

**Morgan Point at Rippon Landing
Homeowner's Association, Inc.**

**Architectural and Maintenance
Standards and Guidelines**

August 2011

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I. INTRODUCTION

A. Purpose and Objectives

Morgan Point at Rippon Landing Homeowner's Association, Inc. is a non-stock, not-for-profit corporation herein after referred to as the MPHOA. The MPHOA was established in compliance with the requirements of Chapter 2 of Title 13.1 of the Code of Virginia. Its purpose is

1. To provide for use, maintenance, preservation, and architectural control of residential lots;
2. To own, improve, maintain, and preserve the Common Area within that tract of property described as Morgan Point at Rippon Landing Subdivision located in Prince William County, Virginia; and
3. To promote the health, safety, and welfare of the residents within such area as may come within the jurisdiction of the Association, and any additions thereto as may hereafter be brought within the jurisdiction of the Association by annexation, as provided in the Declaration of Covenants, Condition, and Restrictions, Article VII, Section 5.

The affairs of the Association are managed by a board of Directors (BOD), members of which are elected by the general membership at the Annual Meeting or by appointment for vacant terms. The Architectural Review Board (ARB) members are appointed by the BOD.

The purpose of the MPHOA Architectural Standards and Guidelines is to serve as a guide to aid Owners, and members of the ARB in maintaining and enhancing the Morgan Point community environment in accordance with the Declaration of Covenants, Conditions, and Restrictions. The standards and guidelines described in this publication address modifications Owners, are most likely to make to their property. Although the standards and guidelines cannot be all inclusive, any exterior modifications within the Morgan Point at Rippon Landing Subdivision are governed by the principles addressed herein. The objectives of this publication are:

1. To increase MPHOA Owners, awareness and understanding of the Architectural Standards and Guidelines supporting the Declaration of Covenants, Conditions, and Restrictions.
2. To illustrate design principles which will aid Owners, in planning exterior modifications that are in harmony with the immediate neighborhood and the community as a whole.

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3. To provide uniform criteria for ARB review and approval of applications for exterior modifications.
4. To describe the organizations and procedures involved in the process of review, approval, and appeal of applications for exterior modifications.
5. To assist Owners, in preparing complete applications for ARB consideration.

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The MPHOA assumes no responsibility for the quality or safety of construction by virtue of approval under these standards and guidelines.

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B. Covenants

The authorities for maintaining the quality of design and community environment in Morgan Point are the following documents:

1. Declaration of Covenants, Conditions, and Restrictions, dated June 4, 2004.
2. Bylaws of the Morgan Point Homeowner's Association, dated June 24, 2004.
3. Article V of The Declaration of Covenants, Conditions, and Restrictions contains the Restrictive Covenants (hereinafter referred to as "Covenants") which are part of the deed to every property in Morgan Point and which are binding on every Owner and Resident. Article V is the basis of the standards and guidelines contained in the publication and Article IX is the authority for the establishment and functioning of the ARB. The intent of Covenant enforcement is to assure residents that the community standards will be maintained. This, in turn, protects property values and enhances the community's overall environment.

C. Role of the MPHOA and the ARB,

The role of the MPHOA, of which every Owner, of Morgan Point is a member, is to conserve and enhance the resources and assets of the *entire Morgan Point community* and to *own* and maintain open space within the community. The Association accomplishes these functions in a variety of ways, one of which is by ensuring, through the ARB, that the harmonious design and esthetic qualities originally established with Morgan Point are maintained. The ARB applies the standards of the Declaration of Covenants, Conditions and Restrictions, interprets guidelines for exterior modifications to Morgan Point properties, processes applications for those modifications, monitors compliance with the standards and guidelines, and recommends new standards and guidelines that will conserve and enhance the resources and assets of the community. The management company, is responsible for maintaining the ARB

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records by keeping a copy of all ARB applications and decisions made on those applications by the ARB.

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D. Property Modifications Requiring ARB Approval

Any change, permanent or temporary, to the exterior appearance of properties and structures within Morgan Point requires compliance with these standards and guidelines and the prior approval of the ARB (unless otherwise specifically stated in these standards and guidelines). The requirement for the ARB approval is not limited to major alterations, such as adding a room or deck to a house, but also includes such items as changes in color or materials. Each application for ARB approval is reviewed on an individual basis. There are no automatic approvals. For example, an Owner who wishes to construct a deck, which is identical to one on another house, and presumed to be already approved by the ARB, is still required to seek ARB approval for the construction. The best rule regarding applications is... "When in doubt, apply for ARB APPROVAL FROM THE ARB PRIOR TO INITIATING PROPERTY MODIFICATIONS, THE HOMEOWNER *may be required to undo*, at HIS OR HER own expense, any alterations made without advance approval of the ARB.

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E. Amendments to Morgan Point Architectural Standards and Guidelines

The Morgan Point Architectural Standards and Guidelines reflected in this publication may be amended in accordance with the Declaration of Covenants, Conditions, and Restrictions. The Architectural Standards and Guidelines, and any amendments thereto, *shall be consistent with such*. The ARB will conduct an annual evaluation of the standards and guidelines to determine if amendments are required. Owners may submit to the ARB requests for additions or changes to the standards and guidelines. The ARB may make recommendation to the BOD on proposed changes. Changes to the Architectural Standards and Guidelines will become effective upon approval by the BOD.

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These Architectural Standards and Guidelines will be reviewed at least once annually.

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F. Definitions

1. Standard. A standard is a mandatory design requirement.
2. Guideline. A guideline is a recommended design requirement.
3. Shall or Must. A mandatory procedure.
4. Should or Will. An advisory or recommended procedure.

5. Back of the House. Defined as the area behind the house that is bordered by house divides and extending to the rear property line. Houses with no divide typically will start at where the arch placement would be if possible, however placement of items covered by this guide will require case by case consideration by the ARB to determine placement where an open yard viewable from the street exists.

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II. APPLICATION, REVIEW, APPEAL, AND ENFORCEMENT PROCEDURES

A. Applications for Architectural Review and Board Approval

Prior written approval from the Morgan Point ARB is required for most land and exterior house modifications in Morgan Point (see Section III of this publication for standards and guidelines o specific modifications). The ARB application forms will be available from the Management Agent. The current Management Agent information is a follows:

Morgan Point at Rippon Landing
c/o Cardinal Management Group, Inc.,
4330 Prince William Parkway, Suite 201
Woodbridge, VA 22192

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In general, all applications submitted to the ARB should include the following:

1. Site Plan. *A site plan is required as part of all applications that result in a change to the site (ex. deck, fence, plantings).* A site plan is a drawing of your lot which reflects the dimensions of the property and which depicts the proposed modifications and their relationship to the house, other existing structures on the property, and property boundaries. Contour lines are required where drainage is a consideration. In most cases, the site plan can be developed from the plat plan provided at the time of purchase. For complex applications, the ARB may require larger scale blowups of the plat plan, including *depictions of adjacent lots and structures*. An application received without a site plan shall be returned to the applicant by the management, without further review by the ARB except for applications that seek approval solely for color changes, or window/door replacement.

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2. Architectural Plans and Descriptions. The application must include a detailed description as well as detailed drawings and plans, including exterior elevations and dimensions. The ARB shall require detailed architectural drawings for certain changes, specifically major additions and modifications such as rooms, screened porches, decks, sun rooms, patios, and basement exits. If in doubt as to whether or not a major project requires architectural drawings, the applicant should submit the drawings with the application or request a decision from the ARB as to whether drawings are required, keeping in mind, however, that the latter may delay review of your application if the drawings are deemed to be required. The application shall also include a description of materials to be used, including such items as type of deck or walkway material,

compatibility of colors between existing and new structures, compatibility of brick, siding, or roofing materials with existing and neighboring house materials, the location of exterior lighting, etc. Applications that include color changes must list the current colors on the adjacent houses.

3. Screening Plans. When landscaping is proposed as a screening measure (e.g., to screen under decks, storage etc.) it shall include the type, number location and description of the plants to be used.

