

## Architectural Guidelines

Amended February 2023

### 1. Purpose

To ensure the harmony of appearance and quality of architectural and external designs within Foxvale Farm such that the property and aesthetic values of our community are enhanced.

### II. Authority

Article V, Architectural Control, in the Declarations of Covenants, Conditions, and Restrictions states:

No building, fence, wall, or other structure shall be commenced, erected, or maintained upon the properties, nor shall any external addition to or change or alteration therein be made until the plans and specifications showing the nature, kind, shape, height, materials, and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the Board of Directors of the Association, or by an architectural committee composed of three (3) or more representatives appointed by the Board.

### III. Architectural Standards and Procedures

Except as noted in Section J-Q below, any and all architectural changes or exterior additions, whether or not specifically addressed herein, and whether or not perceived as being in compliance with these standards, shall require a written request for architectural change by the homeowner and approval by the Architectural Control Committee prior to the commencement of the architectural change. The actions of the Architectural Control Committee will be consistent with maintaining or enhancing the existing traditional appearance of the community. Inherent in the architectural change approval is the responsibility of the homeowner to maintain the approved addition in good repair. Substantial repairs (defined as repairing 50% or more of an item) need an application that the Architectural Controls Committee will review to verify that the substantially repaired item is in complete compliance with the Guidelines.

Nothing contained in these Guidelines shall operate as a waiver of any provision in prior Guidelines or in the declaration of covenants, conditions, and restrictions requiring the written approval by the Board of Directors or by the committee of any architectural change when such approval was not sought and obtained as provided by the architectural Guidelines of the Foxvale Farm Homeowners Association in effect prior to March 8, 1982. If any architectural changes are made and approval was not received enforcement shall be initiated in accordance with the established Guidelines.

The following specific standards govern the style and materials to be used in architectural changes or exterior additions within the community:

#### A. Antennas and Satellite Dishes (one meter or less):

1. Antennas: Antennas must be installed inside the house. Because antennas are required to be installed within the house, the Architectural Control Committee does not require submission of information or approval for such installations. No antennas may be attached to, hung from, or suspended from the exterior of any structure, or erected on any property within the community.
2. Satellite Dishes (one meter or less)
  - a. Routine Installation of Satellite Dishes: Requests for installation of a satellite dish having a diameter of one (1) meter or less will be considered routine and will be approved if (i) the information set forth in Section 3, below, is contained in the request and (ii) the dish is located in one of the following ways:
    - (1) On the ground as close to the rear of the house as practical in landscaped area, painted a muted earth tone color, or disguised as a garden rock, OR
    - (2) On the deck at the rear of the house with minimal projection above the height of the deck railing and painted a color that blends with the deck, OR
    - (3) On the rear wall of the house, as low as practical and painted the color of the surface to which it is attached, OR
    - (4) On the roof, at the back of the house, not projecting above the ridge line and painted the color of the roof shingles.
  - b. Non-Routine Installation of a Satellite Dish: Any installation of a satellite dish of one (1) meter or less that does not conform to the Guidelines in Section 2 (a), above, shall be considered a non-routine installation and will be approved only if an adequate signal cannot be obtained by conforming to those Guidelines. Requests for a non-routine installation of a satellite dish must explain why an adequate signal cannot be obtained by conforming to the Guidelines in Section 2 (a), above.

For a non-routine installation, the Architectural Control Committee reserves the right to talk to the satellite dish installer. The installer can run a test to determine where the dish may be placed to receive an adequate signal. If a homeowner can receive an adequate signal from a dish installed on the ground, rooftop installations may be prohibited. If a homeowner can receive an adequate signal from a dish installed on the rear of the roof, then installation on the front side will be prohibited. The homeowner may be required to camouflage the dish with painting and screening where installation is allowed in a prominent location.

### 3. Submission Requirements

The following information must be provided to the Architectural Control Committee:

- a. a photograph or drawing of the equipment, with dimensions and color.
- b. a site plan showing the house, the property lines, the proposed location of the unit and any visible wire or cable. Also provide proposed landscaping or other type of screening.
- c. Drawings or photographs as appropriate to demonstrate the location.

**B. Awnings:**

1. Awnings over windows or entranceways are not permitted in the front of the house.
2. Canvas awnings over patios and sun decks in the rear of the house may be permitted provided that they:
  - a. either roll or fold for winter storage, and
  - b. are a color compatible with the siding and trim of the house

**C. Clothes Lines:**

Clothes lines may be permitted provided they are temporary and collapsible in nature and are removed and stored after each use. Clotheslines shall not be left standing overnight, nor on weekends or holidays. Any clothesline left standing overnight, on weekends, or holidays shall be considered a permanent structure and therefore subject to enforcement procedures for structures that are disallowed under the Guidelines.

**D. Fences (See Addendum with Specific Illustration):**

1. Front yards may not be fenced unless the fence adjoins a side or back yard where fencing is permissible.
2. Side yard fencing will be considered based on the orientation of the house and lot or on pre-existing conditions on adjacent lots.

