



# CHRISTOPHER FARMS HOMEOWNERS ASSOCIATION

## ARCHITECTURAL COMMITTEE GUIDELINES

REVISED 17 February 2021

CHRISTOPHER FARMS HOMEOWNERS ASSOCIATION  
ARCHITECTURAL COMMITTEE GUIDELINES

Contents

ARCHITECTURAL COMMITTEE DUTIES ..... 4  
APPLICATION PROCESS..... 4  
**What makes an application complete? ..... 5**  
**What do I do if my application is disapproved?..... 5**  
**What if I don't wait for approval?..... 5**  
**Who enforces the covenants?..... 6**  
**How closely must I adhere to these guidelines? ..... 6**  
GENERAL GUIDELINES ..... 7  
**Definitions..... 7**  
**Major Building Additions and Replacements..... 7**  
**Maintenance..... 8**  
SPECIFIC GUIDELINES ..... 8  
**Attic Ventilators, Exterior ..... 8**  
**Awnings and Trellises..... 8**  
**Basketball Backboards ..... 8**  
**Boats and Trailers ..... 8**  
**Clotheslines..... 9**  
**Decks..... 9**  
**Dog Houses and Dog Runs ..... 9**  
**Driveways..... 9**  
**Fences ..... 9**  
**Grills, Permanent ..... 10**  
**Gutters and Downspouts ..... 11**  
**Heating and Air Conditioning Sources ..... 11**  
**Landscaping (Including Statues, Fountains, and Ornaments)..... 11**  
**Lighting, Residential ..... 11**

<b>Mailboxes .....</b>	<b>12</b>
<b>Patios and Walkways .....</b>	<b>12</b>
<b>Painting and Staining, Exterior .....</b>	<b>12</b>
<b>Pets.....</b>	<b>14</b>
<b>Re-siding and Restyling .....</b>	<b>14</b>
<b>Sheds and Tool Storage.....</b>	<b>14</b>
<b>Signs .....</b>	<b>14</b>
<b>Smokestacks and Chimneys .....</b>	<b>15</b>
<b>Solar Collectors.....</b>	<b>15</b>
<b>Swimming Pools, Hot Tubs, and Spas .....</b>	<b>15</b>
<b>Swing Sets, Sandboxes, and Other Play Equipment .....</b>	<b>16</b>
<b>Tree Maintenance and Removal .....</b>	<b>16</b>
<b>Trash Storage and Collection .....</b>	<b>17</b>
<b>US Flags.....</b>	<b>17</b>
<b>Other Alterations.....</b>	<b>17</b>
<b>Attachments.....</b>	<b>18</b>
<b>Lake Fence Design.....</b>	<b>18</b>
<b>Approved Mailbox Design.....</b>	<b>19</b>

**ATTACHMENTS:**

- SKETCH OF ON-THE -LAKE FENCE
- SKETCH OF APPROVED MAILBOX
- APPLICATION FORM

CHRISTOPHER FARMS HOMEOWNERS ASSOCIATION  
ARCHITECTURAL COMMITTEE GUIDELINES  
Revised February 2021

**ARCHITECTURAL COMMITTEE DUTIES**

The Architectural Committee is composed of at least three members appointed by the Board of Directors for terms of one year.

The function of the Architectural Committee is to ensure the preservation of values and amenities of Christopher Farms. Its duties are to review and act upon applications for exterior changes, alterations, improvements, and additions to homeowners' property, to adopt Architectural Committee rules, and to perform other duties imposed upon it by the Christopher Farms Homeowners Association.

The Architectural Committee shall meet as needed, or at a minimum of once a month, to perform its duties. The vote or written consent of any two (2) members shall constitute an act of the committee. The committee shall keep and maintain a written record of all actions taken. Members are not compensated for their services.

Homeowners are obligated to be fully cognizant of the Christopher Farms Homeowners Association's *Declaration of Covenants, Conditions and Restrictions* and the Bylaws dated 3 November 1987, as well as the current Architectural Committee Guidelines, which are contained herein.

**APPLICATION PROCESS**

1. The homeowner obtains an Exterior Alteration Application via the HOA web portal at [www.townsq.io](http://www.townsq.io) or by contacting Associa Community Group.
2. The homeowner completes the entire application, prepares, and attaches the supporting documents, and returns the completed application to the Association Manager.
3. The Association Manager records receipt of the application and reviews it for completeness, accuracy, and acceptable attachments. The manager then sends a communication to the homeowner acknowledging receipt of the documents. The homeowner may expect an answer to his/her application no later than thirty (30) days from its receipt.

If the application is incomplete, the Association Manager shall inform the homeowner and recommend appropriate actions. If the homeowner insists, the Association Manager will forward it to the Architectural Committee as is, advising them of any deficiencies in the application.

