

WALNEY ROAD HOMEOWNERS ASSOCIATION

DESIGN GUIDELINES

Last Revised: March 1st, 2025
Revision: G

A HANDBOOK FOR
WALNEY ROAD HOMEOWNERS

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Table 1 - Revision History

Revision	Description	Effective
-	Initial Revision	1997
A	Addition of Awning Guidelines Addition of Trash Can Guidelines Addition of Recreation and Play Equipment Guidelines Application clarification added to the Landscaping section Modification of the Fence section including: Fence aging and staining Base height and crossbars Exclusion of roof top air conditioning units or fans	August 2002
B	Included directions for mailing applications Updated Fence guidelines relating to prohibited materials Addition of Mailbox Guidelines Updated Signs Guidelines including “Invisible Fence” signs	October 2007
C	Added clarification to the Application and Review Procedures section stating that changes must be in accordance with Fairfax County laws as well as these Design Guidelines Added item number six in the Enforcement Policies section Addressed the use of Composite Material for decking Added Fireplaces / Fire Pits to the Exterior Decorative Object section Added Storage Units section	September 2012
D	Addition of Revision History Table Removal of change citations throughout the document in favor of the Revision History Table Formatting Changes including: Addition of Document Header Changing document Headings to be Heading format in order to work with numbering and TOC Replacement of TOC to work with new Heading formats Added colors to Mailbox section – brown and dark green Added Composite material to Fence section	October 2016
E	Seasonal Decorations statement added Lamppost section added to Exterior Lighting Mailbox section expanded Solar Panels were approved and corresponding guidance added Storm door updated to match trim instead of just interior door Tree removal updated to include stump and root removal in front Garage door guideline inserted	June 2018

	Leaves, twigs, and branches removal guideline inserted Exterior window grids guideline inserted	
F	Updated Fence section to allow for Aluminum fence options; Appendix B includes examples. Updated Trash Can section to require recycling be in covered containers. The fees for violation letters was added to Enforcement Procedures Solar Panel section updated to remove restriction limiting solar panels to only the rear roof line.	October 2021
G	Replace references to Architecture Review Board (ARB) with Architectural Review and Covenants Committee (ARCC) to align with Declaration of Covenants and Conditions Clarified duration allowed for seasonal decorative items Updated exterior lighting to maintain a uniform community look, consistent with the community's colonial theme. Updated the fence guidelines to allow aluminum fences and a height of up to 72 inches. Allowed certain greenhouses to align with community vote. Aligned solar panel guidelines to industry best practices. Stipulated that trash and recycling bins must be placed at curbside and not in the street. Allowed gridless windows for sunrooms that are in the back of the homes, even if remaining windows have grids.	March 1, 2025

1 PURPOSE OF THE HANDBOOK

The primary purpose of this handbook is to familiarize homeowners at Walney Road with the objectives, scope and application of design standards and guidelines which are intended and will be employed to maintain the aesthetic appearance and environmental quality of the Walney Road community.

The handbook enumerates specific design standards and guidelines which have been adopted by the Board of Directors of the Walney Road Homeowners Association. It also explains the application and review process which must be adhered to by homeowners seeking approval for any exterior modifications or changes to their homes or lots which are subject to approval by the Association.

This handbook will serve as a valuable reference source and will assist homeowners in preparing acceptable applications for review by the Association's Architectural Review and Covenants Committee. All homeowners are encouraged to familiarize themselves with its contents and to retain the handbook for future use.

2 BASIS FOR AND OBJECTIVES OF PROTECTIVE COVENANTS

The legal documents for the Walney Road Homeowners Association contain covenants, including those pertaining to design standards. Legally, these covenants are a part of the deed for each home and are binding upon all initial homeowners and their successors in ownership, irrespective of whether or not these owners are familiar with such covenants.

The primary purpose of design covenants is to maintain environmental and architectural design standards for the entire community. The promulgation and enforcement of design standards is intended to achieve the following objectives:

- Maintain consistency with the overall design concept for the community;
- Promote harmonious architectural and environmental design qualities and features;
- Promote and enhance the visual and aesthetic appearance of the community.

The enforcement of design standards not only enhances the physical appearance of a community but also protects and preserves property values. Homeowners who reside in association communities which enforce design covenants are protected from actions of neighbors which can detract from the physical appearance of the community and, in some cases, diminish property values. In fact, surveys of homeowners living in association communities consistently reveal that this was an important consideration in their decision to purchase a home.

3 ROLE OF THE ARCHITECTURAL REVIEW AND COVENANTS COMMITTEE (ARCC)

All homeowners at Walney Road are automatically members of the Walney Road Homeowners Association. The Association is a non-stock corporation which owns and is responsible for the upkeep and maintenance of all common properties within the community.

The Association is also responsible for the administration and enforcement of all covenants which are applicable to property owners, including design standards and restrictions. The Declaration of Covenants, Conditions and Restrictions for the Walney Road Homeowners Association (Article VI) provides that responsibility for the enforcement of design standards shall be exercised through an Architectural Review and Covenants Committee, the members of which shall be appointed by the Board of Directors of the Association. (Throughout this Handbook, the term Architectural Review and Covenants Committee (ARCC) refers to the Modification and Change Panel of the Architectural Review and Covenants Committee. The Declaration also provides for a New Construction Panel composed of persons appointed by the Developer who will have jurisdiction over all initial construction.)

The Architectural Review and Covenants Committee is to consist of three or more persons appointed by the Board of Directors. Since the Association's legal documents provide that the Developer may maintain control of the Board of Directors during most of the development phase of the community, there may initially be overlapping membership for the Board of Directors and the Architectural Review and Covenants Committee.

The Architectural Review and Covenants Committee Shall be responsible for enforcing the Association's Design Guidelines with respect to exterior modifications to homes and lots proposed by lot owners. The Review Board does not have approval authority over initial construction by the Developer or any Participating Builder. The Review Board shall review and approve (or disapprove) applications submitted by lot owners for visible exterior additions, alterations or modifications to a home or lot. The review process shall be governed by the Design Guidelines promulgated by the Association's Board of Directors.

As part of its responsibilities, the Architectural Review and Covenants Committee will make recommendations to the Board of Directors with respect to the modification of the Design Guidelines initially approved by the Board. The Architectural Review and Covenants Committee will also be responsible for reviewing possible violations of the Association's Design Guidelines.

4 ALTERATIONS REQUIRING REVIEW AND APPROVAL BY THE ARCHITECTURAL REVIEW AND COVENANTS COMMITTEE

Essentially, all changes, permanent or temporary, to the exterior appearance of a building or lot are subject to review and approval by the Architectural Review and Covenants Committee. The review process is not limited to major additions or alterations, such as adding a room, deck, or patio. It includes such minor items as changes in color and materials. Approval is also required when an existing item is to be removed.

There are a number of exceptions to this otherwise inclusive review requirement.

