

ARTICLE I - POLICIES AND PROCESS

1.1 AUTHORITY TO ESTABLISH STANDARDS AND CONDUCT DESIGN REVIEW

- 1.1.1 *The General Covenants establish the authority of the Declarant (Developer) to create design standards and maintain a Wyndham Forest New Construction Committee (NCC) and Modifications Committee (MC). These Standards have been written not only to establish rules that guide design and construction, but also to define and establish the basis and reasoning for those rules, and to assist the builder and homeowner in understanding the rules by providing illustrations and explanations of requirements where helpful.*
- 1.1.2 *The Declarant reserves the right to review, evaluate, and approve, disapprove, allow or not allow the use of all builders and/or Realtors marketing and/or advertising plans and programs related to the sale and construction of new homes to be built in Wyndham Forest.*
- 1.1.3 *The Wyndham Forest New Construction Committee (NCC) has been established to implement these Standards. Although the Standards contain a listing of specific requirements to be followed, the very nature of design is an individualistic process. Consequently, the responsibility of the NCC is to interpret the goals of the community and these Standards as they relate to each design submittal.*

1.2 THE WYNDHAM FOREST DESIGN GOALS

- 1.2.1 *The rules and criteria developed in this book are all based on the following general design goals of Wyndham Forest. The Wyndham Forest New Construction Committee (NCC) or Modifications Committee (the "MC") (the "Designated Committee") will also use these goals as the basis for review of any improvement that is not otherwise addressed by more specific criteria in this book.*
- a) *GOAL #1 - CREATE A BALANCE OF COMMUNITY AND PRIVACY: Each structure or site improvement shall be sited to create a proper setting within each lot, consistent with the density and setbacks of the community, so as not to unduly restrict the view, light, or breeze to or from neighboring properties, and so as not to compromise the privacy of any other lot below the general level enjoyed by other members of the community.*
 - b) *GOAL #2 - ENCOURAGE CONTEXTUAL DESIGN: Every structure shall be of a size and use that is consistent with the standards applicable to that section of the community. All structures and site improvements shall be designed in styles, shapes, sizes, massing, and colors to be of good proportions, well balanced, and appropriate to this community.*
 - c) *GOAL #3 - MAINTAIN CONSISTENT APPEARANCE STANDARDS: All improvements to any lot in a neighborhood shall meet minimum standards of design and material quality consistent with the level of quality established for the neighborhood. The exterior of each structure shall consist of a vocabulary of materials, products, and assemblies that are harmonious with each other, consistent and supportive of the architectural style, and appropriate to the general appearance characteristics of the community.*
- 1.2.2 *INTERPRETATION: The Designated Committee shall judge compliance with these policies in questions of appearance, aesthetics, or infringement by design upon the rights of other residents. The Designated Committee reserves the right to require modifications to proposed designs including deletion, addition, or relocation of design elements in order to achieve compliance with these policies.*

- 1.2.3 *AMENDMENTS AND DELETIONS: The NCC reserves the right to modify, add to, or delete from any specific section of the Wyndham Forest Standards from time to time. All changes must be approved by the Declarant prior to incorporation into these Standards.*

1.3 RESPONSIBILITY FOR OBTAINING APPROVALS

- 1.3.1 *PROPERTY OWNER IS RESPONSIBLE: Each property owner within Wyndham Forest is responsible for his or her property's compliance with these Standards. Any proposed improvements to be made to that property may affect that compliance, and the Covenants require that the Owner obtain approvals from the Designated Committee prior to making the improvements, in order to maintain compliance. This is true regardless of whether or not the work is being performed by the Owner directly or by a Contractor.*
- 1.3.2 *PROPERTY OWNER TO COMPLY WITH OTHER LAWS: In addition to approvals from the Designated Committee, other approvals and permits may be required by the County, such as a building permit. It is not the responsibility of the Association, the NCC, the MC, or the Developer, to obtain any other permits for the property owner, nor to provide any guarantees or waive any legal requirements for compliance with any state or county law, with the Declaration or with these Standards.*

1.4 PREPARATION OF SUBMITTALS

- 1.4.1 *SUBMITTALS TO BE COMPLETE AND ACCURATE: Submittals prepared for consideration by the Designated Committee need to be complete and accurate. Submittals for design review must include drawings prepared as described below. The Designated Committee may require that color chips accompany color applications. All requested information on the application forms needs to be furnished. The Designated Committee will not accept applications that are incomplete or inaccurate.*
- 1.4.2 *SUMMARY OF SUBMITTAL REQUIREMENTS: Proper submittals include drawings that are neat, accurate, drawn to scale, and with sufficient detail to adequately explain the entire design. Insufficient explanation of a design including all visible details, is cause for non-acceptance of an application. The Designated Committee, at its discretion, may accept plans that are marked in red with late changes to design features. However, the NCC may require that the marked sheets be corrected and revised, and re-submitted. As a minimum requirement, two (2) copies of each of the following drawings shall be submitted:*

NEW HOMES: *Site Plan (1'=30' only)*

Foundation Plan

Floor Plans

All Exterior Elevations (Show actual ground level. Indicate finish materials.)

Exterior Color Selection (submit with New Home application)

Finish Landscaping Plan (submit with New Home application)

ADDITIONS:

Site Plan - showing addition location, distances to property lines and tree(s) if any, to be removed. Show any changes in landscaping. (1"=30' only)

Floor plan(s) of Addition

All Exterior Elevations of Addition including existing house. (Show finish materials).

ACCESSORY

STRUCTURES: *Site Plan - showing location of new structure and existing house, with distances between each, distances to property lines, and tree(s) if any to be removed.*

Floor Plan(s)

All Exterior Elevations (Show finish materials).

OTHER SITE

IMPROVEMENTS:

Site Plan - showing location of improvement, existing structures, distances to property lines, tree(s) if any to be removed.

Plan of Improvement (ex: deck, patio, swimming pool, etc.)

FENCES:

Site Plan - showing location, extent of fence, and tree(s) if any to be removed.

Drawing of fence with heights, materials and sizes identified.

HOUSE COLORS:

For changes to existing house colors, submit application form with manufacturer's names and color names. Submit color chips with application.

1.4.4 **MINIMUM SCALE OF DRAWINGS:** *Site plans shall be drawn to scale (1"= 30'-0"). Drawings of structures, houses, or other improvements shall be drawn to scale (min. 1/8"= 1'-0").*

1.4.5 **SUBMITTALS KEPT FOR RECORD:** *Submittals are kept on file for a record of approved designs. Therefore submitted drawings should be copies of originals, not the originals themselves.*

1.4.6 **ARCHITECTURAL REVIEW FEE:** *House plans that are being built for the first time in the neighborhood must be accompanied by a one time \$100.00 architectural review fee. See the Design Standards Addendum for fees related to review of homes in Holloway at Wyndham Forest.*

1.5 REVIEW MEETINGS

1.5.1 *The Designated Committee reviews plans for new houses, modifications, additions and accessory buildings in regular scheduled meetings. Contact the Community Manager for meeting times and dates. At those meetings the Designated Committee reviews all requests submitted on the appropriate application forms together with their supporting drawings and information. Application forms are available from the Community Manager. To be included on the agenda, applications must be submitted no later than 12:00 noon of the last business day before the scheduled meeting day.*

1.6 NON-MEETING REVIEWS

1.6.1 *For site review, and project completion, contact the Community Manager to obtain the appropriate application form. Requests for review should be made at least seven (7) days prior to the anticipated need for approval (to start work, close on property, etc.). These reviews are conducted periodically between meeting dates by representatives of the NCC.*

1.7 REVIEW BASIS

1.7.1 *The Designated Committee bases its review of each application on its interpretation of the Covenants and these Standards and on the graphic and written information presented. Due to time constraints, Designated Committee review of all applications occurs without personal presentations by the applicants. Therefore it is incumbent upon the applicant to provide sufficient and accurate*

information for proper consideration. If, in the applicant's opinion, extenuating circumstances exist which would justify a variance from stated guidelines, this information should be presented with the application.

1.8 APPROVALS

- 1.8.1 *An application is approved when notice is given to the applicant in writing by the Designated Committee or its designated representative. No verbal approvals are given. The Designated Committee may issue any of the following four decisions:*

"Approved": means approved as submitted.

"Approved with Limiting Conditions": means approved only if stated conditions in the approval letter are met.

"Not Approved": means not approved for construction. Reasons for disapproval will be given in writing. The Designated Committee may also provide suggestions for revisions but does not provide design solutions. A disapproval action requires a re-submittal by the applicant for review before any approvals can be given.

