

ARCHITECTURAL GUIDELINES



for the

KINGSTREAM COMMUNITY

Herndon, Virginia

Amended January 19, 2017

Kingstream Community Council, Inc.
Architectural Guidelines

Table of Contents

I.	PROCEDURE	Page 1
A.	Overview	Page 2
B.	Applications	Page 2
C.	Application Content	Page 2
D.	Review Process	Page 3
E.	Disapproved Applications and Appeals Process	Page 3
II.	ARCHITECTURAL STANDARDS	Page 3
A.	Exterior Maintenance	Page 4
B.	Fences	Page 5
C.	Screened Porches.....	Page 6
D.	Patios and Decks	Page 6
E.	Additions/Sunrooms/Four Seasons Rooms	Page 6
F.	Sheds	Page 7
G.	Siding/Roofing	Page 7
H.	Painting.....	Page 7
I.	Driveways and Parking of Vehicles	Page 8
J.	Exterior Television and/or Radio Antennae	Page 8
K.	Solar Panels	Page 9
L.	Swimming Pools	Page 9
M.	Attic Ventilators	Page 9
N.	Hot Tubs and Spas.....	Page 9
O.	Porticos/Covered Porch.....	Page 9
P.	Landscaping	Page 9
Q.	Exterior Lighting	Page 10
R.	Mail boxes and Newspaper boxes	Page 10
S.	Storm Doors	Page 10
T.	Garage Doors.....	Page 10
U.	Recreational and Play Equipment	Page 11
V.	Flags, Flagpoles and Seasonal/Special Occasion-Holiday Banners.....	Page 11
W.	Miscellaneous Items	Page 11
III.	THE ARCHITECTURAL REVIEW COMMITTEE (“ARC”)	Page 12
IV.	AMENDMENTS TO THE ARCHITECTURAL GUIDELINES	Page 12
V.	VIOLATIONS	Page 13
	Submittal Requirements Matrix	Page 14
	Fence Diagrams	Pages 15-17

KINGSTREAM COMMUNITY COUNCIL, INC.
(KCC)
ARCHITECTURAL GUIDELINES

I. PROCEDURE

A. Overview

These Architectural Guidelines (“Guidelines”) are presented to help ensure architectural continuity and attention to exterior maintenance of property within the Kingstream Community Council, Inc. (“KCC”). They are authorized under the “Declaration of Covenants Conditions and Restrictions of the KCC” that run with the land and are binding on all homeowners and residents. Adherence to these guidelines will help advance the standards of design quality within the KCC community as well as ensure a proper level of maintenance to enhance the community’s overall environment and property values.

These guidelines are broad-based and are not intended to be comprehensive. Exceptions may be considered under special circumstances. All additions and alterations must have an Application for Exterior Alteration except where waived by the Guidelines. An application is to be submitted to the Architectural Review Committee (“ARC”) to ensure that the alteration is not contrary to the intent of these Guidelines or the architectural continuity of KCC. See the Application for Exterior Alteration and the Submittal Requirements Matrix at the end of these guidelines.

The objectives of these guidelines are:

1. To *maintain* aesthetic and architectural harmony within our neighborhood and in the community as a whole, and
2. To ensure that property is well maintained in good condition and appearance.

The purposes of these guidelines are:

1. To increase homeowners’ awareness and understanding of the responsibilities that members of our community must assume with respect to alteration and maintenance of property exteriors;
2. To outline and describe the architectural standards and the associated guideline enforcement procedures established for this community;
3. To describe the organization and procedures for developing and amending the architectural guidelines established for this community;
4. To assist homeowners who are planning exterior alterations in preparing and submitting an Application for Exterior Alteration to the ARC;
5. And to provide a uniform basis under which Applications will be reviewed by the ARC.

B. Applications

The homeowner must submit an application to the ARC for any exterior alteration to his property. The ARC's approval, or Board's approval upon appeal of ARC disapproval, is required before commencing any changes to the exterior of the property. ARC approval of one homeowner's application for an exterior alteration does not exempt another homeowner from seeking approval for a similar or identical exterior alteration.

An application form is included at end of these Guidelines as well as on the website at www.kccherndon.org. Applications may be submitted one of the following three ways:

1. Email: (THIS IS THE PREFERRED METHOD) You may scan and email your application to, Lisa@SpectrumPropertyMGT.com

2. US Mail: Send your application by mail to the following address:

Kingstream Community Council
C/o Spectrum Property Management
PO BOX 1562
Great Falls, VA 22066

The homeowner should retain a complete copy of any application made to the ARC for verification and personal records.

