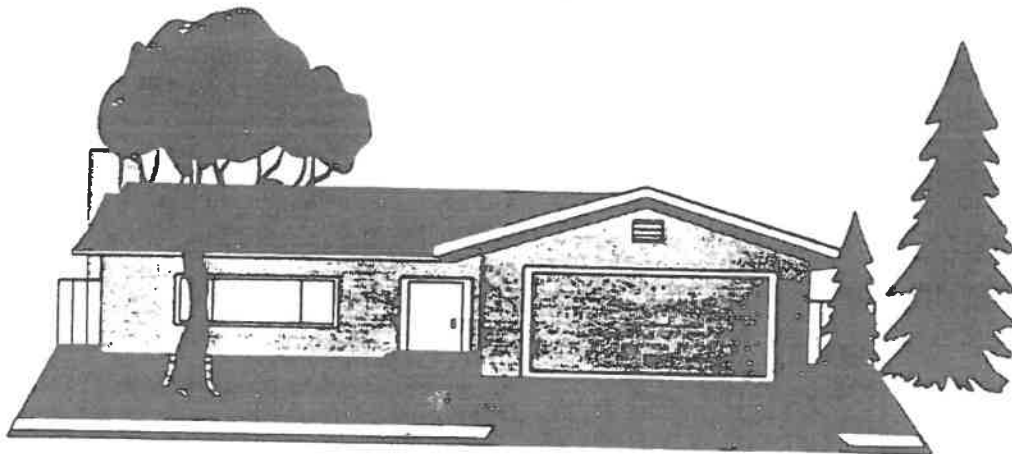




LILBURNE MEADOW

***Architectural Guidelines
for
Exterior Alterations***

***ARCHITECTURAL REVIEW COMMITTEE
(ARC)***



***COVENTRY
PLANNED DEVELOPMENT - MAJOR RESIDENTIAL COMMUNITY
(PD-MRC)
YORK COUNTY, VIRGINIA***

October, 1993

Dear Resident,

The COVENTRY Community Association Declaration of Covenants, Conditions and Restrictions requires homeowners to obtain prior approval of the Architectural Review Committee before undertaking improvements, alterations, repairs, change of paint colors, excavations or any other work which in any way alters the exterior appearance of any property within COVENTRY. The covenants also charge the Architectural Review Committee to consider and act upon proposals and plans submitted to it, to adopt ARC rules, and to perform other duties imposed upon it by the COVENTRY restrictions.

The enclosed guidelines have been written to help both the homeowner and the ARC carry out the obligations that we all assumed when we decided to live in COVENTRY. The guidelines explain how the ARC functions and provides the homeowner with specific guidance on what alterations are acceptable and unacceptable in the community.

Many owners have already completed modifications that have not been approved because they were unaware of the intent of the covenants or the existence of guidelines. Applications for these must still be submitted in order to keep the Master Association aware of changes within COVENTRY and to update Association records. Owners will be given ample time to remedy those actions not meeting acceptable standards.

We, the Board of Directors, hope that all homeowners understand that the purpose of the covenants and these guidelines is to keep COVENTRY a desirable community to live in and to help maintain property values. We invite comments from the homeowners on ways in which these guidelines can be improved.

Thank you,

COVENTRY COMMUNITY ASSOCIATION, INC.
Board of Directors

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COVENTRY ARCHITECTURAL REVIEW COMMITTEE

The Architectural Review Committee (ARC) consists of at least three 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 Board will appoint replacement members.

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 member's 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 three 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. These 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. Homeowner 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 his 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?

Observance of the covenants is the job of every resident, but enforcement is 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 LILBURNE MEADOW 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 LILBURNE MEADOW 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. The italicized paragraphs below have been extracted from ARTICLE 9 - USE RESTRICTIONS of the covenants and are followed by explanations, interpretations, and comments developed by the LILBURNE MEADOW Project Committee.

SECTION ONE - General Restrictions

PARAGRAPH A

No Owner shall occupy or use his Residential Unit, or permit the same or any part thereof to be occupied or used, for any purpose other than as a private, single-family residence for the Owner's immediate family, lessees, servants or guests.

Self explanatory.

PARAGRAPH B

Except for parking passenger automobiles in the designated parking spaces, nothing shall be stored by any Owner in the Common Property without the prior consent of the Master Association, and no waste shall be committed in or to the Common Property.

