

**HAMPTON PARK REVISED ARCHITECTURAL STANDARDS AND  
GUIDELINES  
ANSWERS TO COMMONLY ASKED QUESTIONS:  
GENERAL INFORMATION**

**Why do we have Architectural Standards and Guidelines?**

The Hampton Park Protective Covenants establishes An Architectural Review Board to oversee the aesthetic review and enforcement of all architectural aspects of construction, landscaping or any other exterior change for the entire Hampton Park development. This Board has the authority to establish criteria for architectural changes and property maintenance and to appoint a Subcommittee to handle architectural review and control of single-family residential sites. The Residential ARB has obtained approval for the Hampton Park Architectural Standards and Guidelines from the Hampton Park Board of Director, which are designed to prevent excesses and abuses, while allowing individuals creative flexibility in property use. Based upon the established policies of the Residential ARB, these Standards and Guidelines will help you through the process. The Standards also provide important information on how to prepare your application for submittal of any changes or alterations you might wish to make to you property.

**What is the Residential Architectural Review Board?**

The Residential Architectural Review Board, more commonly referred to as “the Residential ARB”, is composed of members appointed by the Hampton Park Board of Directors in accordance with the Covenants. This Subcommittee is “an arm of the Hampton Park Board of Directors”, and they are responsible for promulgating rules and procedures for architectural control. The single family residential portion of Hampton Park, and for the review and approval of all exterior alterations to existing properties. They are also charged with administering the adopted rules and procedures for Hampton Park.

**Who must comply with the Standards and Guidelines?**

All lot owners, including builders constructing new houses, within Hampton Park must comply with the “Standards and Guidelines for Lot Owners”. Approval of all new construction is under the direct supervision of the developer of Hampton Park.

**How does the architectural review process work?**

When applications are received by the Residential ARB, they are reviewed by the Residential ARB, or its designee, for completeness and accordance with the requirements of the “Standards and Guidelines”. The Residential ARB will evaluate all proposed changes, using the “Standards and Guidelines” in effect at the time of application. Applications conforming to the “Standards and Guidelines” will be most readily approved. Special circumstances regarding your property at your request may allow the approval of an application which might be denied at another location, or the

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denial of a request which might be approved elsewhere. There are no automatic approvals. The entire review process usually will take two weeks unless additional information is required to arrive at a decision.

**Does the Residential Architectural Review Board give me a building permit?**

No, the Residential ARB does not. However, certain additions and alterations to your property will also require you to comply with Chesterfield County rules and regulations pertaining to the application for, and issuance of County permits to proceed. The County may require the Association's approval in writing prior to the issuance of permits.

**What if I don't wait for approval?**

Proceeding prior to obtaining written approval is a violation of the Covenants. You risk all the costs of bringing the item in question into compliance and possible fines and/or legal fees as authorized in the Declaration.

**What if there is a violation of the Covenants or the "Architectural Standards and Guidelines"?**

When a violation exists, the property owner is notified and is given specific time to correct the situation either by removal of the violation, submission of an acceptable application to bring the violation into compliance, or by repair (in case of a maintenance problem). Most violations are resolved at this stage. However, if inadequate action is taken to correct the violation, a notice is made to the owner informing that remedies will be sought to enforce the Covenants by the Board of Directors. Thereafter, the matter may be forwarded to an attorney for action. (Remember, the Covenants are legally binding upon all property owners.)

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**What if I have a complaint about another lot owner's property?**

Complaints, which will be treated confidentially, should be brought to the attention of the Residential ARB, through the Community Management Company.

**RESPONSIBILITY FOR OBTAINING APPROVALS**

**PROPERTY OWNER IS RESPONSIBLE:** Each property owner within Hampton Park is responsible for his or her property's compliance with these Standards. Any proposed improvements to be made to that property may affect that compliance and the Covenants require that the Owner obtain approvals from the Association prior to making the improvements, in order to maintain compliance. This is true regardless of whether or not the work is being performed by the Owner directly or by a Contractor.

**PROPERTY OWNER TO COMPLY WITH OTHER LAWS:** In addition to approvals from the Association, other approvals and permits may be required by the County, such as a building permit. It is not the responsibility of the Association, the Residential ARB, or the Developer, to obtain any other permits for you, nor to provide any guarantees or waive any legal requirements for compliance with any state or county law, with the Declaration or with these Standards.

**SUBMITTAL REQUIREMENTS AND REVIEW PROCESS**

**SUBMITTALS TO BE COMPLETE AND ACCURATE:** Submittals prepared for consideration by the Residential ARB need to be complete and accurate. Submittals for design review must include drawings prepared as described below. The Residential ARB may require that color chips accompany applications. All requested information on the application forms needs to be furnished. The Residential ARB will reject applications that are incomplete or inaccurate.

**SUMMARY OF SUBMITTAL REQUIREMENTS:** Proper submittals include drawings that are neat, accurate, drawn to scale, and with sufficient details to adequately explain the entire design. Insufficient explanation of design, including visible details, is cause for rejection of an application. The Residential ARB, at its discretion, may accept plans that are marked-up in red with late changes to design features. However, the Residential ARB may require that the marked-up sheets be corrected and revised, and re-submitted. As a minimum requirement, two (2) copies of each of the following drawings shall be submitted.

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**NEW HOMES:**

Site Plan  
Foundation Plan  
Floor Plans  
All Exterior Elevations (Show actual ground level, Indicate finish materials.)  
Exterior Color Selection (submit with New Home Application)  
Finish Landscaping Plan (submit with New Home Application)

**ADDITIONS**

Site Plan – showing addition location, distances to property lines and tree(s) if any, to be removed. Show any changes in landscaping.  
Floor plan(s) of Addition  
All Exterior Elevations of Addition including existing house.  
(Show finish materials.)

**ACCESSORY  
STRUCTURES:**

Site Plan – showing location of new structure and existing house with distances between each, distances to property lines, and tree(s) if any to be removed.  
Floor Plan(s) – to scale  
All Exterior Elevations (Show finish materials.)

**OTHER SITE  
IMPROVEMENTS:**

Site Plan – showing location of improvement, existing structures, distances to property lines, tree(s) if any to be removed.  
Plan of Improvement (ex: deck, patio, swimming pool, etc.) to scale

**FENCES:**

Site Plan – showing location, extent of fence, and tree(s) if any to be removed.  
Drawing of fence with heights, materials and sizes identified, or brochure photo.

**HOUSE COLORS:**

For changes to existing house colors, submit application form with manufacturer's names and color names. Submit color chips with application.

MINIMUM OF SCALE DRAWINGS: Site plans shall be drawn to scale (min. 1"=30'-0"). Drawings of structures, houses, or other improvements shall be drawn to scale (min. 1/8" = 1'0").

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**SUBMITTALS KEPT FOR RECORD:** Submittals are kept on file for a permanent record of approved designs. Therefore submitted drawings should be copies of originals, not the originals themselves.

**REVIEW MEETINGS**

The Residential ARB reviews plans for modifications, additions and accessory buildings in regular monthly or bi-monthly meetings. Contact the Community Manager for meeting times and dates. At those times the Residential ARB reviews all requests submitted on the appropriate application forms together with their supporting drawings and information. Application forms are available from the Community Manager. To be included on the agenda, applications must be submitted no later than 12:00 noon of the last business day before the meeting.

**NON-MEETING REVIEWS**

For review of color submittals, site stake-out, and project completion, contact the Community Manager to obtain the appropriate application form. Requests for review should be made at least seven (7) days prior to your anticipated need for approval (to start work, close on property, etc.). A representative of the Residential ARB conducts these reviews periodically between meeting dates.

**REVIEW BASIS**

The Residential ARB bases its review of each application on its interpretation of the Covenants and these Standards and on the graphic and written information presented. Due to time constraints, Residential ARB review of all applications occurs without personal presentations by the applicants. Therefore it is incumbent upon the applicant to provide sufficient and accurate information to the Residential ARB for proper consideration. If, in the applicant's opinion, extenuating circumstances exist which would justify a variance from stated guidelines, this information should be presented with the application.

