

# VILLIAGES OF WESTMINSTER

## ASSOCIATION, INC.

### Architectural Guidelines

**Introduction:** The Villages of Westminster Association is a mandatory association. Membership in this association is required of all property owners within the community. By acceptance of a deed to a property within the community each property owner agrees to abide by the Declaration of Covenants, Conditions and Restrictions for the community. The following guidelines are informational in purpose and are intended to provide interested parties with general information regarding the Association's standards. These guidelines are provided to give guidance to all property owners and to assist residents in maintaining the desired community standards for the benefit of all.

The governing documents should be consulted for more detailed information. These documents were provided to you when you bought your home and are posted on the Association's website. Additional copies are available through the Association for a nominal copy charge. Any contradiction between these guidelines and the governing documents is unintentional and the governing documents shall prevail in such cases. The Association, through its governing Board of Directors, reserves the right to enforce the guidelines herein that are based on the requirements of the governing documents.

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**1. Permanent Structures** – Any permanent structures (i.e. basketball poles, light poles, artificial vegetation, fencing, lawn ornaments [wagon wheels, bridges etc]) constitute an exterior modification and as such, must be approved by the Architectural Review Committee (ARC) prior to installation. Storage buildings must be approved and must conform to guidelines approved by the ARC.

**2. Basketball Hoops/ Athletic Equipment** – Portable basketball hoops, skateboard ramps, etc., are not permitted in any street right of way at any time according to Virginia Department of Transportation (VDOT; Subdivision Street Requirements, Section 3.1). The Association will advise property owners on a case by case basis as a courtesy to the affected property owner. VDOT representatives have advised that they can remove such items at the owner's expense. Section 46.2.932 of the Code of Virginia also prohibits playing on highways since they are designed exclusively for vehicular traffic (Source: VDOT). No basketball hoops are permitted to be mounted on any dwelling or building.

**3. Street Parking** – The covenants state that certain vehicles (vans, RV's, tractors, jet skis, trailers, etc) are not to be parked in the street at any time. In addition, such vehicles may not be parked in front of the front building set back line for the property. (RV and boat storage facilities are available through the Association on a first come first served basis).

Inoperable vehicles may not remain on any property for more than two (2) days. Major repair or overhaul of vehicles is not permitted. All vehicles parked on any lot must maintain doors and major body parts.

No more than three un-garaged vehicles may be parked on any lot and they must be parked on paved surfaces. Such vehicles are limited to automobiles, mini-vans and pickup trucks not exceeding three quarter (3/4) ton.

Automobiles and pick-up trucks that are parked on the street are subject to VDOT enforcement, and are limited to those parked on a temporary basis. VDOT does not permit the storage of vehicles on public streets, nor the placement of inoperable vehicles on public streets.

**4. Lawns and Landscaping** – Lawns and landscaping are to be kept in clean and neat appearance at all times and may not detract from the aesthetic value of the neighborhood. All landscaping shall be of natural materials unless otherwise approved by the ARC. All plant material should be treated in a horticultural appropriate way. Any structure or inanimate object is subject to ARC review. Structural improvements, such as retaining walls, raised beds, rock fountains, etc. must be approved through the ARC. Surface level flowerbeds, stepping stones, and pathway lighting do not need to be approved by the ARC. The ARC will be the final source for determination of whether a landscaping improvement needs to be submitted for approval.

**5. Window Treatments** – Blankets, towels, etc are not standard window treatments and are not approved for any window, except for a limited time during new home move-in.

**6. House Colors** – If a homeowner wants to change the color of their house, shutters, or door, they must first get approval of the change by the ARC. The ARC intends to keep the colors as similar as possible to the ones initially approved by the builder. The colors will be posted on the Villages of Westminster website. The ARC will review color choice and update this list on a periodic basis.

**7. Storm/Screen Doors** – Storm/screen doors shall conform to the color scheme of the house and shall be consistent with the design of the neighborhood. Storm/screen doors on the front of a property must be full-view type. Prior approval by the ARC is not required for installation of a storm /screen door provided it meets these requirements. Property owners are responsible to make sure that the addition of a screen/storm door is properly recorded in the ARC data base records.

**8. Fencing** – The ARC will not approve any backing on any fencing. Any homeowner that was approved by the old ARC for such backing will not be affected. If you do not have approval from the old ARC, then you must remove the backing.

The ARC has approved guidelines for permitted fencing and fencing materials. All requests must comply with such guidelines. No chain link fencing, except for approved dog runs is permitted.

**9. Retaining Walls** - Retaining walls are subject to the same architectural review as fences.

**10. Seasonal/Holiday Decorations** – Seasonal or holiday decorations are encouraged, but holiday-specific decorations must be removed within 30 days after the specific holiday. Exterior holiday lighting must be removed by February 15<sup>th</sup>.

**11. Tools and Equipment** – Tools and equipment will not be stored in public view on a continuous basis.

**12. Permanent Flag Poles** – Permanent or freestanding flag poles are not allowed in the VOW. Flag poles that are attached to the home (approximately 3-4 feet in length) are allowed and need not have prior approval from the ARC. A homeowner may have a maximum of 2 such flag poles attached to his residence.

**13. Play Sets** – Permanent play sets are considered a permanent modification and must be approved the ARC prior to installation and will only be approved if installed in the backyard. Temporary play sets must be stored in the backyard or out of sight from the street when not in use.

**14. Satellite Dishes** – No exterior antenna or dish, except for satellite dishes not exceeding two (2) feet in diameter are permitted, except as provided by FCC Regulations. Approved dishes must be placed below all rooflines of the house and not visible from the street. Property owners are responsible for making sure that any satellite dish is recorded in the Association's ARC database.

**15. Pets** - All pets must be kept in an enclosed yard or run while outside, unless the pet is under the immediate supervision by leash or other physical restraint of a responsible individual. Such individuals are also responsible for the prompt removal and proper disposal of any animal waste deposits. Animal waste deposits shall not be left on any private property of other homeowners or on any common area at any time.

**16. Trash Cans** - All household waste and trash containers must be kept out of sight except for scheduled pick up days. Containers must be stored in the garage, behind the house, or behind a lattice or other type of enclosure approved by the Architectural Review Committee.

These guidelines were reviewed and adopted by the Board of Directors on:

(Date) 5-11-04

By: Alan Sigfus  
(President)

Edward Street  
(Secretary)

Recommended for adoption by the Villages of Westminster Architectural Review Committee:

Date: 5-11-04

Julie Stewart  
(Chairperson, ARC)

ARC Guidelines shall continue in effect until such time as they are amended by subsequent revisions, or revoked by action of the Board of Directors.

Villages of Westminster Association, Inc.

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