

DESIGN STANDARDS

WINDSOR MEWS

A TRAFALGAR HOUSE PROPERTY, INC. COMMUNITY

These Design Standards are intended to guide Windsor Mews residents on the planning and design of exterior additions and alterations. Lot owners must file an Architectural Modification Form in accordance with Article 9 of the Declaration of Covenants, Conditions, Restrictions and Reservation of Easements for Windsor Mews before making any exterior changes upon any lot.

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**WINDSOR MEWS
DESIGN STANDARDS
INTRODUCTION**

About the Community

Windsor Mews is a 130 unit garage townhouse community. All owners within Windsor Mews are members of the Windsor Mews Owners Association, Inc., a Virginia non-stock corporation. The Board of Directors of the association is charged with the duties and vested with the powers prescribed by law and as set forth in the association documents.

Among those duties for which the Board is responsible is the establishment of rules and regulations governing the visual aesthetics of the community. The Board of Directors has appointed and authorized the Covenants Committee to implement these standards and evaluate and act on applications for exterior modifications.

Purpose and Intent of the Design Standards

As stated in the Declaration for Windsor Mews ("Declaration"), the purpose and intent of the standards are (in part) to:

- (i) Provide for visual harmony.
- (ii) Avoidance of activities deleterious to the aesthetics or property values of the community.
- (iii) Promote general welfare and safety with the community.

More generally, the standards are intended to assist in the regulation of external design, signage, appearance, use and maintenance of properties within the community. The Design Standards are guidelines that will be applied in a flexible manner, each taking into consideration the specific characteristics of each lot.

Covenants Committee

As a means of implementing the Windsor Mews Design Standards, the Board has established a Covenants Committee. The committee is charged with establishing and administering such standards as the Board of Directors adopts.

In general, the duties and powers of the Covenants Committee are:

- (i) To regulate external design and appearance of properties, and administer the covenants and restrictions and enforce the adopted standards.
- (ii) Establish requirements for submission of applications for proposed exterior modifications.
- (iii) Approve, modify or disapprove applications for exterior modifications.
- (iv) Keep records and issue such interpretations of adopted standards as may be required.

- (v) Act upon all matters or applications within 45 days of submission of such complete application.
- (vi) Issue certificates of compliance and perform other such duties and powers as authorized by the Board.

When an Application for Exterior Modification is Required

In general, all exterior modifications require the submission of an application to the covenants committee. As an example, such modifications include but are not limited to: decks, patios, fencing, additions, landscaping, hot tubs, lighting, painting, storm doors, recreation equipment, etc.

Processing of Applications

An application describing the proposed modification must be completed and submitted by the applicant. Applications are available from Covenants Committee members or the property management company.

Completed applications should be mailed or faxed to the address listed on the application. The application will then be forwarded to the Covenants Committee for consideration. The committee will endeavor to respond as quickly as possible. However, the committee has up to forty-five days to respond to completed applications. Failure to respond within the forty-five day period results in an automatic referral of the application to the Board of Directors which must respond within fifteen days after the first Board meeting held following the referral. Failure of the Board of Directors to respond within the fifteen day period will constitute consent of the proposed structural addition, alteration or improvement.

You will be advised in writing as the approval, approval with conditions or modifications, or disapproval of your application. Detailed applications may require a meeting with the Covenants Committee to properly evaluate.

Enforcement

The Covenants Committee has been charged by the Board of Directors to insure compliance and/or enforce the covenants, standards, rules and regulations adopted by the Board and as stated in the By-laws and Declaration for the association. Failure to comply with the covenants, standards, rules and regulations may result in such legal action as may be required to enforce compliance.

Appeal Provisions Waiver; Variance

Any action, ruling or decision of the Covenants Committee may be appealed to the Board of Directors. Any such appeal requests must be submitted in writing to the Board of Directors. Any such decision subsequently reached by the Board of Directors shall be final and binding. The Board of Directors or the Covenants Committee may waive enforcement or grant variances from the written Design Standards. Upon written approval of any specific variance or exception, all development conforming to such variance or exception shall be deemed to comply.

Certificate of Compliance

Any owner obtaining approval from the Covenants Committee must commence construction or alteration in accordance with and without material deviation from the approved plans and specifications. All construction or alterations must be completed within eighteen months after the date of approval. Upon completion of any construction or modification, at the request of the applicant, the committee shall, after inspection thereof, and as appropriate, issue a certificate evidencing full compliance with the applicable standards.

Closing

The Covenants Committee encourages you to read Articles 8 and 9 of the Declaration for a more detailed explanation of the regulations.