**APPROVALS**

An application is approved when the Residential ARB or its designated representative gives notice to the applicant in writing. No verbal approvals are given. The Residential ARB may issue any of the following four decisions:

**“Approved”:** means approved as submitted.

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**“Approved with Limiting Conditions”**: means approved only if stated conditions in the approval are met.

**“Not Approved”**: means not approved for construction. Reasons for disapproval will be given in writing. The Residential ARB may also provide suggestions for revisions but does not provide design solutions. A disapproval action requires a re-submittal by the applicant for review before any approvals can be given.

**“Preliminary Review”**: means a review of early design drawings to give the applicant direction as to what the concerns of the Residential ARB are likely to be regarding that design. Comments are given to the Applicant but no approval to proceed is granted without Residential ARB review of a complete submittal in accordance with the above requirements.

## **APPEALS**

**APPEALS TO THE RESIDENTIAL ARB**: Should an application be denied on the basis of the Covenants or Standards, and the applicant feels that the submittal was misinterpreted or that there are extenuating circumstances which should qualify them for an exception from these requirements, they may contact the Residential ARB to discuss it. If the Residential ARB agrees that a second review is in order, the application will be placed back on the agenda for the next meeting.

**APPEALS OF A RESIDENTIAL ARB ACTION TO THE BOARD**: If an applicant feels that he or she has been unfairly denied approval by the Residential ARB, an appeal may be filed with the Board of Directors by contacting the Community Manager.

## **RE-USE OF PREVIOUSLY APPROVED PLANS**

The Residential ARB will permit the re-use of previously approved designs within neighborhoods in Hampton Park, but may also limit the use of such plans to avoid significant repetition. Approval of a house for a given lot does not guarantee approval on another lot. The Residential ARB may issue restrictions on the number of re-uses of a house design in a given neighborhood or in Hampton Park as a whole. The Residential ARB reserves the right, as its option, to require significant modifications to a façade, or to reject the house design entirely, in order to control the amount of repetition.

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**CONSTRUCTION CHANGES**

All construction must be completed in accordance with the application and the plans as approved. Exterior changes to the subject property must receive prior written approval by the Residential ARB. Applicants requesting design change approvals should consult with the Residential ARB to determine if additional plans and specifications are required.

## **NEW HOME CONSTRUCTION**

### **1. SQUARE FOOTAGE - - Minimum finished size**

- 1.1. All houses in Section 1; Section 2, lots 1-24; Section 3; Section 4, lots 1-19; Section 5, lots 1-19; Section 6, lots 1-35; Section 9, lots 22-35 of Hampton Park must have a minimum finished square footage of 1800 sq. ft. for one-story and 2000 sq. ft. for two-story.
- 1.2 All homes in Section 2, lots 25-81; Section 4, lots 20-52; Section 5, lots 36-67; Section 7; Section 9, lots 1-21, 36-40 of Hampton Park must have a minimum finished square footage of 1500 sq. ft. for one-story and 1700 sq. ft. for two-story.

### **2. FOUNDATIONS AND HOUSE SITING**

- 2.1 All houses must have a brick foundation skirt.
- 2.2 Concrete or other type slab construction will not be approved.
- 2.3 House should be setback 40' from the sidewalk or 40' from front right-of-way on lots without sidewalks.

### **3. CHIMNEYS AND FLUES**

The purpose of this guideline is to insure that exterior chimney installations will be in harmony with the applicant's house and surrounding properties.

- 3.1 Hampton Park requires the use of masonry (i.e. brick or stone) or siding enclosed construction.

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- 3.2 Chimneys which exit through a wall or the foundation or which run vertically along a wall:
- a. The chimney shall be of brick or stone masonry construction or boxed-in with materials which are compatible with the exterior wall finish in style, size, and color.
  - b. All fireplaces must have brick veneer foundation below chimney vent.
- 3.3 The following criteria must be followed using a direct gas vent fireplace:
- a. The vent must be enclosed.
  - b. The siding and roofing enclosure materials must match similar materials on the house.
- 3.3 The following guidelines apply to a chimney which exits through the roof:
- a. The chimney must be boxed-in if it is to be located on the front slope of the roof or the roof ridge, or any other location where it will be highly visible from the fronting street.
  - b. In all cases, the height of the exposed metal section or the boxed-in chimney shall be limited to the minimum required by the Chesterfield County building and fire codes.
  - c. Exposed metal furnace exhausts should be painted black or the roof color.

## **4. SIDING – MATERIALS AND COLOR**

- 4.1 Approved sidings are vinyl, stone, brick, concrete (hardiplank), or EIFS (drivit). It is the owner's responsibility to ascertain whether this material meets the Chesterfield County building and fire codes, which apply to exterior materials.

## NEW HOME CONSTRUCTION

- 4.2 The number of colors used shall be limited to one (1) for siding, two (2) for trim, and a compatible accent color for the front door. Only “flat” finish paint or stain shall be used for siding and trim; semi-gloss may be used for doors.
- 4.3 Trim color shall be compatible with color of siding and selected colors shall complement the roof color.
- 4.4 Separate or off-set and out-buildings, such as storage buildings, sheds, and dog houses, shall be repainted at the same time as the house and match the house color exactly.

### Application Requirements for Residing and Restyling:

The following must be submitted with the completed application.

- A. A photograph or sketch of the house as it currently appears including the color and texture of existing siding materials; also a description of the color and siding materials on immediately adjacent houses or structures.
- B. A description of the proposed residing material including its color, texture, and the manner in which it will be applied. Color and texture samples must be submitted with the application. Changes in present trim size and location, and removal or addition of other stylistic features, must be noted. See paragraph 33, PAINTING AND STAINING.
- C. A description of proposed treatment of outbuildings, such as a storage building. Residing or repainting of such structures may be required to match that of the house.

## **4. PATIOS, DRIVEWAYS , WALKWAYS, AND MAILBOXES**

- 4.1 All materials shall be of a neutral color, such as undyed concrete, exposed aggregate concrete, stone, treated wood. All front walkways shall be concrete or exposed aggregate to match the driveway. Driveways are to be constructed of brick, exposed aggregate concrete, or concrete.

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Loose gravel or stone driveways, or expansion thereof are expressly prohibited.

- 4.2 **SETBACKS:** Driveways should, where possible, be held a minimum of 4' off of side property lines, increasing to a minimum of 10' at the street unless an exception is granted by the Residential ARB for difficult lot conditions. See required landscape screening defined below. Driveways to rear entry garages should also be held a minimum of 2' off the side of the house and 4' off the property line where possible.
- 4.3 **DRIVEWAY WIDTHS:** Driveways shall not exceed 16' in width between the sidewalk and the garage pad. At side entry garages the width of the pad, extending out from the door, shall be a minimum of 20' (25' recommended). At rear entry garages, the pad width extending out from the door shall be a minimum of 25' (30' recommended).
- 4.4 **SPECIAL DRIVEWAYS:** Circular driveways, parking areas in front of the house, and other special conditions are generally discouraged where they substantially reduce the amount of the front yard. The Residential ARB may approve certain applications where they feel that the front yard appearance will not be adversely affected or for other extenuating circumstances which in the sole opinion of the Residential ARB warrant such as approval as an exception.
- 4.5 The design, location and size of patios and walkways shall conform to the design and scale of the house and neighboring structures.
- 4.6 Existing grades should be disturbed as little as possible. Terracing to follow existing land contours shall be constructed in small increments, and a safety railing installed as necessary.
- 4.7 The location of the patio or walkways shall provide reasonable visual and acoustical privacy for the neighbors. Screening, fencing or planting shall be installed to preserve such privacy.
- 4.8 Mailbox must be the approved design for the community.

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### Application Requirements for Patios and Walkways:

The following must be submitted with the completed application.

- A. A site plan with dimensions showing the proposed walkway or patio in relation to existing dwellings, trees and lot lines.
- B. A description and/or samples of materials to be used.
- C. A description of proposed lawn contour changes, plantings, screening, railings, benches, proposed exterior lighting, etc.

