



Hampton Park Architectural Standards and Property Guidelines

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Appendix A: Revision History

Architectural Review At Hampton Park

The Hampton Park Homeowners Association has retained the services of a professional architect to perform the functions of the Architectural Review Board (“ARB”); to oversee the aesthetic review and enforcement of all architectural aspects of construction, landscaping, and all other exterior changes within Hampton Park. Where used in this document or in Association correspondence, the terms “Architectural Review Board” and “ARB” refer to the work of the professional reviewer.

The Architectural Review Board serves two primary functions: to establish and preserve a harmonious design for the community and to protect the value of all property in the community. To these ends, the ARB is granted authority to be the sole judge of compliance with the design principles of Hampton Park in questions of appearance, aesthetics, or infringement by design upon the rights of other residents.

Standards and Guidelines and Governing Documents

The Architectural Review Board and the Board of Directors (“Board”) have established these Standards and Guidelines to facilitate review of proposed improvements. The guidelines are designed to prevent excesses and abuses while allowing individuals creative flexibility in property use. Homeowners are cautioned that the Standards and Guidelines are guidelines only and, subject to the terms and provisions of the Declaration, the ARB may exercise its sole discretion in determining whether to approve or decline to approve any plans. Where a rule is ambiguous or subject to fair disagreement in application or interpretation, the ARB is authorized to resolve the ambiguity, interpret the rule, and recommend changes to the Board.

These rules are not arbitrary, but rather are based on guidelines of good design as they relate to this community. It is not possible to make a rule for every conceivable situation. Consequently, the ARB applies these guidelines in the judgment of each design submitted in order to advance the aesthetics, safety, and comfort of the community as a whole while carefully considering any impact which a proposal would have on adjoining neighbors and their property. The guidelines help to ensure continuity of approach regardless of how ARB membership changes over the years.

The Standards and Guidelines should be considered together with the Declaration, Articles of Incorporation of the Association, the Bylaws of the Association, and Rules adopted by the Association from time to time. These other documents together are collectively referred to as the “Governing Documents”. If any provision of these Standards and Guidelines conflicts with the terms and provisions of any of the Governing Documents, the terms and provisions of the applicable Governing Documents shall control. Individual lots may also carry certain deed restrictions which will override the Standards and Guidelines where applicable.

Homeowners may propose changes to the Hampton Park Architectural Standards and Guidelines by contacting the Board of Directors of the Association in writing. Proposals that have overall merit for Hampton Park will be forwarded to the homeowners for review and comment prior to a decision for or against adoption by the Board of Directors. The Board of Directors reserves the right to modify, add to, or delete from these guidelines from time to time without prior notice.

Grandfathered Approvals

Any improvements constructed or installed in accordance with approved applications prior to the latest Revised Date of these Standards shall be deemed in compliance with the standards of Hampton Park, even if the standards have changed.

Any application approved prior to the Revised Date of these standards, and for which construction has not yet been completed, shall remain valid for six (6) months from the Approval Date. If construction has not begun within this period, the approval has lapsed and the application must be re-submitted for review. These applications will be reviewed under the current Standards.

Any existing construction, which has not been reviewed and approved by the ARB, is not in compliance with the Covenants of Hampton Park. These improvements must be submitted for review by the ARB. Review will be based on these current Standards. Non-approved construction is a violation of the Declaration. The Association reserves the right to enforce the Declaration in such cases, including legal enforcement to require corrective action to remove such construction or bring it into compliance.

Who and What Must Comply

Each property owner within Hampton Park is responsible for his property's compliance with these Standards and Guidelines. Any proposed modifications 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 modifications 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. The Hampton Park Homeowners Association reserves the right to require removal or repair of any modification that is not in compliance with the guidelines or that lacks written approval from the Association.

The Architectural Review Process

All exterior modifications on any property in Hampton Park require approval of the ARB unless specifically stated otherwise in the Standards and Guidelines. Maintenance and repair of existing improvements does not require the approval of the ARB provided that no changes are made to the feature being maintained or repaired.

