

# DAVIS FORGE

## ARCHITECTURAL GUIDELINES for EXTERIOR ALTERATIONS



**COVENTRY PLANNED UNIT DEVELOPMENT  
YORK COUNTY, VIRGINIA**

**December 1993**

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## COVENTRY ARCHITECTURAL REVIEW COMMITTEE

The Architectural Review Committee (ARC) consists of three regular and two alternate members. A member is not required to be an architect or to meet any other particular qualifications. In the absence or disability of any regular member or members the remaining member or members may designate the alternate members to act as substitutes.

The ARC members are appointed and removed by the Board of Directors by recordation of a Declaration identifying each new member appointed to or removed from the committee. The term of appointment is for a period of three years or until the appointment of a successor. Any new member appointed to replace a member will serve that members unexpired term.

The duties of the ARC are to consider and act upon applications for alterations submitted to it, to adopt Architectural Review Committee Rules, and to perform other duties imposed upon it by the COVENTRY Restrictions.

The ARC shall meet once a month to perform its duties. The vote or written consent of any two regular members shall constitute the act of the committee. The committee shall keep and maintain a written record of all actions taken. Members are not compensated for their services. This is volunteer work by Association members.

For additional information about the ARC refer to ARTICLE X of the COVENTRY Community Association Declaration of Covenants, and Restrictions.

### PROJECT COMMITTEES

Due to the number of residences in COVENTRY, the ARC may designate Project Committees, based upon architectural style of residences in each area, to assist the ARC in performing its duties.

Project Committees are composed of volunteers who are genuinely interested in maintaining the integrity of the architectural style in their areas. The Project Committees will choose a person who will present the views of the committee to the ARC.

The main purpose of the Project Committee is to present a forum for interested homeowners to provide their views to the ARC. The ARC may ask for information from the Project Committees concerning proposed rules and regulations. The ARC may give alteration applications to the Project Committees to obtain their comments.

Project Committees are not required by COVENTRY Community Association Declaration of Covenants, and Restrictions, but depend solely upon the interest and participation of the residents of each project, the area Committees may or may not exist at any given time. It is the hope of the ARC that the interest will exist to make the Project Committees an asset to COVENTRY. A resident may contact the ARC members or the Association Manager to find out which Project Committees are active.

#### **APPLYING FOR APPROVAL OF EXTERIOR ALTERATIONS**

1. Home owner obtains application from the Association Manager.
2. Homeowner returns completed application to Association Manager at least one week prior to a regularly scheduled ARC meeting.
3. Association Manager logs in application and Supporting documents. If application is incomplete, the Association should not accept it without warning the Homeowner that it may be rejected because it lacks required or needed information. If the application is complete, or the Homeowner insists, the Association Manager will accept the application, log it in the ARC Log Book, and give the Homeowner the required receipt form. The Homeowner will be advised that an answer to the application will be due thirty (30) days from the date of the scheduled ARC meeting that will review the application.
4. The ARC will meet once a month. The Association Manager will give all applications to the members of the ARC one week prior to scheduled meeting.
5. All applications will be returned to the Association Manager for retention in the Association files. The Homeowner will receive notification of the approval or disapproval of his application from the Association Manager.

#### **WHAT MAKES AN APPLICATION COMPLETE**

An application is complete when it provides the ARC with enough information to thoroughly analyze the alteration applied for. Besides filling in all the required information on the application form, the homeowner will probably need to submit supporting documents. Some examples of supporting documents are as follows:

ITEM	REASON
Description of Alteration:	Required for all applications, can be detailed or simple statement depending on the complexity of the alteration and number of supporting documents.
Copy of Physical Survey:	Required for applications proposing adding new structures, relocating structures, or making landscaping changes. This will allow the ARC to see how the proposal will affect neighboring property.
Description of Materials:	will allow the ARC to maintain uniformity within the area.
Contractor' s proposal:	Not required, but would provide the ARC with the maximum amount of information.

This list is not all inclusive but shows some of the documents that the ARC may require to support the applications.

#### **WHAT TO DO IF APPLICATION IS DISAPPROVED**

If an application is disapproved, the homeowner has the right to appeal the decision to the Board of Directors. The homeowner should contact the Association Manager for the procedures to file an appeal.

Before filing the appeal, however, the homeowner should first consider why the application was disapproved. If the homeowner is willing to accept changes recommended by the ARC (if any are made) , the homeowner can submit an amended application using the previously submitted application as a supporting document, and indicating the changes that will be made to make the application acceptable. If information was missing from the application, the homeowner should resubmit the application with the required information. In any event, any applications resubmitted will start the thirty day period again.

#### **WHAT IF I DON'T WAIT FOR APPROVAL?**

If you start alterations without first obtaining written approval of your plans, you do so at your own risk. If you fail to submit an application or if your application is turned down or modified, you may face the cost of removing the alteration plus the cost of litigation if the civil legal system has to be utilized. These circumstances may also arise if your property has been altered without approval before you purchased it.