## 5. ROOFING

- 6.1 Roofing materials and colors shall be consistent with those generally used on other houses in Hampton Park. Some neighborhoods will require dimensional shingles.
  - a. Approved roofing materials vary by neighborhood, but may include cedar shakes, cedar shingles, slate, and fiberglass composition shingles. Certain neighborhoods require a 25-year, 3-tab shingle minimum. Other materials will be judged on their own merits, but are subject to disapproval by the Residential ARB.
  - b. Composition shingle colors are recommended to be in the medium to deep brown or grey ranges. Very light colors or strong colors may be subject to disapproval by the Residential ARB.
  - c. Gutters and downspouts shall be prefinished to be compatible with trim colors.
  - d. Highly visible roof flashing shall be copper or prefinished to match the adjacent building material color. Painting is acceptable for less visible flashing, however no exposed mill finished flashing is permitted.
  - e. Attic ventilators and other roof penetrations shall be low profile designs and shall be prefinished or painted to match or blend with the roof color.
  - f. No roof penetrations or accessories shall be visible above the ridge line of the roof (from a perspective of 10' in front of the house) nor shall they be located on the front roof plane of the house. Fireplace chimneys are not regulated by this provision.

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- g. Skylights will not be approved for the front roof plane of traditional Houses. They may be approved for other styles. Specific requests for such will be considered on a case by case basis.

### **6.2 ROOF PITCH**

6/12 minimum on one level homes and 8/12 on two level homes (porches excluded). All dormers will be reviewed for overall compatibility of massing of entire house.

### **6.3 CORNICE TRIM**

- a. Return on cornice and gables wrapped on front of house.
- b. Cornice must have a partial or full return.
- c. Rake overhang on gable ends of 6" minimum.
- d. Encourage multiple member cornice work.

## **6. SHUTTERS**

- 7.1 Most houses should have shutters on the front windows. Where shutters would be inconsistent with the house style, the Residential ARB, or its designee, may waive this requirement. The Residential ARB may require wider window trim, where shutters are not practical.

## **7. GARAGES**

- 8.1 All houses in Hampton Park must have an attached garage capable of housing at least one automobile.
- 8.2 Garage door detailing shall be consistent with the architectural style of the house
- 8.3 Garages must have overhang and trim detailing when front-loaded.
- 8.4 Two car garages must have separate single doors when facing toward the front of the house.

**9. EXTERIOR HEATING AND AIR CONDITIONING UNITS**

- 9.1 Outdoor heat-exchange or air conditioning units should ideally be located in the rear of a home and as close to the house as possible. Units may be located on the side of the home if the back location is not feasible. In both cases it shall be adequately screened from adjacent properties.
- 9.2 Wall and window-type air conditioners shall be limited to locations, which are not prominently visible from any street. These units are prohibited at the front of any house.

**10. LANDSCAPING AND FOUNDATION PLANTING**

Preservation of natural features, and the feeling of openness, contributes greatly to Hampton Park's difference from typical developments. Topographic and vegetation characteristics of lots must not be altered by removal, reduction, cutting, excavation or any other means without the prior written approval of the Residential ARB.

- 10.1 A master plan for landscaping is recommended even if planting is to be done in stages. It is recommended even if plantings be arranged in clusters or groups rather than in straight lines in order to present a natural effect. Care must be taken not to overplant one's lot with random plants and trees. Unnatural materials such as plastic fencing, artificial flowers and painted rock are not allowed. When having mulch or other bulk materials delivered, please have items placed on your own property, not on streets, sidewalks, open space, rights-of-ways, etc.
- 10.2 Approval is required for, but not limited to, the following:
  - a. Removal of any live tree whose trunk is over six inches (6") in diameter when measured at a point two feet (2') above the ground. No prior approval is required for removal of dead or diseased trees, storm damaged trees may be removed or trimmed without prior approval only where they constitute a threat to life or property. In the case of new house construction it is understood that certain trees must be removed. However, this presumption does not extend to trees located beyond twenty feet from the perimeter of the foundation of the house. Any trees removed beyond the twenty-foot foundation perimeter without permission of the Residential ARB or its designee may require replacement with comparable natural vegetation
  - b. Any plantings used as a hedge or windbreak, or for screening purposes. Hedges will be considered on an individual basis, but are generally discouraged.

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- c. Landscaping which involves a change of grade or slope, or installation of a retaining wall or other structure.
  - d. Rock gardens; rocks shall be left in their natural color. For exterior ornamentation or decorative objects, see paragraph 20, DECORATIVE OBJECTS.
- 10.3 Application is not required for the planting of individual shrubs, foundation plants, small annual or perennial flowerbeds and ground covers.
- 10.4 When an application is approved with requirements for landscape screening the following criteria are required:
- a. Plants must be a fast growing variety such as waxed myrtle, white pine, or leyland cypress, and of a density to provide immediate impact.
  - b. Material must be two-thirds (2/3) of the height of the object to be screened at the time of installation.

## **11. EXTERIOR LIGHTING**

- 11.1 Proposed permanent exterior lighting and wiring requires written approval. All exterior lighting shall be installed in such a manner that it will not shine on adjacent property, open space or public rights-of way, and shall be aesthetically planned for each location. Approval for floodlights and various types of high output lights shall be contingent upon impact on neighboring properties and roadways. Light fixtures of this type must carefully positioned so that they illuminate only a specific area. High output light fixtures may have to be shielded in a manner similar to street light installations to prevent unwanted or excessive intrusion of light from one property to another.
- 11.2 “Standard” selection of post lamps is required to be controlled by a photocell mechanism.

### Application Requirements for Lighting (Exterior):

The following must be submitted with the completed application.

- A. A detailed drawing of exterior light placement on a site plan.
- B. A drawing or picture of fixture to be installed and its location.

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- C. A statement defining the impact of proposed lighting on adjacent residences and public and/or common areas.

### 12. FRONT PORCHES

6' minimum depth and 4' minimum for non-roofed "stoop".

- 12.1 All front porches will be built on 12" x 12" brick piers or full underpinning.
- 12.2 Finished materials shall match the house. ( no unfinished materials) Wood steps shall have enclosed risers, which are painted to match the trim.
- 12.3 A minimum of 6" x 6" wood posts allowed, if compatible with column and railing system.
- 12.4 All front entry stoops and extended front porches shall be constructed of finished materials to match the house. Bandboards, handrails, and railings shall be painted wood or metal railing of a design to match the character and style of the house.
- 12.5 All front porches shall be lattice enclosed if elevated above grade or can be full masonry.
- 12.6 Columns and bases. Column width should match the cap and be proportional to the beam. Approved materials include wood, brick, or composite. Column shall be a minimum of 6" x 6"

## **ARCHITECTURAL STANDARDS AND GUIDELINES FOR ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS**

### **13. ADDITIONS**

Building additions include, but are not limited to, carports, garages, greenhouses, porches, rooms, and carport and deck enclosures. Any extension of the dwelling is to be considered an addition. A deck is not an addition; see paragraph 19 for deck installation and modifications.

NOTES: (1) Commonwealth of Virginia law generally requires locating existing utilities prior to digging for installation of underground wiring or to install light fixtures. Call Miss UTILITY of VA at 1-(800) 552-7001. (2) For building permit information contact Chesterfield County.

#### **13.1 ADDITIONS TO HOUSES – SITING REQUIREMENTS**

- a. **SETBACKS:** No addition shall extend beyond the setback limits established for the house.
- b. **EFFECTS OF LOCATION ON PRIVACY OF ADJACENT LOTS:** In general the siting of additions shall not create a breach of privacy between neighboring houses. Where this is unavoidable, the ARB may require screening of the view by the Applicant.
- c. **EFFECTS OF DESIGN ON PRIVACY OF ADJACENT LOTS:** New windows or access created by the addition or modifications shall not create a breach of privacy between neighboring houses. The ARB reserves the right to reject certain openings or require screening by the applicant in situations where, in the opinion of the ARB, it is required.