Except as noted for pool enclosures in paragraph F.2. styles of fencing that are preapproved are five (5) or six (6) board estate, split rail, Williamsburg/Mount Vernon picket or paddock, and 3-board fences that look like the existing fencing that surrounds the neighborhood; not to exceed four (4) feet in height. Chain link, metal, stockade, or privacy fencing is not permitted around yards.

Fence color may either be natural wood color or white.

E. Retaining Walls:

Retaining walls may be permitted provided that they are in harmony with surrounding structures and topography.

F. Pools (See Addendum with Specific Illustration of Fences):

1. Only in-ground pools may be permitted, with the exception of wading pools defined by Fairfax County Code (i.e. 24 inches in depth).
2. Pool enclosures: All pools shall be enclosed by fencing and must have a self-latching gate with the latch at least four (4) feet above ground level. Fences around pools shall be at least four (4) feet, but not more than six (6) feet in height. Fencing shall be at least 50% open, such as picket or board-on-board type fences. Plain black metal picket fences without gold colored spikes or other caps are allowed around pools. Chain-link, stockade, or privacy fences are not permitted.
3. Removal of pools. Should a homeowner wish to remove a pool, the entire in-ground structure must be removed, and debris hauled away and disposed of properly. The excavation must be filled to maintain grades consistent with the surrounding areas of the property. The exceptions for alternate fencing materials defined in Paragraph F-2 above and in Paragraph D – Fences, will no longer apply once the pool is removed.

G. Signs:

No business or commercial signs may be erected or posted longer than forty-eight (48) hours except for a "for sale" or "for rent" sign on a homeowner's own property. The total area of such signs shall not exceed six (6) square feet.

H. Solar Panels:

Use of solar panels may be permitted provided that they are mounted above and flush to the roof in a structurally sound manner and they do not detract from the décor of the house or the community. The arrangement of the panels on the roof should, to the extent possible, be symmetrical and balanced. The color of the panel frames and mounting devices should closely match the color of the roof shingles. Minimal electrical wiring, or conduit for wiring, should be visible from the ground.

1. Exterior Lighting:

Two types of exterior lighting are permitted. One is decorative lighting and the other is security lighting.

Decorative Lighting: Exterior decorative lighting may be permitted provided that it is consistent with the surrounding structures and topography. Intensity (wattage) of light bulbs shall be consistent with decorative lighting for suburban residential developments,

as determined by the ACC. In addition, style, size, color, and position of the decorative lighting require the approval of the ACC.

**Security Lighting:** Security lights may be permitted provided that they are standard style spotlights and can be either one or two headed. They may also have motion detection devices. Style (one headed or two headed) and location requires approval of the ACC.

Intensity (wattage) of light bulbs shall be consistent with security lighting for suburban residential developments, as determined by the ACC.

**Exterior Security Devices.** Exterior security devices are generally allowed by the Guidelines. These may include “Ring” doorbells, cameras, and related devices. These devices should be of a color that closely matches the color of the exterior trim of the house. Minimal wiring or conduit for wiring of these devices shall be visible from the exterior. Where possible, devices should be located at the lower-level roof or at the level of the second-floor joists. Devices mounted high on the 2<sup>nd</sup> floor exterior walls, roof, or gutters are discouraged.

#### J. Decks:

Wood decks may be permitted. They may be stained or painted natural wood tones or white.

If a homeowner is replacing the existing deck and the style, size and color remain the same, then approval from the Architectural Control Committee is not required. However, the Committee requires the homeowner to submit a letter to the Chairman of the Committee notifying that the existing deck will be replaced and affirming that the style, size and color of the replacement deck will be the same as the original deck.

#### K. Exterior Colors:

The Architectural Control Committee has preapproved a selection of Benjamin Moore exterior colors from the company’s Williamsburg Collection. These approved colors may be used for repainting any exterior surfaces of homes within the community. This includes doors and door frames/trim, window frames, shutters, sashes, and trims, fascias, soffits, garage doors, siding, and painted brick veneer. A combination of colors may be used to differentiate trims, siding, other exterior and trim features typical of houses in Foxvale Farm.

Use of preapproved colors does not require Committee approval. Please refer to the section on the Foxvale Farm HOA website under HOA Rules for details on “Paint Guidelines”. This section includes a list of the preapproved colors followed by paint sample (dollops) from Benjamin Moore.

If a homeowner wishes to change the color of siding, the siding manufacturer’s color palette may not be an exact match to a Benjamin Moore color on the preapproved list. In this case, the Architectural Control Committee has been authorized by the Board to approve colors that are a reasonable match to a preapproved color.

The Committee does not dictate the brand of paint that may be used. Therefore, any brand of paint may be used as long as the preapproved colors are matched.

Use of a color that is not preapproved shall require Committee approval. The homeowner shall submit a written request, accompanied by a color sample. The Architectural Control Committee will approve only colors that it deems consistent with the Benjamin Moore Williamsburg Collection.