1. Building exteriors may be repainted or re-stained provided that there is no color change from the original. Similarly, exterior building components may be repaired or replaced so long as there is no change in the type of material and color.
2. Minor landscape improvements will also not require an application. This includes foundation plantings, or single specimen plantings. In general, landscape improvements of a small scale which do not materially alter the appearance of the lot, involve a change in topography or grade and which are not of sufficient scale to constitute a natural structure will be exempt from the design review process.

If there is any doubt as to whether or not a proposed exterior change is exempt from design review, and approval, homeowners should first seek clarification from the Architectural Review and Covenants Committee before proceeding with the improvement.

5 APPLICATION AND REVIEW PROCEDURES

It is required that all changes, permanent or temporary, to the exterior appearance of a building or lot must be compliant with all applicable code and laws as defined by Fairfax County. In addition to compliance with Fairfax County code, compliance with the elements stated in these Design Guidelines is also required for application approval. Application and review procedures which will be used by the Architectural Review and Covenants Committee are detailed below.

1. Applications. All applications for proposed improvements must be submitted in writing using the application form authorized by the Architectural Review and Covenants Committee. A copy of this form is included as an exhibit to this handbook. Applications must be complete in order to commence the review process. Incomplete applications will be returned to the applicant with a statement of deficiencies which must be remedied in order to be considered for review.

Homeowners should mail applications to the address provided on the walneyoaks.com website.

2. Supporting Documentation. The application must include a complete and accurate description of the proposed improvement(s). In order to permit evaluation by the Architectural Review and Covenants Committee, supporting exhibits will frequently be required. Examples include: a site plan showing the location and dimensions of the proposed improvement; architectural drawings or plans, as applicable; landscape plan; material and/or color samples, etc. The design guidelines and application form provide guidance with respect to the supporting documentation required for various types of improvements.
3. Time Frame for Completion of the Review. The Architectural Review and Covenants Committee is required to approve or disapprove any proposed improvement within forty-five (45) days after the receipt of a properly completed application. However, the forty-five (45) day review period will only commence upon the receipt of a complete application form, including any required exhibits. It is therefore advisable for homeowners contemplating substantial improvements to first ensure that they are aware of all required supporting documentation prior to submitting a design review application.
4. Notice of Approval/Disapproval. Homeowners who have submitted design review applications will be given written notice of the decision of the Architectural Review and Covenants Committee.
5. Appeals Procedure. Homeowners who have submitted design review applications may appeal decisions of the Architectural Review and Covenants Committee to the Board of Directors.

A homeowner may appeal a decision of the Architectural Review and Covenants Committee by submitting a written request to the Board of Directors within ten (10) days after the date of an action by the Architectural Review and Covenants Committee. This request should include any new or additional information which might clarify the requested change or demonstrate its acceptability. The Board may, at its discretion,

conduct an informal hearing related to the appeal. The Board will respond in writing to an appeal within sixty (60) days from the date of receipt of an appeal.

6 ENFORCEMENT PROCEDURES

The Declaration and Bylaws of the Association empower the Architectural Review and Covenants Committee and the Board of Directors to enforce compliance with the Association's Design Guidelines.

It is the intention of Walney Oaks HOA to have those who receive violation notifications pay for the related administrative fees, especially those who receive multiple violations over a three year period.

The fee schedules for violations as outlined below are effective September 1, 2021:

- 1st and 2nd violation notices within a three year period will not be billed
- 3rd violation notice within a three year period will be billed \$80
- 4th and all subsequent violation notices within a three year period will be of \$80 per violation

The fees will be added to the regular HOA dues to be paid with the next billing cycle. Standard penalties and interest will accrue on all unpaid balances.

The following enforcement procedures will be used to ensure compliance.

1. A violation may be observed and reported to the Architectural Review and Covenants Committee by a member of the Review Board, the Board of Directors, the managing agent, or a homeowner. In the case of homeowners wishing to report a potential violation, a written notification should be transmitted to the Associations or managing agent.
2. The alleged violation will be confirmed by a site visit by a member of the Architectural Review and Covenants Committee or the managing agent.
3. The Architectural Review and Covenants Committee will contact the resident in violation by letter sent via the U.S. Mail advising them of the violation and requesting appropriate action to remedy the violation. Notice will be sent by certified mail where the violation is deemed to involve an immediate emergency or where such violation, if not remedied, will increase or enhance with the passage of time.
4. If the violation continues for thirty days after notification to the resident in violation (or if no substantial progress is made in curing the violation, where such remedy would require more than thirty days) a letter will be sent by certified mail to the resident in violation. This letter will provide notice that the violation must be remedied within fifteen days from the date of mailing of the letter (or alternatively, that the resident in violation must submit to the Architectural Review and Covenants Committee a written plan, including

timing, for the abatement of the violation within a reasonable period of time, where such violation cannot be cured within the fifteen day period).

5. If the violation is not abated within fifteen (15) days from the date of mailing of the certified letter (or if progress is not being made to abate such violation in accordance with a plan agreed to by the resident in violation and the Architectural Review and Covenants Committee) the Review Committee will send the resident in violation a certified mailing informing the resident of the time and place of a formal hearing by the Architectural Review and Covenants Committee.
6. The Architectural Review and Covenants Committee shall refer the violations to the Board of Directors for approval of enforcement by the ARB of the Association's Design Guidelines in accordance with the provisions of the Association's legal documents and/or policies approved by the Board. If the Board of Directors approves the enforcement then the ARB determines that the violation has either not been abated or that the resident is not making a good faith effort to abate the violation in a timely manner, the ARB shall have the right to have done any and all maintenance work reasonably necessary in the written opinion of the ARB, to keep such Lot in neat and good order, such cost and expense to be paid by the resident to the Covenants Committee upon demand and if not paid within thirty (30) days thereof, then to become a lien upon the Lot affected.
7. The above procedures do not preclude the Architectural Review and Covenants Committee or the Board of Directors from taking accelerated measures in the case of a violation which constitutes an emergency situation, provided that the resident in violation has been properly notified by certified mailing and that the action is consistent with the provisions of the Association's legal documents. Likewise, the Architectural Review and Covenants Committee or the Board of Directors may establish shorter notification periods for the correction of violations of the Design Guidelines where the homeowner shall not be disadvantaged by a shorter notification period for compliance.
8. The above procedures do not apply to the failure of an owner to maintain a lot in good order and repair and free of debris, as required by Article VI of the Declaration. All owners must maintain their lots in accordance with the general maintenance standards detailed below. In the event of non-compliance with maintenance standards, the Board of Directors may, after thirty (30) days written notice to the owner (or such shorter notice period as determined by the Board), authorize the Association to enter upon the owner's lot and to perform any required maintenance at the expense of the owner. In the case of persons who fail to mow their lawn or have trash or debris visibly stored on their lot, (other than neatly stored construction materials for an approved improvement of the lot or home) the notice period shall be ten (10) days.

