individual site plans (plats).

Material and Color

Decks must be sealed or stained with a natural wood stain to prevent weathering. Wood in decks may also be painted or stained to match the trim or dominant color of the applicant's house or white or grey.

Railing Details

Railings of decks may include decorative designs (i.e. Sunburst, Starburst, Chippendale, etc.) Railings must meet minimum Loudoun County building requirements.

Railing balusters may be made of wood, metal, or composite materials, but not constructed of lattice.

Stairs

Stairs, tread, and riser dimensions, must meet Loudoun County building codes. Stairs must not protrude on common ground.

Privacy Screening

Appropriate scale privacy screening, 4-foot height maximum above the railing, requires an application. Privacy screening that will completely enclose the deck will not be approved. Privacy screening must be painted to match the color of the deck, stained or sealed to prevent weathering. In some cases, where appropriate, they may be painted a color compatible with the colors in the applicant's house. --

Screened Decks

Screened decks must meet all criteria for decks. Screened decks must match the existing house in materials and color, except that they may also be constructed of sealed or stained woods or composite and other engineered materials approved by county code, specifically designed for decks, to prevent weathering. Screened deck roof must be shingled to match the existing house.

Drainage

If changes in grade or other conditions that will impact drainage are anticipated, they must be indicated on the application, with drainage areas to be shown on the site plan. Approval will be denied if adjoining properties are adversely affected by changes in drainage. Ground level surfaces must be of porous material or to provide mulched beds to offset additional impervious deck or patio area.

DOG HOUSES – Dog houses must be screened from view of the street and adjoining lots. Doghouse areas must be kept free of animal waste and debris. Dog houses must be compatible with the house in color and materials, or match a natural wood fence. Dog houses shall not be placed on townhome decks. Dog houses should be located behind the rear plane of the house. The size of the doghouse should be compatible to the size of the dog. ARC prior approval is not required if the above criteria are met. Dog runs are prohibited.

Dogs must be on a leash at all times when off the owner's property. Dog owners are responsible for cleaning up after their pet on common area and on their own lot. Dogs must be kept quiet so that they do not create a nuisance for adjoining lot owners.

DOORS-FRONT AND REAR ENTRY - Entry Doors must be compatible in style with the architecture of the house. The style material, color, detailing and installation of a new or replacement door must be consistent with that of existing doors.

ARC approval is not required for the replacement of existing doors that are similar in type, style, and color.

DOORS-STORM FRONT AND REAR - Front and rear storm doors require ARC approval. Doors shall be full view, without significant decoration or edging. (For example, half-view, three-quarter view, and cross buck storm doors with scalloping will not be permitted.) Storm doors shall match the color of the entrance door or the trim around the entrance door. If there is a significant white border color around or integral to the front windows, then a full view front storm door with matching white trim is approvable.

DRIVEWAYS - Extensions, modifications or additions to driveways are not permitted without prior ARC approval and will be approved only if there is no adverse aesthetic or drainage impact on adjoining lots. Driveway additions must be constructed of the same material as found in the existing driveway. Driveway replacements or extensions must be of a size, scale, and material that will complement the property, rather than become a focal point. (See Loudoun County restrictions on total area of impervious material allowed forward of the front plane of a single-family home property.) Extended driveways may not be used for parking inoperable, commercial, recreational or unused vehicles. Owners are responsible for ensuring that driveways are regularly maintained by sealing and repairing any visible holes or cracks.

Water lines and other utility lines may not be covered over by any material that will be driven/parked on by vehicles. Any driveway modifications proposed in VDOT or Loudoun County easements are subject to review by those entities.

ELECTRONIC INSECT TRAPS - Electronic insect traps must not be installed or maintained in such a way as to cause discomfort to adjacent Owners from noise, and may only be operated during those times when the immediate area protected by the trap is occupied by the Owner or guests. Electronic insect traps do not require an application.

ELECTRIC VEHICLE CHARGING PORTS - The installation of electric vehicle charging ports inside of the garages of single-family and townhome properties do not require approval from the ARC. All external electric vehicle-charging ports require ARC approval. Townhomes without garages will not be permitted to have external electric vehicle charging ports.

ENERGY SAVING DEVICES - Energy saving devices installed by the utility company does not require ARC approval, but the Owner must notify the Association office within 30 days of installation. Energy Saving Devices, excluding light bulbs, installed by any party other than the utility company requires ARC approval.

EXTERIOR DECORATIVE OBJECTS - Approval will be required for all exterior decorative objects, exceeding thirty (30) inches in height and eighteen (18) inches in width or depth, including natural and man-made objects. Decorative objects will be considered based on their size, color, scale,

appropriateness with the surrounding area, and their visual impact of adjoining lots and open space. Exterior decorative objects include such items as sculptures, fountains, pools, stumps, driftwood, free standing poles of any type, and items attached to approved structures. The number of objects allowed in the front yard of a single family home may not exceed six (6) in number. The same restriction of a maximum of six (6) items in the rear yard applies; while townhomes may not exceed three (3) in number in the front yard and three (3) in number in the rear yard. In addition no object may be visible above the fence line, and at no time may objects be placed in the side yard.

EXTERIOR LIGHTING – No exterior lighting shall be directed outside the applicant’s property. Light fixtures that are proposed to replace the original fixtures, should be compatible in style, scale, and finish with the architectural details on the applicant’s house. Lights in the fixtures must be kept to 60 watts or 900 lumens or less.

Exterior lighting that is part of the original structure must not be altered without ARC approval. Applications for exterior lighting should include wattage, height of material of the light fixture above ground, and a complete description including descriptive material of the light fixture and location on the property. Light fixtures may only be of brass, bronze, brushed nickel, or black powder coated aluminum.

Low voltage or solar landscape lighting (no higher than 15” off of the ground) does not require an application. String lighting is allowed as permanent lighting on decks, screened decks/porches, patios, and gazebos located in the rear of the house as long as it is white light and does not require ARC approval. Lights must be mounted on the interior side of deck rail, porch, and/or gazebo. Any other location requires ARC approval.

FENCES - Proper fencing can have a unifying effect upon a neighborhood. Improper fencing can detract from the appearance of a neighborhood. Cluttering the neighborhood with an uncoordinated selection and placement of fences will be avoided. Fences should be compatible with the applicant’s house type. Stockade and chain link fencing or chain link material will not be permitted. In all cases, when fencing is constructed, it is to be constructed with the “finished” side facing out.