"Preliminary Review": means a review of early design drawings to give the applicant direction as to what the concerns of the Designated Committee are likely to be regarding that design. Comments are given to the Applicant but no approval to proceed is granted without Designated Committee review of a complete submittal in accordance with the above requirements.

1.9 APPEALS

- 1.9.1 *Should an application be denied on the basis of the Covenants or Standards, and the applicant feels that the submittal was misinterpreted or that there are extenuating circumstances which should qualify them for an exception from these requirements, they may request, in writing, an appeal for a variance and approval in accordance with the following hierarchy of appeals.*

a) First Appeal

NCC: In the event the application is not approved by the NCC, the applicant may appeal directly to the NCC for a variance and approval.

MC: If an appeal applies to a decision made by the MC, the first appeal shall be to the MC with the same procedural guidelines detailed above.

b) Second Appeal

*NCC: If an applicant contends that he or she has been unfairly denied approval by the NCC through the first appeal process, then a second appeal may be made in writing to the NCC Chairperson, requesting that the submittal be sent to the Declarant for review. The Declarant may or may not request a personal meeting with the applicant and will issue a decision to the NCC for communication in writing to the applicant. **There are no further appeals provided.***

MC: If the second appeal applies to a decision made by the MC, the second appeal must be to the NCC in writing. The NCC may or may not request a personal meeting with the applicant and shall issue a final decision in writing to the applicant.

c) Third Appeal

MC: If an applicant contends that he or she has been unfairly denied approval by the MC and NCC through the appeals process, then a third appeal may be made in writing to the NCC Chairperson, requesting that the submittal be sent to the Declarant for review. The Declarant may or may not request a personal meeting with the applicant and shall issue a final decision in writing to the NCC for communication to the applicant. If the rights of the NCC have been conveyed by the Declarant to the MC, this third & final appeal would

*then be to the Wyndham Forest Board of Directors instead of the Declarant. In this case, the Wyndham Forest Board of Directors may develop its own procedures for that appeal process. **There are no further appeals provided.***

1.10 RE-USE OF PREVIOUSLY APPROVED PLANS

- 1.10.1 The NCC will permit the re-use of previously approved designs within neighborhoods in Wyndham Forest, but may also limit the use of such plans to avoid significant repetition. Approval of a house for a given lot does not guarantee approval on another lot. The NCC may issue restrictions on the number of re-uses of a house design in Wyndham Forest. The NCC reserves the right, at its option, to require significant modifications to a facade, or to reject the house design entirely, in order to control the amount of repetition.*

1.11 CONSTRUCTION CHANGES

- 1.11.1 All construction must be completed in accordance with the application and the plans as approved. Exterior changes to the subject property must receive prior written approval by the Designated Committee. Applicants requesting design change approvals should consult with the Designated Committee to determine if additional plans and specifications are required.*

ARTICLE II - INDIVIDUAL LOT DEVELOPMENT STANDARDS

2.1 CLEARING AND LOT PREPARATION

2.1.1 SITE CLEARING, CUTTING OF TREES

- a) *INITIAL CLEARING - GENERAL: No clearing or work of any kind shall commence on any lot until plans and specifications, as defined in these guidelines, have been submitted and approved by the NCC. Tree stumps shall be removed or cut at grade in a manner to conserve remaining trees. Cleared material may not be dumped on other sites or common areas within the Community. The NCC may require the removal of additional vegetation which is considered obnoxious and unsightly when visible from the street.*
- b) *CLEARING OF TREES: The NCC encourages the saving of mature hardwood trees and ornamental trees where possible in front yards. Saving trees in groups is also encouraged. Trees shall be cleared to permit the proper grading and planting of a finished yard as specified elsewhere in these Standards. Yards may not be left in a natural state, except for designated buffer areas. After initial construction, no tree greater than 5" in diameter shall be removed without first obtaining approval from the Designated Committee, except during emergency situations where trees are damaged or have been made imminently dangerous by wind storms or other natural occurrences. Generally such trees may be removed only if they are diseased or dead, and may be required to be replaced with the same species, sized according to the Standards specified herein for such trees*
- a) *VEGETATIVE SCREENING: Where lots back up to the road, vegetative screening shall be preserved or if none exists, the NCC may require the addition of screening shrubbery or trees as part of the required landscape package, to buffer the view to and from the lot.*

2.1.2 GRADING AND EROSION CONTROL

- a) *PREVENT EROSION DURING CONSTRUCTION: Comply with applicable government regulations and code requirements in preventing silt runoff. Erosion control devices shall be installed prior to construction as required by County or State Code. Any mud or silt runoff onto adjoining properties or streets shall be immediately stopped and removed.*
- b) *GRADING FOR DRAINAGE: Where necessary, grade site to direct water away from residence and prevent ponding or standing water, or poorly drained areas. Do not concentrate drainage across adjacent properties. Drainage directed across adjacent properties must comply with all State water laws and/or local County Ordinances.*
- c) *TERRACING AND RETAINING WALLS: Where necessary to stabilize slopes, applicant shall provide retaining walls, stepped terraces or other forms of permanent erosion control as may be required by the NCC. Any structures constructed for erosion control, such as retaining walls, must be approved by the Designated Committee.*

2.1.3 CONSTRUCTION SITE MANAGEMENT

- a) *TRASH CONTAINMENT: A trash containment area shall be provided on each lot during construction. Trash shall not be dumped on other sites or on common areas within the Community. A wire enclosure or roll off dumpster shall be provided. Roll off dumpster shall not be put in the roadway.*

- b) *HAZARDOUS AND TOXIC WASTE: No petroleum based products or other potentially hazardous or toxic substances may be disposed of on any lot, any storm drain, any drainage ditch, stream or lake within the properties.*
- c) *PORTABLE TOILETS: During construction of new homes, every builder shall maintain portable construction site toilets on as many of their construction sites as necessary to serve all of their sites within 250' of the toilet.*

2.2 LOCATING STRUCTURES ON A LOT

2.2.1 *PROXIMITY OF SIMILAR HOUSES: The NCC reserves the right to reject the placement of houses with the same or substantially similar elevations side-by-side or directly across the street from each other. The NCC shall make final judgement as to the degree of acceptable similarities permitted in each neighborhood. See the Design Standard Addendum for restrictions on homes in Holloway at Wyndham Forest.*

2.2.2 HOUSE SITING REQUIREMENTS

- a) *FRONT SETBACK: Houses in Wyndham Forest shall be located in accordance with the setbacks shown on neighborhood plats.*
- b) *SIDE AND REAR SETBACKS: Houses shall be built wholly within the setbacks defined for each neighborhood. Driveways and driveway pads shall be set no closer than 3' to any side property line.*
- c) *ORIENTATION TO THE ROAD: In general, houses shall face the road. Houses in cul-de-sacs shall generally face the center of the cul-de-sac. Where site conditions make this unnecessarily difficult (in the sole opinion of the NCC) the NCC may approve alternative site orientation.*
- d) *RELATIONSHIP TO OTHER HOUSES: Houses shall not face the side or rear of neighboring houses. Where designs create conditions that would create direct views from house fronts onto living areas of adjoining property, the NCC reserves the right to require screening of this view or revisions to the design or siting.*
- e) *See the Design Standard Addendum for restrictions on homes in Holloway at Wyndham Forest.*

2.2.3 *ADDITIONS TO HOUSES - SITING REQUIREMENTS (See also paragraph 3.4 for architectural standards for house additions).*

- a) *SETBACKS: No addition shall extend beyond the setback limits established for the house.*
- b) *EFFECTS OF LOCATION ON PRIVACY OF ADJACENT LOTS: In general the siting of additions shall not create a breach of privacy between neighboring houses. Where this is unavoidable, the NCC may require screening of the view by the Applicant.*
- c) *EFFECTS OF DESIGN ON PRIVACY OF ADJACENT LOTS: New windows or access created by the addition or modification shall not create a breach of privacy between neighboring houses. The NCC reserves the right to withhold approval of certain openings or require screening by the applicant in situations where, in the sole opinion of the NCC, it is required.*

2.2.4 *ACCESSORY BUILDINGS - SITING REQUIREMENTS (See also paragraph 3.5 for architectural requirements for accessory buildings).*