The Board of Directors and Covenants Committee welcome and encourage exterior improvements which will complement and benefit the whole of the community. At every step, efforts will be made to reach compromises where necessary to ensure speedy and satisfactory approval of your application.

WINDSOR MEWS

A TRAFALGAR HOUSE PROPERTY, INC. COMMUNITY

DESIGN STANDARDS

THE SPECIFIC STANDARDS DETAILED BELOW ARE CURRENTLY BEING USED BY THE COVENANTS COMMITTEE AND THE BOARD OF DIRECTORS TO REVIEW AND APPROVE ARCHITECTURAL MODIFICATIONS. EVEN IF YOUR MODIFICATION MEETS THE CRITERIA IN THESE "DESIGN STANDARDS" YOU MUST SUBMIT AN ARCHITECTURAL MODIFICATION FORM FOR APPROVAL.

ACCESSORY UNITS: No accessory units shall be permitted within Windsor Mews unless designated on the house location plat at the time a newly constructed home is purchased from a builder. All permitted accessory units shall conform to these design guidelines, and shall be approved by the Covenants Committee prior to construction. All accessory units shall conform to the Fairfax County Zoning Ordinance.

ANTENNAS: Exterior antennas, are prohibited, unless approved by the Covenants Committee prior to construction.

ATTIC VENTILATORS: Attic ventilators are permitted if painted to match the color of the roof (if roof mounted) or the color of the house siding or trim (if mounted on a gable end). Ventilators shall be mounted on the least visible side of the ridge so as to minimize their visibility. Use of turbines is prohibited

AWNINGS: Exterior awnings may be located on rear decks or patios only and must be compatible with the architectural design and qualities of the home.

1. They shall be of a plain design and color which is compatible with the color scheme of the house.
2. They shall be consistent with the visual scale of the house to which attached.
3. They shall be retractable in style and be extended only while in use.

CHIMNEYS AND METAL FLUES: Chimneys and metal flues must either be masonry or enclosed in the same finish material as the exterior of the home to which attached. A chimney cap/spark arrestor must be non-ornamental, painted black and be a style approved by Fairfax County.

CLOTHES LINE: Clothes lines or similar apparatus for the exterior drying of clothes will not be permitted.

DECKS: When planning a deck homeowners are advised to consider the following factors:

1. Location: Decks shall generally be located in rear yards. Side yard locations will be evaluated on their individual merit. Decks shall be no closer than 1 ft. from the adjoining property owners lot line in order to allow the adjoining property owner room to construct a deck.
2. Scale and Style: Decks, particularly elevated decks, shall be of a scale and style which are compatible with the home to which attached, adjacent homes and the environmental surroundings.
3. Color: Decks made from wood may be left to naturally age. Decks which are painted or stained shall generally match the trim or dominant color of the applicant's house. Natural or wood-colored stains will be considered.

4. Underdeck Storage: Elevated decks have an underdeck area which can have a negative visual impact on adjoining neighbors, particularly when used as an informal storage space. The use of decorative screening or landscaping to minimize adverse visual impacts is encouraged and may be required by the Covenants Committee.

DOG HOUSES AND DOG RUNS: Dog houses must be compatible with the applicant's house in terms of color and material. The dog houses may not exceed sixteen (16) square feet of floor space and may not exceed four (4) feet in height at the highest point. They shall be located where visually unobtrusive to neighbors and the use of appropriate screening is encouraged, and may be required in some cases, in order to minimize any negative visual impacts. Dog runs are prohibited.

DRIVEWAY: Extensions and additions to the driveways must be of the same material as the original driveway.

EXTERIOR AIR CONDITIONERS: Individual air conditioning units and or mounted fans extending from windows are prohibited. Exterior air conditioning units or heat pumps may be relocated or added if there is no adverse visual impact to adjoining properties.

EXTERIOR DECORATIVE OBJECTS: All exterior decorative objects, whether natural or man-made, which were not part of the original construction design, either as a standard or optional feature require approval. Examples include; bird houses, bird baths, driftwood, weather vanes, sculptures, fountains, free standing poles of all types, house address numerals, and any items attached to approved structures.

These will be evaluated in terms of their general appropriateness, size, location, quantity, compatibility with architectural and environmental design qualities and visual impact on neighborhoods and the surrounding area.

EXTERIOR LIGHTING: Lighting which is part of the original structure may not be altered without prior approval of the Covenants Committee. Proposed replacement or additional fixtures must be compatible in style and scale with the applicant's house.

