

# **Centre Ridge Regent**

## **Architectural Guidelines**

November 2024

# **TABLE OF CONTENTS**

## **I. OBJECTIVES AND GENERAL INFORMATION:**

## **Page**

Objectives of Centre Ridge Regent Architectural Guidelines	4
Protective Covenants	4
Role of the Centre Ridge Regent and Architectural Review Board	5
What Changes Must Have ARB Approval	5
ARB Review Criteria	5
Amendments to the Architectural Guidelines	6
Applications	7
Site Plan/Plat	7
Review Procedures	7
Enforcement Procedures	8
Maintenance Requirements	8
Estoppels Certificate	9

## **II. THE APPLICATION PROCESS**

9

## **III. MAJOR EXTERIOR CHANGES**

10

Driveways/Pipestems/Common Driveways	11
Fences	11
Patios, Decks and Pergolas	12
Solar Collectors	13
Storage Sheds	13
Greenhouses, Gazebos and Screened Porches	14
Swimming Pools, Spas and Hot Tubs	14
Recreation and Play Equipment	14
Garage Doors	15

## **IV. MINOR EXTERIOR CHANGES:**

15

Air Conditioner	15
Antennas and Satellite Dishes	15
Attic Ventilators and Metal Flues	15
Automotive Charging Stations	16
Bee Keeping	16
Chimneys	16
Clotheslines	16
Compost Piles	16
Dog houses, Runs and Animal-Entry Doors	16
Exterior Decorative Objects	16
Exterior Lighting and Electronic Insect Traps	17
Exterior Painting	17
Firewood	17
Flagpoles	17
Generator Back-up Units	18
Gutters and Downspouts	18
In-home Businesses	18
Landscaping, Rock Gardens and Vegetable Gardens	18

Mailboxes	18
Permanent Grills and Barbecue Pits	19
Roofing	19
Signage	19
Sidewalks and Pathways	19
Storage of Boats, Trailers, Campers, Mobile Homes, Recreational or Commercial Vehicles	19
Storage Pods	20
Storm and Screen Doors	20
Sun Control Devices	20
Trash Cans	20
Tree Removal	21
Windows/Skylights	21

Special Note to Applicants: The Code of Virginia requires that your home and any accessory structures on your property comply with the Virginia Uniform Statewide Building Code (VUSBC). By reviewing plans, issuing permits and performing field inspections for alterations and improvements to your property, the Office of Building Code Services (OBCS) and the Department of Public Works and Environmental Services (DPW&ES) help you comply with the provisions of the law. The County permit process is a separate application process from that of the Centre Ridge Regent Architectural Review Board (ARB). Approval from the ARB does not indicate approval by the County. Similarly, approval by the County does not indicate compliance with the standards set forth in the Centre Ridge Regent covenants.

In the event that Fairfax County ordinances require more stringent criteria than those outlined in these Guidelines, Fairfax County ordinances will apply. The applicant is solely responsible for compliance with any and all Federal, State, or local codes, Statutes, Ordinances or building codes, including obtaining any and all necessary permits and approvals.

## **I. OBJECTIVES AND GENERAL INFORMATION**

### **A. Objectives of Centre Ridge Regent Architectural Guidelines**

This document's objective is to guide members, occupants and the Architectural Review Board (ARB) in maintaining and enhancing Centre Ridge Regent's environment. The guidelines described in this booklet address improvements for which members most commonly submit applications to the ARB. They are not intended to be all-inclusive or exclusive, but rather to serve as a guide to what is permissible. The specific objectives of this booklet are:

1. To increase members' awareness and understanding of the Covenants
2. To focus on all exterior alterations made by owners.
3. To describe the organizations (Regent, Board of Trustees, ARB) and procedures involved with the architectural standards established by the Covenants
4. To illustrate design principles which will aid residents in developing exterior improvements that are in harmony with the immediate neighborhood and the community as a whole
5. To assist residents in preparing an acceptable application to the ARB.
6. To relate proposed exterior improvements to the objectives of the Centre Ridge Regent and its Protective Covenants
7. To provide uniform guidelines to be used by the ARB in reviewing applications

#### **Definitions:**

"Owner" - the record holder of the title of the property

"Regent" - Centre Ridge Regent.

"Members" - of the Regent are owners and occupants. Occupants may be owners or lessees or renters of the property.

### **B. Protective Covenants**

The basic authority for maintaining the quality of design in Centre Ridge is founded in the Covenants, which are a part of the deed to every property in Centre Ridge and are found in the recorded Centre Ridge Regent Declaration of Covenants and Restrictions (hereinafter "Declaration"). The intent of Covenant enforcement is to assure residents that the standards of design quality will be maintained. This, in turn, protects property values and enhances the community's overall environment. Every Centre Ridge property owner received a copy of the Covenants at settlement. All too frequently, the owner does not read this information. Since these Covenants "run with the land", they are binding on all owners and occupants, whether or not they have been read. They should be periodically reviewed and fully understood. The Covenants established the Centre Ridge Regent and the Architectural Review Board (ARB).

### **C. Role of Centre Ridge Regent and the Architectural Review Board**

The role of Centre Ridge Regent, of which every owner is a member, is not only to own and maintain open space, but also to conserve and enhance the resources of the total community. The Regent accomplishes these functions in a variety of ways, one of which is by ensuring, through the ARB, the retention of harmonious, though diverse, design qualities of the community. Surveys of planned communities show that providing this assurance is reflected in the preservation and enhancement of real estate values and is of prime importance to residents.

The ARB performs its task of ensuring aesthetic quality of the homes and their environment by establishing and monitoring the architectural review process.

The ARB ensures that proposed exterior alterations comply with the objectives set forth in the Covenants. This involves regular review of all applications for exterior alterations submitted by owners.

### **D. What Changes Must Have ARB Approval?**

Article VI of the Declaration explicitly states that all exterior alterations require the approval of the ARB:

“Conditions for Architectural Control. No improvements, alterations, repairs, change of paint colors, excavations, changes in grade or other work which in any way alters the exterior of any lot or common area or the improvements located thereon from its natural or improved state, existing on the date such property was first subject to this Declaration shall be made or done without the prior approval of the ARB. No building, fence, wall or landscaping in lieu thereof, shall be commenced, erected, maintained, improved, altered, made or done on such property without the prior written approval of the Architectural Review Board.”