In cases such as those above, every effort will be made to work out a reasonable solution to the situation.

## **WHAT IS THE PROCESS FOR COVENANT ENFORCEMENT?**

Enforcement of the covenants is the job of every resident, but the routines are carried out by the Association Manager. When architectural complaints are brought to the attention of the ARC and the Association Manager, they are kept confidential and are reviewed as promptly as possible. If a complaint is found to be a violation, the property owner is contacted by a formal letter and asked to correct the problem, either by removal or submission of an application, or by repair in case of a maintenance problem. Most problems can be or should be corrected at this point.

## **HOW CLOSELY MUST I ADHERE TO THE GUIDELINES?**

The covenants give to the Architectural Review Committee the responsibility to set rules and procedures for architectural control, and the power to interpret the covenants and allow exceptions to their restrictions. The guidelines presented here have been written by a task force of DAVIS FORGE residents in support of the Architectural Review Committee.

Based upon the policies and previous decisions of the ARC, the guidelines will tell what is most likely to be approved in typical circumstances, and will also provide important information on how to prepare your application. (See sample application in the back)

Special circumstances regarding your property may allow the approval of an application which might be denied at another location, or the denial of one which might be approved elsewhere. The fact that your plan has been approved for use at another location does not mean that it is automatically approved for you.

## **MAJOR BUILDING ADDITIONS**

A full application is required, including drawings of the proposed addition and a copy of the homeowner's physical survey.

1. Major building additions include, but are not limited to greenhouses, porches, and room additions .
2. In order to be aesthetically pleasing, the design of major additions should be consistent with the existing shape, style and size of the dwelling in the following ways:
  - a. Siding, roofing, and trim materials should be the same as, or compatible with, the existing materials of the dwelling in color and texture.
  - b. New windows and doors should be compatible with those of existing dwelling in style and color. These should also

be located on walls at the same approximate height as those of the existing dwelling and be trimmed in a similar manner.

- C. Roof eaves and fascias should be the same depth, style and approximate height as existing eaves and fascias. New roofs should be the same approximate slope as those existing on the dwelling.

3. The following conditions shall determine the acceptability of additions:

- a. Additions should not significantly impair the view, amount of sunlight, or ventilation of adjacent residences or the public's use or enjoyment of open space. New windows, doors, or viewing areas from the addition should not impinge upon existing internal or external private areas of adjacent residences.

- b. New additions should not create situations in which adjacent neighbors will have difficulty adding to, modifying, or maintaining existing dwellings.

- c. Addition must not adversely affect drainage conditions on adjacent properties through changes in grade or other significant run-off conditions.

NOTE: It is recommended that before any digging is initiated the applicant call MISS UTILITY 1-800-552-7001 to have existing utilities located and marked.



## **COVENANT CLARIFICATIONS**

General: This section has been created to amplify on the COVENANTS OF COVENTRY as they apply to DAVIS FORGE specifically. There are differences between the many separate projects within COVENTRY. These are layman interpretations. Where there is still room for interpretation, the basic covenants prevail. Each entry that follows has been keyed to the applicable paragraph in the basic statement of the COVENTRY COVENANTS.

### **Article 9 USE RESTRICTIONS**

#### **SECTION ONE.**

##### **PARAGRAPH A**

self explanatory.

##### **PARAGRAPH B**

Within Davis Forge, Common property principally consists of wooded belts of property which provide buffers between the lot backs of residential units and between corner lots and Owen Davis Blvd. An intent of Article Nine, Section One, Paragraph B is to establish guidelines to ensure that all such Common Property maintains its natural state as an undeveloped, wooded setting, unless otherwise specified by the Developer. The Developer may, within the provisions of the Master Plan, make modifications to Common Property for the purpose of providing common amenities (such as a common storage lot). However, no other party may make any alteration to Common Property without specific written approval from the Master Association.

The parking of automobiles on Common Property applies only to Common Property areas containing designated parking spaces. There are no such areas in Davis Forge proper.

Prohibited storage on Common Property includes, but is not limited to: trash, grass cuttings, firewood, tree trimmings, thatch, chemicals, petroleum products, paint, and construction materials. Exceptions require written approval from the Master Association.

##### **PARAGRAPH C**

This is a catch all statement for the protection of Coventry. It pertains to landscaping that causes changes in drainage or runoff, the construction of unsafe structures, or structures that present a dangerous situation such as blocking easements for utilities maintenance or access for emergency services.

#### PARAGRAPH D SIGNS

Signs are used to communicate and not meant to be a distraction. Permanent signs are put in place by the Master Association. These include: Stop signs, street signs, development signs, neighborhood watch signs, and mailbox identification. All other signs are temporary. These include: Political, business, and yard sales. Temporary signs such as "house direction" signs and "yard sales" should not be left out overnight and must be picked up no later than 8:00 AM of the day following the event. {Remember Yard Sales require PERMITS.}

Political signs cannot be placed in the common areas without written permission from the Master Association. They cannot be placed on residential, private property without the written consent of both the Master Association and the land owner.