No exterior lighting shall be directed outside of the applicant's property. Proposed additional lighting shall not be approved if it will result in an adverse visual impact to adjoining neighbors due to location, wattage or other features.

1. Flood or spot lighting shall be permitted only on the side or rear of homes and only if lighting glare does not present a nuisance to adjacent properties.
2. Flood lighting at play areas shall not be permitted without approval of the Covenants Committee which may withhold or condition such approval.

EXTERIOR PAINTING: An application is not required in order to repaint or restain an object to match the original color. However, all exterior color changes must be approved. This requirement applies to siding, doors, shutters, trim, roofing and other appurtenant structures.

FENCES: General guidelines for the construction and approval of fences are provided below.

1. Privacy fencing may be used to enclose the rear yards of attached dwellings. Only approved fence styles may be used (generally, it would be the same as what the builder used). Privacy fencing may not exceed six feet in height. Decorative screening to provide privacy for a deck or patio may be permitted provided vistas of nearby units are also considered.
2. All fences shall be made of unpainted pressure treated lumber. All fences must remain unpainted.

3. Gates must be compatible with fencing in design, material, height, and color.
4. All fence tops must be level. If the ground slopes, step the fence. Vertical members must be plumb, and generally, the post and vertical boards must be in-line. Whenever possible, place your fence so that you do not have to remove trees.
5. Prevent moisture from entering the wood through its exposed ends. Use cap boards or metal caps painted a muted gray/brown to blend in with the fence posts.
6. Your Architectural Modification Form must include:
 - a) A sketch or photograph of the fence design and dimensions.
 - b) Your house location survey showing the proposed fence and any gate locations.
 - c) A description of existing adjoining fences.
 - d) The materials and colors you want to use.
7. Chain link fences will not be approved under any circumstances. Chain link fencing material may not be used for any purpose on a lot.

FIREWOOD: Firewood shall be kept neatly stacked and shall be located to the rear of the residence and in such a manner as to avoid adverse visual impacts for adjoining properties. Screening may be required in certain cases. Other than a limited quantity of firewood intended for immediate use, firewood shall not be stacked on patios or decks.

FLAGPOLES: Free standing flagpoles will not be permitted.

Temporary flagpole staffs not exceeding six feet in length and attached at an incline to the wall or pillar of the dwelling unit are permissible.

GARAGES: No garages may be converted into living space.

GARAGE DOORS: Shall be painted a solid color, to match the other trim of the dwelling.

GREENHOUSES: An attached greenhouse will be treated as a major alteration to a dwelling unit and subject to the same level of review. Attached greenhouses must meet the following criteria to be approved.

1. They must be attached to the rear of the dwelling unit.
2. The size and design must be architecturally compatible with the home and surrounding homes.
3. There shall be no adverse visual impacts for adjoining properties.

GRILLS (Permanent): Permanent grills must be placed in the rear yard of the house and as far as practical from the adjacent property lines.

HOT TUBS/SPAS/SAUNAS: Such structures must be located in the rear yard adjacent to the dwelling unit. The incorporation of hot tubs as an architectural feature of decks and/or patios is encouraged. The exterior finish of an elevated hot tub shall blend with the exterior finish of the home, deck or patio to which attached or most closely related.

1. Filtration equipment must be shielded from view of adjacent properties by the use of mature shrubbery or fencing.

2. All hot tubs/spas/saunas shall be appropriately screened using either fencing or landscaping.
3. Comments from the owners of adjacent properties may be solicited prior to the Covenants Committee making a decision.

LANDSCAPING

1. Approval is required for plantings intended to form a hedge or natural screen and which will attain more than two feet in height. Hedges located forward of the front plane of the house shall not be maintained at a height in excess of 36 inches and shall not restrict sight lines along a roadway.
2. Approval is required for the installation of vegetable gardens, railroad ties, garden timbers, stones or similar structures which will form a wall over 12 inches high and 8 feet long.
3. A proposed improvement which is of such a scale or type as to be inconsistent with the existing design features of the home, adjacent units and the surrounding area will require approval. Examples include the substantial or total removal of turf and replacement with another material, such as mulch or gravel.
4. Approval of an Architectural Modification Form is not required for minor landscape improvements.

MAILBOXES: The display of advertising, notices or signs of any kind on mailboxes is prohibited.

MAILBOX NUMBERS

Only numbers shall be permitted on mailboxes located within the community.

PATIOS: All patios require approval. Patios shall generally be located in rear yards, although side yard applications will be evaluated on their individual merit.