#### **13.2 CONSISTENCY OF DESIGN**

To insure consistency in the design of the house and minimize visual disruption of the neighborhood, additions must match the design characteristics of the house. Specifically:

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- a. The architectural style shall match the style of the house. The massing of the addition shall be similar in the use of shapes to that of the house, but proportionately smaller so to not overpower the house. Roof styles and slopes shall be similar.
- b. Openings shall be required in additions, including windows and doors, in a similar fashion and extent as in the original house. Windows and doors shall be of matching material as those in the house. In general, windows and doors should match the style of those in the existing house. Exceptions may be granted at the discretion of the ARB for sunrooms or other specially glazed areas.
- c. Architectural elements such as corner and rake boards, soffits, eaves, window and door trim, and shutters shall match the style of the same elements on the house.
- d. All exterior finish materials and colors shall match the house. Matching colors on dissimilar materials is not acceptable.
- e. The space beneath any structure constructed on piers (including decks on visible corner lots and those backing to Celebration Park.) higher than 2' above grade but less than one story above grade shall be enclosed with lattice or other approved screening material.

### Application Requirements for Additions:

The following must be submitted with the completed application.

- A. A site plan and complete set of architectural drawings paralleling those required for Chesterfield County building permits.
- B. The site plan must show relationship of proposed and existing construction to property lines and adjacent dwellings. Size and location of trees in affected areas are also to be included.
- C. Drawings to scale of proposed construction shall include elevation views of each proposed exterior wall including dimensions and locations of features as doors, windows, roof lines, trim and proposed exterior lighting fixture type.

## **ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS**

- D. A complete description of materials including manufacturer and type of siding materials, roof materials, trim materials, colors, etc.

### **14. ANTENNAS**

14.1 PERMITTED ANTENNAS: The following antennas are permitted by the Federal Telecommunications Act of 1996:

- a. An antenna that is designed to receive direct broadcast satellite Service, including direct-to-home satellite service, that is one meter (39”) or less in diameter.
- b. An antenna that is designed to receive video programming services via multi point distribution services, including multi-channel, multi point distribution services, instructional television fixed services, and local multi point distribution services, and that is one meter (39”) or less in diameter or diagonal measurement.
- c. An antenna that is designed to receive television broadcast signals may be mounted inside the attic.

14.2 LOCATION: To the extent feasible, antennas should not be visible from the street. The following priorities shall be observed in determining antenna locations:

- a. Mounted directly on the rear of the house, on a roof plane facing the rear, or on the backside of a chimney.
- b. Mounted on the ground in the rear yard.
- c. Mounted on a pole, an existing other structure, or a tree in the rear yard.

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- 14.3 **APPEARANCE AND SCREENING:** Insofar as possible, the visibility of antennas should be minimized using one or both of the following methods:
- a. Screen the antenna from view from the street with natural plantings, trees and shrubs, to the extent they do not comprise the signal reception.
  - b. Use antennas with a dark or muted color, or paint the antenna a muted color to blend with the background surface or with the surrounding landscape.
  - c. **NO ADDITIONAL REGULATION BY THE ASSOCIATION:** Under Federal law, antennas that meet the requirements of this section may not be further regulated by the Association as to type or placement. Residents are encouraged to use care in the selection and placement of antennas to preserve the appearance standards and character of Hampton Park.

### **15. ATTIC VENTILATORS**

An application is not required for attic ventilators on the exterior of a residence provided the following provisions are met:

- 15.1 The ventilator is roof mounted and is located on the least visible side of the roof (from the public street view) and does not extend above the ridgeline.
- 15.2 No part of the ventilator protrudes more than 12 inches above the roof surface.
- 15.3 All exposed parts of the ventilator are painted to match the exterior color of the material they penetrate.
- 15.4 Should it become necessary to block the airflow, it shall be blocked from the inside of the structure.

## ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS

### 17. CHIMNEYS AND FLUES

The purpose of this guideline is to insure that exterior chimney installations will be in harmony with the applicant's house and surrounding properties.

Hampton Park encourages the use of masonry (i.e. brick or stone) or siding enclosed construction.

- 17.2 Chimneys which exit through a wall or the foundation or which run vertically along a wall:
  - a. The chimney shall be of brick or stone masonry construction or boxed-in with materials which are compatible with the exterior wall finish in style, size, and color. No hanging chimneys are allowed.
  
- 17.3 The following criteria must be followed when using a direct gas vent fireplace:
  - a. The vent must be enclosed.
  - b. The siding and roofing enclosure materials must match similar materials on the house.
  
- 17.4 The following guidelines apply to a chimney which exits through the roof:
  - a. The chimney must be boxed-in if it is to be located on the front slope of the roof or the roof ridge, or any other location where it will be highly visible from the fronting street. Chimneys located on the rear slope of the roof and not highly visible from the fronting street need not be boxed-in. Exposed metal sections must be painted black or the roof color. Conspicuous locations on the front slope of the roof should be avoided.

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- c. In all cases, the height of the exposed metal section or the boxed-in chimney, shall be limited to the minimum required by the Chesterfield County building and fire codes.
- 17.5 The following guidelines apply in addition to those above when there is no Existing chimney on the house other than a builder-provided through-the-roof installation for the central heating system. Special care is needed to arrive at an architecturally suitable design when a second chimney is to be added. Each case will be considered separately, with the following criteria considered:
- a. Dissimilar chimneys must not be used unless it is impossible to view both at the same time.
  - b. When a second chimney is to be added on the same side of a house as an existing boxed-in chimney, every effort should be made to see that both flues run through the same enclosure.
  - c. When the second chimney is to be run along a different wall than the first, it shall be of the same design as the first chimney.

### Applications Requirements for Chimneys and Flues:

The following must be submitted with the completed application.

- A. A description of the applicant's house, including style, siding, shutters type, decorative embellishments, etc. A photograph of the front of the house and the proposed location of the chimney may be provided.
  - A. A site plan showing the location of the proposed chimney and its relationship to the house, property lines and adjacent structures.
  - B. A detailed drawing showing exterior elevations and dimensions of the proposed chimney.
  - C. A complete description of the proposed chimney and exterior construction materials including type and color of masonry or siding material to be used, or, the paint color of an enclosed pipe. The relationship of these materials and colors on the house must be included.

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- D. Where there is an existing chimney (other than a builder-provided through-the-roof installation), provide details as in “A” through “D” above for the existing chimney.

### 18. CLOTHESLINE (exterior)

No exterior clotheslines shall be erected or maintained at any time on any lot.

### 19. DECKS

All houses in Hampton Park, space permitting, should have a deck or patio. The following guidelines shall apply to the construction, alteration, or expansion of decks.

NOTE: Chesterfield County requires a building permit for the installation of a deck.

- 19.1 Decks shall be constructed of durable materials such as pressure-treated wood, PVC, or vinyl. Railings may be wood, vinyl, or metal.
- 19.2 The color of each deck must match the primary color of the exterior of the house, the trim of the house, or be a natural wood color. If the color of the deck does not match either the primary exterior color or the trim color of the house, a color sample for the proposed deck, the house and the trim must be submitted with the application.
- 19.3 In addition to the above, decks will be considered on their individual merits which includes, but is not limited to: location, size, conformity with design of the house, relationship to neighboring dwellings and proposed usage.
- 19.4 Decks which are visible from Hampton Park Drive, Celebration Park, or extended parkways shall have adequate screening provided between the deck and the finished grade around the deck—either by use of plantings or wood of the same color and texture as the deck, e.g., lattice.

#### Application Requirements for Decks:

The following must be submitted with the completed application.

- A. A site plan with dimensions, showing relationship of the deck to the house, property lines and adjacent properties.

## **ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS**

- B. Any changes in window or door locations must also be shown, including the conversion of a window opening to a door opening or vice versa if applicable.
- C. A descriptive drawing including dimensions, height above grade, details of railings and stairs.
- D. A description of materials and color of the proposed deck and comparisons with those of the house.
- E. A description of any plantings to be removed for the construction of the deck, and any equipment such as meters, air conditioners, heat pumps, etc., which will be relocated.
- E. A description of proposed changes in exterior lighting.