Other signs or plaques that identify the house number/address or name of the resident must be approved if any variance from the conventional numbers or name on the mailbox and house number on a porch or front entrance.

#### PARAGRAPH E NUISANCES

Anything that annoys and disturbs a resident of the community, rendering the normal use or occupation of their property physically uncomfortable shall be considered a nuisance. This guide-line helps determine what a nuisance consists of.

No nuisances public, private or any combination thereof shall be allowed in or upon a residential unit or the Common Property.

A public nuisance is one which affects an indefinite number of persons, or all of the residents of Davis Forge. This shall include, but not limited to, loud noises and music, unprovoked continuously barking dogs, discharging of firearms or fireworks or any other related public nuisance.

A private nuisance is one which affects one's personal interest in the private use and enjoyment of their property by any type of liability-forming conduct. This shall include, but not limited to, willful destruction of private property, unsightly structures and unsafe structures (Dog houses, trash piles, playhouses, decks and fences) or any other related private nuisance.

#### PARAGRAPH F

self explanatory

**PARAGRAPH G**

The rules and regulations referred to here pertain to the use Common Property such as the clubhouse and other recreational amenities with in Coventry. There are no recreational common areas within Davis Forge.

**PARAGRAPH H**

self explanatory.

**PARAGRAPH I**

The Project Developer MAY elect to work with the residents of the community in completing contemplated improvements within the development. It is important to note that until the development has been turned over to the Home Owners Association the Project Developer is the association.

**PARAGRAPH J**

This sets the standards for fence construction within the development as to type of materials and setbacks from front of lot.

Section Two

**PARAGRAPH A**

No signs or other advertising allowed that would create traffic. Approved businesses should be conducted by mail, phone, or by traveling to the customer from the residential office. Approved businesses should be invisible. A structure is defined as any construction or any production built up or composed of parts joined together in some definite manner. No recreational equipment shall be permitted which would create a nuisance or be unsightly. This shall include skateboard and bicycle ramps. The construction of a detached garage shall not override the provisions of Sect Two, paragraph M. An accessory building shall not be occupied, and in the case of a garage, shall not contain any portion which is intended to be occupied.

**PARAGRAPH B**

self explanatory.

**PARAGRAPH C**

The primary intent here is to keep areas where construction is ongoing picked up and neat in appearance. The lot owner is responsible for compliance with this paragraph.

**PARAGRAPH D** Screened area

The intent of this guideline is to, screen from public view the types of objects mentioned in the corresponding paragraph of the COVENTRY COVENANTS. Screening can be accomplished with landscaping, fencing, or architectural materials that are similar in color and style as the primary structure on that lot. Landscaping materials used for screening must ensure that plant growth will screen effectively year-round and from all applicable angles. All proposed screening must be approved by the ARC.

**PARAGRAPH E**

self explanatory.

**PARAGRAPH F**

Self explanatory. Requirements of Section two, paragraph A, or Section two, paragraph N apply.

**PARAGRAPH G**

self explanatory.

**PARAGRAPH H**

self explanatory

**PARAGRAPH I**

self explanatory.

**PARAGRAPH J**

Compliance with this restriction REQUIRES review by the architectural review committee.

**PARAGRAPH K**

The intent of paragraph K is to ensure rigid conformity of mail and newspaper boxes within Davis Forge so as not to call attention to these boxes and detract from the overall harmonious relationship among structures within Davis Forge. Within Davis Forge, each single family house is provided an installed mail box and newspaper box upon initial occupancy.

**PARAGRAPH L**

Self explanatory. The streets of Davis Forge are narrow and road side parking presents a problem any time of the day. Care must be taken so as not to "choke" the street when entertaining friends from outside the area.

**PARAGRAPH M**

"Consistently" is the key word here. Paragraph L(above) and paragraph N(below) apply. This does not preclude visitors for extended stays. Communication with the neighbors is key to any misunderstanding and consideration for the situation. A fourth family vehicle parked over night on the unit's driveway for more than seven days is in violation of this restriction.

**PARAGRAPH N**

Self explanatory.

**SECTION THREE. RECREATIONAL FACILITIES**

**PARAGRAPH A**

Self explanatory.

**PARAGRAPH B**

Self explanatory.

## ARCHITECTURAL GUIDELINES

References are made to Article TEN, Section 1, paragraph B, of THE DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS OF COVENTY PLANNED UNIT DEVELOPMENT:

"No building, fence, wall,... which in any way alters any portion of the property shall be undertaken without the prior written approval of the Architectural Review Committee regarding (1) the harmony of its exterior design and location in relation to, and its effect upon, surrounding structures, vegetation, topography, and the overall community design of the Property,... After the initial approval of the design of ... individual Project associations shall be granted exclusive authority over the architectural control of the Project pursuant to Section Two below." ( Authority Vested in Project Associations).