L. Replacement Garage Doors (See Addendum with Specific Illustration):

Garage doors may be of wood or steel construction. Replacement garage doors shall be of the following types:

1. Colonial - the original design - four rows of eight panels, with windows across the second row from the top.
2. Decade - four rows of eight panels, with no windows.
3. Cathedral - four rows of eight panels with cathedral windows across the top row.
4. Sunburst - three rows of eight panels, with two or four sunburst windows across the top row.
5. Flush — four horizontal sections with flush exterior surfaces, with no windows.

If a homeowner chooses to replace an existing door with any of the above styles as set forth in the Addendum, Architectural Control Committee approval is not required. However, prior to installing the replacement garage door, the homeowner shall submit a letter to the Chairman of the Committee notifying that the existing door will be replaced and affirming that the proposed replacement door is one of the styles set forth in the Addendum.

M. Replacement of Front Doors (See Addendum with Specific Illustration):

Front doors may be of wood or steel construction. Replacement front doors shall be one of the door styles and sidelights that are set forth in the Addendum to these Guidelines. The style of any sidelights to be installed shall conform to the style of the door. The color of replacement doors is subject to the requirements of Section K of these Guidelines.

If the homeowner chooses to replace an existing front door with any of the pre-approved styles set forth in the Addendum, Architectural Control Committee approval is not required. However, prior to installing the replacement front door, the homeowner shall submit a letter to the Chairman of the Committee notifying that the existing door will be replaced and affirming that the proposed replacement door is one of the styles set forth in the Addendum and will be finished in one of the pre-approved colors.

In recent years, a number of divergent styles of doors and sidelights have been installed at various homes in the neighborhood. In a few cases, homeowners did receive approval from the ACC or the Board. Others did not. These two cases are classified as follows.

1. Grandfathered. Doors that are considered non-compliant but did receive ACC or Board approval can remain until the current owner or a future owner decides to replace the door. These doors/sidelights will not be subject to further action by the ACC or Board, even after the property is sold. This accommodation does not mean that the doorway is acceptable at any other property in Foxvale Farms. It is still considered non-compliant, even after the property is sold.
2. Exempted Temporarily. Doors that do not comply with the architectural guidelines and did not receive approval can remain temporarily. However these doors must be changed or modified to comply with the ACC Guidelines then in effect before the HOA will provide a “clean” Property Owner’s Sales Package that does not indicate a violation of the Architectural Guidelines for the sale of the home.

N. Replacement Windows (See Addendum with Specific Illustrations):

Replacement windows can be wood, metal or vinyl. Installation of grilles is optional. If a homeowner chooses not to install grilles, then all windows on the house must have no grilles. If a homeowner chooses to install grilles, they must be either installed on all windows or on all windows on the front of the house and any other window(s) that are visible from a street. A window style with grids on the upper sash and no grids on the bottom sash is acceptable as a window with grids.

If a homeowner chooses to replace existing windows and adheres to the grille policy, Architectural Control Committee approval is not required. However, prior to installing the replacement windows, the homeowner shall submit a letter to the Chairman of the Committee notifying that the existing windows will be replaced, affirming that the proposed replacement windows are one of the styles set forth in the Addendum, and affirming that window grilles, if any, will be installed in conformance to these Guidelines.

Any other window requests that don't adhere to the above guidelines require previous approval from the Architectural Control Committee.

O. Replacement Siding:

Replacement siding can be either aluminum or vinyl. Replacement siding that is the same the style of the existing siding and is a color that matches one of the preapproved colors (See Section K, Exterior Colors) does not require Architectural Control Committee approval. However, the homeowner shall submit a letter to the Chairman of the Committee notifying that the existing siding will be replaced and affirming that the proposed replacement siding matches the style of the existing siding and will be finished in a pre-approved color.

A homeowner must comply with the requirements of Section V of these Guidelines and receive approval from the Committee prior to installing replacement siding that does not match the style and color of the existing siding.

P. Roof Replacement:

A replacement roof that matches the style, color and material of the existing roof does not require Architectural Control Committee approval. However, the homeowner shall submit a letter to the Chairman of the Committee notifying that the replacement roof will match the style, color, and material of the existing roof.

A homeowner must comply with the requirements of Section V of these Guidelines and receive approval from the Committee prior to installing a replacement roof that does not match the style, color, and material of the existing roof.

Q. Shutter Replacement (See Addendum with Specific Illustrations):

Replacement shutters may be of wood or vinyl construction. Replacement shutters shall be one of the styles that are set forth in the Addendum to these Guidelines. The color of replacement shutters is subject to the requirements of Section K of these Guidelines.

If the homeowner chooses to replace the existing shutters with any of the pre-approved styles set forth in the Addendum, Architectural Control Committee approval is not required. However, prior to installing the replacement shutters, the homeowner shall submit a letter to the Chairman of the Committee notifying that the existing shutters will be replaced and affirming that the proposed replacement shutter is one of the styles set forth in the Addendum and will be finished in one of the pre-approved colors.