Homeowners must submit proposals for exterior modifications using a standard form which may be obtained by contacting the Community Manager. Proposals must include sufficient description of the planned changes to allow the ARB to render a decision without additional explanation. Homeowners are urged to contact the Community Manager with any questions regarding what information should be included. Submitted applications are kept on file for a permanent record of approved designs, so materials should be copies of originals rather than the originals themselves.

The ARB reviews proposals twice each month. Homeowners should contact the Community Manager for meeting times and dates. On these review days the ARB reviews all requests submitted on the appropriate application forms together with all their supporting drawings and information.. Requests for review should be made at least twenty one (21) days prior to the anticipated need for approval (to start work, close on property, etc.).

The ARB bases its review of each application on its interpretation of the Covenants and these guidelines and on the graphic and written information presented. The Standards and Guidelines in effect at the time of application will be referenced when considering each proposal. 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.

All requests will require the applicant to notify their neighbors. Neighbors should acknowledge by signature and date on the application that they have been made aware of the proposed plans. Their signature does not indicate approval, only an acknowledgement that they have been notified of the proposed plans. If neighbors are concerned about any proposed modification, they are encouraged to make the Association aware of their concerns either or in writing or in person prior to the ARB

considering the proposal. Proposed changes may be approved even if a neighbor notifies the Association of their concerns. However, the ARB takes seriously any concerns it is made aware of, and will consider them carefully when evaluating the application.

The ARB may request additional information as it deems necessary to properly evaluate any submitted proposals. A decision will not be made by the ARB until such information is provided. Failure to provide requested information may cause delays in the approval process.

After reviewing an application in detail, the ARB may issue one of the following three decisions:

Approved

The proposed changes are approved as described in the application.

Approved with Conditions

The proposed changes are approved provided that additional stated conditions imposed by the ARB are met.

Declined

The proposed changes have been deemed unacceptable and are not approved for implementation.

An application is approved when the ARB gives notice to the applicant in writing. If an e-mail address is provided with the application, notice of the ARB action will be provided only by e-mail to that address. Please verify that the e-mail address provided is correct. If you do not receive a notice from the ARB within 21 days after submittal please contact the Community Manager to verify that the submittal was received and is being processed. No verbal approvals are given.

Though the ARB is expected generally to reach consistent decisions, its decisions on applications are reached on a case-by-case basis, and they are not precedential. Special circumstances regarding a property may allow the approval of an application which might be denied at another location, or the denial of a request which might be approved elsewhere. There are no automatic approvals. Granting approval for changes for one lot does not automatically grant approval of similar modifications on other lots.

Approval Period

Approvals by the ARB are valid for a period of six (6) months from the Approval Date, during which time the project should be completed. At any time after a project has been approved, the Community Manager may perform a follow-up inspection to ensure that the changes are completed in accordance with the application and the plans as approved. Failure to complete the proposed changes during the specified time period will automatically revoke approval without prior notice from the Association. Time extensions may be granted upon receipt of written request, at the discretion of the Association. When extensions are not granted, the application must be resubmitted for review.

Appeals

Should an application be denied on the basis of the Governing Documents or these Standards and Guidelines, 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 ARB to discuss it. If the ARB agrees that a second review is in order, the application will be placed back on the agenda for the next meeting.

If an applicant feels that he or she has been unfairly denied approval by the ARB, an appeal may be filed with the Board of Directors by contacting the Community Manager.

Building Permits

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 or the Architectural Review Board to obtain any other permits for the homeowner, 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 and Guidelines.

Homeowners are responsible for ensuring that all improvements are constructed, erected, or altered in accordance with all applicable local, state, and federal laws and regulations. Homeowners should call MISS UTILITY (1-800-552-7001) to have utilities marked prior to initiating any land disturbing activity.