### DAVIS FORGE PROJECT ASSOCIATION DEFINITIONS

NOTE: "Visible from Neighboring Property" (VFNP) shall mean, with respect to a person six feet tall, standing on any part of such neighboring property at an elevation no greater than the elevation of the base of the object being viewed.

NOTE: Association Manager for coventry is CAMPBELL WASSON & ASSOCIATES, P.O. BOX 3086, NORFOLK, VIRGINIA 23514.

### ANTENNAS

Antennas, satellite dishes and like devices can have a sizable detrimental effect on a community's appearance. No antenna or other device for the transmission or reception of television or radio signals or any other form of electromagnetic radiation shall be erected, used or maintained outdoors on any property within DAVIS FORGE.

### ATTIC VENTILATORS (EXTERIOR)

Because any attic ventilator exteriorly installed on a unit will be VFNP\*, all such ventilators require an application for variance.

The following guidelines are intended to help balance individual economic interests with neighborhood aesthetic concerns:

1. No part of the ventilator should be visible from a street.
2. The ventilator should protrude no more than twelve (12) inches above the roof surface.
3. To camouflage the ventilator, all exposed parts should be painted the color of the surface the ventilator penetrates.

4. Blocking air flow through the ventilator should be accomplished from the inside of the unit.

#### AWNINGS

Awnings can effectively control glare and excessive heat build-up on windows and doors. As a result, they may reduce both energy consumption and utility costs. However, this sun control device can have a considerable effect on the appearance of both a unit and the surrounding neighborhood. Hence, whenever the proposed awning will be VFNP\*, a variance application must be filed.

The ARC will review these applications based on the following:

1. Compatibility with the unit's architectural character, i.e., style, color and materials, preferable cloth and or wood.
2. Design of the sun control device should be straight forward without decorative fringes, etc.
3. Consistency with the visual scale of the unit to which the device will be attached.
4. Effects on views, sunlight and natural ventilation of neighboring properties.

If the proposed awnings will be removed for winter storage, pipe frames must also be removed.

#### BASKETBALL BACKBOARDS

Use of basketball backboards produces noise and vibration and can become a particular nuisance. For this reason, an application to the ARC must include written approval of the three homes facing and the two homes adjacent to applicant.

The ARC will not approve a proposed backboard location if another location would improve the backboard's visual impact on the community while allowing reasonable recreation benefits from the backboard.

Because cheaply constructed and improperly anchored backboards increase the likelihood of excessive noise and vibration, the ARC will closely scrutinize the quality of materials and the method of installation proposed by the applicant.

Backboards are not to be used before 9AM or after 8PM. Night workers(day sleepers) may request further restriction in the use of backboards adjacent to their property.

### BOATS (STORAGE)

Boats and boat trailers may be maintained on a lot, but only within an enclosed or screened area approved by the ARC. ARTICLE IX, section two, paragraph F.

### CLOTHES LINES

Clothes lines are to be screened from view from the roadway. [Section Two Para D] Since the height and length of clothes lines do not lend themselves to effective and attractive screening, clothes lines are discouraged and ARC approval will be very difficult to obtain.

### CULVERTS

There are many acceptable ways to finish the culverts. The existing conduit cannot be extended. The finished project must not rise higher than six inches above ground level. Depth and pitch of the drainage ditch cannot be altered. Any alterations to the slope of the drainage ditch must be approved by the ARC. Each request will be reviewed on its own merit as it contributes to the continuity of the view along the street and the complimentary view of the residence. Residents are expected to maintain the culverts (i.e. provide unobstructed flow of water, and height of grass should not exceed 5 inches).

### DECKS

A complete application is required for a deck only if it will be VFNP\*. Applications should include the following:

1. A description of the materials to be used.
2. An illustration of the proposed deck, including railings and stairs, dimensions and height above grade.
3. An explanation of any relocation of windows or doors, meter, and heating/air conditioning units.
4. A description of any changes in exterior lighting (refer to residential lighting).
5. A description of plantings to be removed for construction of or added in conjunction with the deck. The ARC recommends that all visible portions be wood and that the wood be allowed to weather naturally. Finally, existing decks will not set precedents for future decks. York county REQUIRES a building permit be obtained prior to constructing a deck. Contact the Department of Codes Compliance.



### DRIVEWAYS

Owners of homes in DAVIS FORGE are responsible for maintaining their respective driveways. Variance applications are required for any additional driveways or extensions of existing driveways. A physical survey should be submitted along with the application. This requirement does not apply to additions or extensions made by a Builder at time of the original sale.

### DOG HOUSES & DOG RUNS

Unless VFNP\*, dog houses and/or runs do not require a variance application to be filed.