An application that lacks the necessary information for an adequate evaluation of the proposed change will not be reviewed but will either be held for additional clarification or rejected in full until adequate information is provided with a new submission.

It is recommended that building materials not be purchased in anticipation of approval by the ARC.

C. Application Content

All applications must include an estimated maximum time period from start to completion of construction. If the proposed time period is considered unreasonable, the ARC may disapprove the application. If the project is not completed within the time frame specified in the application, an amended application must be submitted to the ARC. This is to ensure a timely completion of the project without leaving the community with an "eyesore" situation.

All applications must state the location of the proposed changes. All major changes, such as fences, sheds, additions, etc., should be clearly shown on a plat plan.

Information on design, dimensions, materials, color, and any structural changes needed to accommodate the design must be provided. Please see the matrix which is included with the ARC application to assist you in determining if you have submitted all the required information.

When submitting electronically, a scanned photo or brochure must be included which clearly depicts the color, dimensions, style and any other details of the proposed materials or items to be used. In lieu of a photo/brochure, a website link may be provided. The link must take the user to the exact page where the item can be viewed.

If changes in grade of more than six (6) inches or other conditions which affect drainage are

anticipated, they must be indicated on the application.

Any pictures, sketches, etc., submitted with the application will be retained by the ARC.

The homeowner is encouraged to include any additional information that may be useful in determining the scope and detail of the proposed modifications as well as the impact on neighboring properties. In the case of larger or complex projects, the ARC reserves the right to request proof of county permit prior to approval of the application.

D. Review Process

The ARC's review of all projects is totally independent of and in addition to any required Fairfax County reviews, approvals or permit processes. It is the homeowner's responsibility to obtain all necessary Fairfax County reviews, approvals and building permits. See the Fairfax County web site for information on permits, zoning, Miss Utility and other important construction related topics. Receipt of a building permit in no way guarantees approval by the ARC as the ARC reserves the right to reject any exterior modifications not conforming to these Guidelines or community standards.

Each application will be logged upon receipt at the address stated above. A 30-day approval period begins when the application is received by the management company listed above. All applications will be checked for completeness and reviewed by the ARC, which in certain instances may require a site visit to complete the review process. If an application is deemed to be incomplete and additional information is requested. The 30-day period does not begin until all the necessary information has been submitted.

A letter of approval or disapproval will be mailed to the homeowner. All applications and a copy of the response will be kept on file. If the ARC fails to act upon an application within the 30-day period slated above, the homeowner must contact the Board.

E. Disapproved Applications and Appeals Process

Disapproved applications may be modified and again submitted to the ARC. If the application is denied a second time, the following process must be followed to appeal the decision to the Board.

1. A written appeal must be made to the Board within 15 days after receipt of notice of a disapproved application.
2. The Board will establish a date and time to hear the appeal. Normally, this will be at the next scheduled Board meeting. A majority vote of the Board members present is required for reversal or modification of an ARC decision.

Changes implemented without an approved application or not in accordance with an approved application are in violation of these guidelines. The Board may require such changes to be removed or altered to conform to these Guidelines at the homeowner's expense.

II. ARCHITECTURAL STANDARDS

The Architectural Standards are based on the desire to preserve the safety and welfare of residents, maintain an open and natural community setting, and preserve the property values within the community.

The KCC and the ARC work for consistency with these standards and their application and as such the guidelines are updated periodically. When new or revised items within the guidelines create something that would now be non-conforming, the nonconforming item(s) will be “grandfathered”; that is to be allowed to stay in place. The next time the item is “modified” it is required to and shall be brought into conformance with the guidelines.