- a) *LOCATION IN REAR YARD ONLY: Accessory buildings may be constructed in rear yards only, not beyond the side setbacks for the house and no farther forward than the rear plane of the house.*
- b) *COMPLY WITH COUNTY REAR SETBACKS: Accessory buildings shall be located within the minimum setbacks from the rear lot line for such structures established by the County.*
- c) *EFFECTS OF LOCATION ON NEIGHBORING LOTS: In general the siting of accessory buildings shall not create a breach of privacy between neighboring houses, nor shall it create a visual nuisance to neighboring houses. Where this is unavoidable, the Designated Committeemay require screening of the view of the structure by the Applicant.*
- d) *EFFECTS OF DESIGN ON NEIGHBORING LOTS: New windows or access created by the accessory building shall not create a breach of privacy between neighboring houses. The Designated Committeereserves the right to not approved certain openings or require screening by the applicant in situations where, in the opinion of the Designated Committee, it is required.*

2.2.5 *SWIMMING POOLS - SITING REQUIREMENTS*

- a) *LOCATE DIRECTLY BEHIND HOUSE: In-ground swimming pools shall be located wholly behind the house so as not to be visible from the street. Location shall be approved on a case by case basis. Above ground pools are not permitted.*
- b) *PRESERVE PRIVACY: The Designated Committeemay require additional screening of swimming pools to ensure the privacy of the pools owner and of neighbors.*
- c) *FENCING REQUIRED: Swimming pools shall be fenced in accordance with state building codes, and in conformance with Article II, Section 2.8 - "Fences".*

2.2.6 *OTHER STRUCTURES - SITING REQUIREMENTS*

- a) *SETBACKS: The minimum setback requirements which apply to any other structures regulated by these Standards*

Front Yard: No farther forward than the rear plane of the house.

Side Yard: 10' from side property line

Corner Side Yd: 25' from side street property line

Rear Yard: 10' from rear property line

- b) *IMPACT ON NEIGHBORING LOTS: In general the siting of other structures shall not create a breach of privacy between neighboring houses, nor shall it create a visual nuisance to neighboring houses or yards. Where this is unavoidable, the Designated Committeemay require screening of the view or the structure by the Applicant.*

2.3 LANDSCAPING

2.3.1 YARDS

- a) FRONT YARDS SODDED AND IRRIGATED: All yards fronting on a street are required to have sod installed from the curb to the house face and to both side property lines, exclusive of approved landscape planting beds and pavements. Initial builder shall maintain sod in accordance with nursery instructions, until closing. Irrigation is required in front yards.*
- b) SIDE AND REAR YARDS: All cleared yard areas not sodded in accordance with (a) above, and not otherwise landscaped in accordance with an approved landscape plan, shall be seeded with a turf grass seed compatible with the sod grass used.*
- c) MINIMUM LANDSCAPE PACKAGE: Landscaping must be installed prior to Final Inspection. The value of the landscape package is to be a minimum of \$1,000.00 to include shrubbery, trees and sod. For River's Edge, sod and irrigation cost does not apply towards the \$1,000.00 requirement. The NCC reserves the right to require documentation of costs. For Lots 20, 21, & 22 Block A and Lots 7, 8, 9, 10, 11, & 12 Block B in River's Edge, the entire lot must be sodded and irrigated. This amount does not include earthwork, final grading, mulching, irrigation or seeded lawns. Landscaping of the yard should be done to ensure proper drainage from the home after installation. The use of any form of artificial vegetation is prohibited. See Section (e) and (f) below for required minimum sizes of trees and shrubs. . See the Design Standard Addendum for guidelines on landscape installation for homes in Holloway at Wyndham Forest.*
- d) CHANGES IN TOPOGRAPHY, WATER FEATURES: Any earthwork creating changes in topography, site drainage, or creation of ponds, pools, or other water features must be approved by the Designated Committee. Exterior fountains and ponds are not permitted in front yards unless approved by the Designated Committee.*
- e) TREE REPLACEMENT: Where over-clearing leaves yards devoid of mature trees, new nursery grown trees may be required at the discretion of the NCC. New trees shall be a minimum of 2½" caliper hardwood trees.*
- f) SHRUBBERY: All shrubbery shall be indicated on the landscape plan in minimum 3 gallon container size.*
- g) GARDENS: All vegetable gardens and any other gardens for non-decorative plants which are not part of normal property landscaping, are restricted to 10% of the rear yard and are to be located behind the rear plane of the home.*
- h) WOOD PILES: Wood piles are to be kept neat and orderly, stacked no higher than 6 feet high and covered with a tarpaulin in a muted color (i.e. brown, black, green).*
- i) See the Design Standard Addendum for guidelines on yard trees in Holloway at Wyndham Forest.*
- j)*
- k) See the Design Standard Addendum for guidelines on the Street Tree Program in Holloway at Wyndham Forest.*
- l) Front, side and rear yard planting beds may be mulched with hardwood (shredded) chips, recycled rubber or pine straw only. Pebbles, stones and other alternate mulch materials are prohibited. The color of the mulch shall be shades of brown, black or grey only. No shades of*

red, blue or green are permitted. All mulch beds must be maintained and be weed free. .

2.4 LANDSCAPE ACCESSORIES

2.4.1 **MAILBOXES:** *Mailboxes must be installed utilizing the standard Wyndham Forest post and the approved size box. See attached exhibit for details on design and dimensions and installation instructions. Boxes shall be metal with a black gloss painted finish. Wood posts shall be painted with gloss paint in Benjamin Moore Tarrytown Green or identical color of a similar brand. Mailbox numbers shall be 4" white metal installed on the side of the paperbox. No variances to these mailbox standards will be permitted. See the Design Standard Addendum for guidelines on mailboxes in Holloway at Wyndham Forest.*

2.4.2 **CLOTHESLINES:** *Clotheslines are not permitted.*

2.4.3 FLAGS AND FLAGPOLES

No flag or flagpole of any size, shape, or form, temporary or permanent, shall be permitted on the exterior of any portion of a Unit or improvement thereon, except as provided here in:

- a) **FLAGS MOUNTED ON HOUSES:** *The Designated Committee may grant written approval for a reasonable and aesthetic house mounted pole or poles, which are attached to and extend from the facade of the house. One house mounted pole may be attached to and extend from the facade of a house without the prior written approval of the Designated Committee as long as the pole does not exceed 6 feet in length and the flag displayed on the pole does not exceed 4 feet by 6 feet.*
- b) **VERTICAL FLAG POLES:** *Permanent vertical flag poles are not permitted in front yards. Flag poles not exceeding 15' in height, may be permitted in rear yards directly behind the mass of the house and no closer than 20' to any property line. Written approval from the Designated Committee is required.*
- c) *Small decorative flags may be mounted on mailboxes; however flags may not impede pedestrian walkways or roadways and may not exceed 12" x 18" in size. Such flags representing holiday decorations must also comply with the guidelines provided in Section 2.4.5 (c) for holiday decorations. The mounting devise may not exceed 18" in length.*

Outside of this stated approved guideline, the display of any flag or the installation of any necessary supporting structure(s) for any flag on or within the Properties, including on the exterior of any Unit or any improvement thereon within Wyndham Forest, is hereby expressly prohibited without prior written approval of the NCC or the Modifications Committee. For the purpose of this Section, any flag or flagpole or necessary supporting structure for any flag or any portion of a Unit is deemed an "exterior alteration or modification of existing improvements" as contemplated by Article XII of the Declaration of Covenants, Conditions and Restrictions for Wyndham Forest.

2.4.4 SIGNS

- a) **PERMITTED SIGNS:** *No signs other than one temporary real estate sign, and/or one builder's sign, each measuring no more than 2 square feet in total area, are permitted in any yard. Pre-approval is not required for these signs. See the Design Standard Addendum for further regulations on permitted signage in Holloway at Wyndham Forest.*
- b) **REAL ESTATE SIGNS:** *Real estate signs shall be placed in the front center of the yard only. Rear yard signs are not permitted. Real estate signs for resale of a home may not exceed 2'x*

3' in size and stand no higher than 5' from the ground. Real Estate Signs may be placed in the Front Yards only.

