

FOREST RIDGE HOMEOWNERS ASSOCIATION
ARCHITECTURAL CONTROL COMMITTEE

Architectural Guidelines

Table of Contents

Revision History	3
1. Overview	4
2. Specific Project Requirements	4
A. Building Alterations and Additions.....	4
1. General.....	4
2. Materials and Colors	5
B. Fences.....	5
C. Swimming Pools.....	6
D. Landscaping and Planting	6
E. Solar Collector Systems.....	7
F. Miscellaneous.....	8
1. Driveways.....	8
2. Antennas	8
3. Storage Facility	8
4. Motor Vehicles	8
3. Application Requirements	10
A. Application Procedures.....	10
B. Application Information.....	11
C. Processing of ACC Applications.....	12

Revision History

9/15/2007	Add deck color options, table of contents and reformatting, update landscaping, lawn parking – DTS

1. Overview

The Architectural Control Committee (ACC) of the Forest Ridge Homeowners Association (FRHOA) is charged with the preservation of the values and of the aesthetic character of the community. The ACC reviews plans and specifications for proposed external property modifications or new construction to assure compliance with FRHOA Architectural Covenants and the maintenance of a quality community. ACC approval of proposed construction is required prior to the initiation of any work. The ACC, with Association Board approval, may adopt and promulgate reasonable rules and regulations establishing criteria with respect to the administration, interpretation, and enforcement of the provisions of the Covenants. In addition, the ACC reviews complaints by individual property owners to determine if Covenants or these Guidelines have been violated.

The ACC Guidelines are a supplement to the Declaration of Covenants, Conditions and Restrictions. These guidelines do not remove the homeowner responsibility of meeting all provisions of said Declaration. The intent of these guidelines is to assist the homeowner in obtaining approval of any exterior alterations or additions to their property.

These Guidelines and subsequent ACC approval do not remove the homeowner's responsibility to meet the County ordinances, regulations, or restrictions and obtain necessary permits.

All provisions of the Covenants and these Guidelines apply to both the owner and, if rented, to the occupant of the property. The Forest Ridge Homeowner's Association recommends that the Covenants and these Guidelines be specifically referenced in the leasing agreements.

2. Specific Project Requirements

A. Building Alterations and Additions

1. General

- a. Any additions to an existing building or exterior alteration, modification or change to an existing building including changes in color, must have the approval of the ACC before any work is undertaken. Examples of such projects include

screened porches, greenhouses, fireplaces, fence installations, patios, decks, solar collectors, patio/deck covers, or other structures.

- b. Any addition, exterior alteration, modification or change to an existing building shall be compatible with the design character of the original building.
- c. All additions, changes and alterations approved by the ACC must be completed in a timely manner. A homeowner's failure to complete the approved activity within the time frame approved shall constitute a violation of the terms of the approval, thereby enabling the ACC to rescind its approval and order the removal of the proposed improvement and the restoration of the property to its original condition.

2. Materials and Colors

- a. Only the exterior materials compatible with the parent structure and with architectural design character of the community will be approved.
- b. No change in the exterior color(s) of any house shall be made without the express written authorization of the ACC.
- c. ACC approval is not required to repaint or re-stain structures with their original colors.
- d. ACC approval is required to paint or stain any originally unpainted exterior areas.
- e. Deck paint or stain colors, as well as synthetic materials, ACC approval will only be given for colors and tones of natural wood commonly used in deck construction.

B. Fences

- 1. Property line fencing of the split rail, paddock or crossbuck style, with a maximum height of four feet (48 inches) and at least 50% open construction, is generally acceptable.

2. Non-wooden fences, such as chain link, stone, brick, concrete block or cinder block will not be approved.
3. All other types of fences will be considered on an individual basis.
4. Fences shall not be erected forward of the plane formed by the front of the house.
5. Fence color shall be compatible with existing structures and surroundings. The staining or painting of fences, except by means of 2 pressure treatment methods for wood preservation, is discouraged.
6. Split rail fences may have metal fabric attached provided the fabric is on the inside, does not extend above the top rail (or cross board), is of small gauge and of open web design. Fabrics will be considered on an individual basis.