A. Exterior Maintenance

1. Property ownership includes the inherent responsibility for maintenance of all structures and grounds that are part of the homeowner’s property as specified in the Declaration of Covenants, Conditions and Restrictions, Article V. Architectural Control.
2. The homeowner is responsible for maintaining the structural integrity, grounds maintenance and repair of his property. This includes but is not limited to:
 - a. Painting when faded or peeling.
 - b. Reattaching/replacing damaged/missing siding or cleaning dirty siding
 - c. Replacing/reattaching damaged/missing gutters and downspouts.
 - d. Maintaining lawns and landscaping.
 - e. Replacing fascia boards, or any wooden trim that is rotten.
 - f. Repairing, replacing, and repainting: sheds, decks, fences, play structures or elements thereof.
 - g. Straightening, painting, replacing or repairing, mailbox and/or post.
3. When a property is not occupied by the Owner but is used as a rental property, the Owner is still responsible for the maintenance and shall not rely on notification from the renters that something on the exterior is in need of repair.

B. Fences

1. Fences must be restricted to rear and side yards (using Fairfax County definitions of “front yard,” ‘side yard’. etc.). Fences must have a set-back of at least four feet from the front corner of the house and from any pavement, sidewalk or path. Care should be taken so that the proposed location does not obstruct sight lines of adjoining properties or of vehicular traffic.
2. Corner lots, properties bordering on pipestems, and some properties bordering on recreational pathways may be granted a variance to certain fence restrictions; however, all properties must allow a minimum four foot clearance between the fence and the roadway or path. Please refer to the illustrative examples at the end of the Guidelines or consult with a member of the ARC for help in developing acceptable proposals. Note that, for corner lots:
 - a. Fairfax County's guidelines restrict to no more than four feet in height any portion of a fence extending from the house toward the street or sidewalk, and
 - b. these guidelines require a setback from the sidewalk or road of one-half the distance from the closest point of the house to the sidewalk or road.

These same criteria will be applied to KCC lots on the corner of pipestem drives and county roadways.

3. It is the intent of these guidelines that all homeowners attempt to retain as much of the open, natural setting as possible.
- a. Design and style of the fence should be compatible with other fences in the surrounding area and relate to or complement the architectural design of the house,
 - b. Fences may not be less than three (3) feet nor greater than six (6) feet high.
 - c. Chain link or chicken wire fencing material may not be used for perimeter fences. Chain link fences for dog runs must be erected inside a fenced yard and cannot extend above the fence line unless hidden by landscaping.
 - d. Fencing which is finished on one side only must be constructed with the finished side facing out.
 - e. Gates must be compatible in design, height, material and color with the fence.
 - f. Fences must be constructed of pressure treated or rot-resistant wood, composite wood, or vinyl (PVC). For vinyl (PVC) fences, only white vinyl (PVC) fencing is permitted and the material should be virgin vinyl, not recycled and the material should be verified to be ultra violet protected. Vinyl (PVC) fences shall only be of the “white picket” fence style. Examples of acceptable vinyl (PVC) fencing are:



- g. All painting or staining of fences must complement that of the primary structure and be in harmony with the neighborhood. No application is necessary when repainting or re-staining in the same color.

C. Screened Porches

1. Screened porches shall be considered for addition to the rear of the home and cannot extend beyond the sides of the house.
2. Construction materials shall be of pressure treated lumber as appropriate for decking or similar grade of materials in accordance with existing house construction materials. Exterior materials shall be in accordance with the current house construction material to include the gutters.
3. The porch roof shall be pitched to match as close to the existing roof pitch as possible. Where window locations do not allow a pitched roof, a flat roof will be allowed.
4. All screened porches shall be one story high.
5. All stain and paint colors must remain in accordance with existing color scheme.
6. Shingles must match those presently used on residence.

D. Patios and Decks

1. Patios and decks must be located in rear yards and cannot extend beyond the sides of the house. Patios less than 6” above grade do not need ARC approval.
2. Design and style of patios and decks must be compatible with other patios and decks in the surrounding area. They must relate to or compliment the architectural design of the house.
3. Deck structure must be constructed of pressure treated wood and exterior grade hardware. Deck planking can be pressure treated lumber or other weather resistant material.
4. A visible barrier (i.e. lattice or landscaping) is required to maintain a neat, uncluttered appearance if the area under a deck is used for storage.
5. All painting or staining of decks must complement that of the primary structure and be in harmony with the neighborhood. No application is necessary when repainting or re-staining in the same color.

