

Reflection Homes
Association

Detached Single Family Homes
Architectural Standards

October 2000

Applications for any exterior changes or additions to lots within the Reflection Homes Association must be submitted in writing to the Association in care of the management agent. (There is a sample application form at the end of this handbook.) The following comprises the standards set by the Architectural Control Committee (ACC) and the Board of Directors (Board) in considering requests for changes or additions by individual homeowners. This is not meant to rule out other materials or reasonable differences from them, but the Architectural Control Committee must approve any change or addition.

It is recommended that all requests to the ACC be made at least forty-five (45) days before the commencement of any project. We also recommend that you pay no money or sign any contract until you have received written approval from the Board or ACC.

Remember that the ACC and the Board are volunteer groups working for you and your community. Given the number and variety of requests, it is impossible to provide an instant response to any request. All requests are given timely consideration within 30 days of the time stamped receipt by Management according to the *Declaration of Covenants*. All requests shall be answered in writing by either the ACC or Board.

Neither the management agent nor any employee of the management company can approve or disapprove architectural requests. This can only be done by the Board of Directors or their duly appointed Architectural Control Committee. The Board does have the final decision on any application presented and approved by the ACC.

All requests for an ACC approval must be submitted by the homeowner in the form of a preprinted ACC application. All correspondence relating thereto will be to the homeowner only. No requests made through contractors will be considered. Failure to obtain proper approval for changes under Architectural Control Standards may result in the Board of Directors referring the matter to an attorney to compel compliance with architectural standard.

A. DEFINITIONS

Front yard shall be defined as any portion of a lot that extends from the front corner of the house to the public walk.

Rear yard shall be defined as any portion of a lot that is no further forward than the rear corner of the house.

Public view, unless otherwise stated herein, shall be defined as observable from a public street or pipestem driveway or common area while standing at ground level and directly in front of that portion of the property being examined.

In good repair shall be defined as including, but not limited to, no rust, breakage, dents, gouges, or peeling.

Junk vehicle shall be defined as any vehicle with missing parts, dents, gouges, rust or any visible or invisible damage that makes it inoperable. In addition, junk vehicles shall include those with torn canvas, broken light fixtures, broken or missing windows, and/or missing or flat tires.

B. FENCES

Requests for approval must include a diagram showing the location of the fence relative to all building and property lines, and a description or sketch of the fence structure.

Material Must be wood or wood with brick posts

Height Must be a maximum of six (6) feet

Design

- a. Must be board-on-board, louver, basket weave, stockade or split rail
- b. No chain link of any kind is permitted.

Construction

- a. Finished side of the fence must face the exterior of the lot.
- b. Posts must be 4" x 4" in width and must be sunk three (3) feet into the ground, secured with 18" of concrete.

Location

- a. Rear and side yards, not to extend beyond the front corner of the house
- b. No containment fences are permitted in the front yard.
- c. One to two sided landscape fences in the front yard are permitted with prior ACC approval.
 1. Landscape fences shall not touch any portion of the house or another fence.
 2. Minimum clearance of end posts must be four (4) feet from the house and four (4) feet from the driveway, private sidewalk or another fence.
 3. No side may be longer than four (4) feet.
 4. All fences must be set back from the public walk by at least twelve (12) inches.
 5. No fence shall be higher than forty-eight (48) inches.
 6. Landscape fences must meet all county codes.

Exceptions

Landscape fences or wickets up to eighteen (18) inches in height do not require ACC approval, but must conform as follows:

- a. Owners must keep all landscape fences or wickets in good repair.
- b. Owners shall not use landscape fences or wickets as perimeter fencing for lot boundaries or along public walks.

C. SHEDS

Requests for approval for new or replacement sheds must include dimensions, materials, color and location (on a plat or drawing of the yard). Sheds may only be in rear yards.

1. No more than one permanent shed shall be allowed in the yard of any lot.
2. All sheds shall be no more than eight and one-half (8 ½) feet in height (ground to apex).
3. All owners shall maintain their sheds in good repair in accordance with the Association's standards for home maintenance.
5. The exterior color of the shed shall match the siding color of the house.

6. All shed trim must match the trim of the house.
7. The shingle color of the roof of a shed must match the shingle color of the roof of the house.
8. Sheds must be placed in the rear yard only.

D. DECKS

Owners are prohibited from constructing a deck unless they first submit an application to the ACC and receive approval of the application from the ACC. The application must include the dimensions, location indicated on a plat or drawing of the yard, materials used. Fairfax County building permits for the deck must accompany the application.