R. Sports and Play Structures:

Sports and play structures, which include but are not limited to, swing sets, slides, jungle gyms, sand boxes, trampolines, backboards, backstops, and goals may be permitted. Prior to installing constructed swing sets or jungle gyms, the homeowner must comply with the requirements of Section V of these Guidelines and receive approval from the Committee. Small, easily portable structures designed exclusively for play by toddlers do not require approval. Sports and play structures shall be maintained on a homeowner's property only for the structure's original, intended use. When a structure no longer appears to be serving its intended use or has fallen into disrepair, the homeowner shall be required to remove it.

S. Miscellaneous:

1. Motor homes, boats and trailers of any kind may not be parked on any lot or on community property except inside the garage. Storage units and sheds may not be placed on any lot or on community property except inside the garage.



2. Automobiles may only be parked or stored on the homeowner's paved surfaces or in the garage.
3. Mailboxes must be the standard or intermediate size, rural type. They must be standard black without any decorative cover or alterations and must be maintained in proper condition and satisfy post office regulations.

#### IV. Composition, Duties, and Procedures of the Architectural Control Committee

##### A. Composition:

The Architectural Control Committee shall be composed of a chairperson and not more than eight (8) members selected by the Board of Directors.

##### B. Duties:

The duties of the Architectural Control Committee are to:

1. Implement and enforce the architectural Guidelines contained herein.
2. Submit to the Board of Directors prior to its monthly meeting a status report consisting of the following information: name and address of homeowner requesting approval for an architectural change; the date the request was received; brief description of the request; committee action including record of votes by the committee members in attendance; and committee comments, if any. Such information shall be in such a form as the Board of Directors provides.
3. Maintain a case file of each request for architectural change; each case file consisting of all materials submitted as well as materials relating to committee's consideration.
4. Report to the board any architectural structures that have not received prior approval of the committee or of the Board of Directors.
5. Keep minutes, including a list of all committee members in attendance, of all meetings at which architectural changes are considered. These minutes shall be available for review by any homeowner upon request.

##### c. Procedures:

1. Two-thirds (2/3) of the membership of the Architectural Control Committee shall constitute a quorum.
2. Approval:

- a. Applications for architectural change shall be approved on the affirmative votes of a simple majority of the committee's quorum.
  - b. The committee shall notify the applicant in writing that his/her application has been approved.
3. Disapproval:
- a. Any application for architectural change not receiving the affirmative votes of a majority of the committee's quorum shall be disapproved.
  - b. The committee shall notify the applicant in writing that his/her application has been disapproved, and such notice shall specify the reason or reasons for disapproval.
  - c. In the event that the Architectural Control Committee does not disapprove an application for architectural change, but is unable to approve the application within thirty (30) days of submission of the application to the chairperson of the Architectural Control Committee due to the need to review objections or comments, the Architectural Control Committee will, in writing, disapprove the application until the necessary objections or comments can be entertained.
4. Special Exemptions:
- a. Applications for special exemptions from these Guidelines will be considered by the Architectural Control Committee only if they can be justified for safety, health, public service, or national emergency reasons.
  - b. Each application for a special exemption shall specify in writing the reasons for the request and shall be accompanied by supporting documentation when appropriate.

Any homeowner objecting to an application for architectural change shall be notified in writing of the committee's decision on such application, and such notice shall specify the reason or reasons for the committee's action.

## V. Homeowner Responsibilities

### A. Procedures for architectural changes:

1. Each homeowner who desires to effect any architectural change as provided for in the declaration of covenants shall submit an application for such change in writing to the chairperson of the Architectural Control Committee.
2. The request must, at a minimum, address the following specifications: nature and kind of change, shape, height, materials, colors, location, and compliance with state and local building codes and zoning requirements. A written narrative describing the change shall be submitted along with sketches, drawings, photographs, or illustrations.
3. Homeowners are responsible for notifying all homeowners whose property is adjacent to the location of the requested change that a request is being submitted to the committee. Such notification shall be evidenced by the signature of adjacent homeowners on the request. If a homeowner is unable to obtain the signature of adjacent homeowner, the request should be accompanied by a note explaining the absence of that neighbor's signature. In such cases, the committee will notify the affected neighbor of the request. However, this will delay consideration of the request.
4. Notice of the committee's action will be published in the next newsletter.
5. In the event that an application for architectural change does not conform to the procedural requirements set forth herein, it will be rejected, and the homeowner shall be notified of the rejection and the reasons therefor.
6. Should the Architectural Control Committee fail to act on any application for architectural change within thirty (30) days after such application is deemed accepted, then such change is approved within the declaration of the covenants.
7. Each homeowner is responsible for abiding by these Guidelines and the decisions of the Architectural Control Committee.

B. State and local building zoning requirements:

Approval of architectural changes by the Architectural Control Committee does not relieve the homeowner of responsibility for compliance with state building codes and Fairfax County zoning restrictions.