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 Architectural Review and Covenants Committee). No bare earth may be exposed on a lot (except for flower beds with appropriate approvals, as required).
- B All turf areas on a lot must be kept neatly mowed during the growing season. Grass should not be permitted to exceed six (6) inches in height.
- C Turf areas and other vegetation should be watered during dry periods. Any dead plants, shrubs or trees should be immediately removed.
- D Turf areas should be kept as weed free as possible. At no time should weed cover exceed more than twenty-five percent (25%) of the total turfed area.
- E No trash or debris may accumulate or be stored in a visible location on a lot. Construction materials required for the improvement of a home or lot should be neatly stored in as unobtrusive a location on the lot as possible when not in use.
- 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 All trees and hedges must be pruned to allow free access to those using the sidewalks. Trees that extend over the sidewalk must be maintained six (6) feet above the entire sidewalk. Shrubs and ground cover adjacent to the sidewalk must not encroach on the sidewalk.
- H The exterior of a home must be maintained in an attractive manner. All decks, patios, and fencing structures must be maintained in an attractive manner. No significant blistering or peeling of exterior painted surfaces is permitted.
- I Any exterior building components (i.e., siding, gutters and downspouts, roof shingles, windows and doors, patios, fences, and decks), which are missing, broken or otherwise in a state of disrepair, must be replaced or repaired as quickly as possible.

7 DESIGN GUIDELINES

The specific Design Guidelines detailed below have been adopted by the Board of Directors.

7.1 AIR CONDITIONING UNITS / HEAT PUMPS

The Review Board will not approve applications for the installation of window, wall, or roof top air conditioning units or fans. The relocation of exterior central air conditioning units and heat pumps require approval and will be considered if there is no adverse visual or noise impact upon adjoining properties. Application and approval are not required to replace a heat pump or air conditioning unit in the original location.

7.2 ANTENNAS AND SATELLITE DISHES

Satellite dishes which are larger than one meter in diameter are prohibited. Satellite dishes which are one meter in diameter or less, television antennas and MMDS (multichannel, multi-point distribution) antennas are permitted. Antennas and satellite dishes are subject to the guidelines below and do not require prior approval from the Architectural Review and Covenants Committee.

- ◆ **Location.** Devices are not to be installed in the front of the lot or on the front facade of a residence so long as another location exists on the lot or residence from which an acceptable quality signal can be received. They are to be located so as to be as visually unobtrusive as possible, without unreasonably increasing the cost of installation, maintenance and use and without precluding the reception of an acceptable quality signal. Whenever possible, the devices should be located in the rear yard. If they must be installed at roof level, then they should be situated on the rear side of the roof ridge line, so as to have no, or minimal, visibility from the front of the home.
- ◆ **Screening.** To the extent possible, dishes and antennas should be screened so that they are not visible either from the street or to other lot owners.

7.3 ATTIC VENTILATORS

Attic ventilators and turbines should be mounted on the rear side of the roof ridge line so as to minimize their visibility.

7.4 AWNINGS

All awnings shall be installed on the rear side of the lot. Awning material shall be of canvas or canvas-like material. A sample of the awning material showing color and pattern must be submitted with the application. All awnings must be approved by the Architectural Review and Covenants Committee prior to installation.

7.5 BASKETBALL GOALS

Movable basketball goals are permitted and must not obstruct streets or sidewalks. They should be removed when no longer in use.

Permanent basketball goals may be installed on a resident's driveway with the written approval of all adjacent neighbors and the Architectural Review and Covenants Committee.

Basketball goals must be maintained in good repair and free of broken backboards, rim, poles, nets, etc.

Basketball goals affixed/mounted to garages or houses are strictly prohibited.

7.6 CARPETING

Indoor/outdoor carpeting and synthetic grass on any exterior surfaces (for example, front stoops, decks, patios, etc.) are prohibited and will not be approved.

7.7 CLOTHES LINES

Clotheslines or similar apparatus for the exterior drying of clothes are prohibited.

7.8 DECKS

All decks must be approved by the Architectural Review and Covenants Committee. Homeowners are advised to consider the following:

Elevated and ground level decks are an extension of the house which can impact its exterior appearance and may affect the privacy of adjoining homes. Drawings submitted with the application do not need to be professionally done, but they must be to scale and show dimensions. Refer to the checklist for other information to be submitted with an application for a deck.

Any adverse drainage requirements which might result from the construction of a deck, patio, or screened porch should be considered and remedied. Approval will be denied if the Architectural Review and Covenants Committee determines that adjoining properties are adversely affected by changes in drainage. The use of a partially porous surface or the installation of mulch beds adjacent to a deck, patio, or porch are ways to offset drainage concerns. The following factors will be considered in the review of applications:

1. Location. Deck, patios, and screened porches should generally be located in rear yards. Side yard locations will generally not be approved, but may be evaluated on their individual merit. The privacy of adjacent homes will be considered in evaluating the location.
2. Scale and Style: Decks, patios, and screened porches, particularly elevated decks, should be of a scale and style using typical construction material which is compatible with the home to which attached, adjacent homes and the environmental surroundings.

3. Materials: Wood decks and screened porches should be constructed of high quality pressure-treated wood (#2 southern grade yellow pine or better), cedar, or composite material intended for decking (such as Trex™).
4. Color: Decks shall be left to age naturally, treated with a transparent preservative stain or stained with a color approved by the Architectural Review and Covenants Committee. Composite/synthetic materials shall be neutral in color. Applicants who want to stain a deck or screened porch must submit a sample as an exhibit to the design review application.
5. Under-deck Screening and Ground Covering: Elevated decks have an under-deck area which can have a negative visual impact on adjoining neighbors, particularly when used as in informal storage space for items such as lawn equipment, firewood, and similar items. The use of lattice screening or landscaping the perimeter of this area is required if the under-deck area is to be used for such storage. Lattice or vertical screening to be installed under an elevated deck will be reviewed on an individual basis. It is suggested that the area under an elevated deck where ground cover cannot be maintained should be covered with pea gravel or similar landscaping material (describe in application), or a patio should be installed.
6. Landscaping: Landscaping around decks, patios, and screened porches is strongly encouraged to soften corners and views from adjacent lots.

7.9 DOG HOUSES AND DOG RUNS.

Doghouses and dog runs are prohibited.

7.10 EXTERIOR DECORATIVE OBJECTS

Approval will be required for 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. Examples include but are not limited to: bird houses, bird baths, driftwood, weather vanes, sculptures, fountains, free standing poles of all types, house address numerals, permanent outdoor fireplaces and fire pits, and any items attached to approved structures.

These will be evaluated in terms of their general appropriateness, size, location, compatibility with architectural and environmental design qualities and visual impact on the neighborhood and the surrounding area. Sculptures, garden statues, bird baths, bird houses, fireplaces, fire pits and similar items are restricted to rear yard locations and should not be visible from the front yard or a street. Temporary decorative flags may be displayed and do not require approval if the flagpole complies with the Design Guidelines.