4. Start and Completion Dates. The application shall provide an estimate of the start and completion dates of the proposed modifications. **Actual work on the project shall not commence until the date ARB approval is effective. Owners who begin work on a project prior to receipt of the written approval from the ARB assume sole responsibility for the cost of changing or restoring items which were disapproved.** The alteration authority granted by the application will be revoked automatically if the alteration requested has not been completed with 3 months of the approval date of the application or other date as specified by the ARB.

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5. Signatures of Neighboring Owners. The application shall contain complete information and the signatures of at least **four** adjacent or (hereinafter) "affected Owners"). The signature does not indicate approval or disapproval of the proposed improvement. It merely indicates awareness of the application. All interested Owners are encouraged to bring any concerns to the attention of the applicant and/or the ARB directly. Owners who have an objection to the application are encouraged to submit their objections to the ARB in writing or in person at an ARB meeting. Objections in writing should be sent to the ARB, c/o MPHOA at the address of the current managing agent, and must be received before the application is considered by the ARB. Owners who object to the application will be given notice of the ARB decision on the application and may exercise appeal right in accordance with the Declaration of Covenants, Conditions, and Restrictions, and these Architectural Standards and Guidelines.

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6. Owner Input on Application. ARB applications and approvals are held by the **management company**, and are available for review by Owners. Owners desiring to comment on any pending application may write a letter to, the ARB or attend an ARB meeting in person. Any Owner who notes an objection to an application will be given notice of the ARB decision and my exercise appeal rights in accordance with the Covenants and these Architectural Standards and Guidelines.

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7. Special Information. Some types of construction or modifications may require that additional information be included in the application. Any application, the application shall be disapproved and returned requesting more specific information. Applications are to be resubmitted to restart the 45-day requirement.

8. Prince William County Permits. Decks and fences or any major construction must have the approved county permits attached to the application.

B. Incomplete Applications

The ARB ~~or management company~~ shall return to the applicant ~~all~~ applications that are incomplete. Applications disapproved because they are incomplete do not qualify for submission with a *Request for Reconsideration listed in paragraph F*. The applicant should revise the application so that it is complete and submit it as a new application.

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C. Requests for Exception to Architectural Standards and Guidelines

The ARB will review applications for compliance with the Morgan Point Declaration of Covenants, Conditions, and Restrictions and the implemented Architectural Standards and Guidelines (contained in section III of this publication). The ARB must disapprove any application which does not comply with the Architectural Standards and Guidelines. The ARB may, in individual cases, recommend to the BOD to approve an application as an exception to the Architectural Standards and Guidelines if the proposed modifications are considered to be compatible with the ARB Review Criteria contained in paragraph II.D. below, and would not detract from the community environment of Morgan Point, including specifically the harmonious relationship among structures and the natural vegetation and topography.

The BOD has the sole authority and discretion to grant or deny an exception, consistent with the Covenants and the Property Owners Association Act of Virginia. No exception shall be granted unless it is approved by vote of the BOD.

Any proposed improvement that is not described within these standards and guidelines, or is the first instance of such an improvement at Morgan Point, shall be considered an exception.

D. 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 improvement in one instance or location may not be acceptable in another. Judgments of acceptable design are based on the following criteria, which represent in more specific terms the general standards of the Morgan Point covenants.

1. Open Space. The ARB shall consider proposed property modifications in relation to the Morgan Point open space concept. Fencing and walls, in particular, can have ~~some~~ effects on open space, ~~but are not necessarily negative~~. Other factors such as removal of trees, disruption of the natural topography, and changes in the rate or direction of storm water run-off also adversely affect Morgan Point's open space.

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2. Validity of Concept. The basic modification concept shall be sound and appropriate to its surroundings.

3. Design Compatibility. The modifications shall 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.

4. Location and Impact on Neighbors. The modification should relate favorably to the landscape, the existing structure, and the neighborhood. The primary concerns are access, view, sunlight, ventilation, and drainage (for example, fences may obstruct some views).

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5. Scale. The size (in these dimensions) of the proposed alteration should relate well to adjacent structures and *its surroundings*. For example, a large deck on, a small house may be out-of-scale and inappropriate.

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6. Color. Color may be used to soften or intensify visual impact. Parts of the modification which are similar to the existing house, such as roofs and trim, shall be matching in color. Selected color schemes shall be compatible with the community color scheme, which emphasizes colonial style and colors.

7. 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, vinyl siding on the original house should also be used on an addition. On the other hand, an addition with wood or vinyl siding may be compatible with a brick house.

8. Workmanship Quality. ARB approval of applications is based on the understanding that the quality of workmanship in the proposed modification will be at least equal to the quality of workmanship in the house and other original structures on the property.

E. ARB Review Procedures

The following detail the ARB review procedures:

1. Upon receipt of an application at the management office. Management will log it in (date and time) then forward it to the Morgan Point ARB. The date of receipt of the application shall be recorded on the application by management and will initiate the period of time available for ARB review of the application. Management will ensure that a written notice is sent to the applicant acknowledging receipt of the application. ▼

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2. In situations where information in addition to that required for a complete application is needed for the ARB to make its decision, the applicant will be notified and asked to provide additional information or may be requested to attend the ARB meeting at which his or her application will be considered. In situations where the ARB deems it necessary for an applicant to obtain signatures from additional affected neighbors, the application will be treated as incomplete until those signatures are obtained.

3. The ARB shall approve or disapprove an application within 45 days after the date of its receipt. If an applicant has not received a written acknowledgment within 10 days of the meeting at which the application was reviewed, the applicant shall contact the ARB Administrator to determine the status of their application. Work on the proposed modification described in writing indicating the effective date.

4. Applications can be reviewed and approved or disapproved only during meetings of the ARB at which a quorum is present. A majority vote of those members present at an ARB approval is received in writing indicating the effective date.

5. The decision of the ARB will be sent to management who shall record it and file it with the application. Management will forward the decision to the applicant and to any Owner who objected to the proposed modification.

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a) Except as provided in paragraph 5.b. below, ARB approval will be effective ten (10) days after the date of the letter notifying the applicant. This 10-day waiting period is to allow for appeals of the decision of the ARB.

b) In the event of a timely request for an appeal by an Owner, the applicant shall be notified of the appeal and advised that the ARB approval of the application shall not become effective until the appeal process is concluded and notice of the final decision is provided to the applicant.

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6. The ARB Administrator shall submit to the BOD each month a summary of actions taken by the ARB.

F. Challenges to an ARB Decision

An ARB decision may be challenged in one of two ways: 1) by Request for Reconsideration to the ARB or 2) by an appeal to the BOD. Appeals are challenges to an ARB decision which are taken to the BOD for adjudication. The applicant may request an appeal of a specific application. A Request for Reconsideration is a request by the applicant for further ARB deliberations on a denied proposal. A Request for Reconsideration which is subsequently denied by the ARB may thereafter be appealed to the BOD.

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1. Request for Reconsideration. The applicant may submit a written request to the ARB to reconsider a decision made on an application filed by that applicant. The

request shall be received by the ARB at the address listed in paragraph A above, within 10 business days of the date of the letter announcing the original ARB decision. In the Request for Reconsideration, the applicant shall state his reasons for requesting reconsideration, shall provide any additional information relevant to approval or disapproval of the application, and may request a personal appearance before the ARB. The applicant may appear at the ARB meeting at which the request for reconsideration is reviewed. The ARB will normally issue its written decision on the request for reconsideration within 20 business days of receipt of the request. However, failure of the ARB to act within this period shall not constitute automatic approval of the request. Notices of Requests for reconsideration shall be given to the BOD by the ARB.

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2. Appeal. Following an ARB decision, an applicant may appeal the decision to the BOD. This appeal is to be initiated, in writing, to the BOD within ten (10) days of the date of the letter of notification of the ARB decision (either initial decision or the request for reconsideration). Appeals should be sent directly to the current managing agent. Applications are available for review at the Management Agent's office by appointment.

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The BOD will consider the appeal in accordance with the Morgan Point Declaration of Covenants, Conditions, and Restrictions and Architectural Standards and Guidelines. Appeals which require an exception to these standards and guidelines will be handled in accordance with the procedures noted in paragraph II.C, above.