Detached homes - Fences should be restricted to the rear yard except in Neighborhoods where originally designed as a neighborhood feature by the builder. Property line fencing must be an “open type”, split rail, paddock or open space picket, and may not exceed four (4) feet in height and shall not come forward the front plane of the house. Privacy fences are not permitted. Consideration will be given to the topography and sitting of the applicant’s house and adjacent houses when considering fences.

Fences should be constructed of natural woods. Chain link and chain link material will not be permitted. Where security is desired, metal landscape mesh (defined as a light or medium gauge mesh with square or rectangular opening - usually factory coated with a brown, black, or green vinyl) may be used. Chicken wire will not be permitted.

Attached Homes - Particular attention should be given to the amount of adjacent open space, the height, and compatibility of materials and color with the existing house and other houses in the immediate

vicinity. The height of the fence should be compatible with any partial fencing installed by the builder, and will not exceed six (6) feet. Fencing shall be restricted to rear yard locations, except for cases of townhouses on the ends of the buildings. The fence may come forward, on end unit townhouses, on the side of the townhouse only to the midpoint of the townhouse.

In attached home especially, consideration will be given to minimize any loss of view, sunlight and natural ventilation of adjacent properties.

Materials and Colors - Property line fencing shall be left to weather naturally; however a stain or sealer may be used as a preservative. Continuity of texture and the scale of material should be considered. Chain link or chain link material is not permitted. Masonry (Brick or stone pillars, etc.) may be incorporated into a fencing design where appropriate. Masonry should match the masonry used in the applicant's house. Pillars, which may not exceed the height of the fence, must be of an appropriate size and scale in relation to the fence they complement.

A medium gauge (defined as a square or rectangular wire mesh usually factory coated with green, brown or black vinyl) used to increase security as part of an open style fence will be considered. The wire mesh must be attached on the inside of the fence and shall not extend above the top rail. Chicken wire will not be permitted.

Screening Lots on Major Roadways - The following Design Standards should be used for reviewing architectural requests for screening lots along the major roadways. Applicants should retain the natural woods or grassy cover; or supplement or re-establish the natural woodland cover with native plant material.

Special privacy needs of a homeowner due to the topography or orientation may be met by planting a "green" barrier of trees and/or shrubbery along the property line. Privacy fencing is not considered an appropriate barrier along a major roadway.

FIRE PITS AND FIRE PLACES - Permanent installed fire pits and outdoor fireplaces is prohibited without prior ARC approval and will be considered on a case-by-case basis. They must be located behind the rear plane of the house and be in compliance with Loudoun County setback and safety requirements. Owners are responsible for obtaining all Loudoun County approvals and permits.

FIREWOOD - Firewood shall be kept neatly stacked, not to exceed four (4) feet in height, and shall be located behind the rear plane of the house and within the property lines. It should be located in such a manner as to avoid adverse visual impacts for adjoining properties or open space and in certain cases screening may be required. No more than two (2) cords of wood may be stacked on the property at any given time. A cord of wood is defined as 128 cubic feet in volume. Firewood stacks must contain firewood only, not storage of debris. The use of brightly colored tarps will not be permitted. Where such a cover is required the color shall be a muted brown or tan. No firewood may be stacked on community open space.

FLAGPOLES - Owner's wishing to install temporary flagpole staffs that do not exceed six feet in length and are attached at an incline to the house or dwelling unit do not need an application. No more than two (2) temporary flagpole staffs are permitted per house or dwelling. Permanent flagpoles require ARC approval and should be of a height, color and location which are appropriate for the size

of the property and background. Permanent free-standing flagpoles will be considered for detached houses only, and must be installed and maintained in a vertical position.

FLUES and VENTS - Flues and vents protruding through a roofline must be painted to match the roof color; and they must be located to the rear of the ridgepole. The addition of vents to an exterior wall require prior ARC approval.

GARAGE DOORS - Garage doors should be left in a fully closed position when not in use. Using a garage as an obvious pet confinement area (leaving garage doors partially open with or without screening) will not be permitted. ARC approval is not required for the replacement of existing garage doors that are similar in type, style, and color.

GARDENS (VEGETABLE & FRUIT) - Edible vegetable and fruit gardens located in the rear plane of the house must not encroach on Carisbrooke common area. ARC prior approval is required.

- Garden must be setback one (1) foot from the property lines from the back and sides.
- Garden cannot be any bigger than 160 square feet.
- A “rabbit fence” or similar fencing may be erected to provide for pest.
- Fences must not exceed three feet (3’) in height. Fences must be confined within the garden bed. Fences must be constructed of materials with a low visual impact, using dark metal or natural wood is required. Chain link, chicken wire or barbed wire fences are not allowed under any circumstances.
- Bed must be constructed out of garden timber or similar material and be no higher than 12”.

Edible vegetable and fruit gardens may be located on the side of the house.

- Side yard vegetable gardens must be located up against the foundation of the side of the house.
- Garden shall not exceed three (3) feet from the foundation of the side of the house.
- Garden must be setback one (1) foot from the property line.
- Garden must not extend past the front plane of the house.
- Height of garden may not exceed five (5) feet.
- No type of fencing may be used around the garden.

All gardens must be neatly maintained within the boundaries of the garden throughout the growing season; this includes removal of all unused stakes, trellises, and dead growth.

GAZEBOS – Gazebos are only permitted on single-family lots. Gazebos may not be installed prior to receiving ARC approval.

Size and Scale - Gazebos should be appropriate to the size of the home as sited on the lot. They must meet Loudoun County minimum setback requirements and should not be constructed across Building Restriction Lines (BRL) shown on the individual plat or site plan.

Location and Style - Gazebos should be located in the rear yard. Particular attention will be given so that views from adjoining properties are not adversely impacted. [Adjoining properties will be defined by the Architectural Committee at the time of application.]

Materials and Colors - Gazebos should be constructed of a material which is the same as or complementary to the existing home. In the cases where redwood, cedar or pressure treated lumber is used, the material may be painted to match the home, left to weather naturally or sealed with an appropriate sealer to prevent weathering. Roof material must be the same as that of the existing home, or in some cases shake shingle may be used. Screen material should be a dark nylon or aluminum type.

GENERATORS - All permanently installed emergency generators are prohibited without prior ARC approval. Only generators that emit decibels at 65 db or lower will be approved. Generators must be located on the side or at the rear of the house. Owners are responsible for complying with the Loudoun County Noise Ordinance.

GREENHOUSES/SCREENED PORCHES – Greenhouses are only permitted on single family lots. Greenhouses will be reviewed as room additions, with special attention given to visibility of interior activities.