4. The Association manager shall collect any communications from homeowners that may be submitted within 10 days of receipt of the proposed application.
5. The Association Manager shall send all applications and related homeowner comments to the Architectural Committee prior to their scheduled meetings. The Architectural Committee then reviews and either approves or disapproves each application. The applications are then returned to the Association Manager, who officially notifies the applicant of the

Architectural Committee's approval or disapproval. If an application has been disapproved, the homeowners may repeat the process with a modified application or may petition the BOD at the next regular meeting.

6. All decisions of Architectural Committee shall be forwarded to the BOD for informational purposes.

Any existing alterations, including but not limited to structures, driveways, colors, and landscaping, will not set a precedent for future approval of alterations.

## What makes an application complete?

An application is complete when it provides the Architectural Committee with enough information to completely 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:

### **Description of alteration**

Required for all applications, it can be a detailed or simple statement depending on the complexity of the alteration and number of supporting documents.

### **Copy of physical survey**

Required for all applications proposing the addition of new structures or relocating of additional structures.

### **Description of materials**

This will allow the Architectural Committee to maintain uniformity within the area. If painting, samples of paint color should be attached to the application.

### **Contractor's proposal**

Although this item is not required, it would provide the Committee with the maximum amount of information needed for a thorough review of the application.

This list is not all inclusive but lists some of the documents that may be required to support an application.

## What do I do if my application is disapproved?

If an application is disapproved by the Architectural Committee, the homeowner may appeal first to the Covenants Committee, and subsequently to the Board of Directors. The homeowner can contact the Association Manager for the procedures to file an appeal.

However, before filing an appeal, the homeowner should first consider why the application was disapproved. If the Architectural Committee has suggested changes, and the homeowner is willing to accept these changes, the homeowner can then submit an amended application to the Association manager. Also, if the original application was incomplete, the homeowner can complete it and resubmit it. Amended applications must follow the same procedure as an original application, and the 30-day process will start when the amended application is received at the Select Group.

## What if I don't wait for approval?

If you start any alterations without first obtaining written approval of your plans, you do so at your own risk. You may be subject to strict fines in accordance with the Property Owners' Association Act Statutes Title 55, Chapter 26, of the State of Virginia. Failure to pay such fines could lead to a lien against your home, or a warrant for debt which could lead to a sheriff's sale of your properties to satisfy outstanding fines. 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. These circumstances may also arise if your property has been altered without approval before you purchased it. The Association Manager shall notify the property owner of any violations at the time of purchase. In cases such as those above, every effort is made to work out a reasonable solution to the problem.

## Who enforces the covenants?

Enforcement of the covenants is the job of every resident, but routine enforcement is carried out by the Architectural Committee and the Association Manager. The Association Manager makes periodic inspections of the community and sends architectural violation letters to the homeowners in violation asking them to correct the problem either by removal, repair, or submission of an application. Most problems are corrected at this stage. Any architectural complaints received by the Association Manager or the Architectural Committee are kept confidential and are reviewed as promptly as possible.

## How closely must I adhere to these guidelines?

The Covenants give the Architectural Committee the responsibility to set rules and procedures for architectural control and the power to interpret the covenants and allow exceptions to the restrictions. The guidelines presented here have been written by the Architectural Committee as a part of that responsibility. Based upon the policies and previous decisions of the committee, the guidelines let you know what is most likely to be approved in typical circumstances. They also provide valuable information on properly completing an application.

Note: Special circumstances regarding one homeowner's property may allow the approval of an application that might be denied for another property. Therefore, do not assume that because one homeowner's application for a specific alteration has been approved, your application for the same alteration will automatically be approved.

## GENERAL GUIDELINES

### Definitions

"Visible from neighboring properties" shall mean, with respect to any given object, that such object is or would be visible to a person six-foot-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.

### Major Building Additions and Replacements

A full application is required and must include drawings of the proposed addition and a copy of the homeowner's physical survey. The homeowner is responsible for obtaining all building permits from the City of Virginia Beach.

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, flooring 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 the 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 the current roof.
  - d. No outside stairway to a second floor shall be permitted.
  - e. Any replacements due to fire or natural disaster shall be similar in design, structure, and size to the original.
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 infringe 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. Additions must not adversely affect drainage conditions of adjacent properties through changes in grade or other significant run-off conditions.
4. Breaking ground: Before any digging is initiated, the applicant must call MISS UTILITY at 1-800-552-7001 to mark existing utility locations.

## Maintenance

No improvements, alterations, repairs, change of paint colors, excavations, or other work which in any way alters the exterior appearance of any property within Christopher Farms can be made or done without the prior approval of the Architectural Committee.

No building or structure upon any property within Christopher Farms shall be permitted to fall into disrepair, and each such building and structure shall at all times be kept in good condition and repair and adequately painted or otherwise finished.