E. Additions/Sunrooms/Four Seasons Rooms

1. Additions to a house shall be 1 or 2 story and be in harmony with the existing house.
2. Sunrooms and Four Seasons Rooms will only be considered for construction on the rear of the home and must remain within the original side planes of the home. Only single story additions will be considered. Sunroom additions built at ground level are preferred, however, elevated construction will be considered.
3. All materials used in additions/sunrooms/four seasons rooms must be similar in grade or better than those used in the original home construction. Exterior construction materials, i.e. roofing, siding, gutters, downspouts, etc. must be of the same grade or better and identical color as the original construction. Windows and

doors must be consistent with the design, style and quality in use in the home, to include color. Roof styles shall be consistent with existing styles in the community.

F. Sheds

1. **Location:** Sheds must be located in the rear yard and be centrally located (within the width of the house) to minimize its view from the street.
2. **General Design:** Design and style must relate or compliment the architectural design of the house. The materials and color must complement those of the house.

a. Pre-manufactured sheds are permitted provided the materials are resin, vinyl (PVC), wood, or equivalent and colors complement those of the house.

Applications should include a picture of the house including a description of the current house color scheme. Examples include:



3. Sheds may not be greater than ten (10) feet, six (6) inches in height, to the top of the roof.

G. Siding/Roofing

1. Any change to material, style, or color of siding or roofing must be submitted for approval.
2. When damage requires patching of the siding or the roofing, the patch shall be seamless and invisible. If the patch is unable to blend in, then that face of the house shall be resided or re-shingled.

H. Painting

1. When repainting, the colors selected shall be submitted to the ARC for review and approval. It is the intent of the ARC to approve colors that are harmonious with the color scheme of the community.
2. Applications need not be submitted to the ARC for repainting with existing colors or for repairs that replicate existing colors and structural designs.

3. The trim work (soffit, fascia, window surround, door surround detail, etc) and the garage doors shall be painted the same neutral color.
4. The shutters and the front door can be painted matching accent color(s).
5. Items 1, 3 and 4 are in conformance with the original Randolph Williams scheme for our community.

I. Driveways and Parking of Vehicles

1. Driveways and extensions may only be constructed of concrete, asphalt or brick pavers suitable for vehicular traffic. Approval must be obtained for any construction or expansion of existing driveways. Gravel, stone dust, wood chips or similar non-monolithic material is not permitted.
2. Vehicles shall be parked only on the street, in the driveway or in the garage.
3. Vehicles parked on the street or the driveway shall be in running order. Vehicles which are being worked on shall be worked on in the garage or if in the driveway shall be stationary no more than 45 days.
4. RV's, trailers and boats must be garaged or parked in a rear or side yard and properly screened from view. RV's, trailers and boats may be temporarily parked in a driveway not to exceed one week. All other vehicles are prohibited from being parked in the yards.
5. Commercial vehicles must be garaged. Fairfax County Zoning regulations do not allow commercial vehicles to be parked on a residential street.
6. The maintenance of pipestem driveways and the signs that serve them are the responsibility of the owners of the lots served by the pipestem. For more information please refer to Policy Resolution 2015-1.

J. Exterior Antennae and satellite dishes

1. Owners should submit an application before installing any antenna or satellite dish.
2. Owners may not install any type of antenna or satellite dish which transmits a signal of any sort that disrupts the reception of the radios and television sets of neighbors. Such antennas are prohibited.
3. Owners are required to exercise their best efforts to install their antenna or dish in such a way and location where than can obtain adequate signal without incurring unreasonable costs and with the least adverse impact upon the lot's aesthetic appearance. It is preferred that the dish or antenna be placed on the rear side of the lot and in an area that is least visible from the street.
4. Wires and cables should be tucked in tightly and secured to siding, fences or other structures that they are run alongside in order to maintain a neat appearance.

5. Any previously installed exterior antenna (not small DirecTV or DishTV type dishes) cannot convey and must be removed when the residence is sold.

K. Solar Panels

1. Solar panels must be mounted on the roof or in the back yard.

L. Swimming Pools

1. Kingstream amenities are designed to provide swimming opportunities for all residents through association and community facilities. An application is required for any permanent pool. Only in-ground swimming pools within a fenced rear yard will be considered. The fence surrounding the pool area must be six (6) feet high.

M. Attic Ventilators

1. Roof mounted attic ventilators may only be installed in the rear of the house and shall be painted to match the roof color or prefinished dark.
2. Gable end ventilators shall be installed in the attic and the louvers shall match the siding or trim on the house.