Enforcement

The Board of Directors is charged with maintaining the architectural integrity of the community and preserving property values by ensuring that all homes are adequately maintained. Proceeding with exterior modifications prior to obtaining written approval from the Association is a violation of the Covenants. Homeowners risk all costs of bringing the item in question into compliance and possible fines and/or legal fees as authorized in the Declaration. The Covenants are legally binding upon all property owners.

Complaints should be brought to the attention of the ARB, either directly or through the Community Management Company. Complaints may be made anonymously, and all complaints are kept strictly confidential.

The On-Site Manager or designated staff will perform periodic inspections of each property from the street. The inspector will note any violations of these Standards and Guidelines as well as exterior modifications that have been made without prior approval.

There are two types of violations and each has its own process for achieving compliance and set of penalty options.

A Primary violation is one which requires a remedy which may or may not be able to be completed by the homeowner alone, may require the use of a contractor or special equipment, may require extended time for planning or delivery of materials or may not be able to be completed in a single day. A Primary violation will use the three-tier notice system found under section A. Enforcement of Primary Violations.

A Secondary violation is one that can be remedied immediately by the homeowner through removal or correction of the violation. A Secondary violation will use a single-notice system found under section B. Enforcement of Secondary Violations.

A. Enforcement of Primary Violations

When a Primary violation exists, the property owner will be notified and given 30 days to correct the situation either by 1) removal of the violation, 2) submission of an acceptable application to bring the violation into compliance, or 3) repair or alteration of the property as outlined in the violation. The property and issue in question will be inspected on the earlier of a requested inspection by the homeowner or the expiration date of the notice. Most violations are expected to be resolved during this stage. If a Primary violation is not corrected within 30 days, a second Primary violation notice will be sent to the homeowner

requesting that the violation be corrected to prevent further action by the Association. This notice will provide 30 additional days to correct the Primary violation. All costs associated with the second Primary notification will be borne by the homeowner in violation. The property and issue in question will be inspected on the earlier of a requested inspection by the homeowner or the expiration date of the notice. If after the second 30 days period the Primary violation is not in compliance, a third and final notice is then made to the homeowner indicating that remedies will be sought to enforce the Covenants by the Board of Directors. All costs associated with the third Primary violation notification will be borne by the homeowner in violation. A hearing with the Board of Directors will be scheduled to review the violation and impose charges where applicable. Section 55-513-D of the Property Owners' Association Act allows the Board of Directors to assess charges against any member for any violation of the Governing Documents for which the member or his family members, tenants, guest, or other invitees are responsible in an amount not to exceed \$50.00 for a single infraction or \$10.00 per day for a time period not to exceed ninety (90) days for a continuing violation.

B. Enforcement of Secondary Violations

Notices sent for Secondary violations will have a correction period of either 1) 15-days or 2) 30-days to remedy the violation. The property and issue in question will be inspected on the earlier of a requested inspection by the homeowner or the expiration date of the notice.

The Homeowner may appeal the violation and request a hearing with the Board of Directors through the on-site manager.

Failure to remedy the violation within the indicated time period will result in a review by the Board of Directors. Charges will be assessed by the Board of Directors during that review. Section 55-513-D of the Property Owners' Association Act allows the Board of Directors to assess charges against any member for any violation of the Governing Documents for which the member or his family members, tenants, guest, or other invitees are responsible in an amount not to exceed \$50.00 for a single infraction or \$10.00 per day for a time period not to exceed ninety (90) days for a continuing violation.

A violation notice remains active for one year from the date of the initial notification. A violation on record observed at future times within one year will result in additional notices as part of the same violation, regardless of whether the homeowner complied with the Standards and Guidelines between the times when the violations were observed. Once a fine has been assessed against a violation, one year must pass from the time of the last charge without further violation for the violation to be closed.

1. Accessory Buildings

Violation Type: Primary

Accessory buildings include, but are not limited to, storage buildings, gazebos and other small structures not attached to the primary dwelling.