## SPECIFIC GUIDELINES

### Attic Ventilators, Exterior

Because any attic ventilator exteriorly installed on a home will be visible from neighboring properties, 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. Blocking air flow through the ventilator should be accomplished from the inside of the home.

### Awnings and Trellises

Awnings and Trellises that are permanently attached to the dwelling are sun control devices that can have a considerable effect on the appearance of both a home and the surrounding neighborhood. Hence, whenever the proposed awning or trellis will be visible from neighboring properties, a variance application must be filed. Front yard trellises or awnings will not be allowed.

The Architectural Committee will review these applications based on the following:

1. Compatibility with the home's architectural character, i.e., style, color and materials, preferably cloth and/or wood.
2. Design of the sun control device is straightforward, without decorative fringes.
3. Consistency with the visual scale of the home to which the devices will be attached.
4. Effects of the awning or trellises on views, sunlight, and natural ventilation of neighboring properties.

If the proposed awnings will be removed for winter storage, pipe frames also must be removed. Generally, wood trellises should be left unpainted and allowed to weather.

### Basketball Backboards

Basketball backboards are not allowed to be attached to the home. Mobile basketball backboards are allowed in the driveway but not in the street. Permanent basketball backboards are allowed if approved by the Architectural Committee. Backboards and all of their parts shall be properly maintained.

### Boats and Trailers

The Covenants state that "no motor vehicles (other-than private passenger type), boat, boat trailer, house



trailer, trailer, or any other type of trailer or similar items shall be stored in, upon, or adjacent to any lot or on any portions of the common area."

## Clotheslines

Clotheslines are not allowed.

## Decks

A complete application is required for construction of a deck. 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 relocations of windows or doors, meters, and heating/air conditioning units.
4. A description of any changes in exterior lighting (refer to Lighting).
5. A description of any trees larger than six (6) inches in diameter, measured at two (2) feet above ground level, to be removed for construction of the deck.

The Architectural Committee recommends that all visible portions of the deck be constructed of wood or composite material that is either left natural or finished with a natural stain.

Existing decks will not set a precedent for approval of future decks.

The City of Virginia Beach requires homeowners to obtain a building permit prior to constructing a deck. Contact the Permits and Inspections Office for further information.

## Dog Houses and Dog Runs

Unless visible from neighboring property, doghouses and/or runs do not require a variance application be filed. All dog houses and runs must be located behind the rear foundation line and within a fenced yard.

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 the home.

## Driveways

Homeowners are responsible for maintaining their driveways. Driveways are to be of plain concrete. Additional driveways and extensions of existing driveways are not allowed. Minor modifications may be approved on a case by case basis through the submission of an Exterior Alteration form.

No application is required for driveway repairs; however, repairs must not alter driveway dimensions and they must be made with the same material as the original. An application is required to change the color of a driveway.

## Fences

In any community, fences can easily create an unattractive patchwork appearance. Although the Architectural Committee may make exceptions. for end homes, front yard fences generally will not be permitted. The City of Virginia Beach limits fencing heights and locations in accordance with its zoning ordinance. Fencing is, under most circumstances, limited to extending from the rear line of an owner's

property to within ten (10) feet of the front corner of the home. The following guidelines apply to fences approved for Christopher Farms:

**Off the lake fences** must receive prior approval of the Architectural Committee according to the documents of the Christopher Farms HOA and must comply with all Virginia Beach zoning requirements.

1. Wood or composite materials only will be used in fence construction.
2. Wood shall be white cedar, western red cedar, or southern yellow pine (40% retention).
3. The fence shall be left its natural wood color, finished with a natural stain, or painted white.
4. If left a natural color, the fence shall be treated with a clear preservative.
5. All nails shall be galvanized.
6. The post side/framing of the fence shall face the interior of the property-toward the house.
7. No missing, broken, or warped board slats are allowed. Intermittent inspections shall be made to ensure compliance.
8. All posts are to be set in concrete or compacted gravel. Posts should be 4 x 4 or 6 x 6.
9. The height of the fence may be four (4) feet to six (6) feet. Only flat boards from four inches to eight inches (4"-8") wide may be used, aligned on one side of the framing.
10. Lattice trim may be used but it must be of heavygrade.

**On the lake fences** must receive prior approval of the Architectural Committee according to the Association documents and must comply with all Virginia Beach zoning requirements for permits, setbacks, etc. In no case may fencing which would impair the view of the lake from the street be constructed on lakefront and lakeside lots.