### **20. DECORATIVE OBJECTS (Exterior)**

- 20.1 Applications and approval will be required for all permanent exterior decorative objects, natural or man-made, and for any conspicuous decorative object even if temporary, i.e., bird baths and feeders, wagon wheels, sculptures, fountains, ornamental pools, sun dials, rocks, and items attached to approved structures such as weather vanes, house numbers, etc.
- 20.2 Objects will not be evaluated solely on aesthetics but also on siting, proportion, color, and appropriateness to surrounding properties and environment.
- 20.3 Holiday and festival decorations do not require approval; however, the placement of conspicuous decorative objectives shall coincide with the holiday and be removed shortly thereafter.

#### Application Requirements for Decorative Objects:

The following must be submitted with the completed application.

- A. A site plan showing the proposed location of the object, its size, color and detailed drawing or picture of the object. In the case of temporary objects length of time object will be in place.

## **ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS**

### **21. DOG HOUSE AND DOG RUNS**

Written approval from the Residential ARB is required for construction of all doghouses and/or dog runs. The following guidelines apply.

NOTE: Chesterfield County has ordinances regarding treatment of animals, leash laws, and noisy pets.

- 21.1 Doghouses must be of the same material and color as the house; roof material should also match that of the house.
- 21.2 Dog runs must be as close to the dwelling as possible and in the rear of the lot. Dog runs and doghouses shall NOT be located on or near property lines or on a public road right-of-way. Visual screening from adjacent properties is required by means of plantings, approved fencing, etc.
- 21.3 No dog runs or doghouses are permitted on lots contiguous to Celebration Park.

#### Application Requirements for Dog House and Dog Runs:

The following must be submitted with the completed application.

- A. A site plan showing relationships of dog run and/or houses to the applicant's dwelling, adjacent properties and dwellings and other identifiable landmarks, including roadways.
- B. Detailed drawings of the house or run to indicate dimension; a list of materials to be used for construction, and pictures of the proposed area for the dog run in relation to the residences and adjacent properties to be submitted with application.

### **22. DRIVEWAYS**

- 22.1 An application is required for any driveway construction (includes expansion of existing driveways).
- 22.2 Driveways are to be constructed of brick, exposed aggregate concrete, or concrete. Loose gravel or stone driveways, or expansion thereof are expressly prohibited. No asphalt allowed.
- 22.3 Application is NOT required for the replacement of an existing driveway when there is no change in location, materials, size, shape or grade.

## **ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS**

- 22.4 **SETBACKS:** Driveways shall be held a minimum of 4' off of side property lines, increasing to a minimum of 10' at the street unless an exception is granted by the Residential ARB for difficult lot conditions. See required landscape screening defined below. Driveways to rear entry garages shall also be held a minimum of 2' off the side of the house and 4' from the property line.
- 22.5 **DRIVEWAY WIDTHS:** Driveways shall not exceed 16' in width between the sidewalk and the garage pad. Aprons between the sidewalk and the curb may flair to 14' wide. At side entry garages the width of the pad, extending out from the door, shall be a minimum of 20' (25' recommended). At rear entry garages the pad width extending out from the door shall be a minimum of 25' (30' recommended).
- 22.6 **SPECIAL DRIVEWAYS:** Circular driveways, parking areas in front of the house, and other special conditions are generally discouraged where they substantially reduce the amount of front yard. The Residential ARB may approve certain applications where they feel that the front yard appearance will not be adversely affected or for other extenuating circumstances which in the sole opinion of the Residential ARB warrant such an approval as an exception.

### Application Requirements for Driveways:

The following must be submitted with the completed application,

- A. A site plan with dimensions showing the relation to the existing structures, trees, property lines and adjacent properties.
- B. A description of materials to be used, including color and texture.
- C. A drawing showing the thickness and subsurface preparation is to be submitted with application.
- D. Proposed changes in grade and drainage considerations must be explained in writing at the time of application.

## ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS

### 23. FENCES

The preservation of natural features and the feeling of openness contributes greatly to Hampton Park's difference from typical developments. The purpose of these guidelines is to provide each residential lot with the atmosphere of a larger open area. The street side of every home is, visually, more or less public. In addition, many back yards are also visually public when related to open space or roadways. Fencing, when carelessly placed, encroaches on this feeling of openness.

- 23.1 Written approval is required for construction or installation of all fencing whether it be of plantings or man-made materials. The acceptable residential fence styles allowed in Hampton Park are shown as the exhibit on the following page, along with dimensions.
- 23.2 Front yard fencing is prohibited (except when builder-installed as part of the original design concept). Rear yard fencing which will, in effect, create front yard fencing for a neighbor is prohibited. Likewise chain link, wire, or split rail with wire, fences are prohibited. Additionally, privacy fencing is NOT allowed, except in rare situations where extenuating circumstances are present. The maximum permitted height of any fencing is 48", except where a privacy fence is permitted in connection with the construction of a swimming pool. The Residential ARB may approve higher fencing on a case by case basis.
- 23.3 If fencing is already constructed on the property, additional proposed fencing must be of the same material, color, and styles as the existing fence. Those fences attached to the dwelling shall be painted or stained to match the siding or dominant color of the residence or be left in a natural wood color. All fences facing the street shall be white picket.
- 23.4 Gates shall match the fence in material, color, style, and height.
- 23.5 All fencing shall be constructed entirely on applicant's property – NOT on the property line, or NOT on open space, or NOT on Right of Way.

#### Application Requirements for Fences:

The following must be submitted with the completed application.

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- A. A description of the fence style, material, color and dimensions including architectural style and color of the house and trim and types and colors of other fences in the immediate area must accompany the application.
- B. A site plan showing the relationship of the proposed fence and gates to adjacent dwellings and properties.
- C. Fencing from both rear corners of the house to the property line will require a flower bed with shrubs in front of the fencing on the side opposite the driveway.
- D. Fencing will be allowed to come to the front corner on one side of the home.

### **24. FLAGPOLES**

Approval is required for any detached flagpole.

#### Application Requirements for Flagpoles:

The following must be submitted with the completed application.

- A. A description of the flagpole style, material, color and height including the architectural style and color of the house and trim must accompany the application.
- B. A site plan showing the relationship of the proposed flagpole to adjacent dwellings and properties.

### **25. GARDENS – VEGETABLE**

- 25.1 Written approval is required for all vegetable gardens. Plots shall be located behind the rear sight line of the house with the exception of houses set on corner lots or on lots at angles; such application will be considered on a case by case basis.
- 25.2 Size of plots shall be limited to 150 square feet or one-quarter (1/4) of the rear lot measured from the farther protrusion of the house to the rear lot line, whichever is smaller.
- 25.3 Most garden plots will require screening. Temporary wire fencing of welded wire mesh may be used to keep out small animals; total height, including supports, not to exceed 18 inches. Temporary fencing may be installed after April 15<sup>th</sup> and must be removed annually by October 31<sup>st</sup>.

## **ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS**

25.4 Vegetable gardens require extensive care and maintenance. Failure to adequately maintain these plots is a violation of the maintenance provisions of the Declaration. After the first hard frost and the end of the growing season, all dead plants shall be removed and the ground put back to the original grade. It is suggested that bare earth be covered with straw mulch or similar cover to prevent soil erosion.

25.5 Bulk garden materials may not be placed on streets, sidewalks, rights-of-way or open space.

### Application Requirements for Gardens – Vegetable:

The following must be submitted with the completed application.

- A. A plot plan with exact location of the garden in relation to the house and property lines; dimensions of the garden are to be included.
- B. Renewal applications are not required on an annual basis for small garden plots. However, any change in size or location of previously approved garden plots requires reapplication.
- C. Approval may be rescinded if, in the opinion of the Residential ARB, based upon complaints received or its own knowledge, the applicant has failed to comply with this section.