- c) SECURITY SIGNS: Signs indicating the existence of security systems may not exceed a maximum of 10.5" x 8" in size and are permitted in front of the home in landscape beds near the front door. Security signs may not be installed in landscape beds near the street.*
- d) ELECTION SIGNS: Election campaign signage may be placed on the Owner's Lot and may not exceed 2' x 3' in size and stand no higher than 5' from the ground. Only one Election Sign (total) may be displayed per home no more than 30 days prior to or 48 hours following national, federal, local or community elections.*
- e) INITIAL "FOR SALE" SIGNS AND CONSTRUCTION SIGNS: Initial "For Sale" and construction signs are signs placed by the original builder for the first sale of the home. Only one construction sign shall be permitted per home for the identification of the builder, architect, sub-contractor and/or suppliers, and shall be based on templates approved by the NCC or the Declarant. Construction signs shall not exceed 3 square feet tall and shall be permanently mounted on a suitable post. Larger signs showing architectural renderings and similar information may also be installed with prior approval from the NCC or Declarant. Initial "For Sale" Signs shall be limited to one sign per home and shall be placed in the front of the home. Other than those placed by the Declarant or Association, "lead-in" Signs are not permitted.*
- f) "WELCOME" AND RESIDENTIAL IDENTIFICATION SIGNS: No more than one sign displaying a welcome message or address is permitted. Signs may be anchored to the home or placed in front of the home in a landscape beds near the front door. "Welcome" and residential identification signs are not permitted to be installed near the street. The sign shall not be larger than 11" x 17" in size and stand no higher than 3' from the ground. Color, material, size, message & location of the sign shall be approved by the Designated Committee. The Designated Committee reserve the right to deny placement of any sign the message of which it deems distasteful. What is considered "distasteful" shall be in the sole discretion of the Designated Committee.*

2.4.5 DECORATIVE ORNAMENTS AND OTHER LANDSCAPE ACCESSORIES

- a) DEFINITION: Landscape accessories including gazebos, firewood sheds, arbors, trellises, fountains, flagpoles, permanent barbecues, decorative objects, etc. must be approved by the Designated Committee as to design and location.*
- b) PLACEMENT: In general, landscape accessories are not permitted farther forward nor closer to side property lines than the rear corners of the house. The Designated Committee may consider accessories that are part of an overall landscape plan, in the front yard areas on a case-by-case basis.*
- c) HOLIDAY DECORATIONS: Holiday decorations may be displayed two (2) months prior to and no more than one (1) month after any commonly recognized holiday for which such lights and decorations are traditionally displayed. Please refer to paragraph 2.7.2 (d) Exterior Lighting and Fixtures for holiday lighting guidelines.*

2.5 PAVEMENTS

- 2.5.1 DRIVEWAYS: Every improved lot in Wyndham Forest shall have a single paved driveway that*

conforms to the following criteria:

- a) *PAVEMENT: The permitted pavement shall be as exposed brown aggregate, asphalt, or stamped concrete (The pattern and color for the stamped concrete must be submitted for approval). In River's Edge, standard concrete is also permitted (The Homeowner's Association will require that the driveways be maintained free from oil, mud and other stains and will notify homeowners of such maintenance as needed). See Design Standard Addendum for permitted driveway material in Holloway at Wyndham Forest.*
- b) *SETBACKS: All driveways regardless of location at entry shall be held a minimum of 3' off of the side property lines unless an exception is granted by the NCC for difficult conditions. At the street, driveways may not exceed 20' in width.*
- c) *DRIVEWAY WIDTHS: Driveway widths on front loading garages will be reviewed on a case by case basis, not to exceed 20' without a variance. At side entry garages the width of the pad, extending out from the door, shall be a minimum of 20' (25' recommended as optimum). At rear entry garages the pad width extending out from the door shall be a minimum of 25' (30' recommended as optimum). For difficult lot conditions the NCC may grant an exception.*
- d) *SPECIAL DRIVEWAYS: Circular driveways, parking areas in front of the house, and other special conditions are generally discouraged where they substantially reduce the amount of front yard. The NCC may approve certain applications where they feel that the front yard appearance will not be adversely affected or for other extenuating circumstances which in the sole opinion of the NCC warrant such an approval as an exception.*

2.5.2 FRONT WALKS

- a) *DESIGN: All front walks shall be paved at a minimum with exposed aggregate concrete. All other materials will be reviewed and approved on a case by case basis. See Design Standard Addendum for permitted walkway material in Holloway at Wyndham Forest.*

2.5.3 OTHER PAVEMENTS

- a) *OTHER WALKS: Secondary walkways located behind the front plane of the house or in the rear yard may include loose-laid stone in gravel or a mulch bed in addition to approved hard surface materials. Continuous landscape edging will be required along soft surface walks.*
- b) *PATIOS: Patios are permitted of hard-surfaced materials as noted above including aggregate and patterned concrete, either set in concrete or sand-set. The Designated Committee will judge the materials, design and location of patios on a case-by-case basis.*

2.6 MECHANICAL, ELECTRICAL AND COMMUNICATIONS EQUIPMENT

- 2.6.1 *CONDENSER SCREENING: Required screening of heat pump or air conditioning condensers may be by finished or unfinished (salt treated) vertical board fence enclosures, or lattice enclosures, properly supported, trimmed, level and plumb. Equipment shall be screened on all sides with allowance for one 3' wide opening, not visible from the street. Spaces between vertical boards shall be 2" max. The height of the screening enclosure shall be at least as high as the equipment screened, but not more than 1' higher.*

- 2.6.2 *TRANSFORMERS: Existing Virginia Power transformers in the front yards shall be screened on all sides except the side with access panels. Vegetative screening shall consist of evergreen shrubs at*

least 36" high when planted.

- 2.6.3 *OTHER EQUIPMENT: No other equipment may be placed on a house except for standard residential heating and air conditioning equipment which shall be screened from view, or satellite dishes in compliance with provisions of Article VI. Window and through-wall air conditioning units are prohibited.*

Above ground storage tanks, mechanical equipment (detached from the home), woodpiles, yard equipment and other similar items on or stored outside the home must be located behind the mass of the house and located or screened so as to be reasonably concealed from view of neighboring Units, streets and property located adjacent to the Unit. What constitutes "reasonably concealed" or "similar items", shall be in the sole discretion of the Designated Committee.

2.6.4 *SATELLITE ANTENNAS*

- a) *PERMITTED ANTENNAS: The following antennas are permitted by the Federal Telecommunications Act of 1996:*

1. *An antenna that is designed to receive direct broadcast satellite service, including direct-to-home satellite services, that is one meter (39") or less in diameter.*
2. *An antenna that is designed to receive video programming services via multi point distribution services, including multichannel, multi point distribution services, instructional television fixed services, and local multi point distribution services, and that is one meter (39") or less in diameter or diagonal measurement.*
3. *An antenna that is designed to receive television broadcast signals.*

- b) *LOCATION: To the extent feasible, antennas should not be visible from street. The following priorities shall be observed in determining antenna locations:*

1. *Mounted directly on the rear of the house, on a roof plane facing the rear, or on the back side of a chimney.*
2. *Mounted on the ground in the rear yard.*
3. *Mounted on a pole, an existing other structure, or a tree in the rear yard.*
4. *If no clear signal may be obtained in any of the above locations, mounted on the ground or, if necessary, on a pole, in the front yard, or on the front plane of the house.*

- c) *APPEARANCE AND SCREENING: Insofar as possible, the visibility of antennas should be minimized using one or both of the following methods:*

1. *Screen the antenna from view from the street with natural plantings, trees and shrubs, to the extent they do not comprise the signal reception.*
2. *Use antennas with a dark or muted color; or paint the antenna a muted color to blend with the background surface or with the surrounding landscape.*

- d) *NO ADDITIONAL REGULATION BY THE ASSOCIATION: Under Federal law, antennas that meet the requirements of this section may not be further regulated by the Association as*

to type or placement. Residents are encouraged to use care in the selection and placement of antennas to preserve the appearance standards and character of Wyndham Forest.

2.6.5 RESIDENT TRASH CONTAINMENT

Trash cans shall be stored within an enclosed garage or against the rear plane of the home. All trash cans shall be located or screened so as to be concealed from view of neighboring Units, streets and property located adjacent to the Unit. This provision is being added pursuant to a resolution passed by the Board of Directors. Where the two conflict, these guidelines supercede.

2.6.6 SOLAR PANELS

Per Section 67-701 (A) of the Code of Virginia Covenants Restricting Solar Energy Collection Devices ("CRSECD"), no community association shall prohibit an owner from installing or using solar energy collection devices. However, a community association may establish reasonable restrictions concerning the size, place, and manner of placement of such solar energy collection devices. See Section 3.2.6(h) for additional restrictions on Solar Panels.