1. Wood or composite materials only will be used in fence construction.
2. Only four-foot (4 ft.) high fences may be constructed.
3. Wood shall be white cedar, western red cedar, or southern yellow pine (40% retention).
4. The fence shall be left its natural color only.
5. All nails and attachment hardware shall be galvanized.
6. Gates shall match the fence design.
7. The fence may be backed with eighteen to twenty-four inch (18"-24") welded galvanized wire tacked to the inside of posts for pet control.
8. All posts should be four inches by four inches (4"x4"), capped, and set in concrete.
9. A DRAWING OF THE APPROVED STYLE IS PROVIDED WITH THESE GUIDELINES.

Finally, repairs to original or Architectural Committee-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 Architectural Committee. If the grill is not visible from neighboring property, no application is necessary.

In general, grills should be located behind the home's rear foundation line. For necessary city permits,

homeowners should contact the City of Virginia Beach Permits and Inspections Office.

### Gutters and Downspouts

Proper home maintenance requires that gutters and downspouts be kept in good repair. When replacing existing gutters and/or downspouts or portions thereof, no variance application is necessary. However, an application is required if the existing systems are being altered or relocated or the color is being changed.

If additional gutters and/or downspouts are being installed, a variance application must be filed with the Architectural Committee.

### Heating and Air Conditioning Sources

Window or wall units are not permitted.

### Landscaping (Including Statues, Fountains, and Ornaments)

It is the homeowner's responsibility to keep all shrubs, trees, and grass neatly trimmed, properly cultivated, and free from all trash, weeds, and other unsightly materials. All dead trees, bushes, and shrubs must be removed. Fishing equipment and miscellaneous items should be stored out of view from adjacent homes and the street. Any statue, fountain and/or ornament, including but not limited to window boxes, weathervanes, bird bath, etc., requires approval from the Architectural Committee only if it will be visible from neighboring properties. Proposed statues, fountains and ornaments should blend with the architectural style of the home and should have minimal visual and physical impact on neighboring properties.

Any decorative borders, rock gardens, ponds, and statues shall not exceed 10 inches in height without specific approval by the Architectural Committee.

Ponds must be properly maintained.

In order for homeowners' views of the lake to remain open, a series of trees and shrubs should not form a visual barrier.

### Lighting Residential

General: The replacement of an existing light fixture, if accomplished with a realistic match to the old fixture, does not require approval from the Architectural Committee. 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.

Permanent Exterior Lighting and Wiring: Permanent exterior lighting and wiring requires a full application. All exterior lighting should be installed so as not to shine on adjacent property or public space and should be planned to be aesthetically pleasing.

Security Lighting: Flood lights and various types of high output lights fall under this group. This group should

be considered more carefully because of the impact on neighboring properties. Light fixtures of this type 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 street light installations to prevent unwanted or excessive intrusion of light from one property to another. A full application is required.

Temporary Lighting: Decorative holiday and festival lighting does not require approval; however, holiday lighting shall not be installed or lighted earlier than 30 days prior to the holiday being celebrated and shall be removed by 30 days after that celebration.

Before breaking ground, remember to call Miss Utility at 1-800-552-7001 to mark the existing location of utilities.

### Mailboxes

Mailboxes shall match the original type, be painted white, and maintained at all times. Repairs should be made in a timely fashion and should not deviate from the original design or be customized. Approval is not needed for repairing or painting of the mailbox. Mailboxes should be placed on or near the property line in accordance with specifications established by the U.S. Postmaster.

A DRAWING OF THE APPROVED MAILBOX STYLE IS PROVIDED WITH THESE GUIDELINES.

Metal mailboxes specifically of the design known as “Imperial Mailbox #611” in the color white may be purchased at [http://www.mailboxnet.com/imperial\\_mailboxes/imperial\\_mailbox\\_611.html](http://www.mailboxnet.com/imperial_mailboxes/imperial_mailbox_611.html). and used in lieu of the original type described above.

### Patios and Walkways

Patios and walkways should be of a natural color and/or natural materials. They should also disturb existing contours as little as possible. Walkways which shall be extended outside of existing fences will require an application.

### Painting and Staining, Exterior

In accordance with the covenants, and to ensure a continued attractive neighborhood appearance, no change in color of the exterior of any dwelling shall be made without the express written authorization of the Architectural Committee.

The exteriors of all houses and accompanying wooden structures must be kept neatly and adequately painted and/or stained. Vinyl siding and bricks should not be painted.

If a house or other structure is to be repainted or re-stained with either the original builder color or a color previously approved by the Architectural Committee, no variance application is needed; however, the old and new colors must match with the swatch provided to homeowners. The approved colors are listed below and are also available on the homeowner’s web page in the “Exterior Painting” section (<https://cfhoavb.net/exterior-painting>). Paint colors, brochures, and store locations can also be found on the HOA web site.