C. Special Exemptions:

See Section IV. C.4

D. Appeals:

- I. Any applicant for an architectural change or homeowner who is aggrieved by a decision of the Architectural Control Committee, except decisions rejecting applications on procedural grounds, shall have a right to appeal the decision to the Board of Directors of the homeowner's association.
2. Appeals to the Board of Directors shall be filed with the secretary of the association no later than seven (7) calendar days from the date of the decision of the Architectural Control Committee.
3. The Board of Directors shall act on any appeal of a decision of the Architectural Control Committee within thirty (30) calendar days of receipt of the appeal by the secretary of the association.
4. The action of the Board of Directors shall be on the written record as developed before the Architectural Control Committee.
5. The board, at its discretion, may request an oral presentation from the applicant, the opposed, and the chair of the Architectural Control Committee.
6. Board action shall be by a majority vote of at least two-thirds (2/3) of the board's membership.
7. The decision of the board shall be in writing, addressed to all parties concerned, and signed by the secretary of the association. The notice shall include the reasons for the board's action on the appeal.

• **Enforcement Procedures for Noncompliance with Guidelines**

In all cases on noncompliance, enforcement shall be as follows:

- A. The committee shall notify the responsible homeowner in writing of his/her noncompliance with the Guidelines and request a written response to such notice within thirty (30) calendar days. A copy of any such notice shall be forwarded to the Board of Directors.
- B. If the noncomplying situation is not remedied within thirty (30) days, the Board of Directors shall inform the responsible homeowner in writing that if it is not remedied to the satisfaction of the Board of Directors within thirty (30) calendar days, the Board of Directors will, at its discretion, initiate appropriate proceedings to remedy the noncomplying situation.

- C. If the situation is not remedied to the satisfaction of the Board of Directors within the prescribed time period, the Board of Directors, at its discretion, shall take whatever action it deems necessary to remedy the situation of noncompliance, including the initiation of legal proceedings.

Reviewed and Adopted by Foxvale  
Farm Homeowners Board: 9/03  
Amended 6/04, 10/17, 2/19, 8/00, 4/20, 1/23, 2/23

Notes:

The amendment to Section K, Exterior Colors, was updated to include the Benjamin Moore Williamsburg Collection, approved by the Board 2/21/2023.

The amendment to Section III-F Pools, discussing the removal of pools was approved by the Board on 1/17/2023.

The amendment to Section III-H, Solar Panels, was approved by the Board on 1/17/2023.

The amendment to Section III – I, Exterior Lighting, adding Exterior Security Devices, was approved by the Board on 1/17/2023.

The amendment to Section III-M, Door Styles, adding which doors are considered “Grandfathered” and which are considered “Exempted Temporarily” was approved by the Board on 1/17/2023.

The amendment to Section N, (Replacement Windows) that allow windows with grids in the top sash and no grids in the bottom sash to be considered grid windows was approved by the Board on April 14, 2020.

The amendment to Section III, Architectural Standards and Procedures, Section S (Miscellaneous), #1, was adopted by the Board at its meeting on August 21, 2000 and is recorded in that meeting's minutes.

Substantial Repairs guidance added in February 2019 by unanimous vote of the Board of Directors

The amendment to Section F.2, Pools, to allow metal fences around pools (only) was approved by the Board on October 10, 2017

Section I: Exterior Lighting section was expanded — adopted by the board in June of 2004.

~~Architectural Guidelines Addendum~~

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Approved Front Door Styles (and Sidelights)

Doors:

Approved Shutter Styles

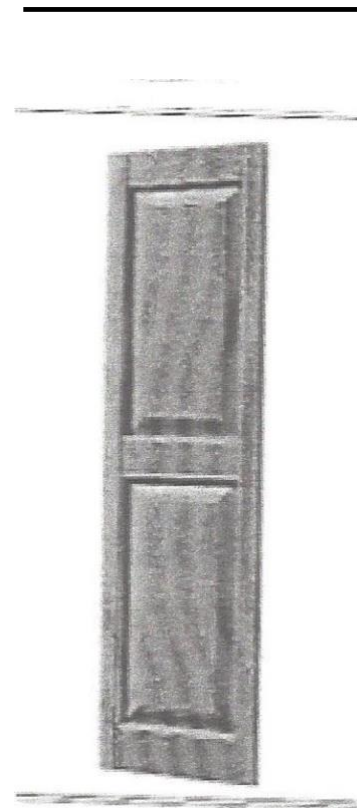
Louver

Sidelights

# Architectural Guidelines Addendum



Pane!