- 1.1. Written approval is required for construction or installation of all accessory buildings. Approval is contingent upon the applicant building or installing a sturdy, permanent structure.
- 1.2. Roofing, siding, and trim of the accessory building shall be of the same material, style and finish as the dwelling. Solid vinyl buildings will not be approved.

- 1.3. The accessory building will be the same architectural style and have the same color scheme as the residence. Generally, accessory buildings with gambrel roofs (barn style), flat roofs or single slope shed roofs will not be approved.
- 1.4. The accessory 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 accessory building is well screened with landscaping. See "Screening".
- 1.5. If the house is restyled, resided, or a paint color change is made, existing accessory buildings shall be altered to match the house.
- 1.6. Accessory buildings must have a footprint of no greater than ten feet by twelve feet.
- 1.7. The roof slopes of the accessory building shall be similar to those of the house. Accessory buildings shall be constructed on solid masonry foundations to match the house or may be constructed on posts or skids if set plumb and true, and provided that the under structure is screened from view. See "Screening".
- 1.8. Doors and windows (if provided) shall be of a similar style and matching color as those on the house. Square, rectangular or octagonal gazebos are permitted within the size constraints of this section. All exposed structure and trim shall match the trim on the house.

Proposals for accessory buildings must include the following:

1. A site plan which shows the relationship of the building to the dwelling, property lines, and adjacent properties and structures.
2. A picture and/or detailed drawing of the proposed building, including dimensions.
3. A description of materials to be used.
4. The color scheme of the proposed accessory building.

2. Additions

Violation Type: Primary

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. An unenclosed deck is not considered to be an addition. See "Decks".

To ensure consistency in the design of the house and to minimize visual disruption of the neighborhood, additions must match the design characteristics of the house.

- 2.1. No addition shall extend beyond the setback limits established for the house.
- 2.2. 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. See "Screening".
- 2.3. New windows or access created by the addition or modifications shall not create a breach of privacy between neighboring houses beyond that which is typical within the neighborhood. 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. See "Screening".
- 2.4. The architectural style of the addition must 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.

- 2.5. 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 material and design matching those in the existing house. Exceptions may be granted at the discretion of the ARB for sunrooms or other specially glazed areas.
- 2.6. 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 existing house.
- 2.7. All exterior finish materials and colors must match the existing house. Matching colors on dissimilar materials is not acceptable.
- 2.8. New walled rooms, other than fully glazed sunrooms or porches, shall be constructed on continuous masonry foundations to match the house foundation. The space between any structure constructed on piers (including decks on visible corner lots and those backing to Celebration Park) higher than two feet above grade but less than one story above grade shall be enclosed with lattice or other approved screening material.

Proposals for additions must include the following:

1. A site plan clearly showing the 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.
2. Drawings to scale of proposed construction with elevation views of each proposed exterior wall, including dimensions and locations of such features as doors, windows, roof lines, trim, and exterior lighting fixtures.
3. A complete description of materials, including manufacturer and type of siding materials, roof materials, trim materials, colors, etc.

3. Animal Control

Violation Type: Secondary

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.

- 3.1. 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).
- 3.2. No more than 3 adult dogs older than 4 months of age shall be kept on any residential lot.

4. Antennas

Violation Type: Primary

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.

- 4.1. Under the Federal Telecommunications Act of 1996, property owners have certain rights to maintain antennas on their property. The following types of antennas are permitted under the Act:

- a. An antenna that is designed to receive direct broadcast satellite service, including direct-to-home satellite services, that is one meter (39 inches) or less in diameter.
 - b. An antenna that is designed to receive video programming services via multi point distribution services, including multichannel, multi point distribution services, instructional television fixed services, and local multi point distribution services, that is one meter (39 inches) or less in diameter or diagonal measurement.
 - c. An antenna that is designed to receive television broadcasts.
- 4.2. To the extent feasible, antennas shall 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 back side of a chimney.
 - b. Mounted on the ground in the rear yard.
 - c. Mounted on a pole or on an existing structure in the rear yard, such as a shed or a tree.
 - d. Mounted on the side wall or roof plane of the house or chimney.
 - e. If no clear signal may be obtained in any of the above locations, mounted on the ground in the front yard or, if necessary, on a pole or on the front roof plane or wall of the house.
- 4.3. Insofar as possible, the visibility of antennas shall 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 that they do not compromise signal reception. See "Screening".
 - b. Use antennas with a dark or muted color, or paint the antenna a muted color to blend in with the background surface or with the surrounding landscape.