This paragraph explicitly states that any change, permanent or temporary, to the exterior appearance of one's property must be approved by the ARB prior to the start of the project. Further, once a plan is approved, it must be followed or any modification to an approved plan must be approved according to Article VI, Section C, prior to beginning or constructing any modification to an approved plan. Any construction or exterior change not in conformance with the guidelines may result in a violation notice. This may subject the owner to various sanctions such as monetary charges; loss or suspension of privileges, including use of common area facilities, correction of the defect at owner's expense, or court action.

It is important to understand that ARB approval is not limited to major alterations such as adding a room or deck to a house, but includes such items as changes in color and materials of existing construction, etc. Approval is also required when an existing item is to be removed. If you are uncertain whether the improvement or repair requires an application, you should contact the community manager.

Each application is reviewed on an individual basis. There are no “automatic” approvals, unless provided for specifically in these Guidelines. **A member who wishes to construct a deck identical to one already approved by the ARB is still required to submit an application.** From time to time the ARB may approve an application as an exception due to specific or unique factors involved in that particular application. Approval of an application based on exception does not and is not intended to set precedence for future applications or similar requests.

### **E. ARB Review Criteria**

The ARB evaluates all submissions on the individual merits of the application. Besides evaluation of the particular design proposal, this includes consideration of the characteristics of the housing type and the individual site, since what may be an acceptable design of an exterior in one instance may not be in another. Design decisions made by the ARB in reviewing applications are not based on any individual's personal opinion or taste. Judgments of acceptable design are based on certain

criteria, which represent in more specific terms the general standards of the Covenants, including but not limited to the following:

#### Validity of Concept

The basic idea must be sound and appropriate to its surroundings

#### Design Compatibility

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

#### Workmanship

The quality of work should be equal to or better than that of the surrounding area. Poor workmanship, besides causing the owner problems, can be visually objectionable to others. It is the Community's expectation that alterations will be completed to maintain a sound structure and aesthetic value throughout the life of the alteration. It is also the Community's expectation that all structures, landscaping and other alterations will be maintained in a fashion that ensures their structural soundness and aesthetic/visual qualities.

#### Timing

The alteration authority granted by the approval of the application to the ARB will be revoked automatically if the alteration requested has not been completed within the shortest time period specified by either the Fairfax County Building Permit, if applicable, or as specified by the ARB approval letter, or as provided in the Declaration.

#### Location and Impact on Neighbors

The proposed alteration must be compatible with the landscape, the existing structure and the neighborhood. The primary concerns are access, view, sunlight, ventilation and drainage. For example, fences may obstruct views, breezes or access to neighboring property. Decks or larger additions may cause unwanted shadows on an adjacent patio property or infringe on a neighbor's privacy.

#### Scale

The size (in three dimensions) of the proposed alteration must be compatible with adjacent structures and surroundings. For example, a large addition to a small house may be inappropriate.

#### Color

Color may be used to soften or intensify visual impact. Parts of the addition that are similar to the existing house, such as roofs and trim, must be matching in color.

#### Materials

Continuity is established by use of the same or compatible materials as were used in the original house. The options may be limited somewhat by the design and materials of the original house. For instance, vertical wood siding on the original house should be reflected in an addition. On the other hand, an addition with wood siding may be compatible with a brick house.

### **F. Amendments to the Architectural Guidelines: Severability**

These Guidelines may be amended from time to time, at any time, to provide clarification or to reflect changed conditions or technology.

The ARB will conduct a periodic evaluation of the Guidelines to determine if amendments are required. Owners may submit to the Regent written requests for changes to the Guidelines. Upon review, the ARB will make a recommendation to the Board of Trustees. Amendments will require final adoption by the Board of Trustees. Any changes to the Guidelines will be communicated to each homeowner/member in writing. While a change in the Guidelines may be communicated in the Centre Ridge newsletter or through other methods, the official and final Guidelines are those documented in the most current edition of this booklet, as amended or updated from time to time.

## **Applications**

The application forms provide information that may be useful in determining the scope and detail of the proposal. All applications must be signed by the homeowner and include the signatures of 2 adjacent or impacted property owners to indicate awareness of the proposal. Their signatures do not reflect approval —just awareness. All information requested on the application as specified in these Guidelines must be completed; otherwise, the application will be denied as incomplete and will be returned. Application Attached

## **H. Site Plan**

A site plan is required as part of most applications. A site plan is a scaled drawing of your lot (site) that shows exact dimensions of the property, adjacent properties if applicable, and all improvements, including those covered by the applications. Contour lines are required where drainage is a consideration. In most cases, the site plan for single applications should be developed from the plat plan provided to you when you purchased your home. More complex applications may require larger-scale (20- or 10- scale) blowups of the plat plan of county-approved development of site plans.

## **I. Review Procedures**

All applications shall either be mailed to Centre Ridge Regent, 14275 Uniform Drive, Centreville, VA 20121-2397 or delivered to the Community Center office located in the building by the pool. The community manager will check each application for complete information. If information, which is required or pertinent for review of the application, is missing, the incomplete application will be returned to the member applicant as disapproved, requesting that the application be completed as to content. An incomplete application will not be accepted for review and will be deemed to be automatically disapproved by the ARB.

The completed application will be forwarded to the ARB for review. The ARB will make a final determination of whether or not the application is complete or if additional information is required based on the proposal. If the ARB determines that the application is complete, the review process begins.

The application will be reviewed by a quorum of the ARB. The ARB must act upon all applications within 45 days of receipt of a completed application.

Applicants with special cases that require an interpretation will be notified and asked to submit more information or be present for the meeting concerning their case. Any applicant may attend the ARB meeting.

The decision of the ARB will be sent by regular U.S. Mail to the address on the application, whether or not the applicant attends the meeting. If the application is denied, the ARB decision may be appealed within ten (10) days of receipt of the ARB decision.