C. Swimming Pools

1. Swimming pools must have the approval of the ACC before work is undertaken.
2. The ACC will not consider an application for the construction of swimming pools unless the application is accompanied by an application for proposed fences and decking. Because landscaping is often an integral part of a swimming pool facility, it is suggested that any proposed landscaping plan be submitted with the pool plan.

D. Landscaping and Planting

1. Landscaping work and ornamental planting in general do not require the approval of the ACC. All plantings forward of the front plane of the home should be ornamental.
2. Trees and shrubs that restrict sight lines of vehicular traffic shall not be allowed. Maintenance shall be performed by the homeowner on an as needed basis to prevent vehicular sight line obstruction or sidewalk encroachment.

E. Solar Collector Systems

1. It is the intent of these guidelines to permit the use of solar collector panels installed on the front or back of the house. Units installed on the front should be similar to skylights in appearance. Units installed on the back of the house should not be obtrusive or offensive.
2. Only equipment, materials, and components that are visible or exterior are subject to ACC review.
3. Units/panels mounted on the front of the house:
 - a. Units/panels should be installed "square" onto the roof, having sides parallel to the roof joists or truss and sides parallel to the roof eaves or ridges.
 - b. Panel color should be compatible with the roof.
 - c. Piping or ductwork shall not be conspicuous; use of skirts or side panels is suggested.
 - d. The distance between the bottom surface of the unit/panel and the roof should not exceed six (6) inches.
 - e. The plane (pitch, slope or slant) created by the collector panel should be parallel (the same as) to the plane (pitch, slope or slant) of the roof.
4. Units/panels mounted on the back of the house:
 - a. Units/panels can be installed in accordance with requirements for units mounted on the front of the house.
 - b. Units/panels should not protrude higher than the roof ridge or line.
 - c. Panel color should be compatible with the roof.
 - d. Units/panels that are visible from the street should comply with paragraph 3-e. above.
5. All installations will be considered on an individual basis.

F. Miscellaneous

1. Driveways

Extensions, widening, or rerouting of existing driveways shall have the approval of the ACC before any work is undertaken.

2. Antennas

Installation of an antenna other than a standard household TV antenna requires approval of the ACC. Free-standing antennas not attached to dwellings shall not be approved by the ACC. Communication dishes are not permitted except to the extent allowed by federal law.
(amended at the October 1, 1998 Annual Meeting)

3. Storage Facility

- a. All outside storage facilities, including under deck enclosures, must have the approval of the ACC before the work is undertaken.
- b. The facility must be located at the rear of the house and must be attached to it. Detached storage facilities will not be approved.
- c. The exterior of the facility shall be compatible with the design, character, and materials of the original building.

4. Motor Vehicles

- a. All motor vehicles not garaged, which are kept or maintained in this subdivision, must be in operable condition, and have current state license plates(s), county sticker, and inspection sticker. The term "not garaged" is defined as "not being totally within the confines of the garage attached to the residential dwelling situated on a given lot."

- b. Large trucks and vans used solely for personal use are exempt from this paragraph, provided they do not have visible signage or meet the criteria of “commercial vehicles” defined below. No trucks and/or commercial vehicles are allowed to be stored or parked on any of the lots within this subdivision, nor shall any trucks and/or commercial vehicles be parked on any of the streets in this subdivision.

The term "truck" is defined as:

- i. any vehicle with a payload capacity in excess of 0.75 tons; or
- ii. having tandem axles; or
- iii. having a Virginia/Other State license plate designating it to be a truck.

The term “commercial vehicle” is defined as:

- i. any truck, van, or vehicle with visible signage; or
- ii. ladders, tools, or equipment affixed anywhere on the vehicle.