G. Enforcement Procedures

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1. Enforcement Procedures. The Morgan Point Declaration of Covenants, Conditions, and Restrictions require that the ARB and BOD ensure all Morgan Point properties comply with such and the Architectural Standards and guidelines, including those which require properties and structures be properly maintained. When an apparent architectural violation is found to exist, either through an on-site inspection by an ARB member, the Management Agent, a Board Member, or via report by another Owner, the ARB and Management Agent will pursue the following enforcement procedures:

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a) All suspected violations shall be confirmed by a site visit by a member of the Board, a member of the ARB, or a management representative. The person that originally reported the violation shall remain anonymous.

b) The management company shall send the Owner (and Resident if not the same), an initial notice requesting that they resolve the violation. This letter should contain:

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(1) A clear statement of the apparent violation;

(2) Identification of the appropriate article and section of the Covenants and/or the appropriate section of the Architectural Standards and Guidelines dealing with the violation;

(3) A copy of an Architectural Modification Form, if appropriate;

(4) A statement that the Owner has 15 calendar days from the date of the letter to respond; an address to which a completed application should be sent; and

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(5) A statement that failure to resolve the violation in a timely manner may result in the Association taking any other actions available to it by State law, County ordinance, or under the founding documents.

c) If the Owner does not respond to the initial violation notice within 15 days, the **management company** will send a second notice, return receipt request, with a copy by regular mail, to the Owner and, if applicable, to both the Resident and the Owner. This letter will contain the same information as the first notice and should contain the following additional information:

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(1) That this is a second notice of a violation;

(2) Failure to resolve the violation within 15 calendar days of the date of this letter will result in the matter being forwarded to the BOD for further action that could include a HEARING NOTICE.

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d) If the violation is not resolved within 15 calendar days of the date of the second notice, the **management company** will refer the violation through the ARB to the BOD for appropriate action. The ARB shall make a recommendation to the BOD for appropriate action. The ARB shall make a recommendation to the BOD as to an appropriate course of action. [Note that in the case of violations for failure to properly maintain property, the BOD is authorized to correct the violation and assess a charge against the Owner.

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¶ (3) Reference to Appendix A of the Architectural Standards and Guidelines that details the list of fees for violations and the specific fee assessed to the violation per Appendix A

e) The Association reserves the right to invoke other sanctions that may be or may later become available to it under the founding documents (Declaration of Covenants, Conditions, and restrictions and Bylaws) or under state or local law, even if not specifically listed here.

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f) The notice required by Section II.G.b shall not be required in the case of a violation which is a repeat of a previous violation by the same Owner, provided that some or all of the notices required by this paragraph G were sent to the Owner at the time of the previous

violation, and the violation was subsequently cleared. The First Notice of a repeat violation shall follow the requirements in Section II.G.1.c., except that the notice shall state that the violation is a repeat of a previous violation and the notice shall include a copy of the notices sent for the previous violation with the violation fee.

III. Architectural Standards and Guidelines

A. General Overview

The following is a general overview:

1. Every homeowner within Morgan Point is subject to Morgan Point's Declaration of Covenants, Conditions, and Restrictions and Architectural Standards and Guidelines. Homeowners will be responsible for compliance of their resident, temporary resident, short- or long-term renter or other non-owner resident of a home within Morgan Point.
2. As a general matter, no homeowner may modify their home or lot in any visible way without submitting a complete application and getting prior ARB approval, as explained herein. Applicable Prince William County permits must also be obtained prior to any construction. Additions or modifications that do not require prior ARB approval are detailed herein. These ARB guidelines are designed set standards for Morgan Point to help with the ARB process.
3. The ARB will conduct an annual evaluation of the Architectural Standards and Guidelines to determine if amendments are necessary. Owners may submit to the ARB requests for additions or changes to the ARB Standards and Guidelines. The ARB may make recommendations to the BOD on proposed changes. The BOD determines if the Architectural Standards and Guidelines require changes and approve or disapprove or disapprove accordingly.

B. List of ARB Standard and Guidelines

The following lists ARB Standards and Guidelines:

1. **Additions or Modifications to Existing Homes.** See Room Additions to Existing Homes.
2. **Air Conditioners and Window Units.** ARB approval is required for changing the location of, or adding an additional, exterior air conditioning compressor. Existing exterior central air condition compressors were located to minimize noise and visibility to neighbors. Exterior central air conditioning compressors may be replaced with similar compressors (dimensions, color,

Deleted: 2. Resale Disclosure Packets. The Property Owners' Association Act ("the Act") requires the Seller of a lot to provide an association disclosure packet to the buyer. MPHOA via the Management Agent provides the disclosure package with the requisite information for a \$100 fee when the Seller or Seller's Agent provides a written request to the Management Agent and includes the required fee, provides information as required by the Property Owners' Association Act, including the status of assessment payments for that lot and whether there are architectural or maintenance violations on the subject property. The Act requires that information in the resale packet be current within 30 days of the date of the certificate in the packet. Owners are encouraged to order the packet as soon as the home is placed on the market in order to allow for the 14 days provided to prospective buyers, by the Act, to review the packet. This will also provide additional time for the Owner to clear any violations that may have been noticed in the certificate.¶

¶
3. Estoppel Certificates. The Resale Disclosure Packet described in Section II.G.2. serves as the Estoppel Certificate for it provides the required information on the current status of assessment payments and the existence of any architectural violations. The contract seller shall issue the Resale Disclosure Packet to the settlement attorney prior to the closing of the sale of the home when the contract seller notifies the Board of Directors and Management Agent of the scheduled date for settlement. The Resale disclosure Packet will be at least 30 ...

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kind) without ARB approval. ARB approval is required to install compressors adjacent to the location of the existing compressors to ensure they do not interfere with neighbors. Individual window air conditioning units, fans, or heating units shall not be installed. Application for approval must include the color of the new air conditioner compressor unit when not similar to the one being replaced and the location, dimensions, and color of an adjacent compressor.

3. **Attic Vents.** ARB approval is required for new attic ventilators. Attic ventilators should be placed on the least visible side of the roof, preferably the back when viewed from the front of the house. The application must indicate the location and color of the ventilator. The location and visibility of such a fixture may require the Owner to paint the fixture to blend with the roof or house colors.
4. **Awnings.** ARB approval is required for Awnings of any kind. In order to obtain approval, applications must include a completed Architectural Modification Form, a drawing or catalog sheet showing the awning, including dimensions, materials, and colors; and a site plan/plat showing the proposed location of the awning (the site plan/plat must show other existing structures).
5. **Bird Houses and Bird Feeders.** ARB approval is not required for Bird Houses that meet the following Guidelines. Bird houses or bird feeders may not be larger than 18 inches in any dimension and are limited to four (4) per lot at the rear of the property and must not be in view of the property front. Bird houses are preferred to be hung in existing trees. If bird houses are pole mounted, the pole height is limited to 8 feet. Color of birdhouses should be earth tones generally compatible with the existing home colors. Bird houses that do not clearly meet these guidelines require ARB approval. Applications must include a completed Architectural Modification Form, the full dimensions, color and planned mounting location of the bird house or bird feeder (illustrated on site plan/plat).
6. **Chimneys.** ARB approval is required for all new chimneys. New installation of chimneys shall match the existing chimneys or fireplace vents standards in the existing home development. Chimney caps and any vent through the roof shall match existing chimneys.
7. **Compost Piles.** Compost piles of any kind are not allowed (as a pile). However, an enclosed compost container, such as a barrel, is permitted in the backyard.
8. **Decks.** ARB approval is required for all new or modified decks.