N. Hot Tubs and Spas

1. The ARC will consider freestanding hot tubs and spas where they are sited behind the home and in the rear yard only. Hot tubs and spas are considered to be for the private use and enjoyment of their owners and shall not become a distraction or annoyance for their neighbors or the community. Therefore, each proposed installation will be evaluated on a case-by-case basis considering the visual impact of the tub on the neighboring homeowners and public. The committee will only consider those installations that include adequate provisions of privacy protection and screening from view provided by sufficiently mature plantings, lattice, or similar and that surround the hot tub or spa.

O. Porticos/Covered Porch

1. The size of the proposed portico shall be limited to that necessary to cover the existing concrete or brick stoop on the home. When completed, the stoop and portico shall harmoniously and seamlessly blend into the front elevation of the home.
2. Materials used in the construction of the portico must be of equal or greater quality to that used in the original home construction. Columns, top and bottom railings, posts, post caps, balusters, etc. must be of a style and design comparable to that already in used in the community. Wooden portions of the completed portico must be painted to match the existing trim of the home and any shingles must match existing shingles currently in use on home. A proposed trim color change must be applied to the trim of the entire home.

P. Landscaping

1. Trees and shrubs must not be planted in locations that could obstruct the line of sight for vehicular traffic.
2. Homeowners must trim trees and shrubs sufficiently to allow unobstructed pedestrian passage on all public and KCC walkways.
3. Storage or dumping of materials on common areas is prohibited.

4. Hedge row plantings (five or more bushes or trees), decorative fencing, or other materials designed to provide a barrier are subject to the architectural standards regarding location that apply to fences. See II.A. Fences.
5. Decorative fixtures, such as trees, rocks and tripod split rail corner fixtures must not be butted up against sidewalks, pathways or pipestems. A minimum set-back of two (2) feet is required.
6. Compost piles must be properly maintained to eliminate offensive odors and prevent any threat to neighboring vegetation and trees.
7. Approval by the ARC of landscaping is not required.
8. Landscape materials (eg. bulk or bagged mulch, bagged stone) should be installed within one month of delivery or stored out of public view.
9. Trees and shrubs should be trimmed in order to maintain a neat appearance.
10. Flower beds & tree rings should receive a fresh layer of mulch in the spring and be kept free of weeds. All other non-grass areas should be kept free of weeds.

Q. Exterior Lighting

1. Exterior lighting, such as floodlights, must not be aimed in such a way that they shine directly toward a neighboring property.
2. Decorative or landscape lighting will be limited to low voltage lighting and must be harmonious with the surroundings. It must be directed in such a manner so as not to create an annoyance to the neighbors or a hazard to motorists.

R. Mail boxes and Newspaper boxes

1. Only Number 1 and 1-1/2 size Post Office approved mailboxes are allowed. Mailbox posts must be pressure treated wood, fiberglass or metal.
2. Newspaper boxes must be located on the mailbox post. No separate posts for newspaper boxes are allowed.

S. Storm Doors/Front Doors

1. Storm doors must be the color of the existing door or trim and must be compatible with the existing architecture.
2. Storm or screen doors must have full view windows.
3. Any front door replacements must be submitted to the ARC for approval. The intent is to ensure that front doors match the architecture of the home and are harmonious with the existing homes in the community.

T. Garage Doors

1. When replacing garage doors, the door finish shall match the house trim.
2. When repainting the garage doors, the doors shall be painted neutral to match the

house trim.

3. Any garage door replacements must be submitted to the ARC for approval. The intent is to ensure that garage doors match the architecture of the home and are harmonious with the existing homes in the community.

U. Recreational and Play Equipment:

1. Permanent equipment will be approved for installation in rear yards only.
2. Owners who wish to install permanent type play equipment are encouraged to use wood structures.
3. All equipment shall be maintained so as not to become an “eye sore”.
4. A portable basketball backboard and pole does not require an application. Portable goals utilized near the street shall be located such that the goal does not impede or block use of the street, curb or sidewalks and must be located on the homeowner’s property
5. Basketball backboards which are to be mounted on the house or on a stationary pole require an application and must be in compliance with county setback requirements.