An appeals procedure exists for those affected by an ARB decision: the first appeal is to the ARB; any second appeal is made to the Board of Trustees.

To initiate the appeals procedure, the applicants or other affected residents must submit a written request to the ARB for an appeal within ten (10) business days of the applicant receiving the ARB decision. The ARB has twenty (20) business days to review the appeal. Appeals to the Board of Trustees will be heard if the applicant or those affected feel that the ARB failed to meet any of the following criteria:

1. Acted in an arbitrary manner inconsistent with the Declaration and the Architectural Guidelines;
2. Did not provide the applicant with a fair hearing; or
3. Did not follow proper procedures in the administration and the review process.

The second and final appeal to the Board of Trustees must be initiated within ten (10) business days of the applicant receiving the ARB appeal decision. The Board will consider the appeal in conjunction with the standards contained in the Centre Ridge Regent covenants and Architectural Guidelines. Applicants and other interested parties may appear before the Board in conjunction with

the appeal. The Board of Trustees will issue its decision on the appeal within 60 business days of receipt of the appeal and will provide written notice of its decision to all affected parties and the ARB.

#### **J. Enforcement Procedures**

The Covenants (Article III, Section 4) require the ARB to ensure compliance of all lots with Centre Ridge's architectural standards. The Board of Trustees has adopted the following enforcement procedures:

- I. All violations, to the extent possible, will be confirmed by a site visit by the Community Manager and or ARB member.
2. If, within three (3) business days, no contact has been made, a violation notice will be sent by regular U.S. mail.
3. If the violation is not resolved within fifteen (15) calendar days after sending the written notice, a second written notice will be sent by certified mail.
4. If the violation is not resolved within fifteen (15) calendar days after the sending the second written notice, a notice will be sent by certified mail informing the resident of the time and place of a hearing by the ARB concerning the violation.
5. If the violation cannot be resolved by the ARB, the violation will be turned over to the Board of Trustees with a recommendation for legal action or other action as permitted by law.
6. Vehicles kept in violation of applicable rules will be tagged with a notice stating that unless the vehicle is brought into compliance within 2 days, legal action will be initiated against the resident in violation. Inoperable vehicles will be tagged with a notice that they will be towed.

#### **K. Maintenance Requirements**

Property owners are responsible for maintenance of all structures and grounds on their property. This includes, but is not limited to, such items as mowing grass, removal of trash, structural maintenance and overall appearance.

Violations of maintenance standards are violations of the Covenants and are pursued under Article VI of the Covenants.

Dumping of debris or lawn clippings on common areas and open space is prohibited.

##### **I. Dwellings and Structures**

Members are responsible for maintaining the exterior of their dwellings and any other structures on their lots, such as decks, fences, sheds, and playground-type equipment.

While it is difficult to provide precise criteria for what the Regent deems as unacceptable conditions, the following cases represent some of the conditions that would be considered a violation of the Covenants:

- A) Peeling paint on exterior trim.
- B) Structures with water damage or dry rot
- C) Dented mailboxes, or mailboxes in need of repainting.
- D) Playground equipment which is either broken or in need of repainting.
- E) Fences with either broken or missing parts.
- F) Sheds with broken doors or in need of painting or other repair.
- G) Decks with missing or broken parts, or parts in need of restaining.
- H) Foundations in need of repainting.
- I) Dented, loose or missing siding or gutters
- J) Cut or missing window screens
- K) Garage door windows with trash bags or similar items in lieu of curtains
- L) Holiday or seasonal decorations left up 45 days after the holiday

Most residents would not allow any of the above conditions to exist, as they seek to preserve and protect their investment in their homes and to limit their personal liability by keeping all improvements on their lots in good condition. The Regent expects that residents will do all



maintenance necessary to prevent any of the cited conditions from occurring in Centre Ridge.

## 2. Mowing

Turf areas need to be mowed at regular intervals, maintaining a maximum height of six inches and a minimum height of two inches. Planted beds must be kept in a neat and orderly manner.

## 3. Lawn and Garden Fertilization

Special care should be taken not to over fertilize or to fertilize lawns and gardens where there is the chance of harmful runoff.

## 4. Trash Removal

Residents are responsible for picking up litter on their property as well as debris on open space that originated from their property.

Removal of trash and debris from all Centre Ridge Regent areas accumulating from resident usage will be completed as necessary. The removal of trash costs Centre Ridge Regent; however, voluntary neighborhood cleanup, in addition to controlling litter at the source, saves everyone money.

## 5. Erosion Control and Drainage Management

Residents are responsible for seeing that their lots are protected from erosion, and that storm-drain structures are not blocked so as to cause additional erosion problems. Residents are responsible for maintaining proper drainage through their property, and for not blocking or hindering natural drainage from adjoining properties.

## 6. Pesticides and Herbicides

Pesticides and herbicides may be applied according to label instructions for the specified problem. Emphasis should be placed on organic/biodegradable materials to ensure the least harm to the natural environment. Care in application is extremely important. Avoid the use of pesticides and herbicides, if at all possible, but, when necessary, use with caution and follow instructions.

## **Estoppels Certificate**

An Estoppels Certificate is required by the Covenants (Article VI) to be completed and issued to your settlement attorney prior to the closing of the sale of your home. This certificate provides information on the current status of assessment payments and on the existence of any architectural violations.

Any exterior alteration that has been made since the builder completed his approval plan must have an approved Architectural Review Board application in the lot file for that address. Lack of an approved application constitutes a violation.

The Estoppels Certificate helps to protect the future buyer against unknown problems with past owners' architectural changes. If everything is in order, it also protects the seller from potential lawsuits involving violations of the Covenants by subsequent owners.

To obtain an Estoppels Certificate for your property, call the Centre Ridge Regent, or their management representative, as soon as you know your settlement date.

## **II. THE APPLICATION PROCESS**

All information requested on the application form as specified in these Guidelines must be complete. If the application is not totally complete, the application will be considered incomplete, disapproved, and will be returned to the applicant for completion. In addition to those listed below, project-specific requirements may be identified under each specific category. The homeowner is responsible for adhering to all guidelines and requirements outlined in this document.