Within LILBURNE MEADOW Common Property principally consists of wooded belts of property which provide buffers between the lot backs of residential units. The intent of 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.

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

PARAGRAPH C

No Owner shall do or keep or permit anything to be done or kept on any Commercial Property, Residential Unit or on the Common Property which will increase the rate of insurance on the Development, result in cancellation of insurance on any Residential Unit or on any part of the Development, or be in violation of any law without the prior consent of the Master Association.

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

No sign of any kind shall be displayed to the public view on or upon any Residential Unit or in the Common Property without the prior consent of the Master Association, except as provided in Article Eight, Section Two above.

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 policed up no later than 8:00 AM of the day following the event. {Remember Yard Sales require PERMITS from York County.}

Political signs cannot be placed in the-commons 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.

Election signs may not be in place earlier than 30 days prior to an election and must be removed 48 hours following an election, and time criteria for other political signs are at the discretion of the Master Association.

Other signs or plaques that identify the house number/address or name of the resident must be approved by the Master Association if they vary significantly from conventional numbers or name on the mailbox and house number on a porch or front entrance.

PARAGRAPH E

No nuisances shall be allowed in or upon a Residential Unit or the Common Property, nor shall any use or practice be allowed which interferes with the peaceful occupancy and use of another Residential Unit or of the Common Property by the Owners.

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.

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 others living in LILBURNE MEADOW. This shall include, but is 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-creating action. This shall include, but is 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

No immoral, improper, offensive or unlawful use shall be made of any Residential Unit or any part of the Common Property.

Self explanatory.

PARAGRAPH G

Reasonable rules and regulations concerning the use of the Common Property and conduct of the Owners, their families, guests, tenants, agents and invitees within the Development may be made, amended and revoked from time to time by the Board of Directors of the Master Association. Copies of rules and regulations and all amendments thereto shall be furnished by the Master Association to all Owners and residents of the Development upon request.

The rules and regulations referred to here pertain to the use of Common Property such as the clubhouse and other recreational amenities within Coventry.

PARAGRAPH H

No petroleum powered vehicles shall be allowed on any lakes, ponds or other waterways within the Property.

Self explanatory.

PARAGRAPH I

No Owner nor the Master Association nor any Project Association shall interfere in any way with the completion of the contemplated improvements of the Property by a Project Developer.

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

Except for the right of ingress and egress, an Owner shall use the Common Property only as may be allowed by the Master Association or expressly provided for herein.

Self explanatory.

SECTION TWO - Single Family Area Restrictions

PARAGRAPH A

All lots in the Single Family Areas shall be used for residential purposes exclusively. The use of a portion of a dwelling on a lot as an office by the owner or tenant thereof shall be considered a residential use if such use does not create customer or client traffic to and from the lot. No structure, except as hereinafter provided shall be erected, altered, placed or permitted to remain on any lot other than one (1) detached single family dwelling and one (1) small one-story accessory building which may include a detached private garage, provided the use of such accessory building does not overcrowd the site and provided further, that such building may not be constructed prior to the construction of the main building.

No signs or other advertising are 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 Section 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

The provisions of this Section shall not prohibit the Declarant from using a house or other dwelling units as models.

Self explanatory.

PARAGRAPH C

The exterior of all houses and other structures must be completed within one (1) year after the construction of same shall have commenced, except where such completion is impossible, or would result in great hardship to the owner or builder due to strikes, fires, national emergency or natural calamities. Houses and other dwelling structures may not be temporarily or permanently occupied until a certificate of occupancy has been issued thereon by the City of Hampton, Virginia. During the continuance of construction, the Owner of the lot shall require the contractor to maintain the lot in a reasonably clean and uncluttered condition.

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

Each lot owner shall provide a screened area in which garbage receptacles, fuel tanks or similar storage receptacles, electric and gas meters, air conditioning equipment, clothes lines, above ground swimming pools, and other unsightly objects must be placed or stored in order to conceal them from view from the road and adjacent properties. Plans for such screened area delineating the size, design, texture, appearance and location must be approved by the Declarant prior to construction. Garbage receptacles and fuel tanks may be located outside of such screened area only if located underground.

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

Each lot owner shall provide two (2) spaces for the parking of automobiles off streets prior to the occupancy of any building or structure constructed on said property in accordance with reasonable standards established by the Declarant.

Self explanatory.