- a) Solar collectors that lie flat against a roof plane or that are otherwise not generally visible from a street are recommended for residential domestic hot water systems and may be used upon approval of the exterior components by the Designated Committee.*
- b) For the Townes at Holloway at Wyndham Forest, if solar panels collector panels are installed on the roof of the home, maintenance of the roof shall become the sole expense and responsibility of the Owner.*
- c) Should Section 67-701 of the CRSECD be amended in such a way as to render this section 2.6.6 in conflict, state code shall supersede this section.*

2.7 EXTERIOR LIGHTING AND FIXTURES

2.7.1 REQUIRED POST LAMPS: *An exterior post light **connected to a photo cell** is to be installed in the front yard of each home. Only black or white post lamps are permitted. See the Design Standard Addendum for restrictions on post lamps in Holloway at Wyndham Forest.*

2.7.2 OTHER PERMITTED FIXTURES

- a) GENERAL TYPES PERMITTED: Other exterior light fixtures shall be limited to lights at entrances, at garage doors, low intensity landscape or driveway lights, and side or rear (only) eave-mounted floodlights directed completely within the applicant's lot area.*
- b) STYLES: Light fixtures, except for floodlights, shall be compatible in style with the style of the house.*
- c) FACADE FLOODLIGHTING: Floodlighting of front facades will be permitted by the Designated Committee on condition that floodlights use only incandescent fixtures, and the fixtures are concealed in landscape beds. No more than one fixture for each 30' of facade frontage will be permitted.*
- d) EXTERIOR LIGHTING AND FIXTURES: Traditional holiday decorative lights may be displayed two (2) months prior to and no more than one (1) month after any commonly recognized holiday for which such lights are traditionally displayed.*

2.7.3 PROHIBITED FIXTURES

High intensity house or pole mounted area or security lights are prohibited. "High intensity" refers to ballasted light fixtures using high or low-pressure sodium, mercury vapor, or metal halide lamps.

2.7.4 SURVEILLANCE CAMERAS

Exterior surveillance cameras shall be mounted in such a location that they are not easily discernable from the street (i.e. eave mounted or flush mounted in the door frame or window well) and shall be located such that surveillance is not directed to a location where a person would have a reasonable expectation of privacy. Surveillance cameras and all fixtures associated with the camera shall be of a color to match the house trim. Variances for camera visibility and mounting may be granted by the Designated Committee due to hardship of the Lot or overall contextual design.

For townhomes, the cost to remove and replace the surveillance camera when required for siding maintenance shall be the responsibility of the home Owner. Upon installation of surveillance cameras all siding and trim maintenance shall be the sole cost and responsibility of the Owner.

2.8 FENCES

2.8.1 FENCE CLASSIFICATIONS

There are two classifications of fences that will be used in Wyndham Forest: Yard Fences, and Privacy Fences. Each classification has different requirements and limitations. Each classification is defined below, with Standards for each. An illustration is included in the appendix. Applicants for fence approval should review each classification and determine what type of fence they wish to submit, then apply under the appropriate classification.

2.8.2 YARD FENCES

- a) *DEFINITION: A yard fence is defined as any open picket fence. Fences may be constructed of unfinished treated wood or naturally decay resistant wood. Simple square posts are permitted. Supported fence rails may run on the outside of the post. Pickets shall face the outside of the lot with spacing to be 1-3" between pickets. Painting of fences will not be permitted. Clear sealant is permitted. (See fence illustration.) See the Design Standard Addendum for restrictions on fences in Holloway at Wyndham Forest.*
- b) *LOCATION AND USE: Yard fences are permitted in rear yards only and shall not extend any farther forward than the rear plane of the house. Front yard fencing is not permitted. The fence may extend up to but not on any property line. In corner side yards, yard fences may extend up to 5' from the property line.*
- c) *LANDSCAPE SCREENING: The Designated Committee may require screening shrubbery or trees along the outside of fences, or in front of any fence where noticeably visible (in the sole opinion of the Designated Committee) from the street.*
- d) *HEIGHTS: Picket fences shall be constructed according to the specifications and drawings in the Appendix. Height of straight-top picket fences shall not exceed 48" to the top of the pickets. Post may extend up to 6" above the pickets. Convex and concave top picket fences may extend to 54" above grade to the top of the highest picket and post.*
- e) *ADJOINING FENCES: Where a fence has been constructed on an adjoining lot up to a side or rear property line that abuts lot, you may construct an approved fence of the same or*

different design on your lot that meets (abuts) the adjoining fence. Construction of a second fence on the property line that has already been fenced by a neighbor is not permitted.

- f) *DOG PENS: Dog pens should be constructed of natural materials and muted in color. All dog pens are to be submitted for approval. Styles and location will be considered on a case by case basis taking into consideration specific lot and home circumstances.*

2.8.3 **PRIVACY FENCES**

- a) *DEFINITION: A privacy fence is defined as a vertical board fence. Fences may be constructed of unfinished treated wood or naturally decay resistant wood. Simple square posts are permitted. Supported fence rails may run on the outside of the post. Boards shall face the outside of the lot. (See fence illustrations)*
- b) *LOCATION AND USE:*
1. *Side and rear property lines behind the rear plane of the house that abut Wyndham Forest Drive, Holman Ridge Road, Twin Hickory Road and/or any main collector road as identified by the NCC and in the sole discretion of the NCC.*
 2. *On any rear property line that abuts developed property which is not part of Wyndham Forest. See the Design Standard Addendum for restrictions on privacy fences in Holloway at Wyndham Forest.*
- c) *The Designated Committee may require screening shrubbery or trees along the outside of privacy fences, or in front of any fence where noticeably visible (in the sole opinion of the Designated Committee) from the street or neighboring properties.*
- d) *Privacy fences are limited to a maximum height of 72" to the top of the fence.*

2.8.4 **PROHIBITED FENCE TYPES**

The following fence types are prohibited for use in any area of Wyndham Forest: split rail, board and rail, turned rail, or any other rough-cut rail fences, chain link fences, barbed wire fences, fences with metal posts, stockade style solid picket fences and post and wire fences. Any fence type not described in this article, shall be submitted for review by the NCC to determine if it may be used, and under which classification.

2.9 **PLAY EQUIPMENT AND STRUCTURES**

2.9.1 **DEFINITIONS**

- a) *PLAY EQUIPMENT: Play equipment is often highly visible, and depending on the design and application, may defeat many of the aesthetic and environmental goals the community has sought to achieve. For this reason, the Association requires approval of **all** exterior play equipment prior to placement on the lot. For the purposes of this article, play structures and equipment shall include but not be limited to the following:*

*SWING SETS
SLIDING BOARDS
JUNGLE GYMS - CLIMBING STRUCTURES
BASKETBALL GOALS
TRAMPOLINES*

- b) *PLAY STRUCTURES: Play equipment shall be constructed of natural materials. Brightly colored plastic and metal equipment are not permitted. Large, brightly colored plastic portable toys, if left in the yard continually, may be interpreted as play structures and may be required to be removed. Open structures such as swing sets or climbing structures may be up to 12' in height.*
- c) *ENCLOSED STRUCTURES: Forts, Treehouses, Playhouses, or other enclosed play buildings with an interior height of 6'-0" or less floor-to-ceiling, and with a total floor area of less than 36 square feet shall be considered to be Play Structures. Dog houses are also permitted under this section and may be no larger than 20 square feet in floor area and 4 feet in height (Rev. 8/15/00). Larger buildings are considered to be Accessory Buildings regulated under Article III, Section 3.5 of these Standards.*

2.9.2 PLACEMENT AND SCREENING

- a) *PLACEMENT: Play Equipment shall be located in rear yards only, away from property lines adjacent to other houses or streets and away from neighbors direct view where possible.*
- b) *SCREENING: The Designated Committee may require that certain play equipment be screened from view. The standard requirement for screening will be to provide densely shaped evergreen shrubs or trees of a height when planted of at least 2/3 the height of the structure, and so placed as to provide a continuous screen on the stipulated side. Plantings can be in a continuous row or staggered. A variety of shrubs/trees may be used in addition to single species solutions. It shall be the responsibility of the homeowner to submit to the Designated Committee a plan and proposed plant types for review.*

2.9.3 BASKETBALL GOALS

Permanent basketball goals may be installed adjacent to driveways in accordance with the following criteria.

- a) *The structure may not directly face the street unless otherwise approved by the Designated Committee. Basketball goals may be mounted on the side or rear face of garages, except when such location faces a street, or on a pole mounted on the side of the driveway and no farther forward than 15' in front of the front corner of the house at the driveway.*
- b) *The mounting pole must be black pre-finished metal or painted a neutral earth tone.*
- c) *The backboard must be grey, white, or clear acrylic. Specifically, colored backboards are not permitted.*
- 1) *The Association has the authority to require the removal of any basketball goal or pole in need of repair and/or maintenance.*

Portable basketball goals must be removed from the street when not in use and stored at the head of the garage by the door.