Size and Scale - Greenhouses and screened porches should be appropriate to the scale of the home as sited on the lot. They must meet Loudoun minimum setback requirements and should not be constructed across Building Restriction Lines (BRL) as shown on the individual plats or site plans.

Materials and Color - Greenhouses shall be a predominately glass/plexiglass enclosure.

GRILLS - Permanent grills or barbecue areas require ARC approval and will be considered on a case by case basis. They must be located behind the rear plane of the house and be in compliance with Loudoun County setback and safety requirements. The Owner is responsible for obtaining all Loudoun County approvals and permits.

Portable grills, when not in use, are NOT to be stored in the front or side yard. Safety precautions must be taken when using and storing grills.

GUTTERS - As part of new construction by a homeowner, gutters must match or complement the existing trim color or area of the home to which they are attached. New gutters [those not replacing existing gutters] require an application. Replacement gutters and downspouts shall match those existing in color and design, and must not adversely affect drainage on adjacent properties.

If the replacement gutter/downspout conforms to the criteria above, no application is necessary. Should there be any variance, prior application to and approval from the ARC is required.

Any drainage pipe extension from a downspout, hot tub/swimming pool plumbing, water barrel, etc. used to drain water, must be buried if longer than six (6) feet, and must not extend into (or adversely affect) common areas or neighboring properties. All downspout extensions must be buried in such a manner to adequately manage runoff, according to correct engineering practices and local codes.

Care and consideration must be given to water run-off affecting neighboring properties and common area. Changes and alterations to the topography of the land (such as raised garden beds) should not be made when they alter the way water runs onto/off of the property.

Residents are responsible for erosion on their lots that cause blockages to storm drains.

HANDICAPPED ACCESS FACILITIES - Special walkways, railings, ramps and other similar supporting facilities must be constructed to be harmonious with the existing house and landscaping. Installation of any handicapped access facilities requires ARC approval and must be compliant with Loudoun County code.

HOLIDAY DECORATIONS AND LIGHTING - Holiday decorations and lighting must be specific and appropriate to the holiday occurring at the time of display. All materials must be within the boundaries of the Lot of the resident making the display.

December exterior holiday decorations may be placed out as early as the day after Thanksgiving and may remain on display until January 15th.

Exterior decorations for all other holidays may be placed out thirty (30) days in advance of the holiday and removed not later than fourteen (14) days after the holiday. No ARC approval is required.

HOT TUBS/JACUZZIS - Hot tubs and Jacuzzis require ARC approval. Hot tubs must be located in the rear yard and should be incorporated into an existing/planned deck or patio. Design and materials must be compatible with the existing structure and lot size. Privacy fencing and/or year round landscaping must be used as screening from adjacent properties and from the street. Hot tubs must comply with Loudoun County Code.

HOUSE ADDITIONS (EXTERIOR) - Exterior house additions are considered to be those that substantially alter the existing structure and become a fixture of the existing home. Major building alterations include, but are not limited to, construction of driveways, garages, porches, rooms, fireplaces, chimneys, other additions to a home, etc. All new permanent construction structures require ARC approval. **Exterior additions to townhomes are not permitted.**

Location

The location of major alterations should not impair views or the amount of sunlight and natural ventilation on adjacent properties. Room additions and garages must meet Loudoun County setback requirements and may not be constructed across BRLs.

Design and Materials

The design of room additions or garages must be the same or compatible in design, scale, materials and color with the applicant's house and adjacent houses. Roof pitches must match or be compatible with the roof slope on the applicant's existing house. Roofing materials must be comparable to that of the existing house; siding must match existing siding in color, material, size and style. Windows and doors must be compatible to those used in the applicant's house. If changes in grade or other conditions that will affect drainage are anticipated, they must be indicated. Approval will be denied if adjoining properties are adversely impacted by changes in drainage.

HOUSE NUMBERS – House numbers must be of a material that matches the closest fixture, whether it be a lighting fixture or door lockset, and must comply with county code as such that:

1026.10 DISPLAY OF NUMBERS IN URBAN AREAS.

(a) Each assigned primary address number shall be displayed at the front entrance or the entrance which is clearly visible from the street or the ingress/egress easement providing access to the building. If the address number cannot be posted on a building in a manner that makes it clearly visible from the street, then the address number shall be displayed at the end of the driveway nearest the street or the ingress/egress easement providing access to the building. Display of a street address at the corner of a driveway shall be such that clear identification can be made of the location of the building to which the address is assigned. Nonnumeric postings of street addresses shall not be permitted, except in cases where such postings are in addition to the standard numeric posting required.

(b) Numerals displayed on single-family dwellings shall be a minimum of three inches in height and shall contrast with the background on which they are posted, except as provided in subsection (c) hereof.

(c) The display of primary street address numbers for multiple dwelling units and commercial and industrial buildings shall be of solid numerals that are a minimum of six inches in height and one inch in width. Such numerals shall contrast with the background on which they are posted and shall be clearly visible from the street on which the building is addressed and ingress/egress easements in the rear of the building. (Ord. 92-01. Passed 1-21-92.)

HUNTING/TRAPPING - No hunting or trapping of any kind or discharge of any weapon or device is permitted. The State Game Warden and Loudoun County Animal Control prohibit the luring or feeding of wild animals for your protection as well as for the animals' welfare.

No dead animals are to be hung, cured or stored in trees, fences, decks, open areas (top of vehicles, etc.), any other portion of a lot outside the home, or on association common area. This also applies to animal parts such as skins, etc.

IMPROPER STORAGE - The grounds of your property must maintain a clean, uncluttered, tidy appearance to the neighbors/neighborhood/community. When not in use, items should be neatly stacked against the rear of the house or under the deck.

Shelving, storage closets, containers, etc. shall NOT be stored in the front or side of the house.

All outdoor storage should be limited to residential items such as lawn and garden equipment, toys, and patio furniture. Storage of the following on residential lots is prohibited:

- Vehicle parts and accessories (i.e. truck caps/covers, tires, wheels, etc.)
- Interior furniture (i.e. couches, chairs, book cases, etc.)
- Appliances (stove, washer, dryer, etc.)
- Scaffolding
- Home repair, business related (i.e. compressors, construction/landscaping materials, trailers, ladders)

IRRIGATION SYSTEMS - Irrigation systems require ARC approval. The following standards pertain to irrigation systems:

Drainage Impact

Owners are responsible for ensuring that the installation and operation of irrigation systems does not have an adverse impact on their property or neighboring properties, including common areas, by exceeding the normal drainage capabilities of all properties, causing standing water or over-watering existing trees and plants.