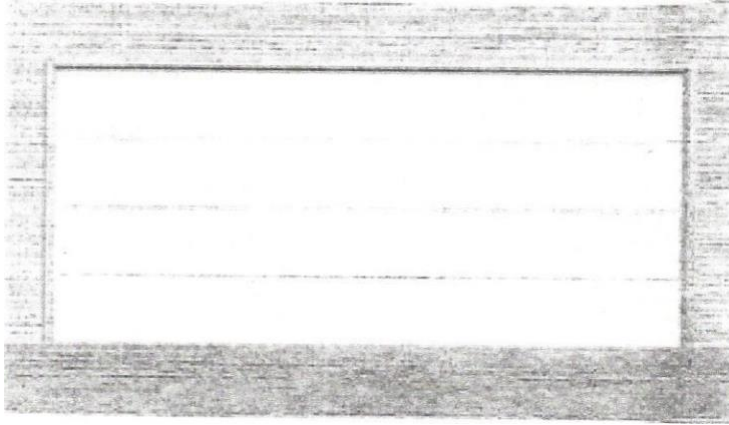
Door Styios



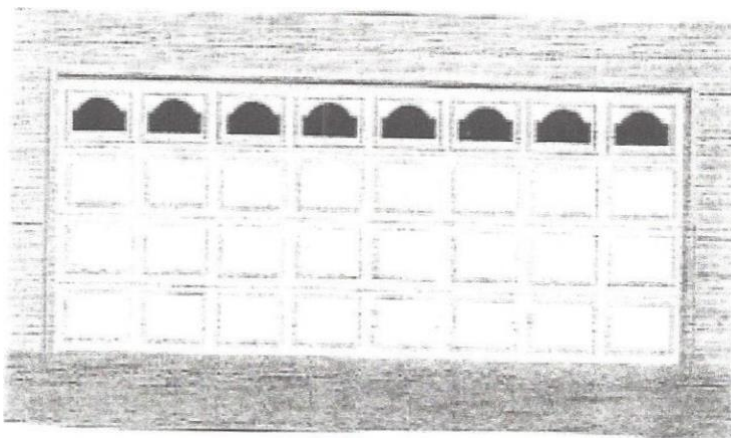
## Architectural Guidelines Addendum

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Approved Garage  
Flush



Cathedra:



# Architectural Guidelines Addendum

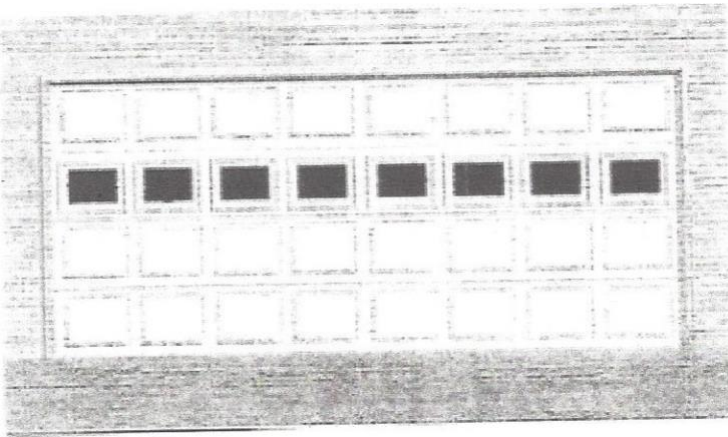
## Garage

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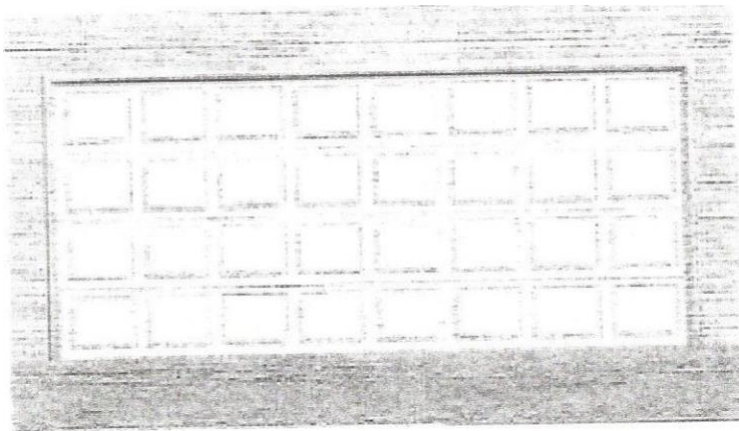
Approved