2.9.4 PLAY EQUIPMENT CONSTRUCTION AND USE

- a) *Factory built, pre-finished equipment is preferred but not required. Home-built Play Equipment should be neat and orderly in appearance and finish.*

- b) *Homeowners should exercise care and common courtesy in using Play Equipment that creates noise (i.e.: basketball goals).*
- c) *Play equipment which has fallen into disrepair or has been outgrown by children should be removed from the property.*

ARTICLE III - ARCHITECTURAL GUIDELINES

3.1 ARCHITECTURAL GUIDELINES - GENERAL

3.1.1 TYPE OF RESIDENCE

Only single-family residences are permitted in the neighborhood of Wyndham Forest.

3.1.2 MINIMUM FLOOR AREAS (1,800 s.f.)

- a) *The minimum finished floor area in any house in Wyndham Forest shall be 1,800 s.f.. See the Design Standards Addendum for square footage requirements in Holloway at Wyndham Forest.*
- b) *The following areas can not be used to help meet the minimum finished floor area: garages, basements, open or screened porches, terraces, decks, attics, attached storage sheds, or unfinished "bonus rooms" on the first or second floors.*

3.1.3 MAXIMUM SIZE

- a) *The NCC reserves the right to withhold approval of any proposed house which appears to be excessively large for the selected lot, or for the context of the neighborhood. Criteria used in making this determination may include a combination of height and width appearance and/or crowding of the property lines.*
- b) *Houses shall not be more than 2 ½ stories in height above a crawl space or basement. (½ story is defined as useable floor area under a gabled roof.)*

3.1.4 MINIMUM ROOF SLOPES

Houses shall have visible roofs with minimum slopes of 7 in 12. Small areas of flat roof may be permitted if they are concealed from view and are integral to the house design. Minor secondary roofs with a slope less than 7 in 12 may be permitted at the discretion of the NCC. The proposed roof slope should be consistent with the style of architecture of the house, and the NCC may require steeper slopes for aesthetic reasons.

3.1.5 INTERIOR CEILING HEIGHTS

The standard ceiling height shall be a minimum of 8'-0".

3.1.6 GARAGES

Attached garages shall be integrated into the overall design and massing of the house. Front entry, side entry, and rear entry are permitted. See the Design Standards Addendum for restrictions on garages in Holloway at Wyndham Forest.

3.2 ARCHITECTURAL GUIDELINES - CONSTRUCTION

3.2.1 FOUNDATIONS AND MASONRY. See the Design Standards Addendum for restrictions on foundations and masonry in Holloway at Wyndham Forest.

- a) **PERMITTED FOUNDATION MATERIALS:** *All visible portions of exterior foundations*

shall be constructed of brick or stone. For houses with primary facades constructed entirely of brick, the foundation brick shall match the brick facade. Synthetic stucco foundations may be permitted for facades entirely constructed of synthetic stucco.

- b) COORDINATION OF COLORS: Masonry and mortar colors should be coordinated with other colors on the house, and must be approved by the NCC.*
- c) FOUNDATION VENTS: For houses constructed on crawl spaces, wood or vinyl louvered vents shall be required on the front elevation and side and rear elevations on those homes which are on a corner lot, facing any street or community amenity. See the Design Standards Addendum for restrictions on foundation vents in Holloway at Wyndham Forest.*
- d) STEPPED-DOWN SIDING: For houses with walk-out basements or other conditions where the grade drops along a facade foundation, the siding shall not step down below the first floor level over the length of that facade. At the rear facade, siding may continue to the floor level of a walk-out basement only if the rear facade is visually broken by a first floor deck.*
- e) CANTILEVERING: See the Design Standards Addendum for restrictions on cantilevering in Holloway at Wyndham Forest.*

3.2.2 FIREPLACES, CHIMNEYS AND FLUES

- a) PERMITTED CHIMNEY TYPES: When chimneys are used, masonry chimneys are required on primary facades. Frame chimneys on foundations are permitted only on facades that do not face streets or amenities. All chimneys shall have foundations of materials that match the house foundation. Cantilevered frame chimneys are not permitted.*
- b) CHIMNEY DESIGN: The width and depth of chimneys shall be appropriately sized in proportion to the size and height of the house, as determined by the Designated Committee.*
- c) METAL FLUE REQUIREMENTS: Unenclosed metal flues shall not extend more than 36" above their roof penetration and shall not be visible from the front of the house. Where higher flues are required by code, they shall be enclosed in an approved chimney structure. These flues must be finished to match color of roofing material.*
- d) DIRECT VENT FIREPLACES: House projections which enclose direct vent fireplaces without chimneys shall be constructed of the same exterior material as the house and shall be supported on approved foundations matching the house foundation.*

3.2.3 EXTERIOR SIDING

- a) ALL FACADES: Facades shall be vinyl, hardy board, brick or other materials as approved by the NCC. See the Design Standards Addendum for restrictions on exterior facades in Holloway at Wyndham Forest.*
- b) CRITERIA FOR VINYL USE: The following criteria shall be used by the Designated Committee in judging the acceptability of any vinyl products submitted:*
 - 1) Requests for approval of vinyl siding must be accompanied by manufacturer's product specification sheet, physical samples of product, style, and color desired, and details and samples of proposed trim pieces and locations.*
 - 2) The submitted product must be a minimum .042" nominal thickness vinyl product as*

evidenced by manufacturer's printed literature.

- 3) *The design of the house, including architectural style, detailing, and size of wall surfaces shall be considered by the NCC in determining the acceptability of a vinyl product for siding. The Designated Committee, at its discretion, may require modifications to wall surfaces including the addition of windows, doors, or breaks in the surface in order to reduce the number of locations that must be sided with long runs of vinyl requiring one or more vertical joints.*
- 4) *Unless otherwise noted in the Designated Committee's written approval for the use of a vinyl product, the following conditions shall automatically apply to each approval:*
 - a) *Installation shall meet or exceed the standards in the handbook of the Vinyl Siding Institute, and the conditions stated below.*
 - b) *In any clear run of siding measuring 12'-0" or less (between openings, corners, projection, etc.) only single length panels shall be used. No vertical joints are permitted.*
 - c) *In clear runs of siding over 12'-0", joints may be provided in a random pattern in the wall. Do not "stair-step" joint patterns. In clear runs greater than 12'-0" but less than 18'-0" in length, a maximum of one vertical joint is permitted in any horizontal line of siding. In clear runs greater than 18'-0" but less than 30'-0" a maximum of two joints are permitted in any horizontal line of siding.*
 - d) *On the left and right sides of the house all joints shall face to the rear of the lot.*
 - e) *All trim except J-moldings at the ends of siding, shall be wood, unless otherwise approved for specific neighborhoods, in which case the following conditions shall apply:*
 - (1) *Trim pieces shall be manufacturer's standard preformed vinyl trims and manufacturer's standard pre-finished aluminum sheet.*
 - (2) *All right angle corner joints at trim pieces shall be mitered at equal angles in similar fashion to wood joints. Joints at the base of rakes should be made similar to the direction of wood joints.*
 - (3) *Formed angles and edges of the metal trim sheet shall be fastened flat, and "dimpling" or "oil canning" shall be minimized.*
- c) *OTHER MATERIALS: Materials other than those listed above will be considered on a case by case basis by the NCC.*
- d) *COMPATIBILITY OF MATERIALS: Where siding materials are used in combination they shall be aesthetically compatible with each other as determined by the Designated Committee.*

3.2.4 EXTERIOR TRIM

- a) *GENERAL REQUIREMENTS: Exterior architectural detailing shall be consistent with the*

overall design theme of the house. The NCC reserves the right to require modifications to the facade to accommodate appropriate trim.