Any adverse drainage condition which might result from the construction of a patio shall be considered and addressed during design and construction.

PORCHES (SCREENED): Porches will be reviewed as room additions, with special attention given to visibility of interior activities.

1. Size and Scale: Screened porches should be appropriate to the scale of the home as sited on the lot. They must meet County minimum setback requirements and should not be constructed across Building Restriction Lines (BRL) as shown on individual plats or site plans.
2. Material and Color: Screened porches should match the existing house in materials and color, except that they may also be constructed of natural woods. The use of a shed type roof is not allowed. A hip or gable roof must be used. The end of a gable roof must have the same type siding as the house. All trim and fascia must be painted the same color as the house trim and fascia. In all cases, the screened porch roof must be shingled to match the existing house.

RECREATION AND PLAY EQUIPMENT: Semi-permanent play equipment which either constitutes a structure or is appurtenant to an existing structure requires approval. Examples include; sandboxes, play-houses, swing-sets, etc. The following factors will govern approval of such equipment.

1. Location: Such equipment shall be placed in rear yards. On corner lots, such equipment may need to be screened by supplemental fencing and/or landscaping.

2. Scale and Design: The equipment shall be compatible with the lot size. The design and any visual screening are additional considerations in evaluating whether or not there will be an adverse visual impact. No equipment may be higher than six feet so as to be visible above the rear yard fence.
3. Color and Materials: Owners are encouraged to use equipment constructed of wood and left in a natural condition.

If metal play equipment is utilized, it is encouraged that it be painted solid earth tones (i.e., brown, tan, dark green) to blend with the natural environment. Because metal equipment has a tendency to deteriorate quickly it must be adequately maintained or the approval will be revoked. Any canvas associated with play equipment must be a solid earth tone.

4. Basketball Backboards: Neither freestanding, wall mounted nor portable backboards are permitted.

SATELLITE DISHES: Satellite dishes are not allowed with the exception of the new digital satellite system which has a 18" antenna dish. These dishes must be approved by the Covenants Committee and may not be installed on any part of the house. They must be installed in the rear yard. Satellite dishes may be installed on a deck or patio. Such equipment shall be screened from view by either landscaping or fencing. All wires must be placed underground.

SECURITY BARS: In general, the use of security bars or grates on windows and doors will not be permitted. Exceptions may be made where the security apparatus will not be visible from the street and from adjoining properties. Homeowners concerned about the security of their residence are advised to consider alternatives, including alarms and sophisticated lock systems.

SIDEWALKS AND PATHWAY: Sidewalks and pathways (except lead walks) shall be set back at least four feet from the property line and installed flush to the ground. Only stone, slate, brick, concrete or similar durable construction material shall be used. The scale, location and design shall be compatible with the lot, home and surroundings.

SIGNS: Display of advertising, notices or signs is prohibited except as listed below.

1. Real Estate: Only one sign advertising a property for sale may be displayed. Such sign must meet applicable County regulations with respect to size, content and removal. The sign may only be placed in the front yard of available properties.
2. Security: May be displayed only on windows or in a landscaped area directly in front of the house and should not exceed 7" in diameter.

SOLAR PANELS: Solar panels are prohibited.

STORAGE SHEDS: An inappropriately located or poorly designed storage shed can visually detract from an otherwise pleasing and architecturally harmonious residential environment. This is particularly likely to occur with pre-fabricated, free-standing sheds which are purchased from a dealer. For this reason, the use of pre-fabricated sheds is prohibited. Owners are encouraged to build storage sheds that are integrated with the dwelling or a fence and are compatible with the design qualities of the house and adjacent houses. A shed may be constructed under a deck, however, the underside of the deck must be screened with lattice.

In general, a shed must be of a size which is appropriate for the size of the home and lot, as well as surrounding dwellings, and shall be compatible with the architectural qualities of the house and adjacent houses.

The height of a shed which is attached to a house may vary with the size and design features of the house.

However, sheds located adjacent to a fence shall not exceed six feet in height inclusive of roof, which is the maximum permitted height for a privacy fence. Pitched roofs shall not exceed 4 feet in height. Placement of the shed shall be in accordance with County zoning setback restrictions.

More specific guidelines are provided below for different categories of sheds.