Seasonal decorations do not require approval but must be kept in good condition while on display. Holiday and seasonal decorations may only be displayed during the month of October, and between Thanksgiving and Jan 15th. For all other temporary seasonal holidays, decorations may be displayed for a limited period of two weeks for a holiday.

7.11 EXTERIOR LIGHTING

Exterior lighting may not be altered without prior approval of the Architectural Review and 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. Any accent, or other lighting, must be aimed downward or towards the interior of the property. Proposed additional lighting shall not be approved if it is not consistent with the original wattage, style, and scale or will result in an adverse visual impact to the neighborhood or adjoining neighbors due to location, wattage, or other features. All piping, wires, and control devices for exterior lighting must be concealed. All exterior lighting shall be limited to white bulbs.

Temporary colored holiday lighting is allowed and does not require approval. Holiday lighting may be displayed during the month of October, between Thanksgiving and January 15th, and for a limited period of two weeks for all other temporary seasonal holidays. The maximum number of days for colored lighting is 100 days per calendar year.

The lamppost in front of the home may not be removed and must be maintained in good working condition at all times. If the lamppost light bulb does not automatically light at dusk then it must be repaired as soon as possible. Lamppost light bulbs must be white or warm yellow.

Replacement of lamp post:

The lamppost pole must be approximately 3" in diameter and made of cast aluminum construction. The height of the pole should be approximately 5 ½ feet from the ground to the top of the pole. Lamp Post pole color must be black.

The lamppost light fixture must be made of glass and durable aluminum construction, mounted on top of the lamppost pole, and can be up to 18" in height and approximately 12" wide. The lamppost light fixture must have the same wattage, scale, and finish as the exterior lights mounted on the house.

7.12 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 apparent structures.

7.13 FENCES

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

1. Fence Materials: Fences may be wood, composite, or aluminum, as described below:
 - Wood Fences: Wood fence support posts must be pressure treated wood and the boards must be cedar or high quality pressure treated wood. Fences shall not be left to age naturally and should be treated with a clear preservative stain or stained with a natural

looking color which has been approved by the Architectural Review and Covenants Committee.

- Composite Fences: Composite fences that look like traditional stain wood are also permitted with Architectural Review and Covenants Committee (ARCC) approval. Composite Fences are a nice alternative to high maintenance naturally aging wood fences that are prone to discoloration.
- Aluminum Fences: Aluminum fences must be anodized or powder coated to prevent corrosion. Aluminum fence color must be black. Approved fences will have the following characteristics:
 - Fence rails must be spaced to promote an open look
 - Fences must have at least one or two horizontal rails at the top and one at the bottom.
 - The upper horizontal rail may form a flat fence top, or the fence may have pickets or spears that extend slightly above the top rail.
 - The lower horizontal rail should be at least two inches above the ground to allow for proper trimming.See Appendix B for examples.

Chain-Link and/or Barbed Wire Fences: Chain link or barbed wire fences will not be approved under any circumstances.

2. Rear Lot-Line Fences for Townhomes: Rear yards may be enclosed with a six foot high alternating board-on-board fence for the townhouses.

In the case of end units, fences may not extend forward of the rear plane of the home, but may be extended to the side yard boundary.

- 3 Fences for Single-Family Detached Homes: Wood and Composite fences shall not exceed 72 inches in height. Fences must have spacing between slats to maintain a sense of “openness” in the community. All cross rails and support posts must be installed on the interior side of the fence. Solid wood privacy fences may only be approved when the original fence installed by the builders was a privacy fence. Fence styles are illustrated in Appendix B.

In no case may a fence extend forward of the rear plane of a home more than one-half of the depth of the home.

7.14 FIREWOOD

Firewood stored on a lot 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.

Firewood should be stacked in piles which do not exceed eight feet in length and four feet in height.

Other than a limited quantity of firewood intended for immediate use, firewood shall not be stacked on patios or decks.

7.15 FLAGPOLES

Permanent, freestanding flagpoles are prohibited. Flagpole staffs which do not exceed six feet in length and are attached at an incline to the wall or pillar of the dwelling unit do not require approval by the Architectural Review and Covenants Committee.

7.16 GARAGE DOORS

Garage doors must be maintained and kept in good presentable condition. Garage doors that are dented, have wood rot, peeling paint, or broken parts must be repaired immediately. No ornamental or decorative hardware is allowed.

Any change from the original garage door configuration, including style and color, must have an application and approval prior to the change.

The original garage door configuration for houses with one double-door is shown below:

- 8 or 4 sections across
- 4 or 5 sections high
- Color matches the trim of the house

The original garage door configuration for houses with two single-doors is shown below:

- 4 or 2 sections across
- 4 or 5 sections high
- Color matches the trim of the house

Windows are allowed in the top row of the door only, and should be of simple design, similar to the samples in Appendix D. No curtains or other decorations are allowed. Window designs require approval.

7.17 GREENHOUSES

Greenhouses may be permitted when placed directly and completely behind the home and have a maximum size of 12 x 12 feet.

7.18 GUTTERS AND DOWNSPOUTS

All gutters and downspouts, including replacements, must conform in color and design to those installed originally. Any addition of new gutters or downspouts, or a change in location of an original gutter or downspout requires approval. Gutters and downspouts must be located in such a manner as to not adversely affect drainage onto neighboring properties. Black tubing used for additional drainage purposes must be buried underground and directed away from adjacent properties. Splash blocks should be black or green plastic, or unpainted concrete.

7.19 HOT TUBS / SPAS / POOLS

Exterior hot tubs or spas must be located on the ground level of the rear yard adjacent to the dwelling unit and require approval. The incorporation of hot tubs as a design feature of a deck or patio is encouraged. The exterior finish of an elevated hot tub or spa should blend with the exterior finish of the home, deck or patio to which it is attached or most closely related. Hot tubs or spas which are recessed into decks are preferred over those which are free standing. If free standing, a hot tub or spa should be screened with landscaping or privacy screening in order to minimize its visibility. All permanent pools, including in-ground and above-ground, must be approved by the Architectural Review and Covenants Committee and will be approved on a strict case-by-case basis.

7.20 LANDSCAPING

Application and review is not required for the following modifications:

1. Planting of annuals or perennials in existing beds.
2. Installation of new beds may be permitted when less than four feet wide around the perimeter of the house foundation (and deck, patio, or fence if present) and perimeter of the rear of the lot, provided that plants installed have a mature height of less than eight feet.
3. Installation of new beds less than three feet wide adjacent to walks from the driveway to the front of the home, provided that plants have a mature height of less than three feet.
4. Installation of new beds less than two feet wide around a mailbox post, and around transformer/utility boxes, provided that plants have a mature height of less than three feet.
5. Installation of black plastic edging or green metal edging around existing or approved beds, provided that it is installed to be below the height of the top of the grass.
6. The installation of individual trees or shrubs on the lot, provided that such plantings at maturity are in scale with the home and lot.