E. EXTERIOR PAINTING/SIDING

1. No owner may change the exterior paint or siding of their home from the present colors without first obtaining the approval of the ACC. Color samples for all colors must be submitted with requests.
2. Straight or Dutch Lap horizontal vinyl siding is acceptable.
3. Acceptable siding colors are:

White, antique white, ivory, any color of light to medium tan, yellow, light green only and light gray only
4. Acceptable trim colors are:

Any white or off white, ivory, light to medium blue (not to be used with light green siding), dark earth reds, medium to dark greens, medium to dark browns, any shade of tan, black, medium to dark grays (not to be used with light green siding)
5. Trim in this instance is defined as the fascia, soffit, rake boards, doors, shutters, trim around the garage or windows and decorative squares below some windows in the detached home community. The corner beads of the house are not considered trim but a part of the siding.
6. Owners are prohibited from having more than three (3) colors on a house without ACC approval.
7. Garage doors shall be white vinyl, the color of the trim or the color of the siding
8. Gutters and down spouts must be white or the color of the fascia behind it and must be securely attached to the house.

F. MAINTENANCE OF YARDS

1. Lighting

- a. Electric "gas post" fixtures are permitted with prior ACC approval. The application must indicate where the post is to be placed.
- b. No owner shall direct exterior lighting outside the boundaries of a lot.
- c. Replacement of an existing light does not require application. Installment of a new fixture does require an application and the approval of the ACC.

2. Yards

- a. Grass or live ground cover must cover 70% to 80% of the front yard. Owners must keep their grass at a height no higher than 6 inches.
- b. Owners must trim and maintain their hedges and shrubs in an orderly fashion (oriental style of trimming is acceptable).
- c. Owners must maintain their flower beds with regular weeding.
- d. No tree, shrub, or hedge planting shall be planted or maintained in such a manner as to obstruct sight lines for vehicular traffic as required by Article IX(a), Number 3 of the Declaration of Covenants.
- e. All owners must trim all shrubbery, landscaping and plants on private lots in a manner so as to not impede pedestrian traffic.
- f. Owners do not have to obtain ACC approval for routine landscaping.

G. DOORS AND WINDOWS

1. All storm doors must be either white, the color of the trim or the color of the siding.
2. No exterior plastic covering is allow on doors or windows
3. Owners must promptly repair or replace within thirty (30) days all broken windows, doors and/or screens.
4. Window appliances (including but not limited to fans, air conditioners) which extend beyond the exterior surface of the house are prohibited.
5. If an owner replaces a door on their home, the replacement door must be compatible with exterior design and color of the house.

6. If an owner replaces a window on their home, the replacement window must be compatible with the exterior design and color of the house.
7. Window grids or mullions are optional; however, if window grids or mullions are used, the owner must use window grids or mullions on all windows on the sides of the house which are visible from the public street.
8. Owners are permitted to replace the original rear sliders with double hung windows without prior approval. However, these windows must be alike in style and color as all other windows on the house.
9. Owners are prohibited from changing an existing double hung window to a slider or casement window.
10. Outdoor canvas awnings are prohibited.

H. FACADES

1. Owners shall not change trim without first receiving prior approval from the ACC.
2. Holiday decorations including but not limited to lights, flags and banners that commemorate a specific holiday do not need approval, but are permitted to remain on the exterior of the home and the lot for only forty-five (45) days prior to and after the commemorated holiday.
3. Two flag/banner poles and brackets on areas in public view are permitted without ACC approval. (This includes a permanent flagpole placed in the ground.)

I. ROOFS

If an owner repairs or replaces their roof, the replacement or repaired roof shall be compatible with the existing paint color or that of adjacent units. Nevertheless, roofs of brown, gray, or black do not need prior ACC approval. All other color of roofs must have prior ACC approval.

J. CLOTHESLINE

1. Owners shall place clotheslines only in rear yards out of public view, consistent with the provisions of Article IX(a), Number 2 of the Amended Declaration of Covenants. Public view with regards to clothes lines shall mean that any clothes line shall be no more than 30% visible when viewed from any public street or pipestem driveway or common area at ground level.
2. Owners must remove all clothing or other items on clothesline before nightfall.

K. SIGNS

1. Unless meeting an exception noted herein below, no sign of any kind larger than one (1) foot square shall be displayed to the public view on any lot except temporary signs not more than four (4) feet square in area, advertising the property for sale or rent. This does not include decorative flags or banners.
2. Business signs are prohibited in residential neighborhoods by zoning ordinances and by this Association. However, a temporary, contractor's sign no larger than 2' by 2' may be displayed during current, active work on a member's lot but must be removed upon the contractor's departure from the site for more than 24 hours or the completion of the job.
3. Owners may display decorative signs of not more than five (5) square feet celebrating the holiday seasons for the duration of that season.
4. Owners may display for a maximum of one week large decorative signs celebrating a particular event (including but not limited to a weekend sporting event) which measures more than one (1) square foot.

L. TRASH (See Section V of the Book of Resolutions; and see Policy Resolution 2000-9)

M. RECREATION AND PLAY EQUIPMENT

All exterior play equipment shall be placed in rear yards only, must minimize the negative visual and physical impact to the community and must be well-maintained. No peeling, rusting, falling apart, or extreme fading shall be permitted on any exterior play equipment. If exterior play equipment peels, rusts, falls apart or fades, the owner must either remove the equipment from the exterior of his lot or must repair or restore such equipment to its original condition. Please keep in mind that some play equipment is subject to Fairfax County approval. Please check with the county before submitting an application.