Oocr Styles

Colonial



Decada

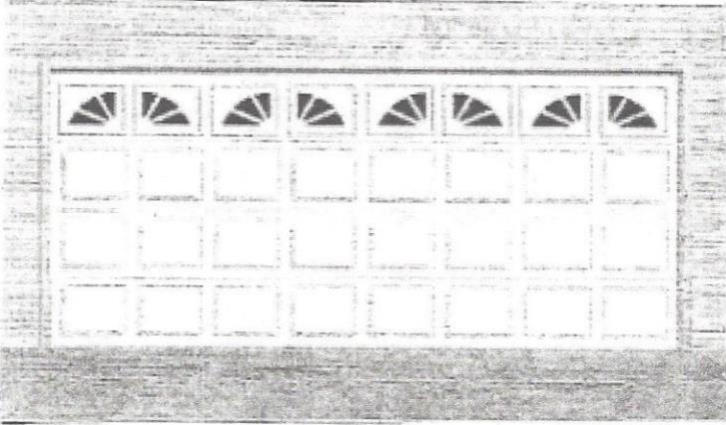


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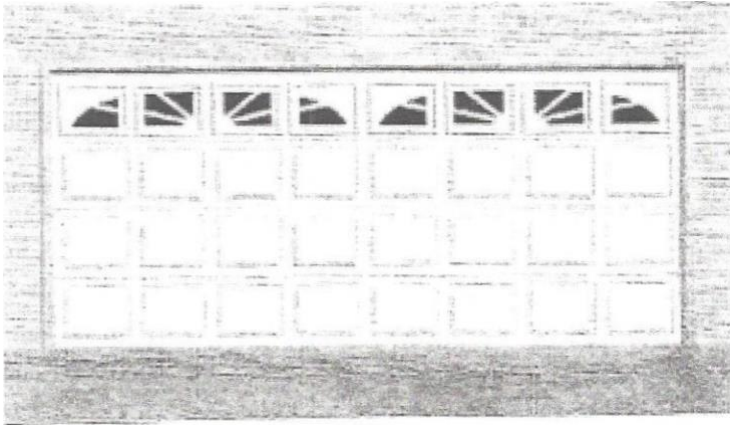
Door Styles

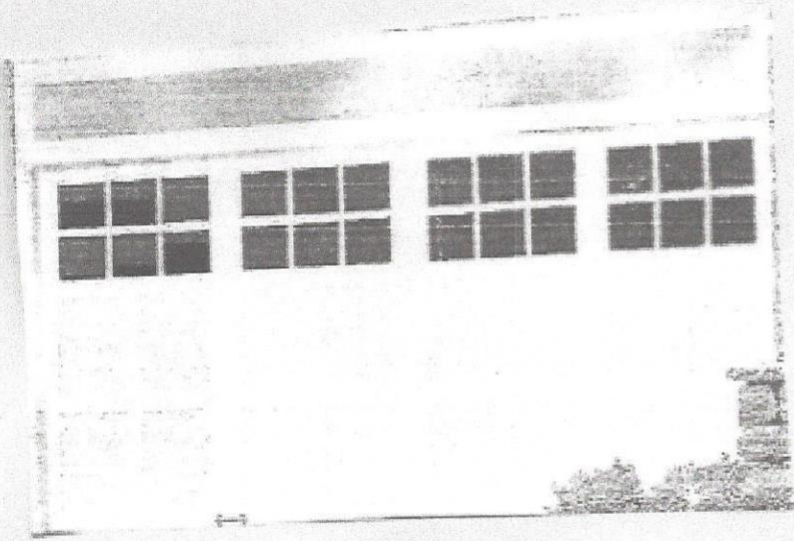
# Architectural Guidelines Addendum

Approved Garage  
Sunburst (Two Windows)

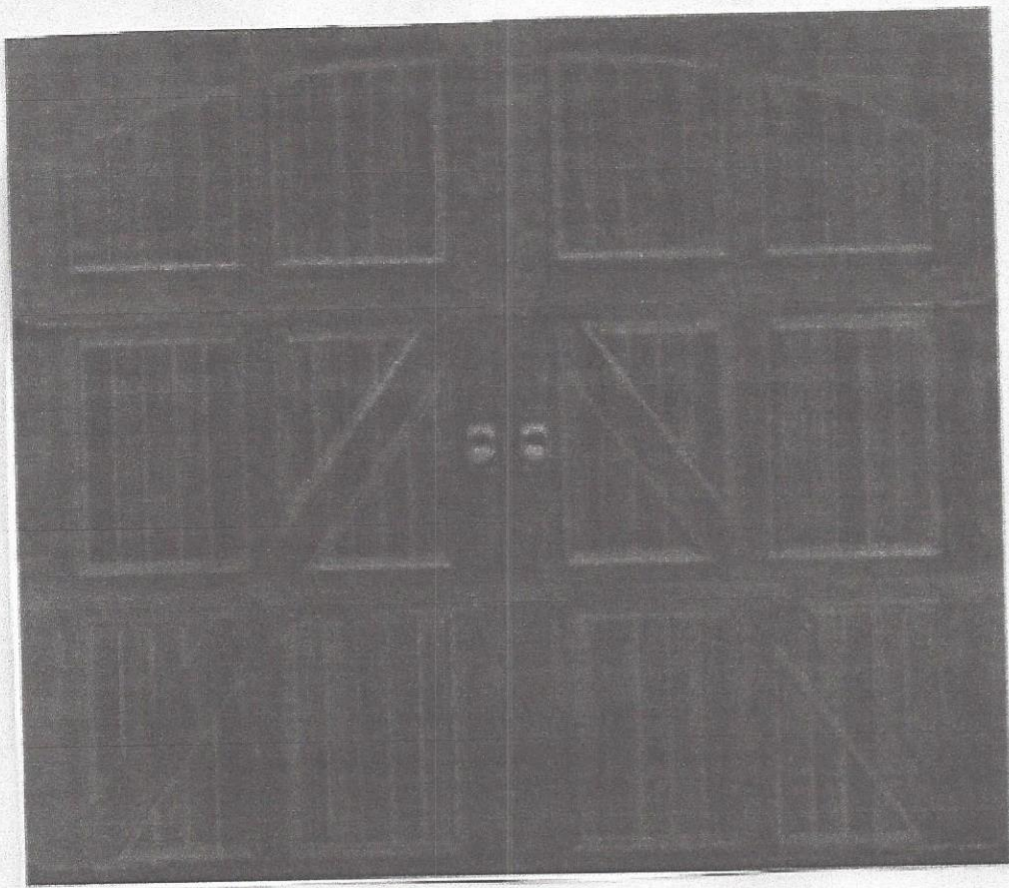
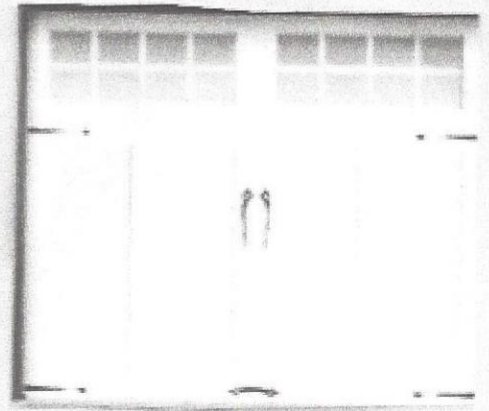