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- a) **Deck General Guidelines.** Decks should be located in rear yards and should not extend past the rear side planes of the home. Front or side yard deck locations are not consistent with the design and appearance of most homes in Morgan Point. When deck plans include other exterior changes such as fencing, lights, plants, or sheds, other sections of these guidelines should be consulted. In order to obtain deck approval, applications must include the following: A complete Architectural Modification Form; copy of the site plan/plat showing house, existing patios, fences, property lines and location of proposed deck; deck plans to scale, including dimensions, rear and side elevation drawings showing height above grade, railing and stair detail (height, style, picket size), colors, exterior lighting and materials to be used. Any proposed landscaping/screening planned in conjunction with the deck must be submitted with the deck application (see Landscaping for requirements). A copy of the building permits, approved by the County, shall be submitted to the ARB with the exterior alteration application.
- b) **Ground Level Decks.** A ground level deck is considered a deck that is less than 18 inches in elevation at any point above ground. Decks 18 inches or more in elevation above ground at any point may be considered an "elevated deck" and require a building permit from Prince William County. Ground level decks do not require guard rails or stair rails. Ground level decks shall be constructed of synthetic wood or vinyl, pressure treated wood, or other decay-resistant wood. Decking material colors will be natural wood, white, grey, tan, rust, or similar. Deck structural components, pickets and trim colors and materials shall complement the existing house. Deck components can be vinyl (or other similar material), as well as be materials that are painted, stained, or allowed to weather naturally, if approved by the ARB. Decks should not extend past the rear side planes of the home and shall maintain a setback from all property lines as required by Prince William County regulations. Applications for installation of ground level decks shall include a statement of the deck's maximum elevation off the ground at the four corners, as well as all the items in paragraph 9.a. above.
- c) **Elevated Decks.**
- (1) Elevated deck Design. Elevated decks typically are considered decks 18 inches or more elevation above ground at any point, and require a Prince William County permit. Decks shall be constructed of synthetic wood or vinyl, pressure treated wood, or other decay-resistant wood. Decking material colors will be natural wood, white, grey, tan, or rust, or similar. Deck structural components, pickets and trim colors and materials shall complement the existing house. Deck components can be vinyl (or other similar material), as well as be materials, which are

painted, stained or allowed to weather naturally, if approved by the ARB. Decks should not extend past the rear side planes of the home and shall maintain a setback from all property lines as required by Prince William County regulations. Lattices will be permitted under decks only with prior ARB approval.

- (2) Application for Elevated Decks. Applications for elevated decks must include all the items in paragraph 9.a. above, along with the dimensions of railings, posts, stairs, steps, benches, and other details needed to clearly describe the proposal. Building Codes require that stairs with 3 or more risers must have a railing and adequate night lighting. Occupational Safety and Health Administration (OSHA) requires that all stair risers be of equal height so as not to be a surprise tripping hazard. Owners are responsible for checking for and complying with all OSHA and Prince William County safety guidelines.

9. **Detached Structure.** ARB approval is required for all detached structures.

- a) **Detached Structures.** Detached structures in general must be scaled to size with relationship to the size of the yard. The detached structure shall be in back of the rear plane of the house and shall conform to the color, style and materials of the house and be of wood or resin/vinyl construction materials utilizing natural earth tones to blend with the surrounding environment. It shall be physically unobtrusive, will not exceed eight (8) feet in maximum height, and be no more than 64 square feet in size (example: eight (8) feet by eight (8) feet in length and width). In those instances where location of such structures are required to be other than the back of the house, the ARB will make a judgment on the appropriateness of the location. Consideration will be given for visual and other impacts on neighbors. Applications shall include a completed Architectural Modification Form, plat showing the proposed use of the structure, requested location, full dimensions, construction material, and color selection.

- b) **Storage Sheds.** Storage sheds shall conform to the same standards as detached structures in color, style, materials, and impact on neighbors. They shall be located in the rear of the house. Sheds will not exceed eight (8) feet in maximum height, and be no more than 64 square feet in size (example: eight (8) feet by eight (8) feet in length and width). Sheds visible from the street shall be screened by evergreen landscaping. Applications for approval shall include a completed Architectural Modification Form, a plat showing the proposed use of the structure, requested location, full dimensions, construction material, and color selection.

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Deleted: Storage sheds will only be allowed for lots greater than 10,000 square feet. Storage sheds shall conform to the same standards as detached structures in color, style, materials, and impact on neighbors. They shall be located in the rear of the house. Sheds will not exceed eight (8) feet in maximum height, and be no more than 48 square feet in size (example: eight (8) feet by six (6) feet in length and width). Sheds visible from the street shall be screened by evergreen landscaping. Applications for approval shall include a completed Architectural Modification Form, a plat showing the proposed use of the structure, requested location, full dimensions, construction material, and color selection. Applications for sheds on lots smaller than 10,000 square feet may be considered on a case-by-case basis.

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- c) **Other Structures.** ARB approval is required for other structures, such as gazebos or playhouses. They will meet the same standards as the above two items for color, style, materials, and neighbor impact. Maximum height of these structures can vary and consideration should be given to the location and harmony with the house and surrounding areas. The ARB will consider all these factors in addition to impact on neighbors. The ARB will consider applications for these other large structures on a case-by-case basis under the standards and guidelines above. ([For temporary seasonal structures see Play or Recreational Equipment](#))
- d) **Temporary storage.** ARB approval is not required if the temporary storage (such as pods) located on the driveway for storing items from the home during move-ins, renovations, or repairs in 14 days or less. The ARB will consider applications for extensions of the 14 day limits, or placement anywhere other than a driveway on a case-by-case basis. Applications will include a completed Architectural Modification Form, the reason for the temporary storage, a picture or catalog cut of the storage unit, a plat location of the unit, and the planned duration over the day limit.
10. **Doors:** ARB approval is not required if door meets the following standards and guidelines.
- a) **Storm Doors not requiring ARB Approval.** Storm Doors do not require ARB approval if they meet the following criterion: full view with clear, uncolored, non-decorative glass, painted white or the same color as the house trims or door, and hardware compatible with existing door hardware. Manufactured, etched borders in the glass are allowed.
- b) **Storm Doors Requiring ARB Approval.** Storm doors that do not clearly meet the above guidelines require prior ARB approval. In order to obtain approval, the following must be submitted: a completed Architectural Modification Form; a drawing or catalog sheet showing the storm door including dimensions, color, and hardware; a color photo or drawing and description of the existing front door and trim.
- c) **Screen Doors.** Screen doors will only be allowed on front doors as interchangeable summer panels in storm doors, and must meet the same criteria as above. Permanent screen doors on a rear of side doors are allowed within the same criteria above. Screen doors that do not clearly meet these guidelines require prior ARB approval similar to the requirements for approval of storm doors.

11. **Driveways.** See Garage and Driveways

12. **Exterior Colors**

- a) **General.** ARB approval is not required when replacing, repainting, or re-staining part of the existing home to match its original color. Requests to replace or repaint home exterior items to a new color will be considered if the proposed color is harmonious with existing Morgan Point color themes. This includes not only color changes to house siding or brickwork, but also to doors, shutters, trim, gutters, roofing, etc The following guidelines apply to exterior color changes:
- b) **Colors.** Exterior color changes require prior ARB approval. Applications shall include the following: a completed Architectural Modification Form; drawing or description of the specific areas to be repainted; color name; number of current color on home and a color photo; a color sample; color photos of homes on either side as well as in front of your home so that your proposed color change are harmonious.
- c) **Replacement Material Approval.** Owner's should not order replacement materials for siding and roofs until the selected color has received written approval from the ARB.

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13. Exterior lighting and Holiday Lights.

- a) ARB approval is not required if the following guidelines are followed. Exterior lighting, in addition to that initially provided on the house, may be desired to enhance a deck or patio, or to improve visibility on a walkway or driveway. Lights added to the front of a home shall match or compliment existing lighting styles. Ground level lights bordering driveways shall be unobtrusive in nature. Lighting in the front or rear yard shall be placed so that light does not shine outside the property in a manner which could disturb neighbors, such as in arranging the angle of spotlights. Additions or modifications to exterior lighting that do not meet the above guidelines require prior ARB approval.
- b) Exterior Holiday lights and decorations must not be displayed more than 30 days before or 30 days after a holiday period.

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 a) **Exterior Lighting.** ARB approval is not required if the following guidelines are followed. Exterior lighting, in addition to that initially provided on the house, may be desired to enhance a deck or patio or to improve visibility on a walkway or driveway. Lights added to the front of a home shall match or compliment existing lighting styles. Ground level lights bordering driveways shall be unobtrusive in nature. Lighting in the front or rear yard shall be placed so that light does not shine outside the property in a manner which could disturb neighbors, such as in arranging the angle of spotlights. Additions or modifications to exterior lighting that do not meet the above guidelines require prior ARB approval.¶

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 b) **Electronic Insect Traps.** Electronic insect traps are regulated on the same criteria as for exterior lighting in how they affect adjacent homes. No such device may be installed that creates loud noises (i.e. the bug zapper). Any electronic traps should only be operated while the surrounding are is in use.¶

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 c) **Exterior Holiday Lights.** Exterior holiday lights and decorations must not be displayed before Thanksgiving, and must be removed before Jan 31st. Exterior decorations for National Holidays must not be displayed prior to 2 weeks before the Holiday and must be removed by 2 weeks after the Holiday.¶

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14. Fences and Landscape Walls.