PARAGRAPH F

No mobile home, trailer, tent, barn, or other similar outbuilding or structure shall- be placed on any lot at any time, either temporarily or permanently. Boats and boat trailers may be maintained on a lot, but only within an enclosed or screened area approved by the Declarant such that they are not generally visible from adjacent properties.

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

PARAGRAPH G

No Structure of a temporary character shall be placed upon any lot at any time; provided, however, that this prohibition shall not apply to shelters or temporary structures used by the contractor during the construction of the main dwelling house, it being clearly understood that these latter temporary shelters may not, at any time, be used as residences or permitted to remain on the lot after completion of construction. The design and color of structures temporarily placed on a lot by a contractor shall be subject to reasonable aesthetic control by the Declarant.

Self explanatory.

PARAGRAPH H

No television antenna or dish, radio receiver or sender or other similar device nor any window air conditioning units, aluminum or vinyl awnings shall be attached to or installed on the exterior portion of any building or structure.

Self explanatory.

PARAGRAPH I

No lot shall be subdivided, or its boundary lines changed, nor shall application for same be made to the County of York, except with the written consent of the Declarant. However, the Declarant hereby expressly reserves to itself, its successors or assigns, the right to replat any lot or lots owned by it and shown on the plat of any subdivision within the Development in order to create a modified building lot or lots; and to take such other steps as are reasonably necessary to make such replatted lot suitable and fit as a building site including, but not limited to, the relocation of easements, walkways, rights of way, private roads, bridges, parks, recreational facilities and other amenities to conform to the new boundaries of said replatted lots. The provisions of this paragraph shall not prohibit the combining of two or more contiguous lots into one larger lot. Following the combining of two or more lots into one larger lot, only the exterior boundary lines of the resulting larger lot shall be considered in the interpretation of these covenants.

Self explanatory.

PARAGRAPH J

No chain link fences are allowed on any portion of a lot. Fences shall only be constructed of wood, masonry, or other material approved by the Architectural Review Committee. No fences shall be erected, placed, or permitted to remain on any lot nearer to any street than the front of the house constructed on the lot.

Self explanatory.

PARAGRAPH K

No mail and newspaper boxes shall be permitted along the streets unless required by the appropriate governmental authority, in which event, all such mail and newspaper boxes shall conform to a standard Development design approved by the Architectural Review Committee of the Association

The intent of this paragraph is to ensure reasonable conformity of mail and newspaper boxes within LILBURNE MEADOW so as not to call attention to these boxes and detract from the overall harmonious relationship among structures within the community.

PARAGRAPH L

Overnight parking in the street will not be permitted except on an emergency basis.

Self explanatory.

PARAGRAPH M

No more than three ungaraged vehicles will be permitted to be consistently parked on the premises, and these must be in the driveway or on a parking apron off the driveway. These vehicles will be restricted to licensed, operable automobiles, mini-vans and pickup trucks not to exceed 3/4 ton in capacity.

"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

Pickup trucks over 3/4 ton capacity, recreational vehicles, boats and boat trailers must be garaged. Recreational vehicles and boats too large to garage and large vans may be stored behind the house on a parking apron with suitable screening to minimize unsightliness and with a total of one per lot. The parking and screening must be approved by the Association. Tractors, trailers, buses, commercial vans and non-pickup trucks over 3/4 ton capacity are not permitted.

Self explanatory.

SECTION THREE - Recreational Facilities

PARAGRAPH A

All persons using any of the recreation facilities which may be placed on the Common Property do so at their own risk and sole responsibility. The Master Association and the Declarant do not assume responsibility for any occurrence, accident or injury in connection with such use. No Owner or occupant of a Residential Unit shall make any claim against the Master Association or the Declarant, their servants, agents, or employees, for or on account of any loss or damage to life, limb or property sustained as a result of or in connection with any such use of any of the recreational facilities. Each Owner and occupant of a Residential Unit shall hold the Master Association and the Declarant harmless from any and all liabilities and any action of whatsoever nature by any tenants, guests, invitees or licensees of such Owner growing out of the use of the recreational facilities, except where such loss, injury or damage can be clearly proved to have resulted from and been proximately caused by the direct negligence of the Master Association or the Declarant or their agents, servants or employees in the operation, care or maintenance of such facilities.

Self explanatory.

PARAGRAPH B

Any damage to any building, recreational facility or other portion of the Common Property or improvements therein caused by an Owner or such Owner's pets shall be repaired at the expense of the Owner.