## **26. GREENHOUSES**

A detached greenhouse is considered a structure and requires approval prior to construction. See paragraph 1, ADDITIONS.

## **27. GRILLS AND BARBECUES (Permanent)**

### Application Requirements for Grills and Barbecues:

NOTE: Residents are advised to ensure that the location of any grill does not violate the Chesterfield County Fire Code.

- 27.1 Written approval is required for all permanent grills made of cast iron, aluminum, brick, masonry, or which are incorporated into any permanent structure.
- 27.2 Grills shall be located at least 20 feet (20') behind the rear sight lines of the house and at least 10 feet (10') from any property line.

## **ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS**

### **Application Requirements for Attic Ventilators:**

The following must be submitted with the completed application.

- A. All installations, which do not meet the above provisions, require an application describing the ventilator in detail and showing its location and elevation above the plane of the roof.

### **16. AWNINGS AND SUN TRELLISES**

- 16.1 Sun control devices must be compatible with the architectural character of the dwelling.
- 16.2 Awnings must be of straightforward design without decorative embellishments such as scallops, fringes, and contrasting colored stitches.
- 16.3 Awnings and trellises shall be consistent with the visual scale of the dwellings to which they are attached.
- 16.4 The location of any awning or trellis shall not adversely affect views, sunlight or natural ventilation or adjacent properties.
- 16.5 Pipe frames for canvas awnings shall be painted to match the trim or dominant color of the house. When awnings are removed for winter storage, pipe frames shall also be removed.

### **Application Requirements for Awnings and Sun Trellises:**

The following must be submitted with the completed application.

- A. A detailed drawing of the trellis or awning showing dimensions and a description of the method of support and attachment to the structure.
- B. A description of the color and style of the sun control device and of the residence to which it is to be attached including a description of the materials to be used.
- B. An explanation of the impact, if any, the sun control device will have on adjacent residences.

## **ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS**

The following must be submitted with the completed application.

- A. A site plan showing the relationship of the proposed grill's location to the dwelling, adjacent dwellings and properties.
- B. A detailed drawing of the grill showing its design, dimensions, and a list of materials to be used in construction shall be submitted with the application.

### **28. HEATING AND AIR CONDITIONING UNITS (Exterior)**

28.1 Written approval is required for the installation of any outdoor heat-exchange or air conditioning unit except for exact dimensional replacement of existing units. Written approval is also required for the installation of existing units. Written approval is also required for the installation of wall or window-type air conditioners. Wall and window-type air conditioners shall be limited to locations, which are not prominently visible; they are prohibited at the front of any house.

28.2.1 Outdoor heat-exchange or air conditioning units should ideally be located in the rear of a home and as close to the house as possible. Should it be necessary to locate a unit on the side of the house, it shall be adequately screened from adjacent properties. All units shall be screened regardless of location.

#### Application Requirements for Heating and Air Conditioning Units (Exterior):

The following must be submitted with the completed application.

- A. A site plan showing the proposed location of the unit in relation to the house.
- B. A description and drawing and/or picture of the unit, including dimensions.
- C. A description of screening material.

### **29. HOT TUBS, WHIRLPOOLS AND SPAS**

29.1 An application is required for all exterior hot tubs, whirlpools and spas. They shall be located to the rear and between side walls of the residence and generally not more than twenty feet (20') from the rear of the dwelling. All such facilities shall be adequately screened from adjacent properties.

## **ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS**

### Application Requirements for Hot Tubs, Whirlpools and Spas:

The following must be submitted with the completed application.

- A. A site plan showing the location of the hot tub, whirlpool or spa and its relationship to existing structures and property lines.
- B. The dimensions, type and color of proposed materials.
- C. Proposed screen and landscape plan.
- D. Arrangements for disposal of waste water.

### **30. LANDSCAPING AND PLANTING**

Preservation of natural features, and the feeling of openness, contributes greatly to Hampton Park's difference from typical developments. Topographic and vegetation characteristics of lots must not be altered by removal, reduction, cutting, excavation or any other means without the prior written approval of the Residential ARB.

- 30.1 A master plan for landscaping is recommended even if planting is to be done in stages. It is recommended that plantings be arranged in clusters or groups rather than in straight lines in order to present a natural effect. Care must be taken not to overplant one's lot with random plants and trees. Unnatural materials such as plastic fencing, artificial flowers and painted rock are not allowed. When having mulch or other bulk materials delivered, please have items placed on your property, not on streets, sidewalks, open space, rights-of-ways, etc.
- 30.2 Approval is required for, but not limited to, the following:
  - a. Removal of any live tree whose trunk is over six inches (6") in diameter when measured at a point two feet (2') above the ground. No prior approval is required for removal of dead or diseased trees, storm damaged trees may be removed or trimmed without prior approval only where they constitute a threat to life or property. In the case of new house construction it is understood that certain trees must be removed. However, this presumption does not extend to trees located beyond twenty feet from the perimeter of the foundation of the house. Any trees removed beyond the twenty-foot foundation perimeter without permission of the Residential ARB or its designee must be replaced with comparable natural vegetation.

## **ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS**

- b. Any plantings used as a hedge or windbreak, or for screening purposes. Hedges will be considered on an individual basis, but are generally discouraged.
  - c. Landscaping which involves a change of grade or slope, or installation of a retaining wall or other structure.
  - d. Rock gardens; rocks shall be left in their natural color. For exterior ornamentation or decorative objects, see paragraph 8, DECORATIVE OBJECTS.
- 30.3 Application is not required for the planting of individual shrubs, foundation plants, small annual or perennial flowerbeds and ground covers.
- 30.4 When an application is approved with requirements for landscape screening the following criteria are required:
- a. Plants must be a fast growing variety such as waxed myrtle, white pine, or leyland cypress and of a density to provide immediate impact.
  - b. Material must be two-thirds (2/3) of the height of the object to be screened at the time of installation.

### Application Requirements for Landscaping and Planting:

The following must be submitted with the completed application.

- A. A description of the type and size of plantings to be planted complete with plan showing the relationship of plantings to the dwelling and adjacent dwelling and properties.
- B. A description of any tree to be removed and an explanation for the removal.
- C. A description of any retaining wall or similar structure complete with materials and construction method.

## ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS

### 31. LIGHTING (Exterior)

NOTE: Commonwealth law requires locating existing utilities prior to digging for installation of underground wiring or to install light fixtures. Call Miss UTILITY of VA at 1-(800)-552-7001.

- 31.1 General – The replacement of an existing light fixture, if accomplished with a realistic match to the old fixture, does not require approval from the Residential ARB. When a change in style, size, shape, color or positioning is desired, or if additional light fixtures are to be installed on existing or proposed structures, approval is required.
- 31.2 Applications for exterior additions, such as garages or carports, must include details of lighting fixtures proposed. Fluorescent lighting installed out-of-doors shall not be approved.
- 31.3 Proposed permanent exterior lighting and wiring requires written approval. All exterior lighting shall be installed in such a manner that it will not shine on adjacent property, open space or public rights-of-way, and shall be aesthetically planned for each location. Approval for floodlights and various types of high output lights shall be contingent upon impact on neighboring properties and roadways. Light fixtures of this type must be carefully positioned so that they illuminate only a specific area. High output light fixtures may have to be shielded in a manner similar to street light installations to prevent unwanted or excessive intrusion of light from one property to another.
- 31.3 Temporary lighting – Holiday and festival lighting do not require approval; however, the operation of festival and holiday lighting shall coincide with the holiday and be removed shortly thereafter.

#### Application Requirements for Lighting (Exterior):

The following must be submitted with the completed application.

- A. A detailed drawing of exterior light placement on a site plan.
- B. A drawing of picture of fixture to be installed and its location.
- C. A statement defining the impact of proposed lighting on adjacent residences and public and/or common areas.

## ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS

### 32. MAILBOXES

All mailboxes, temporary or permanent, shall be of the design and type approved by the Residential ARB.

### 33. PAINTING AND STAINING

33.1 Approval for repainting is required only when the siding or trim of a house is to be painted or stained a color different from its existing color or the shade differ from the original, or if paint is changed to stain or vice versa.