- a) **General.** ARB approval is required for all fences. In order to obtain fence approval, you must submit the following to the ARB: A complete Architectural Modification Form: copy of the site plan/plat showing the house, existing patios, decks, walkways, property lines, along with the dimensioned and/or alignment location of the proposed fence; details, illustrations and descriptions of proposed fence materials, color, height and style.

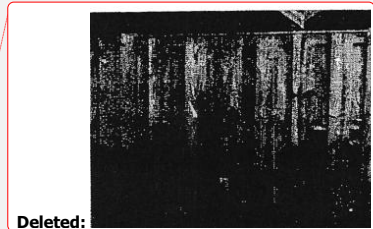
- b) **Fence Styles.** There is only one (1) fence type permitted in the Morgan Point subdivision: six (6) feet high, board on board style using pressure treated or cedar wood panels. The wood must maintain a natural wood finish and either be clear sealant or allowed to weather naturally. Fences can only be erected from the real corners of the home as recorded in the land records with Prince William County. Gates shall be board on board to match. This ensures a uniform appearance of our community. There is to be no exterior designs.



Comment [c1]: Could we consider resin or composite panels if they exist in a wood tone?

Comment [LTC B2]: What is wrong with white board on board? We already have some grandfathered fences of other types, so it is hard to see the "uniform appearance".

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- c) **Pool Security Fences.** Properties may only be approved for a pool where there is adequate yard to support at least 10 feet from the concrete surrounding the pool to property lines in every direction. Pool security fences shall meet Prince William County Code requirements for the type of pool proposed including the fence material style and minimum height requirement. If wire mesh is required by Prince William County Code, the mesh shall, to the maximum extent possible, conform to the provision for mesh set forth below. However, if County requirements dictate something other than interior wire mesh, the Owner shall comply with Prince William County requirements. A copy of the building plans, approved by the County, shall be submitted to the ARB with the exterior alteration application. County approval of plans, and fence style, which are inconsistent with the approved fence designs in the Architectural Standards and Guidelines, shall not constitute an automatic approval from the ARB.

- d) **Other Fence Guidelines.**

- 1) **Lot Line.** All fences must be on or inside the property line as verified by a surveyor.
- 2) **Location.** Fences shall not come forward of the "rear plane" of the home.

- 3) **Connection to Neighbor Fence.** Fences shall not “double-up” with neighbor’s fence, i.e., if your neighbor has an existing fence, you must place your fence post adjacent to the neighbor’s fence post within 2 inches.
- 4) **Finish Surfaces.** Fencing which is finished on one side only shall be constructed with the finished(milled) side facing out.
- 5) **Fence Matching.** Fencing shall match or blend with existing adjacent fencing. Fence gates shall be compatible with the fence in design, material and height.
- 6) **Fence Wire Mesh.** Wire mesh screening is discouraged and requires prior ARB approval with sufficient justification. Electronic “invisible” fences with collar controls are a much preferred, cost effective alternative to installing wire mesh to control small pets. If approved, wire mesh screening shall be galvanized metal poultry mesh (not ‘hardware cloth’), and be maintained to be rust free. Wire mesh screening shall be securely anchored on the interior face of the fence and be no taller than the top horizontal board.
- 7) **Fences Impinging on Adjacent neighbor Front Yard.** [Fences that appear to be in an adjacent neighbor's front yard due to lot configuration, such as corner lots, must be considered on a case by case basis. The front yard is defined as a yard extending across the full width of a lot and lying between the front lot line and the house divide.](#)

- 8) **Landscape Walls.** Only small-scale walls, 36 inches in height or less, which are part of patio improvements, patio construction or part of a landscape plan will be considered and require prior ARB approval. Privacy walls greater than 36 inches will not be considered. All landscape walls shall be constructed of materials compatible with the existing home design and yard layout and in compatible earth tone colors. The Owner shall submit an exterior alteration application request with a site plan and elevation(s) clearly showing the location of the wall with placement dimensions. Specific dimensions, materials, colors, illustrations and construction features shall be included with the application. All design and construction details shall meet Prince William County Code requirements.

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15. Flags and Flagpoles.

- a) **General.** ARB approval is not required for Flags that meet the following criteria. Flags flown on homes in Morgan Point shall be no larger than 3

feet by 5 feet. No more than two (2) flags (such as an American flag and state, country or other flag) may be displayed in the front, sides or rear of the house. Flags shall be displayed from a flagstaff of a length not to exceed 6 feet. Permanent, freestanding vertical flagpoles are not permitted on Morgan Point lots.

- b) **Flag Mounting.** Flags and flagstaffs that meet the following standards may be displayed without prior ARB approval. Flagstaffs can be mounted on one of two ways. The flagstaff can be affixed to the house or garage by a flagstaff holder that is of a size less than 6 inches on a side. Where attaching flag holders to brickwork or other is not desired to avoid damage to the brick, flags may also be affixed to a holder mounted on a 3 inch to 4 inch square post no more than 4 feet high and flush to the house.
- c) **Garden Banners.** Small garden flags, typically 18 inches by 24 inches, are not considered display flags, and up to two (2) may be displayed in front or back yard landscape beds without prior ARB approval.
- d) **Other Flags.** ARB approval is required for other flag sizes, shapes, types or construction characteristics, staffs, staff mountings, locations, or display schedules and will be considered on a case-by-case basis. The review criteria will consist of the impact on neighbors; the scale, color and workmanship quality of the flag, as well as the planned mounting and the overall compatibility of the flag and its mounting with the home and the community as well as a whole. The owner desiring to display a flag not meeting the guidelines above, or required to submit as the Architectural Modification Form documenting the size, color, design of the flag and the planned method of mounting, and placement location on a plat.
- e) **Mailbox Flags.** Banners, Flags, or any other decorations on mailboxes are not allowed.
- f) **Flag Condition.** Flags shall not be displayed if they are obviously worn, dirty, soiled, torn, discolored, or in other ways defaced and visibly damaged or discolored as detectable from the nearest neighbor's property shall not be used.

16. Flower Boxes and Other Exterior Objects. Addition of exterior objects such as flower boxes, bird baths, etc. in the front or sides of a home requires prior ARB approval. Additions of this type impact the visual aspects of the home and of the neighborhood in general. Such additions shall be compatible in scale, material, and color with the home and with adjacent homes. As a general guideline, the addition should be a subdued color and as visually unobtrusive as possible. They shall be compatible with the neighborhood colors and scaled to be an attractive addition to the home. The

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Owner shall submit, in conjunction with the Architectural Modification Form, a drawing, picture or similar depiction of the planned object clearly indicating dimensions, color and materials. Included with the application shall be a site plan reflecting the planned location of the addition.

17. Garages, Driveways, and parking. No alterations shall be made to any garage or driveway which would interfere with the purpose for which the garage was intended – as vehicle parking in accordance with Prince William County Zoning Guidelines. Under no circumstances may garages be converted into conditioned living space, recreation space, or other common interior space use other than vehicle parking or storage. Asphalt driveways are the standard in Morgan Point and no exceptions are authorized. Parking of commercial vehicles is strictly prohibited within the Morgan Point Subdivision. A vehicle is deemed commercial when advertisements are located on the vehicle or when work items can clearly be seen in or on the vehicle. Parking in front of mail boxes is deemed improper unless the homeowner of the home where such parking takes place expressly permits such. The homeowner has the responsibility to notify the Management Agent of unapproved parking in front of mailbox. Parking behind driveways from either side of the street is deemed improper parking for safety reasons. Improper parking vehicles will be towed in accordance with the Declaration of Covenants, Conditions, and Restrictions, Article V, Section VI.