V. Flags, Flagpoles and Seasonal/Special Occasion-Holiday Banners

1. The display of the American flag and seasonal/special and holiday banners is permitted within our community in accordance with the following guidelines.
 - a. The American flag can be flown from a temporary pole which is attached to the front of the home. The flagpole shall be six (6) feet in length or less and shall display a single American flag of appropriate size.
 - b. The American flag can also be flown from a free standing flag pole no more than 10 feet high. A prefinished white pole is encouraged. The installation of flag poles requires ARC approval.
 - c. Seasonal and special occasion banners are considered temporary items and may be displayed by homeowners on poles attached to the home without ARC review or approval.

W. Miscellaneous Items

1. Clotheslines must be located in the rear yard, must be retractable or dismountable, and must be taken down when not in use. The hanging of clothes in any manor in the front yard is prohibited.
2. Gutters and downspouts should match those existing in color and design and must not adversely affect drainage on adjacent property.
3. Trash receptacles must be stored out of sight. No garbage or trash may be deposited any place on premises other than in a proper receptacle. The receptacle should be placed at curbside no earlier than the night before collection and should be returned to storage the same day as trash is collected.
 - a. Yard waste to be picked up by a refuse hauler shall be placed at curbside no earlier than the evening before the scheduled pick up day.
 - b. The accumulation of junk, equipment, building materials or any other such items on the exterior of the lot is prohibited.

4. Firewood should be kept neatly stacked in the side or rear yard.
5. No unauthorized motorized vehicles are allowed on common grounds or KCC trails.
6. Real Estate signs must meet county regulations with respect to size, content and removal.
 - a. "Leader Signs" are not permitted except they will be permitted at the entrance of a pipestem driveway to lead the public to a pipestem home.
7. No overnight parking of any vehicles in pool or recreational area parking lots is permitted.
8. Seasonal decorations must be removed approximately one month after the holiday.
9. Window air conditioner units are prohibited front side of the structure but not prohibited from other sides of the structure.

III. THE ARCHITECTURAL REVIEW COMMITTEE ("ARC")

The ARC will consist of five (5) voting members appointed by the Board of Directors of the KCC at the first Board meeting of the calendar year. Members shall serve for a term not to exceed one (1) year. Members may be reappointed but cannot serve more than three (3) consecutive terms. All terms expire on the date of the first Board meeting of the calendar year. Any vacancies to the ARC during the year will be filled by the Board, and a term of six (6) calendar months or more will be considered a full term. The Board of Directors will designate a chairperson.

The functions of the ARC are:

1. To review and approve or disapprove homeowner Applications submitted under these Guidelines.
2. To conduct periodic reviews of these Guidelines and recommend changes to the Board, as required.
3. To conduct yearly inspections of the KCC properties to ensure compliance to the Architectural Guidelines.
4. To perform other duties as directed by the Board that are deemed relevant to the Committee.
5. To review properties when a disclosure package is requested.

IV. AMENDMENTS TO THE ARCHITECTURAL GUIDELINES

These guidelines may be amended as needed with the approval of two-thirds of the members of the KCC Board of Directors ("Board"). Homeowners should submit to the Board written requests for changes in the guidelines. ARC recommendations for amendments will be submitted to the Board for consideration. Changes become effective immediately upon approval by the Board. Approved applications are bound by the guidelines in effect at the time of approval. Any approved alteration that is contrary to an amendment to the Guidelines and for which construction has not been

commenced before the date of the amendment approval is considered void, and a new application must be made.

V. VIOLATIONS

The KCC has the right to enforce, by a proceeding at law or in equity, the restrictions and covenants of the KCC. If legal remedies are necessary against a homeowner, the homeowner will be responsible for all costs and legal fees incurred in the suit process.

Individual homeowners may report instances of failure to maintain exteriors or yards to the attention of the ARC. Reports must be written and mailed to the above address. All reported violations must be signed by a KCC resident, but names will be withheld upon request. When so notified, the ARC will verify the alleged violation and, upon confirmation by one or more ARC member(s), will notify the offending homeowner, in writing, of the violation.

In addition to approving exterior modifications within the KCC, these guidelines include requirements for maintenance of existing yards and structures. In order to maintain the value of homeowners' properties, it may become necessary to advise homeowners, from time to time, that maintenance work must be performed.

In extreme or chronic cases, the ARC will notify homeowners of delinquent lawn care or tree or shrub trimming and provide not less than seven (7) days in which to correct the deficiency. If the homeowner fails to correct the deficiency in the specified time period, the ARC may with the approval of the Board, engage a contractor to perform this work at the homeowner's expense. Such charges will be assessed against the homeowner by the KCC. Safety violations must be remedied immediately upon notification. For other violations, the homeowner will generally have thirty (30) days to correct the deficiencies.