N. GENERAL MAINTENANCE

1. All owners must maintain their masonry work and siding in good repair.
2. All owners must maintain their sidewalks, including the portion in front of their house and steps in good repair. Exterior carpeting that can be seen from the street, public sidewalks or common areas is prohibited.
3. All owners must ensure that their driveways are paved with concrete and must maintain their driveway in good repair.
3. House numbers must be at least three (3) inches in size. Numbers larger than eight (8) inches are not permissible. House numbers are required by the county.
4. Owners must store all tools including, but not limited to, lawnmowers, power equipment,

ladders, construction, automotive and gardening materials out of public view when not in use. Such tools must be stored in a locations and manner which is consistent with all county fire and zoning ordinances. Nevertheless, owners of homes with carports may store such items on the rear half or wall side of a carport if the item is fitted with a cover, placed in a storage device or container in good repair, or out of public view.

5. Owners shall not store permanently new or used building materials in any yard, as provided in Article IX, Number 7 of the Declaration of Covenants. Please contact the management company if you are planning on remodeling and will be required to store materials on your lot during renovations for more than one week.
6. No household appliances including but not limited to stoves, freezers, and/or refrigerators of any kind may be stored outside on any lot for any length of time. This does not include outdoor grills.
7. Owners are responsible for ensuring that their mailbox meets all U.S. Postal Service requirements.
8. No horse, pony, cow, chicken, pig, hog, sheep, goat or other farm or wild animal as defined by Fairfax County ordinances shall be kept or maintained on any lot; however, common household pets may be kept and maintained provided that they are not kept, bred or maintained for commercial purposes, as provided in Article IX(a), Number 6 of the Declaration of Covenants.

O. MAJOR CONSTRUCTION

No structure or addition to a structure shall be erected, placed, or altered on any lot until the plan and specification, including elevation, material, color and texture and a site plan showing location of improvement shall be filed with and approved in writing by the Board of Directors of the Association or an Architectural Control Committee appointed by the Board. Structure shall be defined to include any building or portion thereof, fence, pavement, deck, patio, or appurtenances to any of the aforementioned.

P. COMPLETION OF PROJECTS

Unless otherwise approved by the Association or indicated herein, all owners must complete all projects within thirty (30) days of commencement.

Q. ZONING/BUILDING CODES

The ACC will not knowingly give approval to any structure which may be in violation of the county codes. The homeowner is responsible for obtaining applicable permits from the county. Structures which are built in clear or questionable violation of local codes will be reported to the appropriate county office.

R. PARKING/VEHICLES

1. No trailers, boats, boating equipment, travel trailers or camping equipment of any kind shall be permanently stored on any lot, as provided in Article IX(a), Number 9 of the Declaration of Covenants. Such items may be temporarily stored on the owner's lot for a maximum of three (3) days unless granted an exception, in writing, by the Board of Directors for a single, specified time period, not to exceed seven (7) days.

At no time may any wheeled motorized vehicle, trailer or boat be parked on any portion of grass of any lot or any common area, as provided in Article IX(a), Number 9 of the Declaration of Covenants.

4. No junk vehicle shall be kept on any lot, as provided in Article IX(a), Number 9 of the Declaration of Covenants.
5. Streets within the detached single family homes are maintained by the Virginia Department of Transportation and policed by the Fairfax County Police. The Association has no authority to regulate parking or violations on those streets.

S. BUSINESSES

No portion of a lot created by the Declaration of Covenants, Conditions and Restrictions of the Association shall be used for any professional, industrial, mining or commercial activities except as can be and are in fact conducted from a single family home residence as provided in applicable Fairfax County ordinances, as provided in Article IX(a), Number 1 of the Declaration of Covenants.

T. TENANTS

Tenants are subject to these standards. Members are responsible for informing their tenants of these standards and will be held responsible for ACC infractions by their tenants.

U. COMPLAINTS

All complaints pertaining to violations of the standards that govern this community must be in writing and addressed to the management company. The ACC and /or Board of Directors will make an effort to keep the name of the complainant confidential.

If the ACC, Board of Directors or Management Company receives correspondence from one member alleging a violation of these Architectural Standards by another resident or member, the ACC will attempt to verify the violation. If the alleged violation can be verified independent of the member's correspondence, such correspondence will be kept confidential. In the event the alleged violation can not be independently verified, the member citing the potential violation shall be notified that the confidentiality of their correspondence may be compromised through the enforcement process if enforcement action is to be continued based only on that resident's initial allegation. Should the

complaining member then seek to withdraw their allegation, the initial allegation will remain confidential and the allegation record will be removed from ACC, Board and Management files and destroyed.

V. MONETARY CHARGES

The Board of Directors can choose to impose monetary charges in the event that application approval or disapprovals are ignored or in the case of clear violation of these standards. All fines will be in keeping with the regulations set by the Virginia Property Owners' Association Act and Policy Resolution 2000-5.

W. DECLARATION OF COVENANTS

All standards not stated herein but designated in the Declaration of Covenants, Conditions, and Restrictions, By-laws, and Articles of Incorporation shall continue to apply.