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18. Gardens. See Landscaping

19. Gazebos. [See Detached Structures/ Play Equipment and Recreational Equipment.](#)

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20. Gutters and Downspouts. New or altered gutters and downspouts require prior ARB approval if they do not match existing gutters and downspouts. Additional new or replacement gutters and downspouts shall match those existing in color and design and shall not adversely affect drainage pattern. Gutter hoses must be buried to facilitate drainage and maintain the esthetics of the community.

21. Hot Tubs or Spas. See [Pools and Pool Security Fences.](#)

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22. Landscaping.

a) **Landscaping and Plantings.** Planting flower beds or shrubs in existing landscape beds, unless they will grow to more than three feet in eventual mature height, does not require prior ARB approval. Actual landscaping changes, such as changing the shape of landscape beds, adding landscaping that will grow to above three feet mature height or planting any trees requires application and ARB approval. New landscaping must

be harmonious with the original landscaping in Morgan Point. Care should be exercised in the planting and maintenance of trees and shrubs to prevent obstruction of sight lines for vehicular traffic. Consideration should be given to the effect which plantings will have on the views from neighboring houses and properties.

b) **Landscape Borders.** Landscape borders, such as those which use of railroad ties, garden timbers, stone or masonry which will form a border more than 12 inches high, require prior ARB approval. A landscape border is defined as material that is used to separate different areas, follows the natural contour of the land, and does not change the grade or slope of the area. Applications shall include a clear indication of the plants, trees, and/or shrubs to be planted, a site plan showing the location and relationship of the property, and adjacent houses. When materials are used to make a tiered, terraced, or multi-level area which changes the original grade or slope of the land, this structure is defined as a landscape wall, and is subject to the guidelines for landscape walls listed above.

c) **Vegetable Gardens.** Vegetable gardens do not require prior ARB approval. Vegetable gardens shall be located in back of house and shall not extend beyond the rear side planes of the house. They shall not cause damage to other property through drainage, and be neatly maintained, which includes the timely removal of unused stakes, trellises, and dead growth.

d) **Focal Tree.** The focal tree in front on each lot is to be properly pruned to ensure healthy growth. There shall be only one focal tree and it shall not be crowded by other trees, hedges, or shrubs.

23. Mailboxes. Replacing mailboxes (other than replacing a damaged mailbox with an exact replacement) requires prior ARB approval. Existing mailboxes in Morgan Point are of a standard type and must not be replaced unless damaged. The replacement mailbox must match the existing mailboxes in style, size and color. Banners, flags, or any other decorations on mailboxes are not allowed.

24. Obstructing Sight Lines for Traffic. All Declaration Covenants, Conditions, and Restrictions and Architectural Standards and Guidelines that prohibit fences, landscaping, and other exterior modifications from obstructing vehicular traffic sight lines also apply to site lines for existing pipe stems and cul-de-sacs.

25. Outdoor Drying of Laundry. Outdoor laundry drying, either on patios or clothes lines, is not allowed. Exceptions are made only for large rugs which may be dried on rear decks or patios in the spring cleaning months of March

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through May, or tarps or camping gear from ~~January~~, through ~~December~~, at the rear of the property. The items must be dried and removed the same day and may not be left out overnight.

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26. Outdoor Running Water Features. Outdoor running water features require prior ARB approval. Outdoor running water features are sometimes used in landscaping to enhance a planted area. Water features are intended to stand alone anywhere on a lot. An Architectural Modification Form must be submitted for landscaping plans which incorporate running water features such as fountains, waterfalls, brooks, streams, ponds, etc. within planned or existing planted areas. Applications shall be evaluated on a case-by-case basis and must include a site plan/plat that specifies the location of the water feature within the existing or planted area, the depth and/or height of the water feature, and an illustration or representative photo of the water feature. Owners are requested to consider all the safety and liability aspects of water-containing structures on their lots before planning any such installations. Static bird baths or other static water features are not allowed due to the insect breeding probability.

27. Paths and Walks. Addition or alteration of paths or walkways that rise above ground levels requires prior ARB approval. Paths or walks may be constructed of stone, concrete, or similar material outdoor surfaces constructed at ground level on the side or rear of the home. Paths or walks which extend several inches or more in any point about ground due to drops in yard elevation may require a Prince William County building permit. Colors should be natural stone or concrete, or earth tones harmonious with existing home colors. Paths and walks shall maintain a setback from all property lines as required by Prince William County regulations. In order to obtain ARB approval to construct a path or walk, the following must be submitted: a completed architectural Modification Form; copy of the plan/plat showing the house; existing decks, patios, fences, property lines, and the location of proposed path or walk to scale, and all other details, including the dimensions, materials, colors, and any changes to grade.

28. Patios and Porches.

- a) **General.** Addition or alteration of patios or porches requires prior ARB approval. In order to obtain ARB approval to construct a patio or porch, you must submit: a completed Architectural Modification Form; copy of the plan/plat showing house, existing decks, patios, fences, property lines, and the location of proposed patio or porch. You must also include patio or porch plans to scale showing the existing home and proposed location, including dimensions, materials, colors, any changes to grade, as well as detail drawings of any railings, steps, benches, planters or other vertical items such as trellises, light poles, built in BBQs, etc.

- b) **Patios.** Patios are considered stone, concrete, or similar material outdoor surfaces constructed at or close to ground level in the rear of the home. Patios which extend several inches or more in any point about ground due to drops in back yard elevation may require a Prince William County building permit. Patio colors must be earth tones harmonious with existing home colors. Patios shall maintain a setback from all property lines as required by Prince William County regulations.
- c) **Porches.** Porches are to match the home design. Porches are considered stone, concrete, or similar material covered outdoor surfaces constructed at or close to main floor walkout level in the front or side of the home. Porches are elevated above ground and thus require a Prince William County building permit. Porch design, including roof and support columns, shall match the existing home. Porch colors, including roofs and columns, must be earth tones harmonious with existing home colors. Porches shall maintain a setback from all property lines as required by Prince William County regulations.

29. Pet Enclosures and Restraints.

- a) **Pet Enclosures.** Pet enclosures require prior ARB approval. Pet enclosures can not use Prince William **or Association** common property as part of the enclosure. Such structures shall be visually unobtrusive and appear to be apart of, or coordinate in color and material with, the applicant's deck, fence, or landscaping. These structures shall not exceed four (4) feet in height, nor five (5) by three (3) feet in area. These enclosures shall be located in back of the house, not forward of the rear plane, and no closer than ten (10) feet from any property line. An Architectural Modification Form must be submitted and approved prior to beginning installation. Applications shall be evaluated on a case-by case basis. Kennel-type enclosures are not allowed.
- b) **Pet Staking and Chaining.** Pet staking and chaining or other forms of restraint in the front, or side of the Lot, or in the Common Area are prohibited. Outdoor pets are to be constrained in the rear with proper restraining devices. Violations to Prince William County pet ordinances and laws are violations to the Architectural Standards and Guidelines.

30. Play Equipment and Recreation Equipment (Portable or Fixed).

- a) **General.** Recreation and play equipment that is not intended to be removed and stored indoors when not in use requires prior ARB approval. Recreation and play equipment, such as swings and basketball backboards, substantially affect the appearance of a neighborhood. The

standards and guidelines listed below are provided in an effort to reconcile the desire for such equipment with the goal of minimizing its visual impact. Careful thought would be given to the location and kinds of equipment to be installed. Applications for approval should include a photograph or sketch of the equipment.

b) Temporary (Seasonal) Recreational detached structures (screen rooms, gazebos, umbrellas, etc): Temporary seasonal structures designed to be removed at the end of the warm weather season do not require prior ARB approval. However, they must be maintained in clean and undamaged condition, if not they must be removed immediately. Otherwise, continued presence of damaged temporary detached structures will result in actions as outlined above for violations.

c) Location. Play equipment shall be placed in rear yards in locations which are the least visible from the street and other houses; in on case shall they extend in front of either side of the rear plane of the home. As an exception, portable basketball goals will be allowed on personal driveways, but shall be placed against the home in the rear or in the garage when not in use so as to minimize the visual impact on neighbors. No in-ground basketball goals are permitted. Portable play equipment, including but not limited to such items as badminton and volleyball nets, soccer goal nets, ball return nets, and skateboard ramps, shall be stored out of sight when not in actual use.