33.2 Applications will be considered using the following criteria.

- a. The number of colors used shall be limited to one (1) for siding, two (2) for trim, and a compatible accent color for the front door. Only “flat” finish paint or stain shall be used for siding and trim; semi-gloss may be used for doors.
- b. Trim color shall be compatible with color of siding and selected colors shall complement the roof color.
- c. Separate or off-set and out-buildings, such as storage buildings, sheds and dog houses, shall be repainted at the same time as the house and match the house color exactly.

#### Application Requirements for Painting and Staining:

The following must be submitted with the completed application.

- A. An actual sample of the paint or stain on wood similar to the dwelling siding (no longer than 8”).
- B. A description of the area(s) to be painted or stained, along with separate colors for trim, siding and door.

### 33 PATIOS AND WALKWAYS

Approval is required for all proposed patios and walkways and changes to existing patios and walkways. An application will be considered using the following criteria:

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- 33.1 All materials shall be of a neutral color, such as undyed concrete, exposed aggregate concrete, stone, brick or treated wood. All front walkways shall be brushed concrete, or exposed aggregate to match the driveway.
- 33.2 The design, location and size of patios and walkways shall conform to the design and scale of the house and neighboring structures.
- 33.3 Existing grades should be disturbed as little as possible. Terracing to follow existing land contours shall be constructed in small increments, and a safety railing installed as necessary.
- 34.4 The location shall provide reasonable visual and acoustical privacy for the neighbors. Screening, fencing or planting shall be installed to preserve such privacy.

### Application Requirements for Patios and Walkways:

The following must be submitted with the complete application.

- A. A site plan with dimensions showing the proposed walkway or patio in relation to existing dwellings, trees and lot lines.
- B. A description and/or samples of materials to be used.
- C. A description of proposed lawn contour changes, plantings, screening, railings, benches, proposed exterior lighting, etc.

## **34 PLAYHOUSE/"FORTS"**

Approval is required for any detached playhouse or "fort".

- 34.1 The design shall be consistent with the existing shape, style, and proportion of the dwelling as follows:
  - a. Siding, roofing, and trim materials shall match the existing house materials as to finish and color.

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34.2 The following conditions shall determine the acceptability of new addition locations:

- a. Additions shall not impair the view, amount of sunlight, or ventilation of adjacent residences or the public's use or enjoyment of open space.

### Application Requirements for Playhouses/"Forts":

The following must be submitted with the completed application.

- A. A site plan and architectural drawings.
- B. A site plan must depict relationship of proposed and existing construction to property lines and adjacent dwellings. Size and location of trees in affected areas are also to be included.
- C. Drawings of proposed construction to scale shall include elevation views of each proposed exterior wall, including dimensions and locations of features as doors, windows, roof lines, trim and proposed exterior lighting, including fixture type.
- D. A complete description of materials including manufacturer and type of siding materials, roof materials, trim materials, colors, etc.

## 35 POOLS – Private

Application for private pools will be reviewed very strictly in Hampton Park because there are very few locations where they can be placed without adversely affecting adjacent properties.

- 36.1 Approval is required for all permanent in-ground pools. Above-ground pools are not allowed. Approval is not required for portable children's wading pools not more than six feet (6') in diameter and less than twenty-four (24") inches deep which are located in a rear yard. (Chesterfield County building permit is required for pools deeper than twenty-four inches (24") or having surface area of two hundred fifty (250) square feet or more.)

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- 36.2 An application will be considered using the following criteria:
- a. The size of the pool shall be based on lot size, and must be of reasonable proportion to the house.
  - b. Pools must be located at the rear of the lot and not within 12 feet of a property line.
  - c. A four to six foot (4' to 6') solid private fence compatible with the design of the house must enclose the pool and other related pool facilities. The impact of the fence on adjacent properties must be taken into consideration. The applicant shall address safety within the pool area as well as the impact of increased noise levels and lighting on adjacent properties.

### Application Requirements for Pools – Private:

The following must be submitted with the completed application.

- A. A site plan paralleling that required by Chesterfield County for building permits showing location and dimensions of the pool, other related equipment, fences, etc., in relation to the applicant's house, property lines and adjacent dwellings and properties.
- B. A detailed drawing of the pool, deck, lighting arrangements, walkways, fence type, proposed grading, landscaping and information concerning the water supply system, drainage and water disposal system.
- C. The application shall include the approval indicated by the signatures of all adjacent property owners including the Developer indicating they have been informed concerning the applicant's intention to build a pool and that they have reviewed and approved the plans for said pool.

## **37. RECREATIONAL / PLAY EQUIPMENT**

Residents are urged to use the Hampton Park recreational facilities and tot lots.

- 37.1 Written approval is required for recreational equipment, which is permanent. Permanent is defined as an item, which remains in place for at least on season (e.g. swing set, large sandbox, picnic table, bench, basketball backboard, etc.).

## **ADDITIONS, MODIFICATIONS & EXTERIOR MODIFICATIONS**

- 37.2 The equipment should be located behind the house as inconspicuously as possible. It shall be at least ten feet (10') from the rear and side property lines. Swing sets, sandboxes, and other equipment shall be of a natural wood color, or, if painted, a natural earth tone color such as dark green or brown. Metal swing sets on residential home sites are strongly discouraged, but considered on a case by case basis. Plastic accessories (i.e. toddler swing seats, slides and chain hand guards) in other colors may be permitted provided all such play accessories are adequately screened from neighboring lots and road frontage.
- 37.3 No basketball backboards shall be erected at the street. Portable or moveable backboards must be relocated off the street when not in use. No backboard shall be attached to the front of a home.
- 37.4 Skateboard/Bike ramps are discouraged and in no instance allowed in the front of any residence.

### Application Requirements for Recreational/Play Equipment:

The following must be submitted with the completed application.

- A. A site plan with dimensions showing the location of the play or recreational equipment relative to the applicant's dwelling, property lines, and adjacent properties and structures.
- B. A picture or sketch of the proposed equipment showing dimensions.
- C. The color and type of materials.

## **38. RESIDING AND RESTYLING**

- 38.1 Approved exterior sidings are vinyl, stone, brick, concrete (hardiplank), or EIFS (drivit). It is the owner's responsibility to ascertain whether this material meets the Chesterfield County building and fire codes, which apply to exterior materials.
- 38.2 When the proposed residing material differs in color or texture from existing siding on the residence, or if it results in a change in architectural style, it shall be consistent or compatible with the style and color of siding materials on homes immediately surrounding it.
- 38.3 The style of existing trim work at soffits, corners, eaves, windows and doors, and of accent panels, shutters, or other stylistic features shall be retained in the residing design. This will be considered an important requirement where these elements contribute to the visual continuity of the neighborhood by evoking similarities in style among nearby houses.

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- 38.4 In those cases in which residents wish to alter the stylistic features of the existing façade – for example, by adding shutters on accent panels – the Residential ARB will render a decision based on the following criteria:
- a. The appearance of the residence in relation to existing and proposed materials.
  - c. The variety of styles and siding materials of the homes immediately surrounding the residence.
  - d. The overall visibility of the residence from nearby public and private properties.

### Application Requirements for Residing and Restyling:

The following must be submitted with the completed application.

- A. A photograph or sketch of the house as it currently appears including the color and texture of existing siding materials; also a description of the color and siding materials on immediately adjacent houses or structures.
- B. A description of the proposed residing material including its color, texture, and the manner in which it will be applied. Color and texture samples must be submitted with the application. Changes in present trim size and location, and removal or addition of other stylistic features, must be noted. See paragraph 23, PAINTING AND STAINING.
- C. A description of proposed treatment of outbuildings, such as a storage building. Residing or repainting of such structures may be required to match that of the house.

### **39. ROOFING**

Roofing materials and colors shall be consistent with those generally used on other houses in Hampton Park. Some neighborhoods may require dimensional shingles.