1. Sheds Attached to the Home:
 - a) Design: The architectural design of the shed shall be compatible with the design of the house.
 - b) Size: Sheds shall not exceed 48 square feet of floor area and six feet in height at the highest point.
 - c) Materials: The finish materials must be the same as used for the exterior of the house.
 - d) Colors: The color scheme must be the same as for the house.
 - e) Roof: The roof slope and the type and color of roofing material shall match the house.
2. Sheds Integral With a Fence:
 - a) Design: Approved privacy fencing must be used.
 - b) Materials: The exterior finish material of the shed must be the same as the fence.
 - c) Colors: The top of the roof shall not exceed the top of the fence and be sloped similar to that of the house.
 - d) Landscaping: The shed must be screened with landscaping.
3. Free Standing Shed:
 - a) Design: The architectural design of the shed shall be compatible with the design of the house.
 - b) Size: Sheds shall not exceed 48 square feet of floor area and the walls shall not exceed six feet in height.
 - c) Materials: The finish materials must be the same as used for the exterior of the house.
 - d) Colors: The color scheme must be the same as for the house.
 - e) Roof: The roof slope and the type and color of roofing material shall match the house.
 - f) Windows and Doors: Windows and doors shall be the same type and color as for the house.
 - g) Landscaping: A landscaping plan must be submitted with the shed Architectural Modification Form. The landscaping should be sufficient such that it breaks up mass of the shed.
4. Pre-Fabricated Sheds: Pre-fabricated sheds will not be permitted.

STORAGE OF BOATS, TRAILERS, CAMPERS, MOBILE HOMES AND RECREATIONAL VEHICLES:

The following types of vehicles may not be parked or stored in open view of residential lots, common parking areas, public or private streets within the boundaries of the community or on common open space.

1. Any boat, jet ski or boat trailer.
2. Any motor home or self-contained camper.
3. Any camper slip-ons where the camper backs are higher than the roof line of the cab of the truck.
4. Any mobile home, trailer, or fifth wheel vehicle.
5. Any pop-up camp/tent trailer or other similar recreation oriented portable or transportable facility or conveyance.
6. Any other vehicle not defined above which is not normally or regularly used for daily transportation, including dune buggies, non-operational automobile collections or other automotive equipment not licensed for use on the highways of Virginia.
7. Any vehicle with commercial tags or commercial signs, advertising or visible commercial equipment.
8. Any private or public school or church buses.

Any vehicle falling in the above classifications may be stored in a garage out of open view.

9. The repair or extraordinary maintenance of vehicles shall not be carried out on any lot or common area, except that non-commercial repair of vehicles is permitted within enclosed structures.

STORM/SCREEN DOORS AND WINDOWS:

1. **Storm/Screen Doors:** In general, storm/screen doors which are full view (no panels) and which are painted the same color as the unit door to which attached are appropriate and may be approved.
2. **Storm/Screen Windows:** Storm/screen windows shall have frames which match the color of the exterior window trim. White aluminum may be acceptable in certain cases.

SWIMMING POOLS: In-ground swimming pools will not be permitted. Above ground seasonal wading pools shall be permitted.

TRASH CONTAINERS: All trash containers must be stored out of view at all times wither within the gated storage area provided or within the garage.

TREE REMOVAL: No live trees with a diameter in excess of 4 inches, measured 12 inches above ground, nor flowering trees in excess of 2 inches similarly measured, no live vegetation on slopes of more than 20 percent gradient or marked "no cut" areas on approved plans, may be cut without the prior approval of the Covenants Committee.

PROPERTY MAINTENANCE STANDARDS

- A. All portions of a lot which are not improved by an impervious surface or a structure must be maintained with grass (or other vegetation installed by a builder or approved by the Covenants Committee). No bare earth may be exposed on a lot (except for flower beds or vegetable gardens with appropriate approvals as required).
- B. All turf areas on a lot must be kept neatly mowed during the growing season. Grass shall not be permitted to exceed six (6) inches in height.
- C. Any dead plants, shrubs or trees shall be immediately removed.
- D. Turf areas shall be kept as weed free as possible. At no time shall weed cover exceed more than twenty-five (percent (25%) of the total turfed area.
- E. No trash or debris may accumulate or be stored on a lot. Construction materials required for the improvement of a home or lot shall be neatly stored in as unobtrusive a location on the lot as possible when not in use. Construction material must be removed when the work is complete or upon the expiration of the building permit.
- F. All hedges, trees and shrubs must be neatly trimmed and maintained and their size maintained in proportion to the lot and home through pruning.
- G. The exterior of a home must be maintained in an attractive manner. No significant blistering or peeling or exterior painted surfaces is permitted.

Any exterior building components (i.e., siding, gutters and downspouts, roof shingles, windows and doors) which are missing, broken or otherwise in a state of disrepair must be repaired.

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