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d) Materials and Color. Long lasting painted metal play equipment is encouraged, exclusive of the wearing surfaces (slide poles, climbing rungs, etc.). Play sets that include prefabricated parts in bright colors, such as slides, canopies, swing seats, etc., may be considered for approval depending upon the visual impact to adjoining properties. The application for approval must include a catalog cut or drawing of where the play equipment will be placed on the lot in the locations to the home, and provide a representative picture of the play set to be installed including what color the parts will be.

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31.Pool Security Fences. See Fences

32.Porches. See Patios

33.Provisions during Construction. Provisions of the Guidelines do not apply during construction of new homes by the Declaration of the Assigns.

34.Recycling Receptacles. See Trash and Recycling Receptacles.

35. Room Additions to Existing Homes.

- a) **General.** All exterior room additions require prior ARB approval. Exterior room additions substantially alter the exterior appearance of an existing house, in addition to impacting the privacy distance between homes and aesthetic views of neighbors. The design of room additions 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. The Owner shall submit in conjunction with the Architecture Modification Form a set of construction plans including dimensions, materials, colors and types of items such as doors and windows. The design plans shall include detailed descriptions of any excavation or fill requirements that might lead to drainage changes on adjacent property. Drawings must also show how the addition is tied in to the existing structure. A site plan to scale showing exact placement shall be included with the Architecture Modification Form. Signatures of those Owners with adjacent homes most affected by the modification shall be obtained. The following are additional detailed guidelines for room additions to existing homes:
- b) **Roof.** The roof of any addition shall match the roof of the existing house as much as possible in design, color, and pitch. Pitched roof shall be compatible with the slope of the original roof of the applicant's house. All new roofs will have rain gutters and downspouts matching existing gutters in style and color.
- c) **New Windows and Doors.** New windows and doors shall match the type and color used in the applicant's house and should be located in a manner which will relate well to the location of exterior openings in the existing house. These require an approved architectural application.
- d) **Changes in Grade or Condition.** If changes in grade or other conditions, which will affect drainage, are anticipated, these changes shall be specifically indicated to the ARB on the application form. Approval will be denied if adjoining properties are adversely affected by changes in drainage.
- e) **Exterior Modification.** Completion of, or modification to, a basement that would alter the exterior appearance of an existing home requires prior approval from the ARB. Foundation walls built to provide access to, or exit from, below ground level basements by way of a stairway to windows or doors shall be constructed of brick or concrete materials compatible with the existing exterior designs. Doorways and/or exposed walls shall be painted to match the existing exteriors.

36. Satellite Dishes and Antennas. It is the intent of this guideline to keep satellite dishes as limited from view as possible from streets, cul-de-sacs, and pipe stems. Some satellite dish and installation companies prefer to install the dish or antenna in the quickest, most convenient location for them, without regard to the effect on the visual harmony of the neighborhood. The intent of the guidelines is for all homeowners to have proper dish reception, while at the same time respecting the visual harmony of their neighborhood. Preferred locations for satellite dishes are the rear of the home at low level, rear side of home at low level, or rear roof if needed for proper reception. Dishes and antennas should be 36 inches diameter or less in size and landscape screened whenever possible. Any satellite dish or antenna proposed for installation larger than 36 inches diameter or in other than these preferred locations requires ARB review. The application for such an installation must include a drawing of where the proposed satellite dish or antenna will be located, the dimensions of the dish or antenna, and a signed affidavit from the company installing the item that reception can not be obtained in any location conforming to these guidelines. Any landscaping exterior to the home that shields the exterior television or other antennae from view must also obtain prior ARB approval (see Landscaping for requirements). Mast antennas should only be mounted on the rear of the home and not extend above the roofline nor be visible from the street, cul-de-sac, or pipe stem. Mast antennas require prior ARB approval.

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37. Sheds, See Detached Structures.

38. Signs.

- a) **Real Estate Signs.** Real estate signs in accordance with Prince William County Regulations do not require prior ARB approval. No more than one permitted sign shall be displayed on a residential property. Real estate signs are not permitted on common property. Real Estate signs shall meet Prince William County requirements with respect to size, content, location, and removal. Such signs may be placed only in the front yard of properties for sale or rent and shall be removed within seven (7) days from the date of acceptance of a contract for sale by the seller and the purchaser.
- b) **Alarm System Signs.** A house which is protected by an alarm system may display a single security sign (single or double-sided) in both the front yard and back yard. The sign is not to exceed 100 square inches in size and is for security identification purposes only. A single sign for an invisible electronic dog fence is also permitted in the yard.
- c) **Temporary Signs during Improvements.** Temporary signs during installation of such exterior improvements as patios, decks, and sprinkler

systems may be erected while the improvement is under construction for cautionary purposes. Signs may not be any larger than 24 inches width or height, and must be removed immediately once the work is complete. No advertisement signs are permitted.

- d) **Other Signs.** Absolutely no business advertising, political advertising or other signs not specifically authorized in the Covenants and Guidelines are allowed.

39. Skylights. ARB approval is required for installation of new skylights.

Skylights should be placed on the least visible side of the roof, preferably the back when viewed from the front of the house. The application must indicate the color of the skylight, location, and dimensions. The location and visibility of such a fixture may require dimensions. The location and visibility of such a fixture may require the Owner to paint the fixture to blend with the roof or house colors.

40. Socializing in Front of Premises. Social activities in the front of homes that do not impede on access by the community to their homes may be held, as long as all County ordinances concerning noise is abided by as well as all items such as grills and chairs, etc. are removed from the front of the premises within 1 hr of the end of the social event.

41. Solar Panels. ARB approval is required for solar panels. Solar panels may be considered for installation in a manner that is both conducive to solar energy collection and harmonious to the Covenants and Guidelines. No solar panels shall be installed in the front or on either side of any residence. Solar panels installed in the rear of the home shall not extend beyond the rear side planes of the home so as to be visible from the front. Ground level installation that shields the ground level installed solar panels from view may require prior ARB approval (see Landscaping for requirements). The ARB may consider non-conforming installation if it would not detract from the neighborhood. All applications require a site plan showing the planned location, dimensions, color, and materials as well as a professional installer's certification of the options for sun angle absorption.

42. Sprinkler Systems. Sprinkler systems do not need prior ARB approval as long as they are the in-ground type and the valve control boxes are flush with the lawn. Any other proposed sprinkler system that does not meet these criteria requires prior ARB approval.

43. Swimming Pools, Hot Tubs, and Spas.

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- a) **Swimming Pools.** Swimming pools require prior ARB approval. If an Owner desires to construct a swimming pool on his/her property, the following criteria shall be followed. Only in ground swimming pools are allowed. Swimming pools shall be located behind the house and the pool coping and adjacent decking shall be no closer than 10 feet to another neighbor's property line. The swimming pool and pool deck may occupy no more than 50% of a back yard. The application for a swimming pool shall contain a site plan, which depicts the location and dimensions of the pool in relation to the applicant's house, any other structures on the property, property lines, and dwellings and structures on adjacent properties. The application shall also contain information regarding the type and location of water supply system, drainage, and water disposal system, which shall be screened from view.
- b) **Waste Water.** Waste water from backwash operations must be treated or neutralized before being disposed of in storm drains, open drainage fields, swales, culverts or any other open or privately owned land areas.
- c) **Damage.** Pool owners shall be responsible for repairs to any areas they do not own that have been damaged or eroded by the existence of, or regular maintenance to, any part of the pool structure, contents, deck, machinery, etc.
- d) **Hot Tubs and Spas.** All exterior installed hot tubs or spas require prior ARB approval. Hot tubs, or spas, are self-contained units that incorporate moving and/or heated water. Hot tubs installed inside the house do not require an application for approval. All other exterior installations require an ARB application for approval. Hot tubs or spas will not extend past the rear side planes of the home. Power supplied to hot tubs must be installed according to all Prince William County regulations and building codes, and must include approved ground-fault-protected receptacles. All hot tubs shall be securely covered when not occupied. All pools, spas, and hot tubs must conform to all applicable Prince William County regulations.
- e) **Approvals.** In order to obtain approval for a swimming pool, hot tub, or spa, the following must be submitted: A completed Architectural Modification Form; a drawing or catalog sheet showing the item, including dimensions, materials, and colors; a plat showing the proposed location of the pool, spa or hot tub in relation to the home.