Following is a list of the approved exterior paint colors:

### **Sherwin-Williams Victorian palette**

Rookwood Dark Red, SW 2801  
Rookwood Red, SW 2802.  
Rookwood Terra Cotta, SW 2803  
Renwick Rose Beige, SW 2804  
Rookwood Dark Brown, SW 2808  
Rookwood Medium Brown, SW 2807  
Rookwood Brown, SW 2806  
Renwick Beige, SW 2805  
Rookwood Shutter Green, SW 2809  
Rookwood Sash Green, SW 2810  
Rookwood Blue Green, SW 2811  
Rookwood Jade, SW 2812

Rookwood Dark Green, SW 2816  
Renwick Olive, SW 2815  
Rookwood Antique Gold, SW 2814  
Downing Straw, SW 2813  
Renwick Golden Oak, SW 2824  
Rookwood Clay, SW 2823  
Downing Sand, SW 2822  
Downing Stone, SW 2821  
Rookwood Amber, SW 2817  
Renwick Heather, SW 2818  
Downing Slate, SW 2819  
Downing Earth, SW 2820

### **Sherwin Williams Neutral Nuance**

NN 01 Jogging Path SW 7638  
NN 16 Urbane Bronze SW 7048  
NN 12 Universal Khaki SW 6150  
NN 08 Escape Gray SW 6185  
NN 04 Baguette SW 6123  
NN 19 High Tea SW 6159  
NN 15 Van Dyke Brown SW 7041

NN 06 Kaffee SW 6104  
NN 02 Ecru SW 6135  
NN 17 Sedate Gray SW 6169  
NN 13 Blonde SW 6128  
NN 09 Ethereal Mood SW 7639  
NN 05 Netsuke SW 6134  
NN 20 Dapper Tan SW 6144

NN 11 Retreat SW 6207  
NN 07 Anonymous SW 7046  
NN 03 Accessible Beige SW 7036  
NN 18 Dover White SW 6385  
NN 14 Harmonic Tan SW 6136  
NN 10 Riverway SW 6222

### **Benjamin Moore Exterior Collection (Pamphlet M2440459SB)**

White Diamond OC-61  
Tapestry Beige OC-32  
Schooner AF-520  
Sherwood Tan 1054  
Amazon Green 2136-30  
Mascarpone AF-20  
Stone Hearth 984  
Jicama AF-315  
Stampede 979  
French Press AF-170  
Gray Owl OC-52  
Black Beauty 2128-10

Harbor Haze 2136-60  
Gentle Cream OC-96  
Night Train 1567  
Black Pepper 2130-40  
Hunter Green 2041-10  
Corinthian White OC-111  
Indian River 985  
Caliente AF-290  
Etruscan 355  
Durango 2137-30  
Secret AF-710  
Iron Mountain 2134-30

Silver Marlin 2139-50  
Iceberg 2122-50  
Tree Moss 508  
Polo Blue 2062-10  
Lodge AF-115  
Boston Brick 2092-30  
Fairway Oaks 1075  
Cabot Trail 998  
Arroyo Red 2085  
Horizon OC-53  
Storm AF-700  
Dijon 193

If there is any change in paint or stain color, an application is required. Exteriors of houses include trim, siding, doors, porches, and decks. No more than three (3) different colors may be used on a house, including siding color. Approvals shall be submitted to the Architectural Committee with a sample of the paint or stain being considered by the homeowner.

The Committee will consider color change applications based on the following:

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

More specifically, the Committee will review the proposed combination itself, the new combination in conjunction with the home's original color, and the visual effect of the proposed colors on the immediate

neighborhood. In general, the Architectural Committee recommends that proposed colors be of the same theme as the rest of Christopher Farms.

## Pets

The Covenants state that "no birds, animals, livestock, poultry, or insects shall be raised on any lot except that dogs and cats can be kept as household pets but shall not be raised for commercial purposes."

## Re-siding and Restyling

The covenants require all structures to be properly maintained. Siding must be kept in good repair. If siding is to be wholly or partially replaced, no application is necessary as long as the replacement siding is identical to the original siding with respect to material, dimension, and color; any change requires a variance application.

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

RESTYLING is any relatively permanent change which alters the exterior appearance of a home. It includes the addition of, or change in, porches, porch railings, shutters, storm doors, security doors and windows, etc. Unless the proposed alteration will not be visible from the street or neighboring properties, a variance application must be filed and should include a detailed plan specifying the materials to be used, paint and/or stain color samples, dimensions, and any other pertinent information. A sketch of the proposed project should also be provided.

## Sheds and Tool Storage

A shed or other storage structure, in addition to that constructed by the builder, requires a variance application. The application should include a detailed plan specifying the proposed structure's placement on the lot, its dimensions, the materials to be used, and a sketch of the proposed structure. The Committee recommends utilizing like building and roofing materials so that the shed style and the home style will be compatible. It should be unembellished. The color scheme must also be identical. Only one shed is allowed per house. \*\*\* Storage sheds are approved on a case-by-case basis. Minimum requirements include six (6) foot privacy fence or full, tall shrubs such as photinia/ red tips to hide the shed.