The application form provides information that may be useful in determining the scope and detail of the proposal. Applications must include completion of the following: (located on the front of the application)

1. A general list of proposed changes.
2. Name of homeowner.

3. Complete address of home.
  4. Centre Ridge section and lot number of home.
  5. Work phone number of owner.
  6. Home phone number of owner.
  7. Proposed start date of project.
  8. Estimated completion date of project
  9. Indication of whether the alteration is proposed or existing.
  10. Description of changes desired. For example: color, style, location, size, and materials. "See attached" is not a sufficient description. Plans or descriptions must include accurate dimensions and measurements, materials used, location and all other details requested in the Architectural Guidelines.
  11. Homeowner's initials next to the Deck, Fence, and/or Patio statements if applicable
  12. Two signatures of adjacent property or impacted owners.
- The signatures of adjacent or impacted property owners are needed and necessary to confirm awareness of the proposal. Their signatures do not reflect approval; just awareness.
13. Signatures of all owners of the lot for which the application is being submitted.
  14. The date of the application.

In addition to the above, the application form provides (on the reverse side) a list of specific items needed to complete the application process. These include:

1. Site Plat: A site plat is required as part of most applications. A site plat is a scaled drawing of your lot (site) that shows exact dimensions of the property, adjacent properties if applicable, and all improvements, including those covered by the application drawn to scale. Contour lines are required where drainage is a consideration. In most cases, the site plat for single applications should be developed from the plat plan provided to you when you purchased your home. More complex applications may require larger-scale (20- or 10-scale) blowups of the plat plan of county- approved development or site plans.

2. Detailed drawings or plans (sketches, scale drawings, photos, catalog illustrations, architectural plans)

The application must include drawings of fences and gates. Detailed drawings must show the exact location of the proposed alteration (deck, addition, decorative object) to the home, property lines and adjacent homes.

3. Elevation of deck. Need to indicate height from deck floor to the ground.

4. Railing height.

5. Railing design detail, number of starburst and space between rail pickets.

6. Description of materials. Rust-resistant hardware shall be used in all construction, improvements and fences. Painted or colored hardware other than black is prohibited.

7. Paint sample (if applicable)

8. Deck storage statement.

9. Storm door color. Color of front/rear door, color of house door/house trim, picture of door.

## **REQUIRED**

### **III. MAJOR EXTERIOR CHANGES-Application Required**

Major alterations are generally considered to be those, which substantially alter the existing structure, either by subtraction or addition. Major building alterations include, but are not limited to: rooms, screened porches, gazebos, garages, driveways, decks and fences. Several types of changes may be combined on one application.

The design of major alterations should be compatible in scale, materials and color with the applicant's house and adjacent houses. The location of major alterations should not impair the views or amount of sunlight and natural ventilation on adjacent properties.

Pitched roofs must match the slope of the roof on the applicant's house.

New windows and doors should match the type used in the applicant's house and should be located

in a manner which will relate to the location of exterior openings in the existing house. Other designs may be permitted and will be reviewed during the application process.

If changes in grade or other conditions, which will affect drainage, are anticipated, they must be indicated. The home owner is required to sign a 'drainage statement' indicating the change will not adversely affect other home owners or the general flow of water from the home owner's property. Approval will be denied if it appears that adjoining properties will or may be adversely affected by changes in drainage.

Construction materials must be stored so that impairment of views from neighboring properties is minimized. Excess material should be immediately removed after completion of construction. No debris may be allowed to accumulate during construction. In addition, construction materials and/or equipment may not be stored in open space or common areas.

Application Contents — in addition to those mentioned in the general "Application Process" session

### **Driveways/Pipestems/Common Driveways – Application Required**

Owners must submit an application and obtain approval prior to installation of a driveway or pipestem addition or expansion. Driveway/pipestem additions will be reviewed using the criteria outlined in the major exterior changes section. No driveway expansions will be allowed to accommodate parking in front of a residence.

### **Fences - Application Required**

The preservation of open space and natural features enhances Centre Ridge. Fencing, if it is carelessly used or placed, encroaches upon open space and can even destroy it.

Fences must not extend into front yards.

Electronic/radio-controlled fencing, which is advertised as "invisible fencing" is permitted. The exterior control box or panel shall be located so that it is not visible from the street. Underground electronic fences do not require an application.

Materials.

- a. All fence materials will either be hardwood (cedar, redwood, etc.), or pressure-treated (P/T) pine. Composite material may be used provided it meets the other fence requirements stated in the Guidelines and matches the color scheme of an existing deck. Fencing which is finished on one side only must be constructed with the finished side facing out.
- b. Gates should be compatible with fencing in design, material, height and color.
- c. Chain-link fencing is not allowed.

#### **Townhouse Fences — Board-on-Board.**

- a. The approved fencing style for all Townhouse Sections is six feet high alternating 1 x 4 or 1 X 6 board on board with 4 x 4 posts, in concrete, spaced no more than 8'0 on center.
- b. Side yard fence extensions will extend to rear property line.
- c. End unit side yard fencing will be allowed to extend to the side property line and may begin 10 feet forward from the rear corner of house in all townhome sections.
- d. Rear property line enclosures will include a 3'0 to 3'6 wide x 6'0 high gate that will match the fence type as described above. Gates opening towards the front property line will be allowed for end unit town houses only.
- e. Fencing will be sloped in sections to conform to existing grade.
- f. Fencing may be stained provided it matches that of the existing deck.

#### **Single Family — Choose one of the three following styles:**

##### **1. Wyngate Fence.**

- a. The approved fencing style is four feet or six feet high Wyngate with a scooped (Mt. Vernon) top.

- b. Fencing will be installed with the finished side facing out.
- c. Side yard fence will extend perpendicular from the rear corner of the home to the side property line, then proceed to the rear property line, optionally enclosing along the rear property line.
- d. Gates to match will be allowed between the home and side yard and where the rear property line adjoins common area.
- e. Fencing will be contoured to grade (not stepped).
- f. Fencing may be stained provided it matches that of any existing deck.