Location

The irrigation system shall be installed entirely within the property lines of the Owner's lot.

Spray

The irrigation system shall not direct the spray outside the property lines of the Owner's lot.

LANDSCAPING - Vines, ivy and/or any climbing types of plant may not be planted and grown in such a manner where it will attach to the outside wall of the main dwelling. Climbing types of plants will be allowed if planted in such a manner where the plant is trained to grow up a trellis or other similar structure, including the external side of a raised stairwell, as long as it is neatly trimmed and maintained. Ivy and other creeping/climbing type of vines grown at ground level must be neatly trimmed and maintained.

Trees, Shrubs, and Hedges

Care must be exercised in the planting and maintenance of trees and shrubs to prevent obstruction of sight lines required for vehicular traffic. Also, the view of neighboring houses and the shade patterns created by large trees must be considered in your landscape plans.

Foundation planting of flowers and/or shrubs in beds located within approximately four (4) feet of the foundation of the dwelling or extensions of the dwelling to include decks, patios, driveways and walkways (not including common sidewalks). Generally, foundation plantings must provide a three (3) feet setback from the property lines. Trees, shrubs and hedges must be planted no closer than three (3) feet from the property line or county easements and five (5) feet from sidewalks or pathways.

A maximum of three trees are permitted in any one season unless the plantings impact (obstructs views, shade adjacent properties, etc.) neighboring properties.

ARC approval is required when:

- Landscaping adversely affects sight lines or views.
- Plantings located more than four (4) feet from the foundation or extension, as defined above.

- Hedges/trees/shrubs that are more than two (2) feet high or eight (8) feet long, or if other features become structures, fences, or screens.
- Landscape enhancements may have an impact on neighboring properties.

Applications must include a description of the species and sizes of shrubs to be planted, as well as a site plan showing the relationship of plantings to the house, adjacent dwellings, and other structures.

Trees that are dead or dying and/or may be a threat to the Owners' property, or adjacent property, must be removed. Tree removal must comply with all Loudoun County ordinances on tree cutting (consult the Loudoun County Extension Office). Trees must be removed in a manner that includes removing or grinding the stump. The area must be returned to grass, or mulched, if in a garden bed.

Drainage Piping

Any drainage pipe extension used for water run off must be buried if longer than six feet (6'). Water run off from these pipes must not flow into common areas.

Erosion Control

Owners are responsible for erosion on their lots that cause blockages to storm drains. Care and consideration must be given to water run off affecting neighboring properties. Changes and alterations to the topography of the land (such as raised garden beds) must not be made when they alter the way water flows onto/off of the property.

Gravel/Stone/Rock

Stone used as accent elements, ground cover or paving material must be chosen so that its color, size and installation complement the architecture of the house, the natural environment and associated plan materials. Monolithic paving of yards or covering yards with decorative stones as a primary design element is prohibited.

Hard Scaping

The use of railroad ties, landscape timbers, brick, or stone for a border when the height of such ties, timbers or stones will meet or exceed 12 inches and/or eight (8) feet long, or for use as two borders on the same side of the property, requires prior ARC approval.

Lawns

Lawns must be kept well maintained and weed free, with a length no more than 6 inches in height. Homeowners using an invasive grass species, such as zoysia or Bermuda, must ensure that no encroachment occurs to neighboring yards or common property. Any homeowner planting an invasive species will be responsible for the cost of removing any invasive species from the common property. No artificial turf or grass is permitted.

LATTICE (INCLUDING ARBORS/TRELLISES/PERGOLAS/PRIVACY SCREENING) - All lattice, trellises, arbors, pergolas, and privacy screening is prohibited without prior ARC approval. The use of lattice below elevated decks is allowed. Privacy screening/lattice is permitted for use on decks and patios. Any such screening must be limited to short runs, eight feet (8) or less in any one direction, and the following criteria must be met.

Under no circumstance is lattice allowed to be used as property line fencing.

Lattice - Single Family

- Lattice must be properly framed and anchored on all sides.
- Lattice must be pressure-treated and have a minimum thickness of one (1”) inch measured at the overlap. Overlap connections must be glued and stapled.
- Maximum height of vertical lattice is limited to eight (8) feet above deck floor, including any necessary framing/support structure. It cannot extend above the eaves of any adjoining roof.
- Maximum length in any one direction is limited to eight (8) feet.
- Privacy screening must be left to weather naturally or stained to match the deck.

Lattice - Townhome

- Lattice must be properly framed and anchored on all sides.
- Lattice must be pressure-treated and have a minimum thickness of one (1”) inch measured at the overlap. Overlap connections must be glued and stapled.
- Maximum height of vertical lattice is limited to eight (8) feet above deck floor, including any necessary framing/support structure. It cannot extend above the eaves of any adjoining roof.
- Maximum length in any one direction is limited to eight (8) feet.
- Privacy screening must be left to weather naturally or stained to match the deck.

Trellises/Arbors

- A freestanding trellis or arbor must be located in the rear yard.
- Size, height, materials and colors shall be harmonious with the property.

Pergolas

- Pergolas shall be an appropriate size for the area in which it is to be located.
- Pergolas must be located in the rear yard and installed within the Building Restriction Lines (BRL) and one (1) foot from the property line.
- Pergolas shall be constructed of a material which is the same as or complementary to the existing home. If redwood, cedar or pressure treated lumber is used, the material may be painted to match the home, left to weather naturally or sealed with a clear sealer to prevent weathering.

Additional landscaping may be required.

MAILBOXES (SINGLE FAMILY)

Standards: Mailboxes and supporting posts shall be of standard design throughout all of the Community. The supporting post shall be constructed out of a four inch by four wood posts. The supporting post shall be stained to match “Duron Solid Latex Stain “Coffee.”

Guidelines: The mailbox itself may be of black metal or plastic construction, size 1C with 1" vinyl numbers. Decorative mailboxes and decorative items will not be permitted. No items (except reflectors) will be attached to the standard post. Any reflectors attached to the post should be red and should not exceed two inches on a side. The position of the mailbox and post should conform to U.S. Postal Service, Loudoun County and Virginia Department of Transportation requirements.

Maintenance Standards:

The mailbox and supporting post shall be maintained in good repair. The box shall not be seriously dented, noticeably rusted, badly faded, or noticeably broken (including the red flag). The supporting post shall be maintained in a vertical position and should be repainted when noticeably faded or at least every five years.

MAILBOXES (TOWNHOMES) – Postal boxes among the townhomes are postal service installed and owned.