- c. No motor homes shall be parked or stored on any lot or street subject to the authority of the ACC. "Motor home" shall mean a private motor vehicle with a normal seating capacity of not more than 10 persons, including the driver, designed primarily for use as temporary living quarters for human beings. Motor homes, trailers, boats, and other like recreational vehicles are permitted in the subdivision for no more than two weeks in the spring for "spring cleaning" to prepare for the summer travel season, and also no more than two weeks in the fall to prepare them for winter storage. These vehicles must be parked in the homeowner's driveway for this purpose. (amended at the October 1, 1998 Annual Meeting)
- d. The number of motor vehicles, trucks, or vans parked on a property's driveway or on the street in front or adjacent to the property shall not exceed the property's number of bedroom's +2 that is listed on the County's real estate database. All vehicles must be owned by a resident.
- e. No inoperable motor vehicles, trucks, or vans are permitted to be stored or parked on any streets of this subdivision. The term “inoperable” is defined to mean:

- i. the vehicle is incapable of moving; or
 - ii. the vehicle does not have a current state license plate, county sticker, and inspection sticker.
- f. Vehicles with a current license plate, county sticker, and inspection sticker that have not moved for 90 days are also considered inoperable.
- g. No vehicle with commercial lettering will be allowed to be stored or parked on any lots within this subdivision.
- h. Parking on the lawn areas is prohibited.

3. Application Requirements

A. Application Procedures

1. The Covenants state each proposal must be specifically approved, even though said improvement conforms to these guidelines.
2. Applications must be submitted in duplicate (the ACC Request Form has three copies; keep the pink and upon approval, the yellow copy will be returned to the homeowner). Any attachments needed for clarification must be submitted with the ACC Request Form and will remain in the FRHOA files attached to the original copy of the form. For this reason, please submit only copies of the plat, architectural design plans, etc. Oral requests will not be considered. Obtain application forms from any member of the ACC or by writing the ACC requesting forms.
3. Applications must be submitted via mail to:

F.R.H.O.A.
Chairman, ACC
P. O. Box 493
Sterling, VA 20167-0493
4. Applications will be reviewed by the ACC. No ACC change request will be approved where an outstanding Covenants or ACC Guidelines

violation exists, unless the purpose of the change request is to resolve the outstanding violation.

5. A rejected proposal may be appealed in person or in writing to the ACC. If the appellant is still dissatisfied with the ACC's decision, an appeal may be made in person or in writing to the Board of Directors of the Association. The decision of the Board shall be final.

B. Application Information

1. The more information provided with your ACC request, the easier it is for the Committee to render a timely and accurate evaluation. If the plans are not complete, legible and reproducible, the Committee may be forced to reject the proposal due to insufficient information.
2. All applications must include a:
 - a. Plat plan showing the location of new construction.
 - b. All dimensions (length, width, height, roof slope, etc.) of the new construction or modification.
 - c. Detailed sketch of the proposed construction or modification. Where a building permit is required, copies of documents that will be submitted for the building permit should accompany the ACC change request.
 - d. Description of construction materials.
 - e. Sample of the proposed colors. Present colors must also be indicated. (amended at the October 1, 1998 Annual Meeting.
 - f. Certified plat plan indicating proposed construction of new fence and a drawing showing the location of any existing fence(s) of adjacent properties.

C. Processing of ACC Applications

1. The ACC Committee is authorized to and responsible for:
 - a. Approving or disapproving, in writing and in a timely manner, all applications based on approved Association Guidelines or the Covenants, Conditions, and Restrictions.
 - b. Approving or disapproving, in writing and in a timely manner, all applications based on a vote of more than 50% of the Board-appointed ACC members.
 - c. Reporting possible violations in writing to the homeowner and recommending corrective action to the Board.
 - d. Periodically reviewing these ACC Guidelines.
 - e. Keeping and maintaining minutes of all ACC meetings, noting specifically persons in attendance, issues discussed and action taken except that any ACC application action shall be recorded on the application form.
 - f. Ensuring timely compliance with approved applications.
 - g. Hear and rule on all appeals brought before the ACC Committee and make recommendations to the Association's Board of Directors on any existing violation.