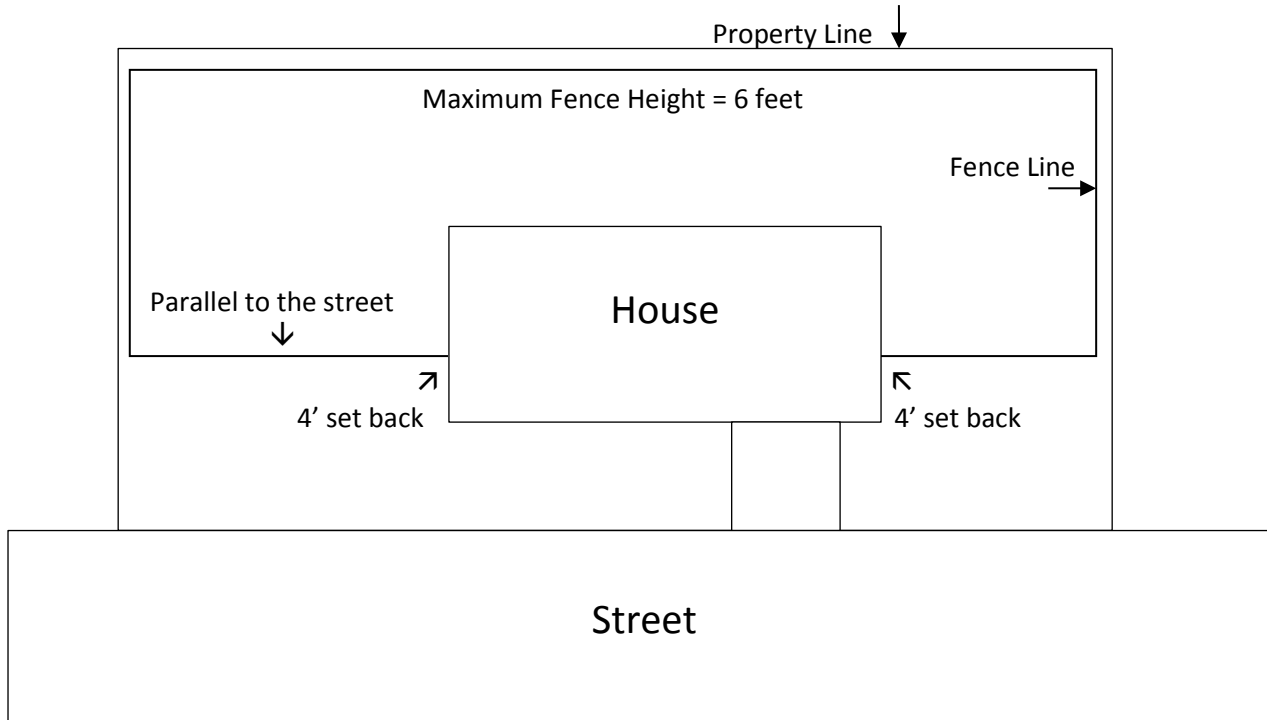
ARC – Submittal Requirements Matrix

ITEM	Scaled Plat Indicating location of project and entire lot	Description of material, size, style and color, include Photo Brochure, website link; impact on adjacent properties	Scaled Exterior Elevation/Drawing; Photo/Collage, Showing the finished project in relation to the house /neighbor (whichever applicable)	Scaled plan with Measurements/ Sizes
Fence	X	X	X	
Screened Porch	X	X	X	X
Patios /Deck (Over 6” above ground)	X	X	X	X
Additions/ Sunrooms/ 4 Seasons Room/Porticos	X	X	X	X
Sheds	X	X	X	X
Siding/Roofing		X	X	
Painting		X	X	
Driveways	X	X		X
Solar Panels	X	X	X	X
Swimming Pools	X	X		X
Attic Ventilators		X		
Hot Tubs/Spas	X	X	X	X
Porticos/Covered Porches	X	X	X	X
Exterior Lighting	X	X		
Storm Doors		X		
Garage Doors		X	X	
Recreational and Play Equipment	X	X		
Flagpoles	X	X		
Replacement Windows		X		
Replacement Doors		X		

Additional Notes:

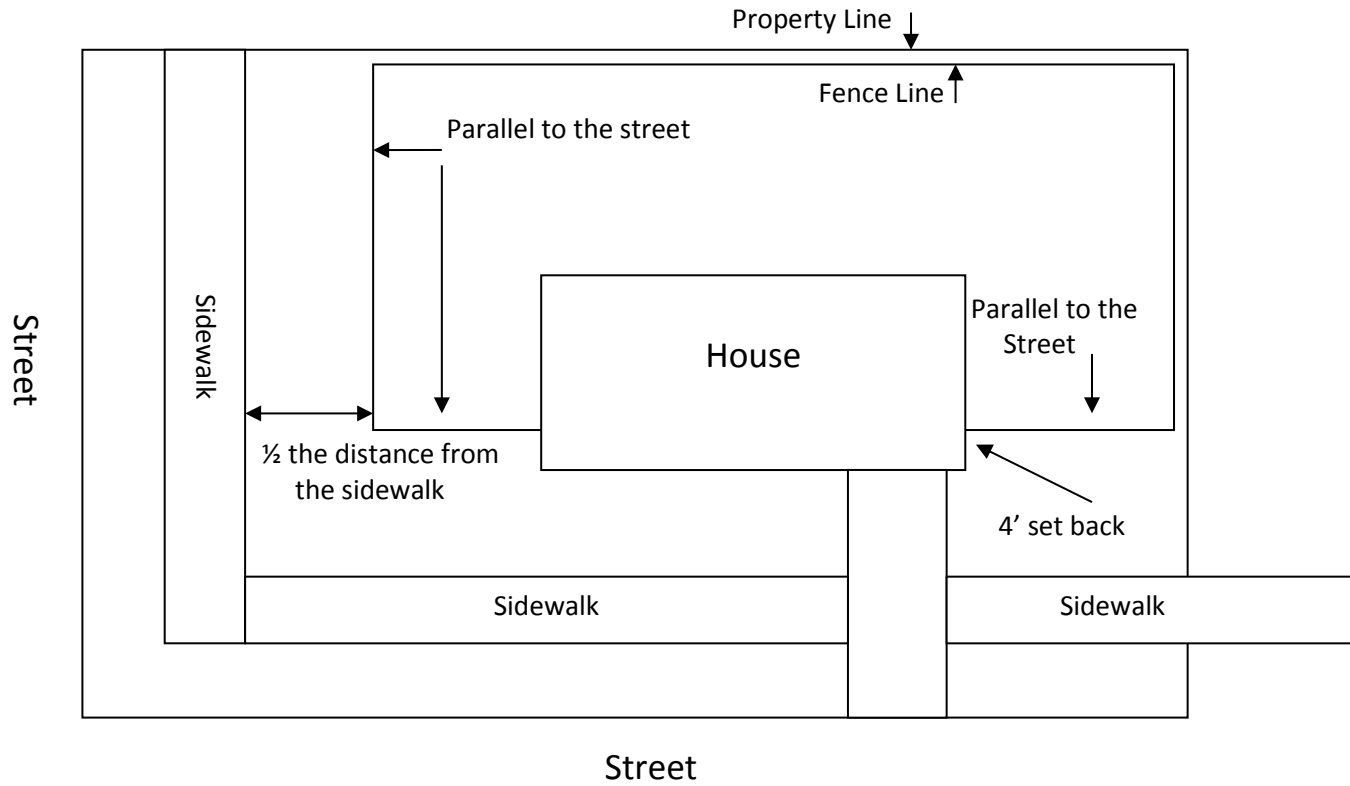
1. If colors are being changed, the application must include a sample or photo of the current colors.
2. If replacing aluminum siding with vinyl, an application is required even if the color remains the same.
3. Be sure to include the size and style/profile of your siding. Example: Dutch lap, 4”
4. Unless requested by the ARC, proof of county permit is not required but helpful if submitted.
5. Website links must take direct the ARC to the exact page where the product can be viewed.

1. Typical House Fence Limits



2. Corner Lot- Fence Limits
(Near Perpendicular Placement of House)
Includes: Pipe Stem Corner Lots

Maximum Fence Height in Front Yards = 4'



3. Corner Lot- Fence Limits
(Diagonal Placement of House)
Includes Pipestem Corner Lots

Maximum Fence Height in Front Yards = 4'