All dog houses and runs must be located behind the rear foundation line of the residence. They should be positioned so as not to create a nuisance. If the dog house is VFNP\*, it should be painted and roofed to match either the unit or the unit's shed.

### FENCES

Fences can easily create an unattractive patchwork appearance. Therefore, any modification to builder-installed fencing as well as any addition to such fencing requires an application to the ARC. The ARC suggests that exterior fencing be allowed to weather naturally.

No chainlink, barbed wire or other metal materials shall be used for the main structure, however split rail fencing may be screened in using 4x2 inch rectangular galvanized wire mesh for the purpose of containing pets. Every application for yard fencing must be accompanied by the appropriate physical survey.

Modifying original fencing includes, but is not limited to removing slats, staining, increasing or reducing fence height, and installing additional fencing to enlarge the enclosed area. When enlarging existing fenced areas, new fencing must be identical to original fencing. An appropriate drawing of the proposed extension, as well as a copy of the original physical survey must accompany each application.

No fences may be installed across, around or through pedestrian access easements as shown on plat surveys, nor will they be erected, placed, or permitted to remain on any lot nearer to any street than the front of the house constructed on the lot. Proposed fencing on Utility access may be removed at the owners expense by the Utility Company unless written permission is granted by said Company and ARC permission is granted. Fences may be installed on the property line only with the written permission of the adjoining property owner.

Privacy fences can be no taller than six feet. The rail side of the fence must be kept to the inside. This is to give a finished appearance to the completed project as viewed from the front of the house and from adjoining properties without like type fencing.

Finally, repairs to the original or ARC-approved fencing do not require an application. However, damaged fencing should be repaired within thirty (30) days of damage occurrence, and repairs must duplicate the original or approved fencing.

#### GRILLS (PERMANENT)

Permanent grills which are VFNP\* require an application to the ARC. If the grill is not VFNP\*, no application is necessary.

In general, grills should be located behind the unit's rear foundation line.

#### GUTTERS AND DOWNSPOUT

When replacing existing gutter and/or downspout or portions of thereof, no variance application is necessary. However, an application is required if altering, e.g. changing color, or relocating the existing systems. Prior to installing gutters and/or downspout additional to those present at the time of the original sale, a variance application must be filed with the ARC.

#### HEATING AND AIR CONDITIONING SOURCES

Before installing an external heating and/or air conditioning unit additional to that installed by the Subdivision Builder, a variance application must be filed with the ARC. An application is also necessary when relocating the builder-installed unit.

#### LANDSCAPING

Application is required if any deviations from the builder's original landscaping plan are to be made that alters the slope/drainage characteristics of the property, significantly alters the appearance (especially from the street), or creates features potentially hazardous to the safety of others. This would not include mulching, planting of small trees, shrubs, flowers, etc..

It is the homeowners responsibility to keep all shrubs, trees and grass neatly trimmed, properly cultivated and free from all trash, weeds, and other unsightly materials. The homeowner is also required to maintain grass located behind fences (within property line) and on easement property. Grass height shall not be permitted to exceed 5 inches at any time.

Since installation of a rock garden constitutes a change in landscaping and because these gardens may create new and possibly undesirable drainage patterns for adjacent properties, rock gardens require an application for variance. The ARC will consider each application on an individual basis.

NOTE: No HEALTHY trees shall be removed with out prior approval.

#### LIGHTING (RESIDENTIAL)

The replacement of an existing light fixture, if accomplished with a realistic match to the old fixture, does not require approval from the ARC. If a change in style, size, shape, color or positioning is desired, or if additional light structures are to be installed on existing structures, an application is required.

#### LIGHTING and WIRING (EXTERNAL)

Permanent Exterior Lighting and wiring requires a full application. All exterior lighting should be installed so as not to shine on adjacent property, and should be aesthetically planned for each location.

Security Lights, flood lights and various types of high output lights should be considered more carefully because of the potential impact on neighboring properties. light fixtures for this application should be carefully aimed so that they illuminate only a specific area, such as a doorway. Some high output light fixtures may have to be shielded in a manner similar to some street light installations to prevent unwanted or excessive intrusion of light from one property to another. A full application is required.

Decorative holiday and festival lighting does not require approval; for example, holiday lighting shall not be operative four weeks prior to the holiday, and not later than four weeks following the holiday. The intent here is to prevent year round displays that could become an unsightly distraction. The ARC suggests that you make sure your lighting display(s) is not objectionable to your neighbors or adjacent properties, or across the street from you. The ARC recommends that before any digging is initiated, the applicant call MISS UTILITY 1-800-552-7001 for existing locations of utilities.