## 2. Split Rail Fence

- a. The approved style is 2 or 3 rails for a split rail fence.
- b. Side yard fence will extend perpendicular from the rear corner of the home to the side property line then proceed to the rear property line, optionally enclosing along the rear property line.
- c. Gates to match will be allowed between the home and side yard and where the rear property line adjoins common area.
- d. Fencing will be contoured to grade (not stepped).
- e. Wire-mesh screening may be used to increase security as part of a split rail fence. The wire mesh will be attached on the inside of the fence and will not extend above the top rail. The only approved wire mesh is 2" x 4" galvanized or **(dark green or black)** vinyl-coated hardware cloth.

## 3. Board-on-Board Fence

- a. The approved fencing style for Board-on-Board is six feet high alternating 1 x 4 or 1 x 6 board on board with 4 x 4 posts, in concrete, spaced no more than 8'0 on center.
- b. Side yard fence extensions will extend to the rear property line.
- c. Fencing will be sloped in sections to conform to existing grade.
- d. Fencing may be stained provided it matches that of the existing deck.

## **Patios, Deck and Pergolas - Application Required**

Decks shall be made from wood or man-made materials. Different materials may be combined; such as using composite decking and top railing and wood for the remaining deck materials. Balusters (spindles) may be made of wood, man-made materials or black wrought iron aluminum style.

White wood or man-made material balusters are acceptable.

Decks may be maintained in their original natural wood state. Transparent stains may be used.

Decks that are painted or stained shall be of earth tone colors. Colors such as red or black are prohibited.

Patios and decks must be installed wholly within lot lines and will not encroach on adjacent properties or open space. The member installing the patio or deck shall warrant the location of the patio or deck, which may require a site survey.

The patio or deck must be maintained in its original material and design. Changes to the original material or design require submission for approval by the ARB.

Patios and decks must be located in rear yards. Front or side yard locations will be evaluated on an individual basis. For detached properties, the footprint of the patio and or deck area shall be less than or equal to ¼ of the square footage of the rear yard.

For patios and decks, proper drainage must be addressed prior to construction. The owner is responsible for ensuring that construction meets all County codes and that the construction will not negatively impact drainage to other properties.

When patio or deck schemes include other exterior changes, such as fencing, lights, plantings, sheds, other appropriate sections of these Standards and Guidelines should be considered during the completion of the application.

### **Ground Level Decks and Patios – Application Required**

A ground level deck or patio is defined as 24 inches or less in elevation. Ground level decks and patios do not require guardrails. An application is required for ground level decks and patios.

### **Elevated Decks - Application Required**

All elevated decks (higher than 24” at the highest point above grade) require guardrails. Guardrail height shall be between 36 inches and 42 inches, with vertical pickets. Sunburst patterns will be allowed.

An application is required and must include:

- a. Dimensions of railings, posts, stairs, steps, benches, and other details as required to clearly describe proposal. Include height of deck above the ground.
- b. Indicate whether the under-deck area will be used for storage. If so, indicate whether latticework or solid walls will be used. Approval must be obtained for under-deck storage.
- c. Details of changes to house windows or doors, if applicable.

### **Solar Collectors/Panels — Application Required**

Panels/shingles are allowed on the front and back roofs. They may be flush or elevated. If elevated, they will not extend above the roof peak. No other mounting locations are acceptable.

### **Storage Sheds — Application Required**

Any storage shed has aesthetic impact on neighbors. Inconsiderately placed or poorly designed sheds can visually and functionally detract from an otherwise desirable residential area.

#### **Design Criteria**

1. The design type of a storage shed is directly related to its location. As the relationship between the house and the shed changes, so does the type of shed to be used.
2. The shed must be designed to appear as part of the house, landscape or fence theme, or will be constructed as an integral part of the deck.
3. The shed must be designed to respect the “visual rights” and aesthetic interests of neighboring properties. For convenience, sheds have been placed in four categories based upon the shed’s relationship to the house: see below “a” — “d”.
4. For single family detached homes, the shed footprint will not exceed 100 square feet with no single dimension exceeding 12 feet. Height will not exceed 10 feet. For townhomes, the shed footprint will not exceed 36 square feet with no single length or width more than 6 feet. Height will not exceed 7 feet.
5. Only one shed is permitted per lot; not including screened underdeck storage.
6. Metal sheds are not allowed.

#### **a. Free-standing**

The architectural design of the shed must be compatible with the design and finished exterior of the house (vinyl, aluminum, wood), color-scheme (siding of house and trim of house), roof-pitch, color of roof shingles, detailing etc. The only time a freestanding shed might be acceptable is when landscaping screens it. The application must include a landscape plan.

#### **b. Attached to the House**

The architectural design of the shed must be compatible with the design of the house; materials (vinyl, aluminum and wood), color-scheme (siding of house and trim of house), roof-pitch, color of roof shingles, detailing etc.

#### **c. Integral with Fence**

The architectural design of the shed must be compatible with the design of the fence, whether the fence exists or is to be built with the shed. The finish material of the shed must be the same as the finish material used on the fence. The color scheme should be identical to that used on the fence. The roof of the shed should either be flat or should slope similarly to the roof of the house. Roof

shingles shall be the same color as the roof shingles of the house.

**d. Integral with Deck**

The architectural design of the shed must be compatible with the design of the deck, whether the deck exists or is to be built with the shed. The finish material of the shed must be the same as the finish material used on the deck. The color scheme must be identical to that used on the deck. The roof of the shed should either be flat, with the top of the roof at the same elevation as the top of the deck, or should slope similarly to the roof of the house. Roof shingles shall be the same color as the roof shingles of the house.

For townhomes—the shed will not exceed 7 feet in height. For single family homes-the shed will not exceed 10 feet in height.

**Greenhouses, Gazebos and Screened Porches - Application Required**

Detached greenhouses will be reviewed with consideration for the special requirements of sun orientation and are only permissible at single family homes. Attached greenhouses, gazebos and screened porches will be reviewed as room additions (major exterior changes).

**Swimming Pool, Spas and Hot Tubs — Application Required**

Centre Ridge amenities are designed to provide swimming opportunities for all residents through the Centre Ridge Regent facilities. In regards to pools, only in-ground pools are allowed.