Sunburst (F our Windows)





Carriage



Approved Fence Types — feet  
Yard Maximum 4 High



Five Board Estate Fence



Six Board Estate Fence



Three Rail split Rail Fence

Approved Yard

Maximum 4 High

Fence Types— feet  
Williamsburg Picket (Paddock) Fence

Mount Vernon Picket (Paddock) Fence

Three Board Fence  
Pool Enclosure Can be 4 to 6 High  
Must Have a 50% Opening between Boards



Approved Fence Types — feet  
Williamsburg Picket Fence

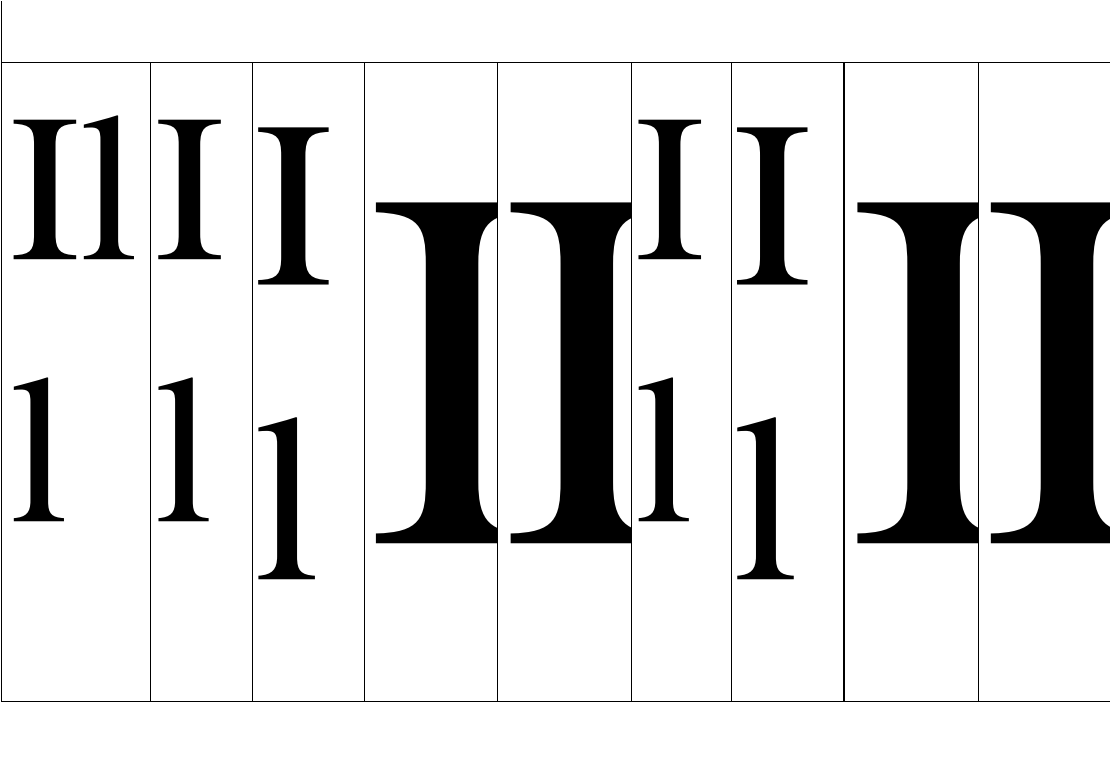


Mount Vernon Picket Fence



Board on Board Fence — Plain

Approved Pool Enclosure Fence Types—Can be 4 to 6 Feet High  
Must Have a 50% Opening between Boards



Black Metal Fence—No Gold Tips