#### MAILBOXES

The mail box/newspaper box combination for each single family house is 3 1/2 inches x 3 1/2 pressure-treated wooden post painted flat grey and topped by an identically colored wooded acorn ornament. A rectangular-shaped wooden newspaper box, painted to match the post and having plain black adhesive house numbers affixed to its side, is attached to the post and serves as the base platform for

a standard metal mail box painted black. Box size and height, post height, and post placement with respect to property boundaries and driveways also are standard throughout Davis Forge and meet government standards.

Each owner is responsible for the upkeep of his/her mail box and newspaper box (including supporting post). Damages and deterioration will be corrected promptly through repair or replacement, as appropriate. Repair or replacement done to return a mail box, newspaper box, or supporting post to its original condition, consistent with the description in the preceding paragraph, does not require approval from the Architectural Review Committee.

Deviation from the design, size, height, color, placement, or any other attribute of an originally installed mail box, newspaper box, or supporting post first must be submitted to, and approved by, the Architectural Review Committee. Normally, such submissions will not be approved by the Committee. However, the addition of a mailbox nameplate will be considered for approval if the nameplate is small, plain, and unobtrusive.

#### PATIOS AND WALKWAYS

Patios and walkways should be of a natural color and/or natural wood. It should also disturb existing contours as little as possible.

Walkways desired to be extended outside existing fences will require an application.

#### PAINTING (EXTERIOR)

To insure a continued attractive neighborhood appearance exteriors of all living units and of accompanying structures must be kept neatly and adequately painted and/or stained.

If a unit or other structure is to be repainted with either the original builder color or a previous (ARC) approved color, a variance application is not needed. However the old and new colors must match; they must have both the same manufacturer and the identical name. If either manufacturer or name/number differs, then a color change is involved, and an application is required.

The board will consider color change applications on the basis of the following:

1. The material used to affect the change, ie. the type of paint or stain to be used.
2. The effect of the proposed color combination on neighborhood appearance.

More specifically, the Board will review the proposed combination itself, the new combination in conduction with the unit's shingle color, and the visual effect of the proposed colors on the immediate neighborhood. In general, the ARC recommends that proposed colors be consistent with those already in Davis Forge. The board also advises no more than three (3) different colors on a particular unit.

#### PETS

Dogs, cats, birds and fish are examples of appropriate pets. Pets must not be permitted to disturb neighbors with continued howling, barking or other loud animal noises. Pet excrement must be promptly removed from the property of neighbors and from common areas by the pet's owner if the pet is permitted outside the owner's property lines.

#### SIDING (RE-STYLING)

All structures must be properly maintained. If siding is to be wholly or partially replaced, no application is necessary so long as replacement siding is identical to the original siding with respect to not only material but also dimension. If replacement siding will be a type other than the original, a variance application is required.

The ARC's primary concerns will be the suitability of the proposed siding material and the visual effect of the new material on neighboring units. To preserve visual continuity, new siding should resemble original siding as closely as possible.

Replacement siding must be the original Williamsburg basic color or a previously approved color. Otherwise, an application for color change is necessary.

Restyling is any relatively permanent change which alters the exterior appearance of a unit. It includes the addition of or change in porches, porch railings, shutters, storm doors, security doors and windows, etc.

Unless the proposed alterations will not be VFNP\*, a variance application must be filed. The application should be thorough and should include a detailed plan specifying the materials to be used, paint and/or stain colors, dimensions, and any other pertinent information. A sketch of the completed project should be also provided.

The ARC will review each plan based upon appropriateness of the alteration, the suitability of the proposed materials, and both the physical effects and the visual impact of the alterations on neighboring properties.

The Board advises fashioning alterations in accordance with the unit's original style. Alterations should be have minimal physical and visual effects on neighboring and adjacent properties. Finally, check with the York County Department of Codes Compliance for the necessary permits.

#### **RESIDENTIAL IDENTIFICATION SIGNS (HOUSE SIGNS)**

No more than two (2) sets of residential identification signs, ie. house numbers, are permitted on a particular unit. The total face area of each set of numbers may not exceed seventy-two (72) square inches.

In an emergency situation to aid police, fire and rescue personnel in locating a residence, the ARC recommends that each unit have house numbers that are both prominently displayed at all times and adequately illuminated at night.

For specific regulations governing political signs, for sale and rent signs, zoning signs, and so on, please consult Art.IX, Sec. 1, paragraph d of the Covenant.

#### **ROCK GARDENS**

SEE LANDSCAPING.

#### **SHEDS AND TOOL STORAGE**

A shed or other storage structure requires a variance application. The application should include a detailed plan specifying the proposed structure's lot placement, its dimensions, and the materials to be used. A sketch of the completed structure is also necessary.

Generally, storage structures must be located behind the living unit's rear foundation line. The board recommends wood as the building material and shingles as roofing. The structure should be painted or stained and shingled the same as the existing living unit. It should be unembellished so as not to be an eye catcher.

York County requires that a permit be obtained prior to beginning construction of sheds.