PAINTING - An application is not required for re-painting or re-staining a specific object to match its original color. Color changes apply not only to the house siding, but also to the doors, shutters, trim, roofing and other appurtenant structures. Change of exterior color for both single-family and town homes should relate to and complement the colors of the houses in the immediate area.

PATIOS - Patios provide a means for ground level extension of indoor space with less visual impact than elevated decks. Patios should be located in the rear yard and should be installed within County setback required limits, and not across Building Restricted Lines (BRL). Patios may be constructed of wood, concrete, brick, landscape slate, flagstone, etc. When patio design schemes include other exterior changes, such as fencing, lights, plantings, etc., other appropriate sections of the Design Standards should be consulted prior to application.

PATIOS & LAWN FURNITURE - Patio furniture shall be located in rear yards and not in front of the home. All styles of leisure furniture located in the front of the house are subject to review by the ARC.

PORTABLE STORAGE/MOVING CONTAINERS - Portable storage/moving containers (commonly known as pods) or any similar units designed for the temporary storage or transportation of a resident's personal household goods must be located in the resident's own driveway or, in those neighborhoods with parking plans, the resident's own reserved parking space, for no more than 10 consecutive days.

Residents must notify the Community Manager, in writing, of the delivery and removal dates of all temporary portable storage units.

Use of such containers for commercial or home business storage is expressly prohibited.

RAIN BARRELS - Rain barrels are prohibited without prior ARC approval. Rain barrels shall be designed to be unobtrusive in location and appearance and must not cause drainage problems to

the property or its neighbors. The location shall take advantage of screening provided by existing or proposed structures and/or vegetation.

1. The permitted location is in the rear or side yard. Rain barrels are prohibited in front yards. The rain barrel must be installed at the base of an existing downspout.
2. No more than two barrels will be permitted on any property. The bin must be sturdily constructed of durable plastic in black, brown, dark green, simulated wood with a screened cover and a splash block provided for the overflow. Other colors which match the trim or siding will be reviewed on a case-by-case basis. The overflow from the rain barrel shall discharge to the same location as the current downspout.
3. The rain barrel must be maintained so that it does not create a visual or environmental nuisance.

RECREATION AND PLAY EQUIPMENT – *Playground Equipment*

No approval is required for standard size playground equipment no higher than 8 feet. Playhouses must match the dwelling, e.g., shingles and house colors. Playground equipment must be located behind the rear plane of the house and must not cause encroachment in any manner into neighboring property or common area. Playground equipment must be maintained.

Recreation, Child/Baby Equipment and Toys

Equipment includes, but is not limited to, toys, bikes, scooters, wagons, strollers, sports equipment and any other play equipment must be stored in the rear yard or garage after dark.

Trampolines

ARC approval is not required for single-family home trampolines. However, trampolines must be placed six (6) feet from property lines. Trampolines are not allowed on townhome properties due to the six (6) feet setback requirements.

Sandboxes

ARC approval is not required for sandboxes. Sandboxes must be located in the rear yard and must be properly maintained. If the sandbox does not have a cover, it may be covered with either a brown or clear tarp.

Tree Houses on Private Property

Tree houses are not allowed on any lot. Carisbrooke will remove tree houses found on common area.

Creatively designed play equipment is encouraged. The Design Standards listed below are provided in an effort to reconcile the need for play equipment with the goal of minimizing its visual impact. Careful thought should be given to location and kinds of equipment to be installed since neighborhood facilities will be of a larger scale and have greater usage. The use of wooden play equipment is encouraged.

Location and Site - Play equipment must be placed in rear yards. Consideration will be given to lot size, equipment size and design, amount of visual screening, etc.

Basketball backboards may be attached to single family detached homes or garages, provided that proper consideration is given to color as noted below. Basketball backboards may be located on poles located in the driveway of single family homes with the stipulation that the equipment is located so that loose balls from missed shots fall into the front yard of the applicant, rather than the adjoining neighbor. In the case of a driveway installation, consideration will be given to the configuration of the driveway and the driveway and the proximity of the equipment to the street.

Play is limited to daylight hours and street play is discouraged. Materials and Color - Play equipment constructed of wood is encouraged. Metal play equipment, exclusive of the wearing surfaces (slide poles, climbing rungs, etc.), free standing basketball backboards and their poles should be painted dark earth tones to blend with the natural surroundings or, if located adjacent to a dwelling or fence, painted to match the background or screening structure. Other play equipment colors will be considered, contingent upon location and landscaping. Basketball backboards attached to detached houses or garages should be painted to match the background. A contrasting rectangular color outlined may be painted on the backboard behind the goal. No play lines may be painted on the driveway.

ROCK/WATER GARDENS – A rock garden is a garden in which large rocks (12” in diameter or greater) are arranged and plants cultivated in a carefully designed, decorative scheme. Rock and water gardens are not permitted without prior ARC approval.

The following standards pertain to the installation or alteration of ponds or other landscape water features, excluding fountains:

- Ponds, and other man-made landscape water features, are permitted only in the rear yard.
- Ponds and other water features shall be safely and neatly maintained.
- Ponds shall be properly aerated to prevent undesirable odors and the accumulation of mosquitoes.
- Fencing of yards which include ponds and other landscape water features is strongly encouraged.
- The scale, location and design of ponds and other landscape water features shall be harmonious with the Owner’s house and adjacent houses and consistent with the overall character of the Community.

ROOM ADDITIONS/GARAGES/SUNROOMS - Room additions are considered to be those which substantially alter the existing structure and become as an original fixture of the existing home.

Location - The location of major alteration should not impair views or the amount of sunlight and natural ventilation on adjacent properties. Room additions and garages must meet Loudoun County setback requirements and may not be constructed across Building Restriction Lines (BRL).

Design and Materials - The design of room additions or garages should be the same or compatible in design, scale, materials and color with the applicant's house and adjacent houses. Roof pitches must match or be compatible with the roof slope on the applicant's existing house. Roofing materials must match that of the existing house; siding must match existing siding in color, material, size and style. Windows and door must match those used in the applicant's house, and should be located in a manner which relates well to the location of exterior openings in the existing house.

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

ROOFING - ARC approval is not required for the replacement of existing roofing that is the same material, configuration, color, and pitch of the builder installed roof. All other changes require ARC approval and must meet the following:

- Shingles are to be of a laminated fiber-glass-based material rated to at least 110 mph for wind resistance.
- Shingles are to be Black in color.
- When replacing roofing, the entire structure must be reroofed at one time.
- Replacement roofing material and associated elements must match to the existing approved roofing.