### **40. SHUTTERS**

Most all houses should have shutters on the front windows. Where shutters would be inconsistent with the house style, the Residential ARB, or its designee, may waive this requirement. The Residential ARB may require wider window trim where shutters are not practical.

## ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS

### 41. SIGNS

NOTE: Erection and placement of all signs must be in compliance with Chesterfield County ordinances and regulations.

- 41.1 With the exception of a professional temporary sign not more than three square feet (3 sq. ft.) or a sign no larger than ten square feet (10 sq. ft.) belonging to a builder or Realtor to advertise a lot and residence of sale or rent, no temporary or permanent sign or other advertising device of any nature shall be placed upon any property without the written approval of the Residential ARB.
- 41.2 The provisions of paragraph 41.1 shall not apply to political campaign signs. Political campaign signs may be placed on any lot within 90 days prior to any National, State, or local general or primary election. All political campaign signs shall be removed within 72 hours of any such election.
- 41.3 No temporary sign shall be larger than three square feet (3 sq. ft.) nor stand more than three feet (3') above ground, measured from the top of the sign. Realtors will be permitted to use their logos, trademarks and color schemes.
- 41.4 Signs shall not be erected on trees, light poles, street signs, traffic signs or official neighborhood identification signs.
- 41.5 No more than one (1) temporary sign may be placed at any lot. One (1) directional sign is permitted on a corner leading to an open house on Saturday and or Sunday, but must be removed not later than Sunday night.
- 41.6 Signs will be neatly lettered, clean, have a professional appearance, and maintained in good condition.
- 41.7 If a sign remains standing in violation of the above regulations, the Association may remove the sign. The Association will not be responsible for loss or damage of such signs.

## **ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS**

### Application Requirements for Signs:

The following must be submitted with the completed application.

- A. A description of the size and color of the proposed sign and the materials to be used for its construction.
- B. A drawing of the sign showing the message and any graphics to be displayed.
- C. A description of where the sign will be located and how long it is to be displayed.

### **42. SOLAR COLLECTORS**

Solar collectors are not allowed.

### **43. STORAGE BUILDINGS**

NOTE: A Chesterfield County building permit is required for the construction of all sheds or storage buildings.

- 43.1 Written approval is required for construction or installation of all storage buildings. Approval is contingent upon the applicant building or installing a sturdy, permanent structure.
- 43.2 Roofing, siding and trim of the storage building shall be of the same material as the dwelling.
- 43.3 A storage building will be the same architectural style and have the same color scheme as the residence.
- 43.4 The storage building shall be located in the rear of the home and as close to the house as possible; consideration will be given to other locations, however, provided that the storage building is well screened by natural coverings.
- 43.5 If the house is restyled, resided, or a paint color change is made, the existing storage building shall be altered to match the house.
- 43.6 A storage building will not be larger than ten feet by twelve feet (10'X12').

## **ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS**

### Application Requirements for Storage Buildings:

The following must be submitted with the completed application.

- A. A site plan which show the relationship of the storage building to the dwelling, property lines and adjacent properties and structures.
- B. A picture and/or detailed drawing of the proposed storage building including dimensions.
- C. A description of materials to be used.
- D. The color scheme of the proposed storage building, and house.

### **44. STORM/SCREEN WINDOWS AND DOORS**

Storm/screen windows and doors of straightforward design without decorative embellishments and which are compatible with the style and color of the house do not require prior approval. The storm/screen window or door must match the color of the house siding, exterior door, or trim. House trim constitutes two (2) or more of the following, in the same color: gutters and downspouts, shutters, corner molding, wide front door molding.

### Application Requirements for Storm/Screen Windows and Doors:

The following must be submitted with the completed application.

- A. Applications for storm/screen windows or doors other than those approved above must include descriptions of material, color, style, and any decorative embellishments.

### **45. SWIMMING POOLS – Private**

See paragraph 36, POOLS – Private.

### **46. TREE REMOVAL**

See paragraph 30.2.a, LANDSCAPING AND PLANTINGS.

## ADDITIONS, MODIFICATIONS & EXTERIOR ALTERATIONS

### 47. WOODPILES

- 47.1 Written approval is not required for the following woodpiles:
- a. Those which are neatly stacked wholly within an enclosed or semi-enclosed area, or immediately adjacent to a permanent wall and are not visible from the street or adjacent properties. (For protection against termites, residents are cautioned against stacking firewood too close to wood-frame dwellings.)
  - b. Those contained in a woodbin or ring at the rear of the home. Brightly colored tarps covering the wood is discouraged.
- 47.2 All other woodpiles require written approval. Stacking of wood on sidewalks, driveways, rights-of-way or in open space is not permitted.

#### Application Requirements for Woodpiles

The following must be submitted with the completed application.

- A. Location, dimensions, and screening details for woodpiles, which do not meet the above requirements.

## OTHER STANDARDS

### 48. PROPERTY MAINTENANCE

48.1 Property maintenance includes the upkeep of lots, buildings, and other improvements consistent with good property management, proper trash disposal, and animal control.

48.2 Each Property Owner has the following responsibilities:

a. General Property and Lawn Care:

Seeding, weeding, watering, and mowing of lawns, including any outer sidewalk grass strip next to street or within drainage swales which may technically be within public road rights-of-way.

Pruning and care of all trees and shrubbery.

Snow removal from adjacent sidewalks and paths.

Painting and external care of structures and other improvements.

b. Trash:

Trash and other refuse is to be disposed of on a weekly basis and no refuse, trash or bulk materials may be accumulated or stored on any lot.

Containers shall be stored in such a manner so that they cannot be seen from adjacent and surrounding property.

Curbside pickup of trash is prohibited.

## OTHER STANDARDS

c. Animal Control:

No wild, exotic or “game” type animals shall be kept on residential lots. No birds, animals or insects shall be kept or maintained on any lots except for domestic purposes (of or relating to a family or household).

Residents are advised that they are subject to Chesterfield County ordinances regarding among other things licensing, “leash Laws” and clean-up of animal waste material.

All complaints concerning animals must be made to the Chesterfield County Animal Control Division.

- 48.3 Front Porch Furniture should be outdoor or wicker furniture and kept in good repair.

## 49. VEHICLES

- 49.1 Campers; house, horse and utility trailers; recreational vehicles; boats; motorcycles; school buses or commercial vehicles over 6,000 pounds having dual wheels; inoperable vehicles; any vehicle without current registration plates; or any similar items, shall not be stored or parked on any lot, common area or street. These types of vehicles and items can only be parked in an area identified by the Association. If the Association does not identify such an area, they must be parked outside the development.

- a. Car Covers must be those fitted to the specific model it is covering with an approved color. Tarps or sheet plastic are not allowed.

- 49.2 Major vehicle repairs may not be undertaken except in enclosed garages. Minor emergency repairs such as battery charging or changing, replacing a flat tire and jumpstarting are permitted in the open on any lot.

- 49.3 Boats, campers, and recreational vehicles are permitted on residences’ driveways for a twenty-four (24) hour period for preparing and cleaning purposes.

## OTHER STANDARDS

### 50. Lot Restrictions

Because of their high visibility to public areas: Lots 49-55, Section 3, and Lots 57, 58, and 60, Section 5 will have the following building guidelines and deed restrictions.

#### a. Building Guidelines

1. Shutters on all applicable windows visible from Celebration Park.
2. Decks to be on brick piers and have lattice skirts.
3. Extra rear landscaping.
4. Rear Line setback on decks and additions of 40'.

#### b. Deed Restrictions

1. No above ground fences
2. No outbuildings or dog houses
3. No play equipment, swings or tree houses.
4. No pools.

### 51. Lots 6,7,8,9, Section 6, and lots 1-8, Section 11 will have the following construction standards and rear restrictions.

#### a. Constructions Standards

1. Decks must be on brick piers and enclosed with lattice.
2. Shutters on all rear windows when feasible.

#### b. Rear Restrictions

1. Fences limited to four (4') in height and must be white picket.
2. Play equipment limited to eight (8") in height and must adhere to other play equipment standards.