Any other landscaping modifications, including, but not limited to the following, require application and review by the Architectural Review and Covenants Committee.

1. Removal of grass and replacement with mulch, gravel or some other type of ground cover, except in the case of the pre-approved locations above. (This will be considered for limited areas; on steep slopes, for example.)
2. Any installation of landscape timbers. Timbers should not define the individual front yards or walkways, and cannot be used on property lines. Timbers may be used in rear yards to line flower beds, or to aid in preventing soil erosion. Any use of landscape timbers above one timber in height must receive prior approval by the Architectural Review and Covenants Committee. These timbers must be natural in color.

3. Stone or masonry landscape walls. Walls intended as a landscape feature should not exceed two feet in height. The use of natural stone is preferred. However, brick or artificial materials (i.e. - keystone) may be approved if consistent with design characteristics of the home and adjoining properties.
4. Any modifications that require construction (including retaining walls or garden structures, such as trellises, gazebos, etc.) or result in a grade change.
5. Approval is required for any shrubs or trees which are intended to form a hedge or natural screen which will be more than three feet in height. Landscape screens or barriers may be approved in order to define private space or block undesirable views. However, the Review Board will consider any adverse impacts on adjoining lots, including the disruption of sight lines for adjoining properties. Landscape screens or barriers are not permitted on front yard lot lines.
6. Any proposed improvement which is of such a scale or type as to be potentially inconsistent with the scale and design features of the home, adjacent homes and the surrounding area.

7.21 LEAVES, TWIGS, BRANCHES

Leaves from the fall weather must be raked, bagged, and placed on the curb for scheduled weekly pickup. Blowing leaves into the street is prohibited. Branches must be cut to a manageable size, tied into a bundle, and placed on the curb for the scheduled weekly pickup. Any remaining twigs and yard debris left in the street at the curb after pickup must be collected and disposed of properly.

7.22 MAILBOXES

Mailboxes should be constructed of aluminum, steel, heavy duty plastic, or other artificial material and must be black or brown. Mailbox dimensions must not exceed the USPS-approved next generation mailbox measurements of 13.63” Wide x 7.75” Tall on sides, 12” Tall at Center x 16.5” Deep.

Mailbox posts must be made of 4 x 4 wood, sturdy synthetic wood, or heavy duty plastic. The wood post must be stained or painted either brown or black. Synthetic wood or plastic posts must be brown or black in color.

House numbers on the mailbox must be in good condition or removed from the mailbox or post. The USPS guidance on house numbers states, “The box or house number must be represented in numbers that are at least 1 inch tall, and they must be positioned on the front or flag side of the box.”

Decorative mailbox covers, decals, or the like are prohibited.

Before installing a new mailbox, consult the USPS website for helpful guidance and installation instructions.

7.23 PATIOS

All patios require approval. Patios must be located in rear yards. Any adverse drainage requirements which might result from the construction of a patio should be considered and remedied.

7.24 RECREATION AND PLAY EQUIPMENT

Homeowners often express interest in swing sets, playhouses, etc. Most equipment of this sort is commercially available but is often less than pleasing in appearance. Creatively designed equipment is encouraged, the guidelines listed below are provided in an effort to reconcile the need for play equipment with the goal of minimizing its visual impact. Portable equipment brought to the street side shall be stored out of sight when not in use.

In general, all exterior play equipment must be placed in rear yards and shall minimize negative visual and physical impact to the community and be well maintained. Exterior play equipment shall be constructed primarily of wood or wood look materials, which minimize maintenance requirements. Consideration must be given to lot size, equipment design and size, amount of

visual screening, etc. All play equipment not within a fenced yard or extending above the height of a fence must be approved by the Architectural Review and Covenants Committee.

7.25 SECURITY BARS

In general, the use of security bars or grates on windows and doors will be prohibited. 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.

7.26 SIGNS

Security signs and “invisible fence” dog signs, described below, are permitted on lots or common areas without the prior approval of the Architectural Review and Covenants Committee. Real estate sign offering a property for sale or rent is permitted, provided that the sign does not exceed six square feet in area. Such signs must be removed within the weeks following the sale or rental of the home. Lawn treatment signs must be removed 24 hours after the application has been applied. All other signs are prohibited without ARCC prior approval.

Two security signs and two “invisible fence” signs, each not exceeding a total of sixty-four (64) square inches may be posted on the property. Only one of each sign may be posted forward of the front plane of the home. The approved location shall be at the front door or on the mailbox post. A second of each sign may be posted in the rear yard.

7.27 SKYLIGHTS

Skylights should be located such that they are not visible from the front of the dwelling unit or a street. Skylights are not permitted on the front side of the roof ridge line. Skylights which are constructed flush with the roof line are preferred.

7.28 SOLAR SHINGLES and SOLAR PANELS

Solar shingles and Solar panels are acceptable. All solar collection systems require approval by the Covenants Committee prior to installation.

Solar shingles must mimic the look of the composite shingles. All components of the solar collection system must be integrated into the design of the home with colors conforming to the original roof shingles to the extent practical. Piping and electrical connections must be located directly beneath the solar shingles or be integrated within the shingles themselves. No piping or electrical connections may be visible from outside the house.

Solar panels shall have a low profile and shall be mounted flat on the slope of the roof, parallel with the roof ridge and edges. When mounted to a home they should be compatible in color to the existing color of the roof of the home. Roof mounted solar panels cannot extend past the roof line. They should be well integrated into the architecture and landscaping. Solar panels shall not be on Common areas, lawns, side of homes or attached to decks, or any other outbuildings.

- Panels must be mounted parallel to the roof plane
- The total height of the panel shall not exceed 6” measured from the roof top to the top of the reflector
- All piping, wires and control devices must be concealed
- Solar panels and framing must be colored to match/blend with the color of the roof or a dark color
- In the event that the Solar panels are no longer functioning, the owner shall remove the panels and restore the roof of the residence to a “like new” condition

7.29 STORAGE UNITS

Storage units require ARCC approval and must adhere to the following guidelines:

- Acceptable materials include:
 - High quality vinyl similar to that on the house
 - Resin
 - Polyethylene (HDPE)
- Colors must be similar to and match the house
 - Mostly white or off-white with matching trim to the house
- Located directly behind and abutting to the house
- Placed so that the storage unit is not visible from the street
- Measure no larger than 6 feet wide by 6 feet long by 6 feet high at the highest point
- Storage units may also be placed under approved decks and will be fully concealed from view by lattice. The size limit of these storage units is limited by the space that is fully enclosed by the decking lattice. The lattice must be directly beneath the deck and may not extend further.

Storage units with the following will not be approved:

- Constructed with siding of metal or wood materials
- Located at the side or front of the home
- Located within ten feet of any neighboring property line

Applications for storage unit structures shall include the following information:

- A photocopy of the house site plan (plat) with a location drawing of the proposed storage unit and property lines indicated.
- A description of the storage unit’s materials, style and color, along with the dimensions of the proposed storage unit.
- A description of any grading and/or drainage changes proposed to accommodate the proposed structure.