Self explanatory.

ARCHITECTURAL GUIDELINES

LILBURNE MEADOW PROJECT COMMITTEE DEFINITIONS

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 ... individual Project associations shall be granted exclusive authority over the architectural control of the Project pursuant to Section Two below. (Authority Vested in Projections Associations).

NOTE: "Visible from Neighboring Property" 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.

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 LILBURNE MEADOW.

ATTIC VENTILATORS (EXTERIOR)

Because any attic ventilator exteriorly installed on a unit will be visible from neighboring property, 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 have a considerable effect on the appearance of both a unit and the surrounding neighborhood, therefore, a variance application must be submitted.

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 9 AM or after 8 PM. 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 .

CLOTHES LINES

Clothes lines are to be screened from view (i.e., clothes lines cannot be visible from neighboring property). [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.

CURBS

LILBURNE MEADOW has curbs which owners are responsible for keeping neat and free of debris.

DECKS

A complete application to the ARC is required for a deck only if it will be visible from neighboring property. 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 portion be wood and that the wood be left natural and allowed to weather. 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 LILBURNE MEADOW are responsible for maintaining their respective driveways. Variance applications are required for any additional driveways, parking aprons (which must be paved) 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 visible from neighboring property, dog houses do not require a variance application to be submitted. Dog runs require approval from the ARC.

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 visible from neighboring property, 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 modifications to builder-installed fencing as well as any new fencing requires an application to the ARC. Naturally resistant or pressure treated wood is the material of choice. The ARC suggests that exterior fencing be allowed to weather naturally. Finishes, if any, must be approved by the ARC.

No chain link, barbed wire or other metal materials shall be used for the main structure, however split rail fencing may be screened with 4 x 2 inch rectangular galvanized wire mesh. 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. 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.

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 visible from neighboring property require an application to the ARC. If the grill is not visible, no application is necessary. In general, grills should be located behind the unit's rear foundation line.

GUTTERS & DOWNSPOUTS

When replacing existing gutter and/or down spout or portions 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 down spout additional to those present at the time of the of the original sale, a variance application must be filed with the ARC. Applications for below ground gutter drainage systems must be accompanied by a diagram of the property, proposed installation, and termination point.

HEATING & 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 and on easement property. Lawns are required for soil stabilization. Grass height shall not be permitted to exceed 5 inches at any time except on newly established lawns.

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.

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 fixtures are to be installed on existing structures, an application is required.

LIGHTING & 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.

LIGHTING (DECORATIVE)

Decorative holiday and festival lighting does not normally require approval; however, holiday lighting shall not be operative prior to the 26th of November in any year, not later than the following 7th of January. It must be totally removed by January 22nd. The ARC suggests that you make sure your lighting display is not objectionable to your neighbors or adjacent properties, or across the street from you.

Festive lighting during other times of the year requires approval from the ARC.

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 services 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 LILBURNE MEADOW 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.

PATIOS & WALKWAYS

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

Walkways which shall 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 ARC will consider color change applications on the basis of the following:

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

More specifically, the ARC will review the proposed combination itself, the new combination in conjunction 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 LILBURNE MEADOW. The Committee 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. Regular cleanup of one's own property is required to prevent odor and unsightliness from becoming public nuisances (Section One, Para E).

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 builder 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.

If the proposed alterations will be visible from neighboring property, 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 ARC 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, i.e. 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.

Warning signs (Beware of Dog, Security Alarms by XXXX, etc.) must be commercial quality and kept in good condition. Application, with strong justification, is required for such signs exceeding 120 square inches in size.

ROCK GARDENS

See LANDSCAPING.

SHEDS & TOOL STORAGE

A shed or other storage structure requires an 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. **METAL SHEDS WILL NOT BE APPROVED.**

Generally storage structures must be located behind the living unit's rear foundation line. The committee 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.

York County requires that a permit be obtained prior to beginning construction of sheds that are larger than 150 square feet. Generally, sheds cannot be built closer than five (5) feet to side and rear lot lines.

SMOKESTACKS & 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. Remember, color changes require application to the ARC.

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 visible from neighboring property.

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

SWIMMING POOLS, HOT TUBS & SPAS

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 Committee 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, surrounding landscaping. All pools must comply with Newport News city codes.

Neither inflatable nor plastic wading pools require an application.

Hot tubs and spas require a variance application.

The ARC'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 visible from neighboring property, the visual effect on adjacent properties.