#### **SMOKESTACKS AND CHIMNEYS**

Whenever an additional chimney or smokestack is to be built, an application must be filed with the ARC. In such instances, special care is needed to arrive at an architecturally suitable design. The ARC will consider applications on a case by case basis.

The following are some generalized guidelines:

1. New chimneys should resemble original chimney with respect to style, material, etc.
2. When a chimney is to be added next to the original chimney both flues should be run through the same enclosure.

### SOLAR COLLECTORS

Solar collectors require a variance application. Due to the large visual impact solar panels can have on a community, solar collectors generally are discouraged.

The proposed panels should have a minimal visual affect on the immediate neighborhood. They should not readily be visible from a street, They also should lie flat on the unit's roof.

Existing solar panels will not set precedent for future solar devices.

### STAINING (EXTERIOR)

Due to wood stain's nature, a new stain color applied over an existing different color may produce an entirely different third color. Hence, to both avoid unusual colors and maintain visual harmony, changes in either paint or stain colors generally are not permitted. There is an exception to this rule: if either paint or both the original paint or stain color is no longer available, a color change will be permitted.

ALSO SEE PAINTING (EXTERIOR)

### STATUES, FOUNTAINS & ORNAMENTS

Any statue, fountain and/or ornament, including but not limited to flag pole, window boxes, weather vanes, bird baths, etc., require a variance only if it will be VFNP\*.

Proposed statues, fountains and ornaments should have minimal visual and physical impact on neighboring properties.

### SWIMMING POOLS, HOT TUBS & SPAS

COVENTRY has been designed to provide ample swimming facilities. Since few living units within COVENTRY have yards suitable for private pool, both in-and above ground pools generally are discouraged. If a pool is contemplated, however, a variance application must be filed. The board will consider these applications on a case-by-case basis looking primarily at the potential effects of the proposed pool on neighboring and adjacent properties. In particular, the ARC will examine planned excavation, drainage and, if the pool will be visible from

neighboring property (VFNP\*), surrounding landscaping. All pools must comply with York County codes.

Neither inflatable nor plastic wading pools require an application, as these are considered to be temporary and seasonal.

Hot tubs and spas require a variance application.

The Board's primary concern is the effect of drainage upon adjacent lots. Consideration for application review are:

1. Whether installation requires excavation, and if so, the effect of excavation upon adjacent properties.
2. Where siphoning into the yard will be the means of drainage, the gallon capacity of the proposed tub or spa relative to yard dimensions.
3. If the tub or spa will be VFNP\*, the visual effect on adjacent properties.

York County requires a building permit prior to installing a pool, hot tub, or spa.

REMEMBER: any structure to be built in conjunction with the proposed pool, hot tub or spa (e.g. trellis, decks, etc.,) not only may require a building permit, but also will require a variance application if the structure will be VFNP\*. Finally, once installed, pools, tubs and spas must be operated so as not to become a nuisance.

#### SWING SET, SANDBOXES & OTHER PLAY and RECREATION EQUIPMENT

Play equipment which will not be VFNP\* does not need an application for variance.

If the proposed equipment will be VFNP\*, however, a complete application is required. The following guidelines are intended to assist in both planning the play area and filing the necessary application:

1. All play equipment should be located behind the Unit's rear foundation line.
2. Wood equipment should be left unpainted and allowed to weather.
3. Metal equipment should be painted an inconspicuous color, preferable either to match the unit's siding or to blend with the unit's rear fencing.

NOTE: Equipment that would pose a public or private nuisance will not be permitted.



### STORM DOORS/SCREEN DOORS

Storm and screen doors must be at least 1" thick wood (painted to match house trim), or 1.25" aluminum (anodized or baked on enamel). All storm doors shall be full glass type with no dividing bars. Half-glass or crossbuck doors are not permitted. Any deviation the this must be approved by the ARC.

\*See Policy Resolution # 2017-4.

### SECURITY DOORS

Security doors must have plain bars and be all black or colored to match the exterior color. Design of all doors must be consistent with the architectural character of the residence as well as the community. They must be approved by the ARC.

### TRASH STORAGE AND COLLECTION

In any neighborhood, garbage and trash storage is particularly important. Improper storage can lead to not only a shabby appearance, but also health and odor problems.

All garbage and trash stored within COVENTRY must be kept in covered containers and, except for a reasonable amount of time to permit collection, these containers at no time shall be VFNP\*. Hence, all garbage containers must be kept inside a privacy fence, shed, garage or other concealed area.

Garbage containers may be placed at street side no earlier than 7:00 p.m. on the day prior to collection and removed no later than 7:00 p.m. on collection day. To avoid rodent and other animals problems, it is particularly important that containers, especially plastic bags and boxes, not be put at the curb prior to the morning of collection.

### TRELLISES

See AWNINGS. Generally, wood trellises should be left unpainted and allowed to weather.