SECURITY DEVICES - Security devices including cameras and alarms shall be selected, located and installed to be an integral part of the house and not distract from its architecture and appearance. The use of security bars or grates on windows and doors is prohibited.

Sirens, speaker boxes, conduit and related exterior elements must be unobtrusive and inconspicuous. Such devices must be located where not readily visible and must be a color that blends with or matches the surface to which attached.

The installation of video cameras or other security/surveillance equipment is considered an alteration of the exterior of a dwelling and ARC approval is required.

SHUTTERS - Replacement of existing, approved shutters does not require ARC approval. Installation of shutters that are a different style or color is not permitted without prior ARC approval. The removal of existing shutters without replacement is not permitted without prior ARC approval.

SIDEWALKS AND PATHWAYS - The installation or modification of sidewalks, walkways, pathways, and front stoops and steps require ARC approval. Modifications include, but are not limited to, painting or covering concrete, adding flagstone, slate, brick, stamped concrete or asphalt, and pavers. Pathways or sidewalks must be set back from and VDOT rights of way and out of any easements.

Any other types of modifications such as applying paints or coverings onto the concrete or replacing or adding over the existing concrete with flagstone, slate, brick, stamped concrete, pavers, etc., require ARC approval.

Sidewalks and pathways must be regularly maintained with cracks filled and leveling maintained as well as sealing as needed.

SIDING - Siding style, material and color must be compatible with the architecture of the house. Replacement of existing, approved siding does not require ARC approval. Installation of siding that is a different material, style or color requires is not permitted without prior ARC approval. Repairs to existing siding must match all sides of the house. If the original material is no longer available, the entire damaged side must be replaced. Patches that do not match exactly are not allowed.

SIDING REPAIRS & REPLACEMENT - Necessary repairs to siding due to damage must match the original siding as closely as possible. If the siding is not an exact match, the entire side where the damage occurred must be replaced with siding the same style and size and as close in color to the original. Changes to the original size, style or color are not permitted without prior ARC approval.

SIGNS - Except for such signs as may be posted by the Association, no signs may be posted on any lots, other than one real estate sign listing a property For Sale, or a security sign posted within ten (10) feet to the immediate left or right of, and/or two (2) feet out from the front and rear entrance of a home. Signs, either temporary or permanent, advertising products or services, whether provided by the homeowner or others; announcing events; or signs denouncing another person, place, entity or thing; are prohibited. Political campaign signs may be placed in yards not more than 45 days before an election, and must be removed within 7 days after the election has occurred.

SKYLIGHTS - Skylights must be mounted parallel with the roof plane. Bubble or elevated types of skylights are prohibited. The glass or surface material shall be clear or dark tinted.

SOLAR PANELS - Solar panels require prior ARC approval. Solar panels shall be selected, located and installed so as to minimize their appearance on the house and their visibility from neighboring properties and the street. The design, color, configuration and location of the proposed solar collectors must be compatible with the architecture of the house.

Specific Guidelines:

- Solar collectors shall have a low profile and shall be mounted flat on a rear sloping roof, parallel with the roof ridge and edges. Solar panels will not be permitted to extend beyond the roof line.
- Connection box shall not exceed height of ridgeline & may not be visible from the street on either the ridgeline or side of house.
- The size and number of panels should be in proportion to the area where they are to be installed.
- No conduit mounted to front side of house.
- All wires and conduit shall be neatly affixed to the home and placed in a manner to minimize visibility (preferably mounted beside downspout, flush to the corner trim or siding immediately adjacent to corner trim and/or run under siding /foundation interface).

- All framing, piping, control devices and wiring must be painted or finished to match the surface where they are attached. *** Paint Sample is required
- Solar panels shall be constructed of the highest quality materials.
- Any necessary electrical panel need for the system must be located on the interior of the home.
- Ground-mounted solar panels should be as small as possible, be located in the rear yard and screened from neighboring properties by landscaping. These installations shall be reviewed on a case by case basis.
- As written in the community Declaration section 11.12.4 any lease or licensing agreement entered into by an Owner or another person and covering any or all of a Lot, or by the Association and covering any of the Commons, shall be in writing and shall expressly provide that (a) the terms of the lease or license thereby created are in all respects subject to the operation and effect of the provisions of the Declaration, and (b) any failure by the lessee or licensee thereunder to comply with such provisions shall constitute a default under such agreement. To the extent that any such agreement does not expressly so provide, it shall be deemed to do so.
- As written in the community Declaration section 9.4 each owner shall at all times keep his Lot and the exterior of all Structures thereon in good condition and repair and adequately painted or otherwise finished.

STORAGE SHEDS – Storage sheds are prohibited in the single family homes. All sheds in the townhomes are prohibited without prior ARC approval. Only one (1) storage shed will be permitted on any townhome property. The preferred location of a shed is the rear yard. Sheds in the front yard or up against the front of the house are prohibited. Sheds cannot be located on common area. Metal sheds are not permitted. The maximum height of the shed includes the slab.

Shed structures may not be used for dwelling purposes, as a studio or for business use.

Wood Constructed – Townhome

- Size: Forty (40) square feet maximum floor space. Maximum roof peak is six (6) feet. The highest point of the shed must not exceed the height of the adjacent fence.
- Location: Located against or along the fence behind the rear plane of the house.
- Exterior: Shed may be of natural wood color or if siding, must match house color. Roof shingles must match the house.
- Landscaping: Appropriate landscaping screening may be required at the discretion of the ARC.

Integrated Shed with Fence – Townhome

Townhome Owners are permitted to integrate the shed with the fence. In such circumstances, the architectural design of the shed must be compatible with the design of the fence, whether the fence exists or it is to be built with the shed.

- Size: 40 square feet maximum floor space. Maximum roof peak is six (6) feet. The highest point of the shed must not exceed the height of an adjacent privacy fence.

- Exterior: The color scheme must be identical to that used on the fence. The roof of the shed must be a flat roof with the top of the roof at the same elevation as the top of the fence maximum or slope with the top elevation no higher than the top of the fence. Roof materials shall match those of the house.
- **Pre-Fab Vinyl, Plastic, Resin, Etc. Sheds – Townhome**
- Size: 40 square feet maximum floor space. Maximum roof peak is six (6) feet. The highest point of the shed must not exceed the height of the adjacent fence.
- Location: Located below elevated deck or located against fence in rear plane of the house.
- Exterior: Only white, tan, cream or gray will be allowed. Standard manufacturer's roof.
- Landscaping: Appropriate landscaping screening may be required at the discretion of the ARC.