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

Remember that 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 visible from neighboring property. Finally, once installed, pools, tubs and spas must be operated so as not to become a nuisance.

SWING SET, SANDBOXES & OTHER PLAY & RECREATION EQUIPMENT

Play equipment which will not be visible from neighboring property does not need an application for variance.

If the proposed equipment will be visible, 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.

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

STORM DOORS/SCREEN DOORS

Storm and screen doors visible from the front of the property must be 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. Door installations require approval of the ARC. Half-glass or cross buck doors are not permitted. Temporary doors will not be approved.

* 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.

SPRINKLING SYSTEMS AND WELLS

Underground lawn sprinkling systems require ARC approval. Wells for such systems also require approval.

TRASH STORAGE & 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 visible from neighboring property. Hence, all garbage containers must be kept inside a privacy fence, shed, garage or other concealed area.

Garbage containers must 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, trellises must be kept in good repair and, if painted, must complement the color scheme of the dwelling.

VEHICLE REPAIRS

Except with the approval of the ARC, no mobile home, trailer of any kind, truck (larger than 3/4 ton), camper or permanent tent or similar structure can be kept or placed for a period of more than 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. The provisions of this paragraph shall not apply to emergency vehicle repairs.

A variance for boats, trailers, RV's or repairs is not required provided the vehicle or repair is contained entirely within the garage, i.e. the garage door must close completely.

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.

WOODPILES

Woodpiles do not necessitate filing a variance application. However, all woodpiles must be located behind the residence foundation line. 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.

ADDITIONS/ALTERATIONS TO VILLAGE GUIDELINES
(ADOPTED BY BOARD OF DIRECTORS ON OCTOBER 13, 1994)

1. Refer to section "Major Building Additions", paragraph 3a and add to the end of the first sentence; ... "including visual access to common use lakes for Coventry homeowners."

2. Refer to "Architectural Guidelines", Committee definitions, section "Landscaping", paragraph one, and: "Plans calling for the planting of a series of trees or shrubs that form a visual barrier, blocking neighboring homeowners view of a Coventry lake, will not be approved. Landscaping (trees, shrubs, etc.) may only be planted on the homeowner's property. Common area maintenance and landscaping by a homeowner may be approved on a case by case basis by the Landscape Committee, but will in no instance block common access, visual or otherwise, to any Coventry common area including all lakes."

3. Refer to "Architectural Guidelines", Committee definitions, section "Fences", add paragraph: "Lakefront property fencing will be considered on a case by case basis. Fences along the property line bordering the lake can be no greater than four feet high and should taper in height to match fencing on the remainder of the property greater than four feet high. Lakefront fencing applications will be reviewed to insure that the proposed fence will not impede visual access to common area lakes for neighboring properties.

Fencing materials should be of equal or greater quality than the minimum standards set forth in these guidelines. Naturally resistant (redwood, cedar or cypress) or pressure-treated wood is the material of choice. Pressure-treated lumber will be of #1 or #2 grade. All nails and attachment hardware shall be galvanized. All posts shall be a minimum of 4" X 4" and all corner and gate posts will be set in concrete. Gates shall match the fence design and should be braced to prevent sagging. All posts shall be placed on the inside face of the fence. Fencing may not be stapled -- it must be nailed."

4. Refer to "Architectural Guidelines", Committee definitions, section "Fences", delete the third sentence, paragraph one: "Naturally resistant..."

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:

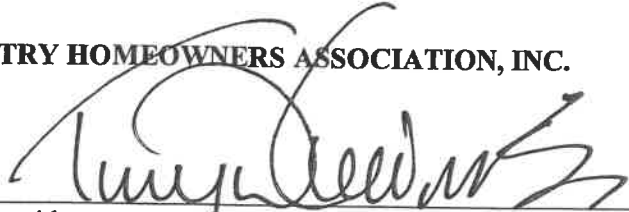
...All storm doors shall be full glass type with no dividing bars or **full glass with one dividing bar in the middle**. Half-glass or crossbuck doors are not permitted....

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.

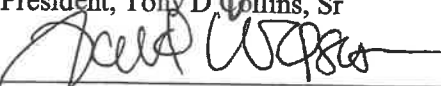
COVENTRY HOMEOWNERS ASSOCIATION, INC.

Attest



President, Tony D. Collins, Sr

Date



Secretary, David Wilson

Date