### VEHICLES

Except with the approval of the ARC, no mobile home, trailer of any kind, truck, camper or permanent tent or similar structure be kept or placed for a period of more the forty-eight (48) hours, or maintained, constructed, reconstructed, or repaired, upon any property or street within COVENTRY in such a manner as will be visible from neighboring property, provided, however, that the provisions of this paragraph shall not apply to emergency vehicle repairs.

Three-quarter (3/4) ton and smaller pick-up trucks will not be considered "trucks" for the purpose of this regulation, and

therefore, will not require an application to be parked so as to be VFNP\* for more than forty-eight hours. However, neither combustibles nor unsightly materials nor any other nuisance material may be stored in the truck bed.

A variance to perform repair work on boats, trailers, RV's, is not required provided the repair work is accomplished entirely within the garage, ie. the garage door must close completely. This does not preclude minor repairs and general maintenance checks from being accomplished on the drive way. Work should not be an audible nuisance or constitute a distraction for a prolonged period of time. (BE CONSIDERATE OF YOUR NEIGHBORS!)

#### VEGETABLE GARDENS

Vegetable gardens do not require approval provided that the following conditions are met:

1. All plantings are located behind the unit's rear foundation line.
2. No plants exceed the height of five feet when planted without fencing. (No crops can exceed the height of the fencing at its lowest point.)
3. Total planted area will not exceed 150 square feet.
4. The garden is not planted on a grade which will cause damage to property below it through the flow of water onto lower property.

Should one or more of these conditions not be met, a variance application is necessary.

Under all circumstances, plant supports and dead vegetation must be removed at the end of the growing season.

#### VISIBLE FROM NEIGHBORING PROPERTY

VFNP shall mean, with respect to a person six feet tall, standing on any part of such neighboring property at an elevation no greater than the elevation of the base of the object being viewed.

#### WOODPILES

Wood piles do not necessitate filing a variance application. However, all woodpiles must be located behind the residence foundation line, and wholly on the owned property. In no instance should a woodpile be placed within the common property. Woodpiles' height shall not exceed the height of six feet and must be kept neat.

**OTHER ALTERATIONS**

When a guideline is not available for the project you are proposing, a complete application should be filed.

**Coventry Homeowners Association, Inc.**

**Policy Resolution # 2017-4 Storm Doors/Screen Doors**

**Effective Date: July 13, 2017**

**WITNESSETH:**

At a duly noticed, regular meeting of the Board of Directors of Coventry Homeowners Association, Inc., a Virginia non-stock corporation (the Association), held on June 8, 2017 at which a quorum was present, the Board of Directors did hereby approve the following action:

**WHEREAS**, Article Ten, Section One (D) of the Declaration of Covenants, Conditions, and Restrictions states: *The Architectural Review Committee shall, subject to the approval of the Board of Directors of the Master Association, develop and promulgate guidelines for the application of the design review provisions in this Declaration consistent with the County Ordinance and the Overall Plan*

**AND WHEREAS**, Article Ten, Section One (A) states: *The Architectural Review Committee shall regulate the external design, appearance and location of all development on the Property in such a manner as (1) to promote those qualities in the environment which bring value to the Properties and (2) to foster the attractiveness and functional utility of the Development as a place to live, including a harmonious relationship among structures, vegetation and topography*

**AND WHEREAS**, the original Guidelines for Davis Forge, Faison Green, Justinian Grove and Lilburne Meadows, in part, states: ... *All storm doors shall be full glass type with no dividing bars....*

**NOW THEREFORE, BE IT RESOLVED**, that the following guidelines shall be added to the Coventry Property Use Restrictions Guidelines for Storm Doors/Screen Doors, Davis Forge Page 24, Faison Green Page 21, Justinian Grove Page 19 and Lilburne Meadows Page 21 as follows:

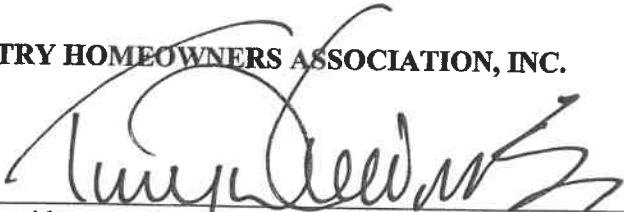
...All storm doors shall be full glass type with no dividing bars or **full glass with one dividing bar in the middle**. Half-glass or crossbuck doors are not permitted....

**FURTHER, RESOLVED** that the officers, directors and Site Administrator of the Association are hereby authorized to perform such other or further acts as shall be necessary to carry out the intent of this resolution.

This Resolution shall be included with the Minutes and the Property Use Restrictions Guidelines of the Association.

**COVENTRY HOMEOWNERS ASSOCIATION, INC.**

Attest

  
\_\_\_\_\_  
President, Tony D. Collins, Sr

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Secretary, David Wilson

\_\_\_\_\_  
Date