The City of Virginia Beach requires that homeowners obtain a permit prior to beginning construction if the wall exceeds eight (8) feet in height. Contact the Permits and Inspections office for more information.

## Signs

The covenants state that no sign or other advertising device of any nature shall be placed upon any lot, with the exception of a temporary sign not to exceed five (5) square feet in area for the purpose of advertising the house for sale or rent. Also permitted is a family or professional name plate, or an address plate, none of which shall exceed 240 square inches in area.

In order to aid police, fire and rescue personnel in locating a residence in an emergency, each home must

have house numbers that are both prominently displayed and adequately illuminated at night.

Temporary signs, not to exceed five (5) square feet in area are allowed, provided they be removed in a reasonable manner upon conclusion of a social event (birthday, HOA meeting, welcome home, etc.)

Temporary signs, meeting the above restrictions, displayed for political campaigns are not allowed earlier than sixty (60) days prior to the election associated with the candidate and must be removed no later than five (5) days after the election.

The architectural committee will have the discretion to rule on any sign that appears not to comply with the intent of the Declaration's prohibited use restrictions, specifically sections 2 and 10 (noxious trades or acts, signs or advertising device.) Signs advertising the presence of a home security system are permitted if they are small in nature and are provided by the security company for display.

### Smokestacks and Chimneys

Whenever an additional chimney or smokestack is to be built, an application must be filed with the Architectural Committee. In such instances, special care is needed to arrive at an architecturally suitable design. Due to differing home styles and placements, The Architectural Committee must consider applications on a case-by-case basis. The following are some generalized guidelines:

1. New chimneys should resemble the original chimney with respect to style, material, etc.
2. When a chimney is to be added on the same end of a home as the original boxed-in chimney, both flues should be run through the same enclosure.

### Solar Collectors

HOA covenants regarding solar power is governed by VA State Law §67-701 as amended. (Note: the most current amendment as of this writing is HB414, effective 7/01/2020.)

Article VI, Section 3, of the Christopher Farms Declaration of Covenants, Conditions, and Restrictions prohibits any facility, pole, or wire for the transmission of electricity to be placed above the surface of the ground on any lot.

Solar panels should lie flat on the home's roof. All installations shall be preceded by an application for exterior modification along with detailed plans for design, color, and placement. It is desired that panels not be visible from the street, unless it can be demonstrated that such a restriction will either: a) increase installation cost by 5% or more or, b) reduce the energy production by 10% or more from the original plans.

### Swimming Pools, Hot Tubs, and Spas

All pools, hot tubs, and spas require the homeowner to obtain a variance application from the Architectural Committee and a building permit from the City of Virginia Beach.

Swimming pools must be in-ground. The Architectural Committee will examine the planned excavation and drainage, as well as the proposed location on the lot with regard to its visibility from neighboring properties. If the proposed pool will be visible from neighboring properties, suitable landscaping is

required. The slope control areas of any lot or other portion of the property and all improvements thereon shall be maintained continuously by the owner of the property, and all improvements thereon shall be maintained continuously by the owner.

Regarding hot tubs and spas, the Architectural Committee considers the following:

1. Whether installation requires excavation, and if so, the effect of excavation upon adjacent properties.
2. If the tub or spa will be visible from neighboring properties, the visual effect on the adjacent properties.

Remember that any structure to be built in conjunction with the proposed swimming pool, hot tub, or spa (e.g., trellises, decks, etc.) will also require a variance application and may also require a building permit.

**Swing Sets, Sandboxes, and Other Play Equipment**

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

If the proposed equipment will be visible from neighboring property, 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 home's rear foundation line.
2. No metal swing sets will be approved.
3. All hardware (i.e., bolts, nuts, washers, turning bars, etc.) should be made of galvanized or other non-rusting metal.
4. Wood cannot be painted, stained, or varnished; the surface can be treated with clear preservatives or stained a natural color to protect against moisture absorption.

**Tree Maintenance and Removal**

It is the intent of the HOA to collaborate with the goals published in the “Urban Forest Management Plan” by the City of Virginia Beach. The report states that the presence of trees may increase emotional and physical health, increase property values, reduce noise pollution, save energy with air conditioning, and mitigate storm water runoff. Christopher Farms is in the North Landing River Watershed and the city’s goal is a minimum of 75% coverage for our community.

No tree having a diameter of six (6) inches or more (measured from a point two feet above ground level) shall not be removed from any lot without the express written authorization of the Architectural Committee. Any tree requiring authorization shall be specifically identified by reasonable drawing and narrative in the application.