Note: Storage units built by a contractor shall be treated the same as an "addition" to the house and therefore, must be constructed to match with the house in terms of siding, roofing material, windows, doors, and trim color and require a copy of the building permit.

7.30 STORM / SCREEN DOORS

Only full view storm doors, defined as doors where the glass covers at least 80 percent of the door surface, are permitted. Provided that this criterion is met, there is latitude for a number of door styles. Approved door styles are illustrated in Appendix C. Doors with other decorative treatment, such as grills, are not permitted. An application is not required when repairing, repainting, or re-staining an object to match the original style and color. However, any changes from the original exterior color or style must be approved. This requirement applies to siding, doors, shutters, trim, roofing, and all other appurtenant structures. Only color schemes and styles that are the same as original neighborhood color schemes and styles will be approved. Storm doors which conform to the above guidelines do not require approval.

7.31 TRASH AND RECYCLING CONTAINERS

Trash and recycling containers shall not be placed for pick up before 7:00 PM on the evening prior to pickup and must be removed promptly after collection on the day of pickup. Trash and recycling containers must be placed within 12 inches of the curb and should not be placed in front of the mailboxes when set out for pickup. All trash and recycling materials must be placed inside appropriate containers supplied by the collection service. All trash and recycling containers must have attached covers to keep content securely inside the containers. Trash containers must be kept out of sight or as inconspicuous as possible when not at curbside for pickup.

7.32 TREE REMOVAL

Dead, damaged, or diseased trees must be removed as soon as possible. If the tree is in the front yard or visible from the street, the stump and roots must be removed. If the tree is located in the rear of the house it must be cut level with the ground. Any deviation from these guidelines requires an application for approval. Removing live vegetation on slopes of more than 20 percent gradient or trees marked in the “no cut” areas on approved plans may not be cut down without the prior approval of the Architectural Review and Covenants Committee.

7.33 WALKWAYS

Approval is required for a change in an existing walkway or the construction of a new walkway. Materials to be used should be compatible with existing materials in the community (e.g., flagstone, brick, or poured concrete). Long stretches of poured concrete should be avoided, and walkways of wood decking will generally not be approved.

7.34 WINDOWS

Approval is required to add new windows in walls or remove windows from walls. Windows must match the existing house windows. The size of the window trim and frame must match that of the other windows as closely as possible. All trim details must be duplicated. The color of the window frame and trim must match the existing windows. Approval is not required to

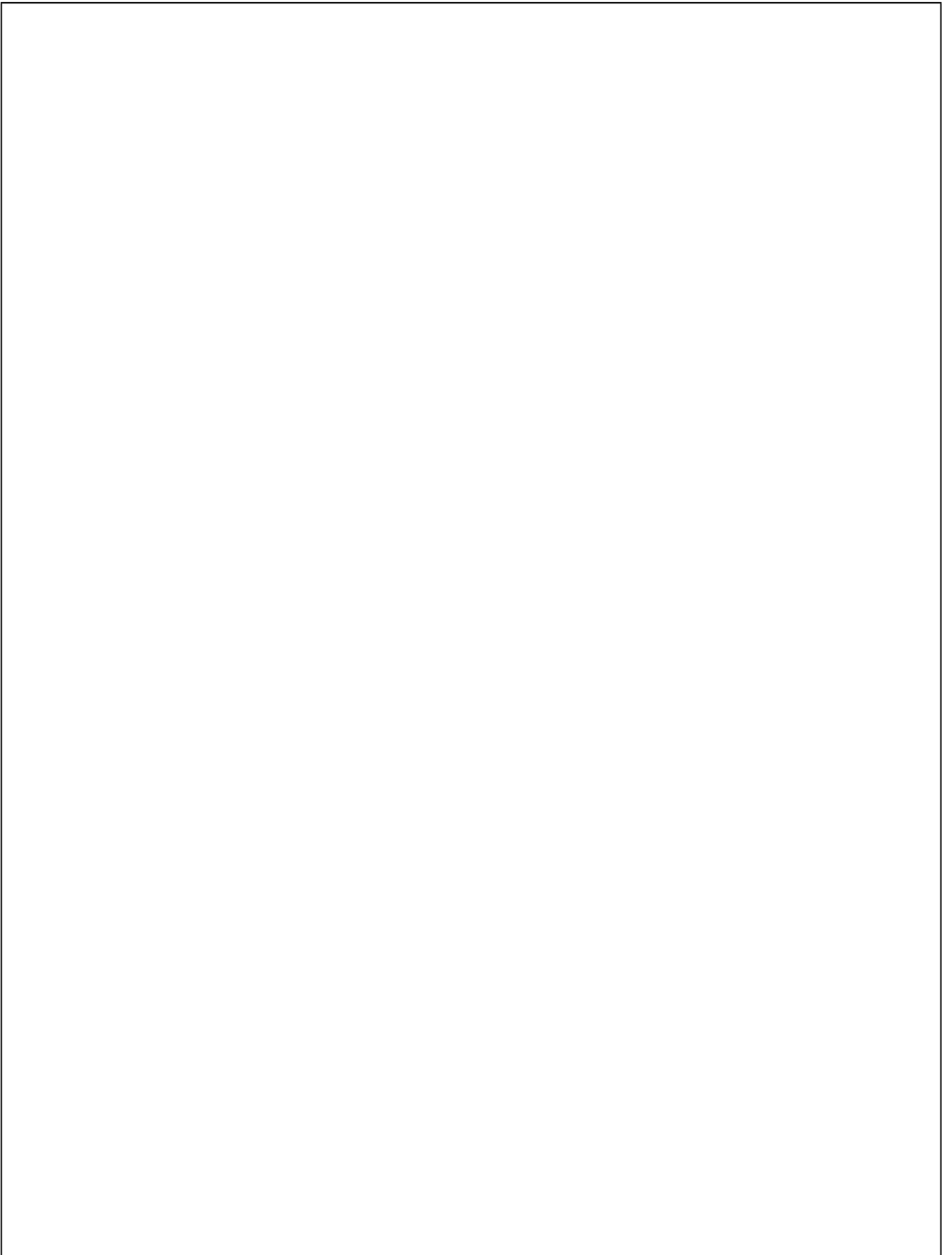
replace existing windows provided that replacement windows are identical to the original windows. Application and approval is required for replacement windows which are not identical to the original windows.

7.35 WINDOW DIVIDERS

There two options for window dividers (grids):

1. All windows in the house have window dividers of the original style
2. All the windows have no window dividers

A house may not have a mix of windows with dividers and windows without dividers. Sunroom windows without grids on a house with grids may be approved if the sunroom is behind the rear plane of the house.