3.2.5 WINDOWS AND DOORS

- a) *WINDOWS: Aesthetic design consideration shall be given to the location of all windows and doors which face the front of the house, or any other street. All windows and doors shall be of a style and size that is appropriate to the design of the home. Circle and ellipse head windows are permitted. The NCC reserves the right to require different styles, sizes or locations of windows when, in its opinion these changes are necessary to maintain the aesthetic quality of the facade. Vinyl or prefinished metal windows are permitted. No iron, steel or similar bars shall be installed over any windows or doors of any home. See the Design Standards Addendum for restrictions on windows in Holloway at Wyndham Forest.*
- b) *FRONT DOORS: Standard painted six-panel doors will generally be permitted for the main front door of the house. Six panel doors may be permitted as part of a larger unit with side-lites and transom. Double front doors, doors with double side lites, and special design panel doors and doors with half lites are encouraged.*
- c) *STORM DOORS: Storm doors shall be compatible with the units that they cover and with the style and color of the house. Excess ornamentation not consistent with other ornamentation on the house, is prohibited. In general, single full lite doors or traditional multiple lite doors which match the design characteristics of the doors they cover will be approved.*
- d) *AWNINGS AND TRELLISES: Permanent and retractable awnings must be consistent with the architectural style, character and color of the house. The Designated Committee reserves the right to prohibit the use of awnings on the front and side of any home. On permanent awnings, metal support post must be enclosed in materials similar to the deck. The Designated Committee will approve all materials and awnings on a case by case basis.*

Permanent and retractable awning colors must be approved by the Designated Committee and left up to the discretion of the Designated Committee. Color swatches must be submitted for review.

For permanent awnings, no exposed metal framework is to be visible at any time. When repairs are being made to the awning canvas, the metal framework may not be exposed for more than thirty (30) days. The Association has the authority to require repairs and maintenance or removal of damaged awnings, when noted and deemed necessary.

With retractable and permanent awnings, any visible disrepair, discoloration, staining and/or tears must be repaired and/or replaced within thirty days of notification. All awnings must be maintained to the standards defined by the Association. All awnings must be submitted for approval before installation.

- e) *WINDOW TRIM: Windows on primary facades shall be trimmed with traditional wide built-up mouldings, or shall have shutters. Shutters should be compatible with the style, materials and colors of the house and should be of proper proportions to the windows they adjoin.*

- f) *GARAGE DOORS: Garage door detailing shall be consistent with the architectural style of the house. Metal garage doors shall approximate the appearance of wood garage doors. The Designated Committee may reject doors that do not adequately meet this standard. See the Design Standards Addendum for restrictions on garage doors in Holloway at Wyndham Forest.*
- g) *BAY WINDOWS: See the Design Standards Addendum for restrictions on bay windows in Holloway at Wyndham Forest. On primary facades, bay windows must meet the following requirements:*
 - 1) *Windows must be wide enough to fill each bay facade without filling with siding.*
 - 2) *Siding or raised panel facades may be used under windows, with a bandboard and drip cap at the base of the siding.*

3.2.6 ROOFS AND ROOF ACCESSORIES

- a) *ROOF MATERIALS: Dimensional asphalt/fiberglass composition shingles are required. Other materials will be judged on their own merits, but must first be approved by the NCC. In general only one material may be used on all roofs on the same house, except that bay window roofs may be of a different material than the main roof.*
- b) *SHINGLE COLORS: Composition shingle colors are recommended to be in the medium to deep Brown or Grey ranges. Very light colors or White shingles will not be approved.*
- c) *GUTTERS AND DOWNSPOUTS: Gutters and downspouts shall be pre-finished aluminum to match the adjacent building material color. Downspouts shall include short turnouts at their outlets. If extensions are required, they shall utilize corrugated pipe below grade.*
- d) *FLASHING: Highly visible roof flashing shall be copper or pre-finished to match the adjacent building material color. Painting is acceptable for less visible flashing, however no exposed mill finished flashing is permitted.*
- e) *ROOF VENTS: Attic ventilators and other roof penetrations may be required to be low profile designs. Ventilators shall be pre-finished or painted to match the roof color. No roof penetrations, metal ridge vents, or accessories shall be visible above the ridge of the roof nor shall they be located on the front roof plane of the house. Fireplace chimneys are not regulated by this provision.*
- f) *ROOF DORMERS: Dormer windows and eyebrow windows are permitted as consistent with the style of the home.*
- g) *SKYLIGHTS: Skylights are generally discouraged for the front roof planes of houses. Where skylights are permitted, they shall be trimmed in pre-finished metal similar to the roof color.*
- h) *SOLAR COLLECTORS: Solar collectors may only be considered where they are integrated into the design of the structure and that design is acceptable to the NCC. Collectors shall not be placed where they can be viewed as part of a primary facade. See Section 2.6.6 for additional restrictions on solar collectors.*

3.2.7 PORCHES AND DECKS

- a) *FRONT PORCH CONSTRUCTION: All front entry stoops and extended front porches shall be constructed of finished materials to match the house. Bandboards, handrails and railings shall be painted wood or metal railing of a design to match the character and style of the house. Columns supporting roofs of porches and covered stoops, shall be appropriate to the character of the house.*
- b) *FRONT PORCH FOUNDATIONS: Stoops and extended front porches shall be supported on either continuous foundations or on a minimum of 12" x 12" brick piers. Open areas under extended front porches of 12" or greater in height above grade shall to be concealed with lattice. See the Design Standards Addendum for restrictions on front porch foundations in Holloway at Wyndham Forest.*
- c) *REAR DECK CONSTRUCTION: Rear decks shall be constructed of quality exterior grade or pressure treated wood. Grade level patios and terraces are encouraged. Decks shall be supported on minimum 4x4 wood posts. The space beneath all decks higher than 2' above grade but less than one story above grade may be required to be enclosed with lattice or other approved screening material. For homes in River's Edge and Chappell Ridge, homes adjacent to the lakes, main collector roads, primary neighborhood roads or any amenity shall have brick piers and lattice screening between the brick piers. The Designated Committee reserves the right to require brick piers on any home, whether or not adjacent to the lakes, main collector roads, primary neighborhood roads or any amenity, when, in the Designated Committee's sole discretion, it is determined that the visibility of the rear of the home from common areas so requires. See the Design Standards Addendum for restrictions on rear decks in Holloway at Wyndham Forest.*
- d) *DECK FINISH: Decks constructed at or below the first floor level of a house may be constructed entirely of unfinished treated lumber; however staining or painting of decks is acceptable. Decks or balconies constructed above the first floor level shall be finished to match the house except for deck flooring which may be unfinished. See the Design Standards Addendum for restrictions on deck finish in Holloway at Wyndham Forest.*
- e) *REAR PORCHES: Siding and roofing on rear open or screened porches shall match the house, however posts and rails may be unfinished salt treated wood.*
- f) *SPAS: Spas and hot tubs are permitted on attached rear decks. Remote decks for spas and hot tubs, or free standing units must be located behind the house so as not to be visible from the street, and no closer than 10' to any property line.*

3.3 ARCHITECTURAL GUIDELINES - COLOR

3.3.1 TYPES OF APPROVED FINISHES

- a) *All exterior colors must be approved by the Designated Committee prior to painting or the application of pre-finished materials.*
- b) *Vinyl siding shall be pre-finished with an integral color; as approved, and shall not be painted.*

3.3.2 CRITERIA FOR JUDGING COLOR

- a) *The same or very similar color schemes may not be used on adjacent houses nor on houses directly across from each other. The Designated Committee may also reject a proposed siding color if it determines that the color has been used on too many houses in the same*

neighborhood. See the Design Standards Addendum for additional criteria in Holloway at Wyndham Forest.

- b) *Color selections are not limited to a restricted list, however, colors should generally be muted in hue, especially for large areas such as siding. Stronger colors may be approved for focal points such as doors and shutters. Colors selected must be harmonious with each other and with other finishes such as masonry foundations, and roof colors. Shingle and metal roof colors shall be submitted at the same time as house colors. Provide a sample or color chip for approval.*
- c) *Additions and accessory buildings must be finished in the same colors as the house.*

3.4 ADDITIONS TO HOUSES

3.4.1 CONSISTENCY OF DESIGN

To ensure consistency in the design of the house and minimize visual disruption of the neighborhood, additions must match the design characteristics of the house. Specifically:

- a) *The architectural style shall match the style of the house. The massing of the addition shall be similar in the use of shapes to that of the house, but proportionately smaller so to not overpower the house. Roof styles and slopes shall be similar.*
- b) *Openings shall be required in additions, including windows and doors, in a similar fashion and extent (min.) as in the original house. Windows and doors shall be of matching material as those in the house. In general windows and doors should match the style of those in the existing house. Exceptions may be granted at the discretion of the Designated Committee for sun rooms.*
- c) *Architectural elements such as corner and rake boards, soffits, eaves, window and door trim, and shutters shall match the style of the same elements on the house.*
- d) *All exterior finish materials and colors shall match the house. Matching colors on dissimilar materials is not acceptable.*
- e) *The space beneath any structure constructed on piers (including decks) higher than 2' above grade but less than one story above grade shall be enclosed with lattice or other approved screening material.*
- f) *Greenhouse additions shall be constructed of finished wood framing or of a pre-finished metal consistent with the house exterior color scheme.*
- g) *Awnings or other sun screen devices must be consistent with the architectural character of the house and must be submitted for approval.*

3.5 ACCESSORY BUILDINGS

3.5.1 DESIGN LIMITATIONS

Accessory Buildings shall match adjacent houses (at a minimum) or may be specially designed in a unique style, to the extent that it enhances the over-all design of the house and lot in the opinion of the Designated Committee. Economy kit sheds from home-improvement stores are not permitted.