The following guidance should be taken into consideration when considering an application for the removal of a trees:

- Hazards related to limb placement should be mitigated through the pruning of limbs before tree removal is considered.
- Trees that appear to be dying may be removed if either -



- There is written consensus from the associated neighbors or
  - There is a written opinion by a certified arborist.
- Hazards related to root impingement on the house should be documented by a written opinion of an arborist.
- Trees that have fallen due to extreme weather (such as a hurricane) should be removed as necessary to mitigate risk, however subsequent notification of the HOA is highly encouraged.
- Trees that must be removed to facilitate new construction (i.e., pool, room addition) shall be shown in a reasonable manner of drawing.

### Trash Storage and Collection

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

The Covenants require that no lumber, metals, bulk materials, refuse or trash shall be kept, stored or allowed to accumulate on any lot, except building materials during the course of construction of any approved structure. Trash containers may be placed, following city guidelines, on the street for collection on the city's trash pick-up day. At all other times such containers shall be stored in such a manner so that they cannot be seen from the street front.

### US Flags

Approval for the display of the American flag is not required so long as the following conditions are met:

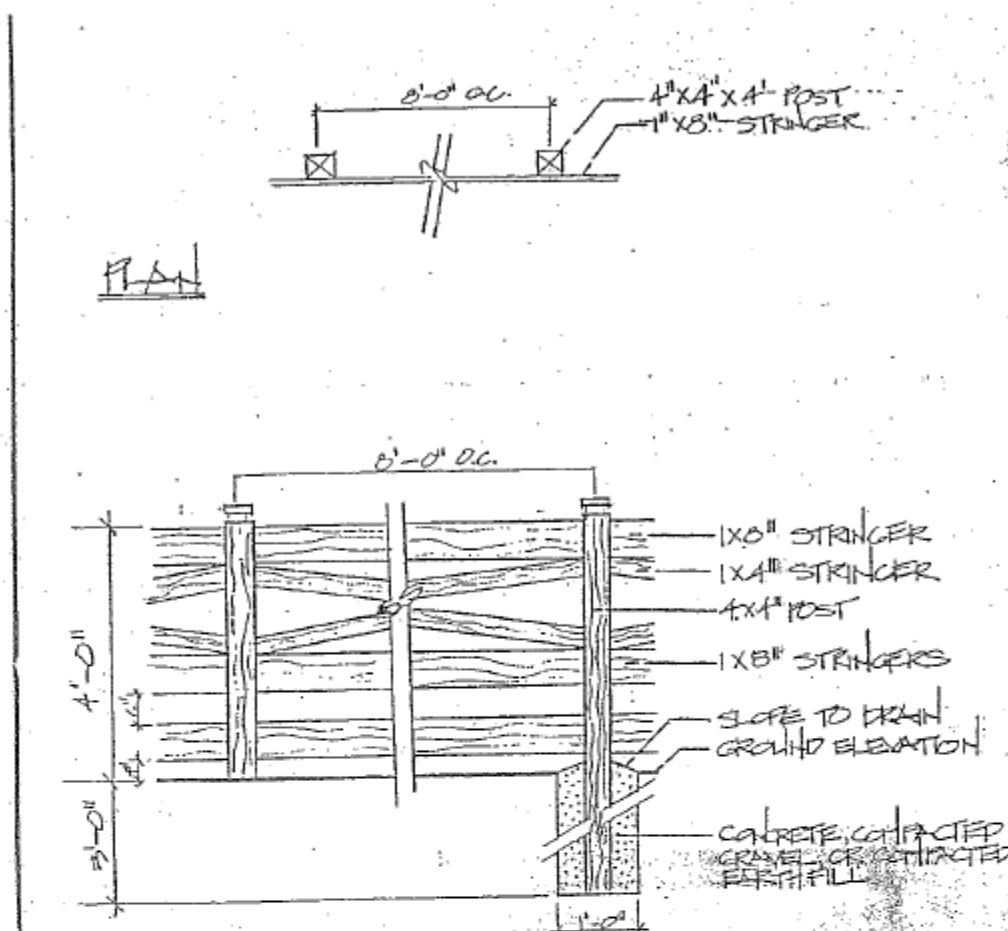
1. Only the American flag of an appropriate size (no larger than four feet by eight feet) may be displayed.
2. The American flag must be displayed in accordance with generally accepted rules for display, including illuminating the flag if it is displayed at night.

### Other Alterations

WHEN A GUIDELINE IS NOT AVAILABLE FOR THE PROJECT YOU ARE PROPOSING, A COMPLETE APPLICATION SHOULD BE FILED.