5. Attic Ventilators

Violation Type: Primary

Approval is required for all exterior attic ventilators. Approval is not required for interior attic ventilators which are not visible from the outside of the home.

- 5.1. Ventilators must be roof mounted, must be located on the least visible side of the roof (from public street view), and must not extend above the ridgeline.
- 5.2. No part of a ventilator may protrude more than twelve inches above the roof surface.
- 5.3. All exposed parts of a ventilator must be painted to match the exterior color of the material that they penetrate.
- 5.4. Should it become necessary to block the airflow through a ventilator, it must be blocked from the inside of the structure.

Proposals for attic ventilators must include the following:

- 1. A detailed description of the ventilator.
- 2. A description or drawing showing the proposed installation location and elevation above the plane of the roof.

6. Awnings

Violation Type: Primary

- 6.1. Awnings must be of straightforward design without decorative embellishments such as scallops, fringes, and contrasting colored stitches.
- 6.2. Awnings shall be consistent with the visual scale of the dwellings to which they are attached.
- 6.3. The location of any awning shall not adversely affect views, sunlight, or natural ventilation of adjacent properties.
- 6.4. Metal support posts for awnings shall be painted to match the trim or dominant color of the house. When awnings are removed for winter storage, pipe frames must also be removed.
- 6.5. Awnings must be of a neutral or muted color, or must match the trim or dominant color of the house. The color of sun trellises must match the primary or trim colors of the exterior of the house, or must be a natural wood color.
- 6.6. Awnings are permitted on the sides or rear of the home, but may not be used on front elevations.

Proposals must include the following:

1. A detailed drawing of the awning showing location, dimensions and a description of the method of support and attachment to the structure.
2. A sample of the color and style of the awning shall be attached.

7. Chimneys and Flues

Violation Type: Primary

- 7.1. Flues for wood-burning fireplaces and any gas flues located on the front roof plane must be enclosed in a chimney. Chimneys must be of masonry (i.e. brick or stone) or siding enclosed construction.
- 7.2. Chimneys which exit through a wall or the foundation or which run vertically along a wall must 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. All fireplaces must have brick veneer foundation below the chimney vent.
- 7.3. For projecting direct vent gas fireplaces, the fireplace must be enclosed with a sided and roofed enclosure. Materials must match similar materials on the house.
- 7.4. For chimneys that exit through the roof, 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. 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. Exposed metal gas flues, where permitted, shall be painted black or the roof color.
- 7.5. When a second chimney is added to a house with an existing chimney, they must be visually similar unless it is impossible to view both at the same time. When a second chimney is added on the same side of the house as an existing boxed-in chimney, every effort should be made to see that both flues run through the same enclosure. 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.

8. Clotheslines

Violation Type: Secondary

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

9. Decks

Violation Type: Primary

All houses in Hampton Park, space permitting, should have a deck or patio in the rear of the house. Decks or patios in other locations will be considered on a case-by-case basis, and shall not be located in front yards or side yards facing a street. The following guidelines shall apply to the construction, alteration, and expansion of decks.