Appendix A - DESIGN REVIEW APPLICATION

DESIGN REVIEW APPLICATION
WALNEY ROAD HOMEOWNERS ASSOCIATION

To: Walney Road HOA-ARCC
c/o CMC
PO Box 10821
Chantilly, VA 20153-0821

From: _____ Lot: _____ Block: _____

Address: _____

Home phone: _____

Mailing Address: _____

Work phone: _____

Directions:

The Declaration of Covenants requires that you submit to the Architectural Review and Covenants Committee (ARCC) for approval of all proposed exterior additions, changes or alterations to your house and lot. In order to be considered by the ARB your application must include detailed information describing the proposed change (typically, plans and specifications including sketches, photos, catalog illustrations, etc. showing the nature, kind, shape, color, dimensions, and materials; and a copy of the survey with the location marked). **Make sure your application is complete.** An application submitted without all required submissions will be considered incomplete. In such cases, the ARCC's review period will not commence until all required submissions have been provided. Other exhibits may be requested to permit adequate evaluation of the proposed change. If you have any questions regarding the required submissions or the application process, you are advised to refer to the Walney Road Homeowners Association Design Guidelines. **Completed applications should be submitted via the U.S. Postal System. Hand-delivered applications will be returned.**

Description of Proposed Change: (Please print or type)

Describe all proposed improvements, alterations, or changes to your lot or home. Please provide required details by attaching sketches, drawings, clippings, pictures, catalog illustrations, and a copy of your house location survey (recorded plat) with the location of the modification marked, etc. to fully describe the proposed change.

Purpose of Improvement: _____

ESTIMATED STARTING DATE OF CONSTRUCTION: _____ (After approval by the Covenants Committee)

ESTIMATED COMPLETION DATE: _____

Neighbors' Acknowledgments:

You are requested to obtain the signatures of all lot owners whose lots are adjacent to your lot. Signature by your neighbors indicates an awareness of your proposed change and ***does not*** constitute approval or disapproval on their part.

Name: _____
Address _____
: _____
Lot/Blo _____
ck _____
Signatu _____
re: _____

Name: _____
Address _____
: _____
Lot/Blo _____
ck _____
Signatu _____
re: _____

(over)

Name: _____
Address _____
: _____
Lot/Blo _____
ck _____
Signatu _____
re: _____

Name: _____
Address _____
: _____
Lot/Blo _____
ck _____
Signatu _____
re: _____

Owners' Acknowledgments:

I/we understand and agree:

1. _____ that approval by the Committee shall in no way be construed as to pass judgment on the correctness of the location, structural design, suitability of water flow or drainage, location of utilities, or other qualities of the proposed change being reviewed.
2. _____ that approval by the Committee shall in no way be construed as to pass judgment on whether the proposed change being reviewed is in compliance with the applicable building and zoning codes of the county in which the property is located.
3. _____ that approval of any particular plans and specifications or design shall not be construed as a waiver of the right of the Committee to disapprove such plans and specifications, or any elements or features thereof, in the event such plans are subsequently submitted for use in any other instance.
4. _____ that no work on the proposed change shall begin until written approval of the Committee has been received by me; that, if work is begun prior to approval, I may be required to return the property to its former condition at my own expense if this application is disapproved wholly or in part; and I may be required to pay all legal expenses incurred.
5. _____ that there shall be no deviations from the plans, specifications, and location approved by the Committee without prior written consent of the Committee; any variation from the original application must be resubmitted for approval.
6. _____ that I authorize members of the Committee or managing agent to enter upon my Property to make one or more routine inspection(s).
7. _____ that construction or alterations in accordance with the approved plans and specifications must commence within 6 months of the approved date of this application and be completed within 12 months of the approved date, otherwise the approval by the Committee shall be deemed conclusively to have lapsed and to have been withdrawn.

8. _____ that it is my responsibility and obligation to obtain all required building permits, to contact *Miss Utility*, and to construct the improvements in a workmanlike manner in conformance with all applicable building and zoning codes.

9. _____ that I am responsible for any damage and all cost to repair green space or community property that results from the proposed modification.

Owner/Applicant Signature

Date_____

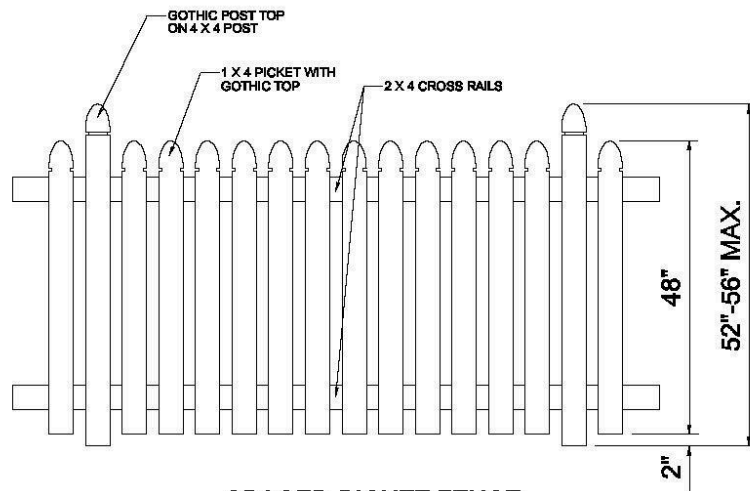
Co-Owner/Applicant Signature

Date_____

Required Attachments: Descriptive information (typically plans and specifications, including sketches, photos, catalog illustrations, etc. showing the nature, kind, shape, color, dimensions, materials, and a copy of the survey with the location marked) .

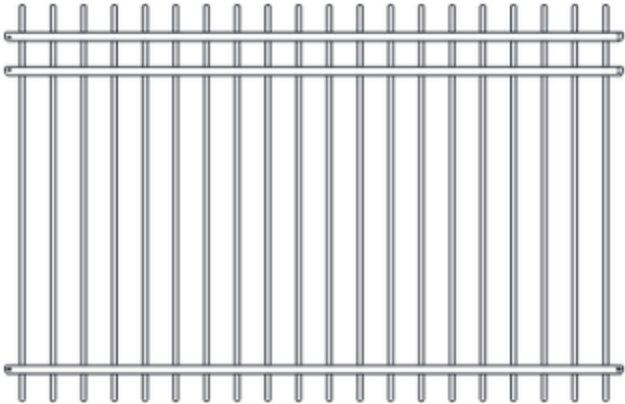
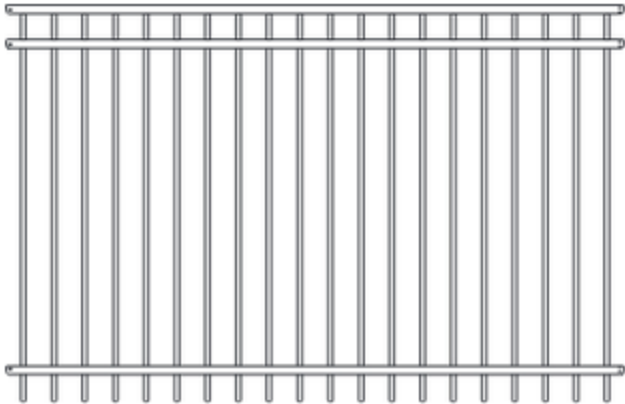
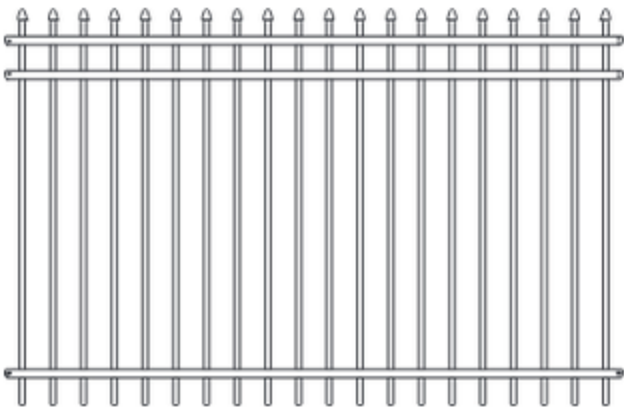
NOTE: The latest version of this form can be obtained from the community website:
www.walneyoaks.org