# Attachments

## Lake Fence Design

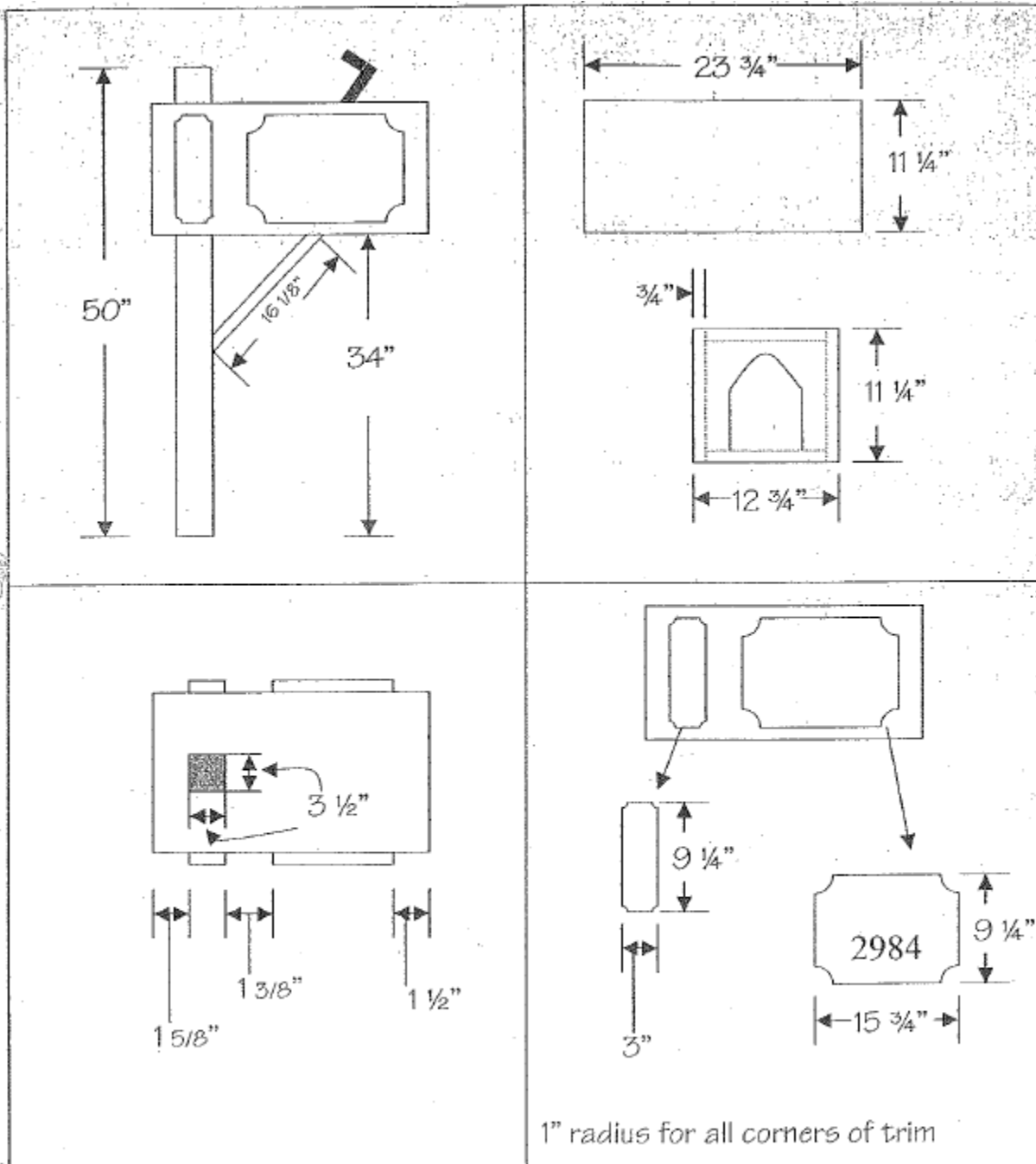


### GENERAL NOTES

1. WOOD SHALL BE WHITE CEDAR, WESTERN RED CEDAR, OR SOUTHERN YELLOW PINE (40% RETENTION).
2. FENCE SHALL BE PAINTED WITH WHITE EXTERIOR ENAMEL.
3. NAILS SHALL BE 16D THIST GALVANIZED.
4. GATES SHALL MATCH FENCE DESIGN.
5. FENCE MAY BE BACKED WITH 18"-24" WELDED WIRE, TACKED TO INSIDE OF POSTS, FOR PET CONTROL.

<p style="font-size: small;">Talbot &amp; Associates, Ltd. Architects, Engineers, Planners, &amp; Interior Landscapers/Architects</p>	<p style="font-size: small;">LAKEFRONT FENCE DETAIL</p> <p style="font-size: small;">FOR ...</p> <p style="font-size: small;">CHRISTOPHER FARMS</p>				
	Drawn: JWD	Date: 11/19/08	Scale: NTS	Checked: GAP	Project No: 86268

# Approved Mailbox Design



4"x4" should be at least 72" for proper support- (18"-24" below grade)