Swimming pools, spas and/or hot tubs must be located in rear of the house and approach the property lines no closer than 5 feet. Improvements must meet Fairfax County Code and Regent Regulations.

A fence that meets Fairfax County Code and Regent Regulations and is compatible with the design style of the house may be required to enclose the pool, spa and/or hot tub and related equipment.

Approval of the fence is contingent upon completion of the pool, spa and/or hot tub.

Swimming pools, spas and/or hot tubs shall not be more than 50% of the back yard.

**Applications must include:**

a. Detailed drawings and plans of the pool, spa, and/or hot tub, deck area, lighting arrangements, walkways, fences, etc. and pertinent information concerning water supply system, drainage and water disposal system.

**Recreation and Play Equipment — Application Required**

The desire for swings, basketball backboards, tot lots, etc. on detached lots or neighborhood property is frequently expressed. Most equipment of this sort is commercially available but is often less than pleasing in appearance. Creatively designed equipment is encouraged. The guidelines listed below are provided in an effort to reconcile the need for play equipment with the goal of minimizing its visual impact. Careful thought should be given to location and kinds of equipment to be installed.

**Location and Size**

Equipment (except basketball backboards and poles) must be placed in rear yards in locations that are the least visible from the street and other houses.

Permanent basketball backboards and poles may be located adjacent to driveways, but must be placed so as to minimize the visual impact on neighbors. Placement must meet Fairfax County Zoning Regulations and must be placed a minimum of 15 feet in from the front property line and a minimum of 12 feet in from the side property line. Permanent basketball setups are PROHIBITED on all townhome properties. Equipment such as badminton and volleyball nets, trampolines, and skateboard ramps must be stored out of sight when not in use. Temporary basketball and seasonal play equipment must be neatly stored when not in use and must be maintained in a good state of repair. Basketball hoops may not be placed in any common area, road or street.

**Materials and Color**

Play equipment constructed of wood shall be stained with approved transparent stains. All metal

swing set frames shall be limited to manufacturer's original colors. This color guideline does not apply to the wearing surface, such as the slide pole, rings, and climbing rungs. Wood frames that are already a dark earth tone need not be stained. Neutral colors are preferred on wearing surfaces and accessories (i.e. canopies)

Freestanding basketball poles shall be limited to the manufacturer's original colors.

Other play equipment colors will be considered, contingent upon location and landscaping.

### **Garage Doors - Application Required**

#### **Townhomes:**

If replacement of the garage door is required, the member must replace the garage door with one of the same color and number of panels as the original door.

#### **Single Family Homes:**

If replacement of the garage doors is required, the member must replace the garage door with one of the same color and number of panels as the original door.

The number and style of the windows may be different from that of the original doors but the glass must be colorless. Both garage doors must match exactly. If replacement of one door means that the two will not match exactly, both doors must be replaced.

If replacement of the garage door(s) is necessary, the member must replace the door(s) with one of the same or similar style. The door must match the color of the house or trim.

### **IV. Minor Exterior Changes**

#### **Air Conditioner –**

Air-conditioning units extending from windows or exterior walls are prohibited. Exterior condenser units may be added or relocated only when they do not interfere visually with neighbors.

### **Antennas and Satellite Dishes - Notification Required**

Except for those antennas and satellite dishes (one-meter or less in diameter) located on private property or exclusive use areas which fall under the preemption provided by the Telecommunications Act of 1996 and the subsequent rules adopted by the Federal Communications Commission (FCC) (hereinafter collectively referred to as "Preempted Dishes"), all other Antennas and Satellite dishes (larger than one-meter in diameter) require an application and prior approval of the ARB. Antennas and Satellite dishes, including Preempted Dishes must only be installed on private property or property over which the applicant has exclusive use. No encroachment on or over or placement is permitted on adjacent properties or Common Area property owned by the Association. Consideration should be given to minimizing the visual impact of the antenna or satellite dish to the house, the neighborhood, and the community. The ARB requests that notice be given to the ARB of the installation of any Preempted Dishes.

#### **Attic Ventilators and Metal Flues**

Attic ventilators and turbines are permitted. They may be stainless steel, white or limited to the manufacturer's original colors or they may be painted to match the roof if placed on a roof. Roof

location shall be on the least visible side of the roof peak and must not extend above the ridgeline. Large metal flues and any vent through the roof may be painted to match roof color.

### **Automotive Charging Stations – Application Required**

Automotive charging stations are allowed, subject to the following conditions: cords must not cross the sidewalk if the Lot has its own driveway. If the Lot does not have its own driveway, cords on sidewalks must be covered completely with a sidewalk cord cover and have reflective tape or strips on them. Cords must be rolled up when not in use and the Owner is responsible for the automotive charging station and equipment. Prior to using a charging station on the exterior of a Lot, the Owner must sign a document stating that the Owner is responsible for any harm done to people/property as a result of the use of the charging station, and that the Association will not be held liable and will be indemnified by the Lot Owner. This signed statement must be submitted with the application.

### **Beekeeping**

Beekeeping, whether as a recreational activity or commercial occupation or otherwise, is prohibited within the community.

### **Chimneys - Application Required**

Chimneys may be masonry or enclosed. Enclosed chimneys must be made of the same materials and same color as the house siding. All fasteners shall be galvanized.

### **Clotheslines**

Clotheslines must be located in rear yard and must be taken down when not in use.

### **Compost Piles**

No compost piles are allowed.

Compost bins are allowed in detached houses only and must meet the following criteria:

Compost bin must be located in the rear yard and a minimum of three (3) feet from property lines

Compost bin must not exceed four (4) feet in height

Compost bin must be screened on sides facing adjacent properties

One compost bin is permitted per lot

### **Dog Houses - Application Required**

Dog houses must be compatible with the applicant's house in color and material, or match an approved wood fence. They must be located in the rear yard where they will be visually unobtrusive. Pre-fabricated doghouses made from wood or plastic materials are acceptable so long as the doghouse is dark green, brown, black, or other muted earth tone colors.

The same criteria apply to dog houses as to storage sheds. Dog runs are not allowed.