Small Storage Containers

ARC approval is not required for small storage containers having a footprint of less than 12 square feet and a total volume of less than 24 cubic feet that are not permanently installed and are located in the rear of the house. Two (2) small storage containers are not permitted without prior ARC approval. Small storage containers located on the side of a dwelling shall be considered on a case-by-case basis.

STORAGE OF KAYAKS AND CANOES - Kayaks and canoes must be stored in such a way that the boat does not catch or hold water. They may be stored under an Owner's deck using a ceiling hoist or on the ground. They may be stored on a freestanding storage system in the rear yard that is located up against the Owner's side fence closest to the house or under the deck. Owners must maintain the area around the kayaks/canoes and freestanding storage system to include but not limited to cutting the grass and removing any yard debris such as leaves. All storage structures must be properly maintained. Kayaks/canoes are prohibited from being stored on decks or patios.

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

SWIMMING POOLS - CARISBROOKE HOMEOWNERS ASSOCIATION amenities are designed to provide swimming opportunities for all residents through association and community facilities. Most lots enclosing single-family homes are generally too small for compatible development of a swimming pool. Only in-ground swimming pools will be considered. Swimming pools must be located in the rear of the property and must meet all Loudoun County building and health codes. Comment from surrounding and/or affected owners may be solicited by the Architectural Committee to determine if a swimming pool is appropriate for the neighborhood in which it is proposed. Wading pools may not exceed six (6) feet in diameter and/or one (1) foot in height. These do not require an application, but must be removed from view when not in use.

Swimming Pool Fencing

A fence not to exceed four (4) feet in height and compatible with the design style of the house may be required to enclose the pool used for swimming and related pool equipment, and must meet the fencing criteria of these Design Standards, especially with respect to property line set-back and landscaping. In some cases, short segments of privacy screening may be used along with landscaping to offer privacy, security and a noise barrier.

TEMPORARY STRUCTURES - No structure of a temporary nature, including temporary trailers, shacks, barns, pens, kennels, runs, stables, sheds or other temporary accessory buildings shall be erected, used, or maintained on any lot (except in connection with construction activities) without prior written approval of the ARC.

Tents (a portable shelter made of fabric or other material stretched over a supporting framework of poles and usually stabilized or secured to the ground with cords and stakes) may only be located on the ground on the rear side of the home and may be set up no longer than 48 hours and not on a continuous basis.

Shade canopies and gazebos (shown below) without sides may be used from May 1st - October 1st. Limit one (1) shade canopy/gazebo per property. They must be located on the rear side of the home, be solid/neutral, muted colors that complement the existing color scheme of the house, and be securely anchored. The shade canopy/gazebo must be maintained in keeping with Carisbrooke Community Association Property maintenance standards.



TRASH/RECYCLING CONTAINERS – The dumping of trash, recycling, yard waste including but not limited to leaves, grass clippings, mulch, sod, dirt, branches, etc. as well as the dumping of inorganic material on Association open space and common area is strictly prohibited. Yard waste is required to be recycled according to County specifications.

In addition, Association open space around mailboxes and parking islands must not be used as a trash and recycling and/or yard waste collection point. Residents must place these items for collection directly in front of their property.

Trash cans and recycling containers must be stored out of view of the street or adjoining properties at all times, except on scheduled pickup days. Containers are to be placed out at curbside after 6:00pm the night before pick-up. Storage in front or alongside of garages or the homes is inappropriate. Screened areas for trash and recycling container storage may be incorporated into a deck design and requires ARC approval.

STORAGE OF BOATS, TRAILERS, CAMPER, MOBILE HOMES OR RECREATIONAL VEHICLES

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

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

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

1. Any vehicle that is included in a State Code or County Ordinance as being defined as commercial, except that a normal passenger vehicle used for commercial purposes but not modified for commercial purposes may be permitted. (For example, a passenger vehicle, pick up truck not exceeding 1.2 ton, a passenger van - used for commercial purposes and having the name of the business written on the front doors in an area no exceeding two square feet may be permitted. Any vehicle described above having exterior racks, compartments or the like will not be permitted.)
2. Any vehicle that is included in the Vehicle Parking and Storage Violation Enforcement Procedure of the CARISBROOKE HOMEOWNER ASSOCIATION.

3. Any private or public school or church bus.

WIRES AND CABLES – Wires and cables, including those installed to convey radio and television signals, shall be hidden, buried, or secured flush with the side of each house so as to minimize their visibility.

LANDSCAPE AND VEGETABLE GARDEN STANDARDS

Landscaping and Vegetable Gardens

Location - Care should be exercised in the planting and maintenance of trees and shrubs to prevent obstruction of sight lines required for vehicular traffic. Also, the views of neighboring units and shade patterns of larger trees should always be considered.

Scale - Care must be exercised in selecting plant materials which, upon maturity, will be an appropriate size and height and breadth for the intended location. Mature size, in height and diameter, should always be considered especially when planting close to walkways and houses. Consideration will be given to the effect plantings will have on views from neighboring houses and property.

Plantings should be clustered rather than widely spread. A three-dimensional appearance of planting is improved by augmenting trees and taller shrubs with low spreading shrubs and/or ground cover.

All gardens must be neatly maintained through the growing season; including removal of all unused stakes, trellises and dead growth.

An application is not required for foundation planting, trees or single plantings. However, an application is required for hedges more than two (2) feet in height or other features which in effect become structures, fences or screens, and as part of other applications where required.

Applications should include a description of the types and sizes of shrubs to be planted and a site plan showing the relationship of plantings to the house and adjacent dwellings.

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

Rock Gardens - An application is required for rock gardens in the event or collection or rocks exceed twenty-four (24) inches in any direction. All rocks shall be left in their natural color. Vegetable Gardens - Do not require an application if they:

1. Are located between the rear line of the house and the rear property line; and do not exceed 1/4 of the area.
2. Are not planted on a grade exceeding a ratio of five (5) feet to one-hundred (100) feet; and they do not damage property below it through the flow of water onto lower property.
3. Does not encroach on CARISBROOKE HOMEOWNERS ASSOCIATION open space.

LOT MAINTENANCE STANDARDS

Carisbrooke is a densely planned community. The appearance of each and every unit in Carisbrooke affects not only the overall look of the community but the individual property values within it. Property ownership in Carisbrooke includes the responsibility for continued maintenance of all structures and grounds, which are part of each Owner's lot. This includes, but is not limited to, keeping buildings and structures in good condition and repair, removing all debris, pet excrements and unsightly materials and keeping all shrubs, trees, grass and other plantings neatly trimmed, properly cultivated and free of weeds.