44. Trash and Recycling Receptacles.

- a) **General.** Trash receptacles and recycling bins must be maintained in a way that does not detract from the overall appearance of the neighborhood. The following guidelines apply:
- b) **Trash and Recycling Materials.** Trash and recycling materials/items for pickup may be placed at the end of driveways or pipe stems no earlier than 6 **PM** of the day before the next scheduled pickup day. Following trash pickup, empty trash can/containers should be removed as soon as possible, but in any event no later than **10 PM** of that trash pickup day.
- c) **Trash and Recycling Container Storage.** Trash receptacle(s) shall be kept in garages or in the rear of the unit so it is completely out of view from the street, cul-de-sac, pipe stem or adjacent property. Any landscaping that shields the trash receptacle from view must obtain prior ARB approval (see Landscaping for requirements).
- d) **Trash Removal.** Each Owner is responsible for picking up litter on the property and/or debris on open space, which originated from his property. Trash should be placed for pickup in appropriate plastic containers manufactured for trash storage purposes. All trash placed outside for collections must be placed securely in proper plastic containers; plastic trash bags shall not be left outside for pickup unless placed inside a proper plastic container.
- e) **Recycling.** Items mandated for recycling, including paper, plastic, glass and yard debris, should be placed in plastic recycling containers, in accordance with applicable Prince William County rules, and should only be placed outside for pickup on the day (or days) designated for such pickup.
- f) **Branches and Tree Limbs.** Large brush, tree limbs or branches must be cut into shorter than 4 foot lengths, tied into bundles and placed at the end of driveways or pipe stems, or they will not be picked up.
- g) **Large Items.** Pickup of other large items, appliances, construction debris and hazardous waste is restricted. Owners must arrange for a special pickup of these types of items.

45. **Walks.** See Path & Walks

46. **Weathervanes.** See Flower Boxes

Maintenance Standards & Rules

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Deleted: <#>Clutter. Clutter of the front porch or entrance with any items to include shoes, rags, pots, i.e., are prohibited. Additionally, any porch chairs or benches must be complementary to the home. Lawn chairs on the porch or in the front of the home is prohibited.¶ ¶

1. Use, Maintenance and Repair of Home Exteriors

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A. Property Use and Maintenance

Property ownership and residence includes the responsibility for maintenance of all structures, which are a part of the property. This includes, but is not limited to, items such as repainting exterior trim, replacing missing roof shingles, or keeping exterior lights operational. Poor or improper maintenance of structures adversely affects the visual character and economic values of the property and neighborhood, and in some cases safety. The lantern in front of each Lot must be functional and lit at nightfall with at least 40 watt bulbs to enhance community security. Removal of the Lantern or a lantern that is not properly installed or in need of repair is prohibited. Replacement of the Lantern in the front yard requires ARB approval when the lantern will be replaced by a dissimilar lantern.

B. Maintenance Violation

A maintenance violation occurs when the below listed conditions are pervasive and/or obvious from an adjacent property, from the public street, or when a general state of maintenance neglect is apparent. For example, the existence of peeling paint on small portions of the home are not violations if the Owner is making obvious attempts to maintain the property and is following a responsible schedule of maintenance. Some examples of maintenance violations include:

1. Home. Peeling, fading, or cracking paint or exterior trim; broken or missing shutters or railings; cracks, holes or dents in siding, missing roof shingles, etc.
2. Mailboxes. Dented mailboxes, and mailboxes or posts in need of repainting or repairing.
3. Play Equipment. Broken / in disrepair, or in need of painting / sealing.
4. Fences. Broken, rotted, misaligned or missing parts, or in need of staining or painting.
5. Sheds. Broken, rotted, misaligned, or missing parts, or in need of painting.
6. Decks and Screened Porches. Broken, rotted, misaligned or missing railings, trim or parts, or parts in need of staining or painting.
7. Concrete or Block Foundations. Visibly cracked in need of repair and/or repainting.

8. Concrete or Stone Walks. Visibly cracked so as to pose a safety hazard.

2. Maintenance of Lawns, Trees, Landscaping, and Lots

A. Property Maintenance

Property ownership and residence includes the responsibility for maintenance of all landscaping and lawns which are a part of the property. This includes, but is not limited to, items such as mowing grass, removal of trash, and landscape maintenance. Poor or improper maintenance adversely affects the visual character and economic values of the property and neighborhood, and in some cases safety. Failure to comply with maintenance standards is a violation of the Covenants. A maintenance violation occurs when the below listed conditions are obvious from an adjacent property, from the public street, or when a general state of maintenance neglect is apparent. For example, the temporary growth of the lawn in excess of ~~six (6)~~ inches is not a violation if the Owner is making obvious attempts to maintain the property and is following a responsible schedule of maintenance and has informed the ARB of its actions such as planting ~~sod~~.

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B. Lawn Maintenance

1. **Mowing and Landscape Areas.** Turf areas shall be mowed at regular intervals, maintaining a neat appearance that is harmonious with the neighborhood. Planted beds shall be kept in a neat and orderly manner. Weeds shall be controlled in both lawn areas and planted beds. There shall be no fruit, vegetable or other legume planting and/or growth permitted forward of the rear plane of the home visible from a street or pipe stem.
2. **Erosion Control and Drainage Management.** Each Owner is responsible for ensuring that his property is protected from soil erosion, that storm drains are not blocked, and that drainage from his property does not hinder natural drainage or divert drainage to adjoining properties.

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C. Tree Maintenance

1. **Existing Trees.** Trees shall be maintained in good condition, with broken or dead limbs removed, and bases properly mulched and free of weeds. Mulch shall sustain a fresh appearance at all times. Owners should consult the Prince William County Arborist to ensure compliance with county ordinances on tree pruning.
2. **Tree Replacement.** Trees that have died and need to be replaced do not need ARB approval if the owner plans to replace them with a like tree species,

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or eliminate them entirely. Applications to install trees of a different species or to avoid tree replacement require ARB approval. The application should clearly outline the reasons and must be properly submitted, including the signatures of affected adjacent neighbors.

3. **Tree Removal.** Tree removal which entails cutting down existing otherwise healthy trees must be submitted to the ARB for approval. Such applications shall include a plat map showing the location of the trees on the lot and must include a brief description of the reason for their removal. No trees may be removed from common area land or community open space, without exception.
4. **Common Areas.** Transplanting trees from existing home lots to common areas, or adding new landscaping to common areas, requires approval from the BOD. Dumping of debris, lawn clippings, leaves, trees, branches, logs, or any other materials on common areas/open space is strictly prohibited, and should be reported if observed. The common area must be restored to natural appearance.

D. Landscaping Maintenance

Homes in Morgan Point were built with extensive professionally planned front landscape beds. This landscaping sets a nice tone for the condition of our neighborhood. Owners are responsible for maintaining their landscaping in good condition. That includes regular weed removal, spring and fall mulching, and replacement of dead plants. Planting of shrubs, flowers, bulbs, etc. in existing landscape beds must conform to the Landscaping section of the Architectural Standards and Guidelines.

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E. Lot Swales, Culverts and Ditch Maintenance

Owners are responsible for maintaining their driveways, sidewalks, and walkways in good condition. Asphalt driveways are the standard in Morgan Point and no exceptions are authorized. Driveways should be resealed periodically to maintain resistance to water intrusion deterioration. During winter, it is the responsibility of the Owner adjacent to community sidewalks to remove snow and ice from the sidewalks.

F. Lot Swales, Culverts and Ditch Maintenance

Owners are responsible for maintaining swales, culverts and ditches needed for drainage on their lots in good condition, including mowing and keeping them free of debris and trash.

The effective date of this policy is 1 August, 2011.

MORGAN POINT AT RIPPON LANDING, INC HOMEOWNERS ASSOCIATION

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¶ Fees, Appendix A details the fees associated with violating the Declaration Covenants, Conditions, and Restrictions, and the Architectural Standards Guidelines.

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