### **Exterior Decorative Objects - Application Required**

Approval is required for all exterior decorative objects, including natural and manmade. Exterior decorative objects include, but are not limited to, such items as bird baths, wagon wheels, sculptures, figurines, fountains, pools, ponds, water gardens, stump, driftwood piles, boulders, free-standing poles of all types and items attached to approved structures.



The installation and use of indoor/outdoor carpet or artificial grass on the exterior of a property, including but not limited to porches, patios and decks, is not allowed.

### **Exterior Decorative Objects (Temporary)**

Temporary or seasonal decorations that conform to the following criteria are allowed. Exterior holiday decorations may be displayed on a resident's property not more than 45 days prior to a specific holiday. Decorations must be removed no later than 45 days after the holiday. Any exterior storage of items must be out of sight in an approved structure such as a shed or screened under deck storage.

### **Exterior Lighting and Electronic Insect Traps - Application Required**

Exterior lighting added to the front of a home must match or complement existing lamp styles. Ground level lights bordering long driveways must be unobtrusive in nature, with a black or dark green finish.

Lighting in the front or rear yards must be placed so that light does not shine outside the property in a manner that could disturb neighbors. In particular, care must be taken in arranging the angle of a spotlight. Motion detection lighting is limited to 15 minutes of lighting per activation. Sodium or mercury vapor lights/lamps are not allowed.

Electronic insect traps will be regulated based on the same criteria as exterior lighting. In addition, no device shall be installed or maintained in such a way as to cause discomfort to adjacent owners from noise. These devices may be operated only during those times when the immediate area protected by the trap is occupied by the owners or their guests.

### **Exterior Painting - Application Required**

Color changes apply not only to the house siding, but also to the doors, shutters, trim, and other appurtenant structures (siding, porches, foundations). Change of exterior color should relate to the colors of the houses in the immediate area. Repainting or staining a specific object to match its original (identical) color need not be submitted.

### **Firewood**

Firewood shall be kept neatly stacked and located to the rear of the residence, within owners' property lines. Piles larger than three cords require approval. Piles longer than six feet should be a minimum of two rows deep. Piles must not exceed four feet in height for safety. Firewood piles must contain firewood only, not debris. Location should be in such a manner as to minimize visual impact. In certain cases, screening may be required. Firewood may be covered with a clear or brown tarp that is securely fastened to the stack.

### **Flag Poles - Application Required**

Permanent flagpoles must be of a height, color and location appropriate for the size of the property and background. Permanent freestanding flagpoles must be installed and maintained in a vertical position. Permanent and freestanding flagpoles are PROHIBITED on attached properties. Applications are not required for members wishing temporary flagpoles which do not exceed six feet in length and which are attached at an incline to the front wall or pillar of the house.

### **Generator Backup Units (Permanent) –Application Required**

Owners must submit an application and obtain ARB approval prior to installation, replacement, or relocation of a permanent generator backup unit. Generators should be oriented so as not to discharge exhaust onto adjacent properties or Centre Rdige Regent HOA Open Space. Generators must be located in either side or rear yards. Installation must adhere to the current codes.

### **Gutter and Downspouts**

Gutters and downspouts must match those in existence in color and design and must not adversely affect drainage on adjacent properties.

### **In-Home Business**

Fairfax County regulates in-home businesses; permits must be obtained and, in some circumstances, special zoning is required. However, businesses with more than an occasional customer are not permitted.

The following special requirement must be met:

- a. Copy of Fairfax County Permit filed with the Centre Ridge Regent.
- b. No sign or other advertising device of any nature shall be placed upon any lot.
- c. No exterior storage of business-related materials will be allowed.

### **Landscaping**

Landscaping and gardens should not obstruct sight lines required for vehicular traffic.

All gardens must be neatly maintained; this includes removal of all unused stakes, trellises, and dead growth. An application is not required for trees or single plantings. However, an application is required for hedges or other features that, in effect, become structures, fences or screens.

An application is required for landscape borders which form a wall over 12” high. Include a site plat with the location of the border or structure drawn in, and information on landscaping plans and any grading changes.

### **Rock Gardens**

An application must be submitted for rock gardens, collections of rocks, and single rocks exceeding 24”. All rocks shall be left their natural color. Gravel or stones may be used as a substitute for mulch in flower or shrub beds.

### **Vegetable Gardens – Application Required**

The application must show that the vegetable garden meets the following conditions:

- a. It is located in the rear of the yard, does not exceed ¼ of the back area and complies with Fairfax County Ordinances.
- b. Proper drainage must be addressed prior to construction as evidenced by a signed drainage statement. The owner is responsible for ensuring that construction will not negatively impact drainage to other properties.

### **Mailboxes – Application Required**

Mailboxes are not considered a decorative item; they are a functional necessity. The mailbox must be USPS approved rural type and made of metal or man-made material. A picture must be included in the application of the support post and mailbox.

### **Permanent Grills and Barbecue Pits - Application Requirements**

Permanent grills will be placed in the rear of the house and must not be located within 10 feet of the side and rear property lines. The permanent grill and barbecue pit footprints may not exceed fifteen (15) square feet or a height of six (6) feet.

Permanent grills and barbecue pits are not allowed in attached homes.

### **Roofing – Application Required**

Shingle replacements should be as close to original color as possible. If making a significant change; solar shingles, metal shingles, color, an application is required with pictures.

### **Signage - Property**

- a. Real estate signs (offering property for sale or lease) must meet Fairfax County Ordinances with respect to size, content and removal.
- b. Real estate signs may only be placed in the front yard of the property available and must be removed within 5 days of the sale of the property.
- c. One (1) real estate sign per lot is approved for display in the front yard only.
- d. Political signs are considered a seasonal display and can only represent a declared candidate. All signs must be removed within 48 hours after the election date.
- e. Commercial contractor signs may be displayed when the work is in progress. The sign must be removed within 48 hours of work completion.
- f. The largest dimension of permanent security or other yard signs must be less than 12 inches.
- g. No other signs are permitted.

### **Sidewalks and Pathways - Application Required**

New stone or brick pathways or sidewalks will be set back at least four feet from the property line, unless it is used for the exclusive purpose of ingress/egress to the owner's lot, and should generally be installed flush with the ground. Resurfacing or realigning existing walks also requires application.