Except for special designs, minimum requirements include:

- a) *Sheds and Workshops: The maximum floor area shall be 120 square feet (ex: 10' x 12'), unless otherwise approved by the Designated Committee. Exceptions to this limit will be judged on the basis of exceptional design merit and building location that does not significantly impact adjacent properties or the visual streetscape.*
- b) *Garages: The maximum floor area shall be 352 square feet (16' x 22'), unless otherwise approved by the Designated Committee. Exceptions to this limit will be judged on the basis of exceptional design merit and building location that does not significantly impact adjacent properties or the visual streetscape.*
- c) *The architectural style shall generally match the style of the house. Roof styles and slopes shall be similar, i.e: gable roof with gable roof house, etc. Roofs shall be constructed at a minimum 8 in 12 slope.*
- d) *Windows and doors in accessory buildings shall be similar in style to those in the house. (Alternate styles of shed doors may be approved at the discretion of the Designated Committee.)*
- e) *Architectural elements such as corner and rake boards, soffits, eaves, window and door trim, and shutters shall match the style of the same elements on the house.*
- f) *All exterior finish materials and colors shall match the house. Matching colors on dissimilar materials is not acceptable.*
- g) *Accessory buildings may be set on foundations which match the house, or may be set directly on the ground on skids. When skids are used, the shed must be set level and plumb. Any space visible under the shed must be concealed with lattice or planting.*
- h) *The maximum interior height of a shed shall be 8', measured at the eaves (exclusive of sloped roof height).*

3.6 GAZEBOS

3.6.1 DESIGN AND CONSTRUCTION

Acceptable gazebos shall generally be octagonal (8) sided structures consisting of a base deck, decorative columns or posts, optional railings, and a sloped roof. Stepped roofs and/or cupolas may be added. Structures of other shapes such as square structures will be considered on the basis of equal architectural merit. Additional standards include:

- a) *The maximum width of a gazebo across flat sides shall be 14'-0". The maximum height from gazebo deck to eave edge shall be 8'-0". Gazebos shall have roof slopes generally of at least 8 in 12. Slopes shall be appropriate to size and style of gazebo.*
- b) *Gazebos shall be constructed of weather resistant wood, preferably western red cedar, cypress, or redwood, although pressure treated southern yellow pine will be the acceptable minimum. All exposed wood members, except decking, shall be surfaced (finished smooth) on all exposed sides. Posts, railings, and other open wood members shall be turned, edged, or worked into shapes consistent with traditional gazebo designs. Unfinished, dimensional lumber will not be approved for exposed open or free-standing members.*

- c) *Additional trim, detailing, brackets, cupolas, etc. shall be appropriate to the design and size of the gazebo. The Designated Committee reserves the right to deny gazebo designs with excessive and inappropriate detail, as well as with insufficient detail.*
- d) *Gazebos may be built on site or assembled from kits. Applications for approval must include either scale drawings of plans and elevations, or manufacturer's brochure showing the exact gazebo being purchased, with dimensions and specifications.*

3.6.2 **COLORS AND FINISHES**

Gazebos constructed on decks attached to the primary house shall be painted to match the trim color of the house, and roofed with shingles that match the house shingles. Free-standing gazebos set away from the house may be painted to match the house trim or finished with a clear finish. Roofing shall match the house or be cedar shake.

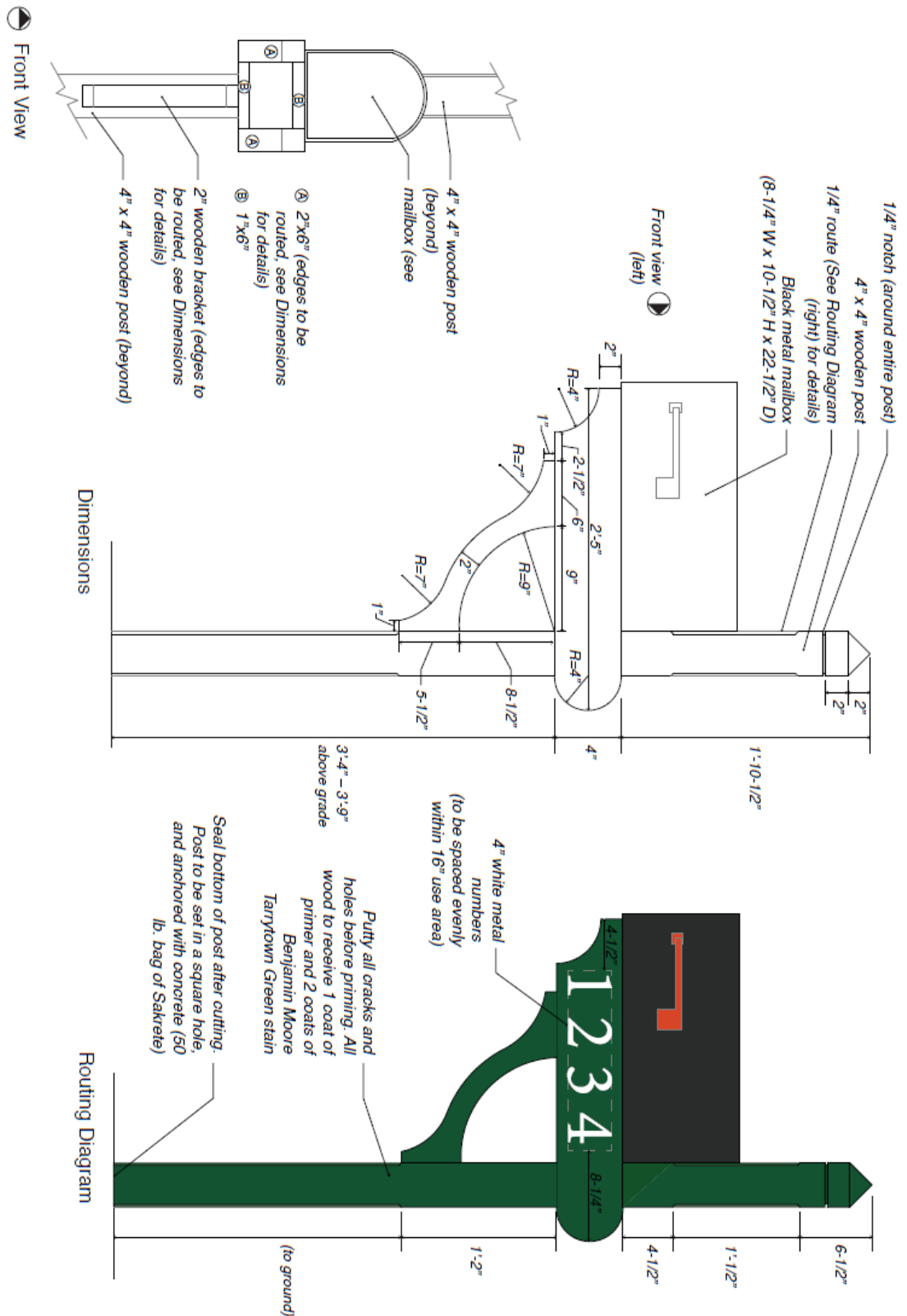
3.7 **High Impact/Amenity Lots**

See the Design Standards Addendum for a list of high impact/amenity lots and the restrictions on these lots in Holloway at Wyndham Forest.

APPENDIX

- A-1 FENCE TYPES ILLUSTRATION*
- A-2 NEW HOME APPLICATION FORM*
- A-3 COLOR APPLICATION FORM*
- A-4 PROPERTY IMPROVEMENT APPLICATION FORM*
- A-5 STANDARD MAILBOX*

A-5 STANDARD MAILBOX



Wyndham Forest
Standard mailbox detail