Appendix B - STANDARD SPACED PICKET FENCE DETAIL



SPACED PICKET FENCE

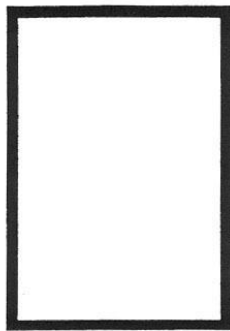
Aluminum Fence Examples:



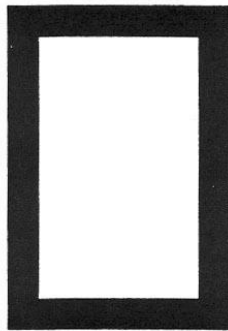
Appendix C - APPROVED STORM DOORS STYLES

STORM DOOR DETAIL

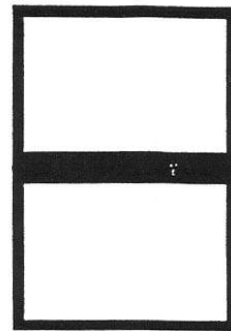
Five acceptable “full view” style storm doors are illustrated below. Door 1 is the preferred style. Door 2 has a wide border, Door 3 is a style which can either have removable glass and screen panels or which can have self-storage of glass or a screen in the lower panel, Door 4 has a kick plate and Door 5 has a wide border and a kick plate.



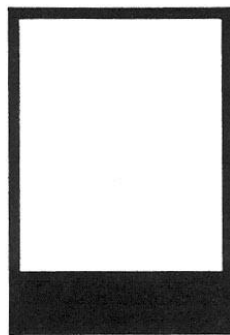
Door 1



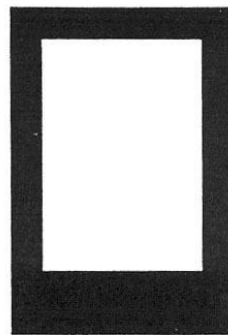
Door 2



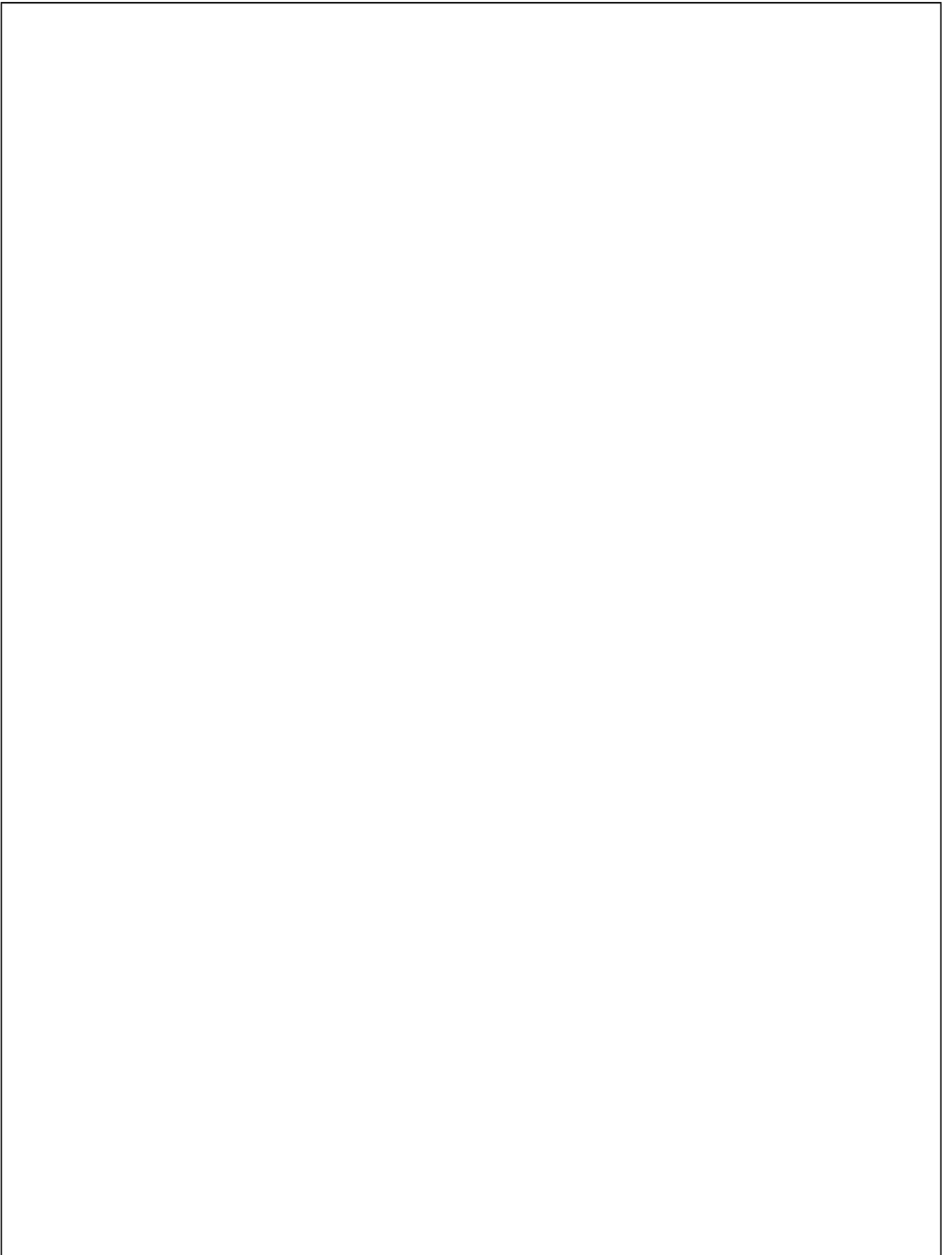
Door 3



Door 4



Door 5



Appendix D – Garage Door Samples