A sidewalk or pathway used exclusively for the purpose of ingress/egress to a specific lot is the sole responsibility of the property owner to maintain and/or replace.

### **Storage of Boats, Jet Skis, Trailers, Campers, Mobile Homes, Recreational or Commercial Vehicles**

No recreational vehicle may be parked or stored in open view on residential property, private streets, or on open space. "Recreational Vehicle" is defined as follows:

- a. Any boat or jet ski and any boat trailer or jet ski trailer.
- b. Any motor home or other self-contained camper.
- c. Any camper slip-ons not mounted on the vehicle.
- d. Any mobile home, trailer or fifth wheel trailer.
- e. Any pop-up camp/tent trailer or other similar recreation oriented portable or transportable facility or conveyance.
- f. Any other vehicle not defined above which could not normally or regularly be used for daily transportation, including dune buggies, non-operative automobile collections, or other automotive equipment not licensed for use on the highways of Virginia.

### **Commercial Vehicles**

For the purposes of requiring screened parking and storage on a lot in Centre Ridge, the following vehicles shall be treated in the same manner as recreation vehicles:

- 1. Any vehicle defined as commercial by Fairfax County Code.
- 2. Any vehicle that has commercial signs or advertising or commercial equipment visible.
- 3. Any private, school or church buses.

4. Construction equipment such as tractors, cement mixers, etc.

a. Motor Vehicles, including motorcycles, may be parked **only in designated** paved parking areas

b. Commercial vehicles whose signage is covered may be parked in Centre Ridge only if the following criteria are met:

1. The signage must be totally covered by a flexible plastic magnetic cover which is the same color as the vehicle background it adjoins to

2. The cover must not be unreasonably large or unreasonably configured.

### **Storage Pods**

**Storage pods may be used for 14 consecutive days.** Storage pods may only be placed in property owner's driveways or in assigned parking spaces for town homes that do not have driveways. Any storage pods placed in town home visitor parking spaces may be removed immediately by Centre Ridge Regent.

### **Storm/Screen Doors Application required**

Storm/screen doors should be straight forward, without such ornamentation as scrolls, imitation gate hinges, ornamental grillwork or scallops.

a. Doors must be the same color as the entry doors or surrounding trim. White will also be acceptable and both require an application. Door glass must be colorless but may be etched or leaded in a stock factory design. Window painting is not allowed. A picture of the proposed door is required.

b. The ARB does not approve less than full view doors for the front of a home. A full view door is defined as a door having a perimeter frame that is approximately the same width all around the door (top, bottom and side widths).

All approvals will depend upon the design of the particular door and its relation to the design of the house and adjacent houses.

Security doors incorporating bars or ornamentation such as scallops and scrolls are prohibited.

### **Sun Control Devices — Application Required**

Sun control devices must be compatible with the architectural character of the house in terms of style, color and materials. Awnings and trellises should be consistent with the design of the houses to which they are attached; an application is required.

Awnings are allowed only on the back of the house, must be completely contained within the boundary of the lot on which it is located and must be retractable.

If awnings are removed for winter storage, frames must be removed.

The location of any awning or trellis must not adversely affect views, light, winter sun or natural ventilation of adjacent properties.

Trellises are only allowed in the back of the house

#### **Application Contents**

a. Sketch and/or photograph of house (and adjacent houses if townhouse application).

b. Sketch, photograph, or manufacturer's product information of proposed sun control device including indication of dimensions, construction details showing how the awning or trellis is attached to the house, materials and color. In the case of fabric awnings, submissions of a material and color must be included.

### **Trash Cans - Application Required for a screening device**

Trash containers are required for all houses.

Containers shall not be placed for pickup at appointed locations prior to 6:00 pm the previous evening. Trash is to be placed for pickup in appropriate metal or plastic containers manufactured for trash storage purposes only. Containers should be stored so

that they are screened from view of the street. Application required for a screening device.

### **Tree Removal**

Homeowners may remove trees from their own lot provided the trees are not located in a 'tree save' or 'conservation' area. This area is designated on the survey plat for the lot.

Tree stumps must be removed to ground level or lower. The intent is to promote appropriate trees and shrubs and landscaping for individual properties instead of requiring members to maintain landscape plantings originally installed on lots. Removal of live hardwood trees that do not endanger the property is strongly discouraged.

Residents are advised to consult with the County Arborist for compliance with county ordinances on tree cutting. Trees over four inches in diameter must be replaced on a Lot, but any replacement trees may be placed in a different location on a Lot.

### **Windows/Skylights - Application Required**

Window frames should match the trim color of the house, although white is acceptable. All window frames must be the same color. Tinted windows or windows with tinted film will be considered on an individual basis with major consideration as to location of window(s) — location should be the rear of the house. Window grilles should be all in or all out on any given side of the home.

Windows with frames that **match** the trim color or are white and have clear, non-tinted glass do not require applications. Black window trim is not permitted.

Skylights must be mounted to the rear side of the roof. No other mounting locations are permitted.

Centre Ridge Regent  
14275 Uniform Drive  
Centreville VA 20121

August, 2007

Dear Homeowner:

These changes regarding maintenance violations were adopted by the Board of Trustees at the August 2007 meeting. Please review the information and keep it for your records. These policies will be enforced beginning September 15, 2007.

Maintenance Violation Changes:

Maintenance violations (except mow grass and not using trash cans) will be given thirty days to correct the violation. If the violation is not corrected within thirty days, a hearing will be scheduled before the Board of Trustees. The owner will be notified by certified mail of the date and time of the hearing before the Board of Trustees.

Mow grass violation changes:

Homes that have grass taller than 6 inches will be posted with a notice or a notice will be sent by mail giving the owner seven days to mow the grass. If the grass is not mowed within 7 days, the Association will mow the grass and bill the owner. The fee will include an administration fee to be determined by the Board of Trustees.

Not using trash cans changes:

A notice will be posted or mailed to homes not using trash cans giving the owner 7 days to acquire and begin using trash cans. The second violation will incur a penalty of \$25.00. The third violation will be a fee to be determined by the Board of Trustees.