- 9.1. Decks shall be constructed of durable materials such as pressure-treated wood, PVC, vinyl, metal, or wood-plastic composite.
- 9.2. 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. Solid color stains and paints may not be used without prior approval of the ARB.
- 9.3. In addition to the above, decks will be considered on their individual merits which include, but are not limited to, location, size, conformity with the design of the house, relationship to neighboring dwellings, and proposed usage.
- 9.4. Decks constructed on piers higher than two feet above grade but less than one story above grade on visible corner lots and those backing to any road or Celebration Park shall be enclosed with lattice or other approved screening material.
- 9.5. Per deed restrictions, decks on Lots 49-55 in Section 3, Lots 57, 58, and 60 in Section 5, Lots 6-9 in Section 6, and Lots 1-8 in Section 11 must be constructed on brick piers and have lattice skirts.
- 9.6. Deck railings shall be either constructed of treated wood with vertical pickets, or shall be an approved railing system constructed of aluminum, steel, PVC or composite materials.
- 9.7. Permanent improvements on decks such as pergolas, outdoor kitchens, bars or built-in seating must be submitted and approved. The ARB may limit the location of these improvements, or require screening of them where they are adjacent to or visible from adjacent lots. See also "Pergolas" and "Screening".

Proposals must include the following:

1. A site plan with dimensions, showing the relationship of the deck to the house, property lines, and adjacent properties.
2. 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.
3. A descriptive drawing including dimensions, height above grade, details of railings, and stairs.
4. A description of materials and sample of color of the proposed deck and comparisons with those of the house.
5. 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.
6. A description of any proposed changes in exterior lighting.

10. Decorative Objects

Violation Type: Secondary

- 10.1. 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.
- 10.2. Objects will not be evaluated solely on aesthetics, but also on siting, proportion, color, and appropriateness to surrounding properties and environment.
- 10.3. Landscape structures such as arbors, trellises, fire pits and benches or sitting walls will be reviewed in accordance with this section.
- 10.4. Holiday and festival decorations do not require approval. However, the placement of conspicuous decorative objects shall be made no more than 35 days prior to the holiday and must be removed no more than 20 days after the holiday.
- 10.5. Exterior landscape sculpture, fountains, ponds, bird baths, and other decorative objects are not permitted in front yards unless approved by the ARB.

Proposals for decorative objects must include the following:

1. A site plan showing the proposed location of the object in relation to the house and adjacent properties.
2. A description of the object, its size, and its color, and a detailed drawing or photograph of the object.
3. In the case of temporary objects, the length of time that the object will be in place.

11. Doghouses and Dog Runs

Violation Type: Primary

Written approval from the Residential ARB is required for construction of all doghouses and dog runs.

- 11.1. Doghouses must be of the same material and color as the house. Roof material should also match that of the house.
- 11.2. Dog runs must be located 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. See "Screening".
- 11.3. No dog runs or doghouses are permitted on lots adjacent to Celebration Park.
- 11.4. There shall be no more than two dog houses per lot. Each dog house may be no larger than 20 square feet in floor area and may not exceed four feet in height.

Proposals must include the following:

1. A site plan showing relationships of the doghouse or dog run to the applicant's dwelling, adjacent properties and dwellings, and other identifiable landmarks, including roadways.
2. Detailed drawings of the house or run indicating dimensions.
3. A list of materials to be used for construction, including a description of materials and colors.

4. Photographs of the proposed area in relation to adjacent residences.

12. Exterior Colors

Violation Type: Primary

Approval for repainting, staining, or other color changes is required only when the siding or trim of a house is to be changed from its existing color or shade, or if paint is changed to stain or vice versa.

- 12.1. All exterior colors must be approved prior to painting or the application of pre-finished materials.
- 12.2. The number of colors used shall be limited to one (1) for each type of siding, one (1) for trim, one (1) for shutters, and a single, 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 shutters and doors.
- 12.3. The same siding color may not be used on adjacent houses nor on houses directly across from each other. The ARB may also reject a proposed siding color if it determines that the color has been used on too many houses in close proximity. Shutters and doors may not be painted colors that are visually the same on adjacent houses or if the ARB determines that the color has been used by too many houses in proximity.
- 12.4. Colors selected must be harmonious with each other and with other finishes such as masonry foundations and roof colors.
- 12.5. Color selections are not limited to a restricted list. However, colors should generally be muted in hue, especially for large areas such as siding.
- 12.6. Separate buildings, such as storage buildings, sheds, and dog houses, shall be repainted at the same time as the house and must exactly match the house color.