Decks

Consideration must be given to long term weathering effects such as mildew, mold, rot, and warping. The deck must be properly maintained by cleaning and applying colorless sealant, repaired, or replaced on an "as needed" basis.

Driveways & Pipe Stems

Asphalt driveways and pipe stems fail for a number of reasons, but the main causes are: oxidation by the sun and water erosion and raveling. Sunlight evaporates the oils and binders in the mix, drying out the pavement (causing it to turn a gray color). Hairline cracks start to develop allowing water to seep in and further erode the surface. This is when seal coating and crack filling should be done to maintain the asphalt. Raveling, which is an ongoing separation of the aggregate particles from the pavement surface, could also occur. Seal coating should be performed to remedy this problem before excessive raveling occurs. If left unchecked, the cracks and raveling will worsen until water starts to erode the base material and eventually starts to cause potholes and grade depressions. If this level of deterioration has occurred, then replacement of the affected areas on the driveway or pipe stem will need to be corrected by the Owner(s).

Fencing

Consideration must be given to long term weathering effects such as mold, mildew, rot, and warping. The fence must be properly maintained by cleaning and applying colorless sealant, repaired, or replaced on an "as needed" basis. Fences with broken or missing parts or leaning off the property line must be repaired and aligned. Repairs must match existing fence style and color.

Gardens

All gardens must be neatly maintained throughout the growing season; this includes removal of all unused stakes, trellises, and dead growth.

Erosion Control

Each resident is responsible for protecting their lot from erosion and storm drain structures blockages so as to cause additional erosion problems that will silt up ponds and stream valleys.

Exterior Appearance

Owners are responsible for maintaining the exterior of houses and any other structures on their lots. The following represents some of the conditions that are considered a violation:

- Peeling paint and exposed wood on any exterior area of the house.
- Broken or missing shutters, broken windows, missing or ripped/torn screens.
- Dented mailboxes or mailboxes and/or posts in need of repainting or repair.
- Playground equipment that is rusted, broken, or in need of repainting.
- Fences with either broken, warped or missing parts and pickets or that is leaning off the property line or have excessive mold or mildew or fungus, etc.
- Sheds and garages with broken doors or in need of painting or repair.
- Decks in need of repair or re-staining.
- Concrete or masonry block foundations and/or party walls in need of repair or repainting.
- Rusting or corroding metal railings rust stains on steps and landings.
- Missing or damaged gutters, downspouts, shutters, railings, etc.
- Mismatched paint colors (e.g., shutters that are 2 or more different colors).
- Plant beds, lawns, etc. that contain excessive weeds.
- Any exterior structure requiring maintenance or repair.

Lampposts & Attached Lights

Owners who have lots with lampposts must maintain the appearance of the pole, fixture and bulb. Lights attached to homes must also be maintained to include the fixture and bulb.

Mowing & Landscapes

All owners are responsible for maintaining their entire lawn and landscape out to the curb, including utility and VDOT easements.

Turf areas (lawn) need to be mowed at regular intervals, maintaining a maximum height of six (6) inches. Edging and trimming around plant beds, sidewalks, foundations, decks, mailboxes, etc. must be maintained. Vines and/or ivy plants must be maintained properly at ground level.

Landscaping must be neatly maintained throughout the growing season. This includes pruning, removal of dead growth and flowers, trellises when not in use, watering and weeding. Lawns must be kept as weed-free as possible.

Lawn & Garden Fertilization

With your help, we can reduce the amount of algae that grows in the pond by reducing nutrients such as nitrogen and phosphorus that come from fertilizers. We recommend that you fertilize in the fall, if at all. Use fertilizers sparingly and test your soil for nutrient levels before applying fertilizer. Do not fertilize before it rains.

Plant Beds

The plant beds must be kept in a neat and orderly manner, and free of weeds and grass. Mulching plant beds helps to better define beds and reduce weeds. Edging and trimming around plant beds, sidewalks, foundations, etc. help to maintain a uniform appearance throughout the landscape. Planting along sidewalks cannot extend or protrude onto the sidewalk area. Plants must be kept trimmed so they are even with the sidewalk.

Property Destruction

Residents must inform the Association immediately if you or your neighbor's property becomes unlivable due to natural disasters (e.g., fire, wind/tornadoes, flooding, etc.). It is the responsibility of the Owner to secure the property perimeter.

Roofs

Inspection of shingles must be done on a regular basis. Shingles that are cracked must be replaced to match existing shingles.

Trash Removal

Each resident is responsible for picking up litter on his/her property and preventing wind-blown debris originating from his/her property. This includes the newspapers that are delivered to your driveway.

Recreational/Play Equipment

All recreational and play equipment must be kept in working order. Broken items must be fixed or removed.

Shrubs & Trees

In order to facilitate movement of pedestrians and sight lines required for vehicular traffic, trees and shrubs that overhang sidewalks and common driveways (pipestems), obscure traffic signs, etc. must be pruned to keep these areas free from obstructions. Tree branches overhanging sidewalks and roadways should be pruned to allow 120" (inches) or 10' (feet) of clearance in height from the ground level. Tree branches must also be cut back from streetlights.

Sheds

All sheds must be cleaned and maintained as needed.

Snow Removal

See the Loudoun County Ordinance for removal of snow and ice (Chapter 1022) – 1022.01). Owners can access the Codified Ordinances from the Loudoun County Website at www.loudoun.gov. Sand is permitted to be used as an abrasive when necessary, but the use of any rock salt or any other deicing salts, that are known to cause concrete deterioration, is prohibited.

MAINTENANCE SUMMARY:

It is impossible to list and describe each and every component of an Owner's lot that must be maintained and how it should be maintained. Nevertheless, all exterior finishes, whether brick, metal, wood or any other material, must be maintained in a state of good repair. A state of good

repair consists of ensuring that the unit and its entire component parts look as good as it did when it was new. Siding must be clean and free of significant warping or bubbling. Peeling paint and rotting wood evidenced by cracks and black mold or soft areas must be sanded, caulked and repainted. Owners must replace or, if possible, repair any rotted wood components. Windows, doors, garage doors, exterior roof and gable trim all need to be caulked and repainted on an average every 2 years. Paint on doors and shutters fade with time and even if it is not peeling, these areas and others described above need to be repainted on average every 2 years. You can save yourself many costly repairs if these areas are inspected and routine upkeep is performed every year. These guidelines are designed to insure not only that all units look their best but also that costly repairs are not necessary because routine maintenance is performed in a timely fashion.

If you have any doubt about the need for repairs or repainting, please contact the Association Office