Proposals for exterior color changes must include the following:

1. Samples of the colors to be used.
2. A description, drawing, or photograph clearly indicating the areas to be re-colored.

13. Fences

Violation Type: Primary

The preservation of natural features and the feeling of openness contribute greatly to the atmosphere of Hampton Park. The purpose of these guidelines is to provide each residential lot with the feeling 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. When not carefully placed, fencing can encroach on this feeling of openness.

- 13.1. Written approval is required for construction or installation of all fencing, whether of plantings or man-made materials.
- 13.2. Front yard fencing is prohibited. On corners lots, where a rear yard abuts an adjoining front yard, the rear yard fence shall be set no closer to the street side lot line than the side wall of the house closest to the street side lot line.
- 13.3. All street facing fence sections must be white picket.
- 13.4. All fencing shall be constructed entirely on the resident's lot, and may not be placed on the property line. Fencing may not encroach into open space, common areas, and

rights of way. Fencing may extend into easements, but homeowners assume full responsibility for removal of the fence should access to or via the easement be required.

- 13.5. Fencing may extend forward to the front corner of the home on one side only.
- 13.6. Wood, composite and metal picket fences will be considered for approval. The maximum permitted height of any fencing is 48". Chain link, wire, and split rail fences are prohibited.
- 13.7. Privacy fencing between 4' and 6' in height is required around swimming pools; and will be considered for screening of hot tubs or whirlpool spas, and shall be held a minimum of 5' inside lot lines adjacent to neighboring lots and screened on those sides with landscaping per the section in these Standards on Screening. Privacy fences are not permitted in other locations.
- 13.8. If fencing is already constructed on the property, additional proposed fencing must be of the same material, color, and style as the existing fence. 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 street-facing fence sections shall be white picket. Gates shall match the fence in material, color, style, and height. For picket fence pool enclosures, gate hardware may extend to the height required by code.
- 13.9. Fence pickets must be no wider than four inches, and must be spaced apart by at least 1.5 inches. Pickets attached to one side of the fence structure shall be located facing the outside of the property.
- 13.10. No tree, whether on common ground or private property, shall be used for the attachment or support of any fence or screen.
- 13.11. Per deed restrictions, no above ground fences may be installed on Lots 49-55 of Section 3, and Lots 57, 58, and 60 of Section 5.
- 13.12. Per deed restrictions, fences installed on Lots 6, 7, 8, and 9 of Section 6 and Lots 1-8 of Section 11 are limited to 48 inches in height and must be white picket.

Proposals for fencing must include the following:

1. A copy of the plat for the lot, with placement of the fence and locations of gates clearly marked.
2. A complete written description of the material, dimensions, style, and color of the fence.
3. A sample of the proposed color for the fence, if the fence is not to be white or a natural wood color.

14. Flagpoles

Violation Type: Secondary

ARB approval is required for any flagpole that is not attached to the dwelling.

- 14.1. One house mounted pole may be attached to and extend from the façade of a house without the prior written approval of the ARB provided that the pole does not exceed six feet in length and the flag displayed on the pole does not exceed 4'x6'.
- 14.2. Vertical, free-standing flagpoles are permitted in rear yards, limited to a maximum of 20' in height and may not be lighted at night.

Proposals for flagpoles must include the following:

1. A description of the flagpole style, material, color, and height.

2. A site plan showing the relationship of the proposed flagpole to adjacent dwellings and properties.

15. Foundations and House Siting

Violation Type: Primary

- 15.1. All houses must have a brick foundation skirt.
- 15.2. Concrete or other type slab construction will not be approved.
- 15.3. Houses should be set back forty feet from the sidewalk or forty feet from the front right-of-way on lots without sidewalks.

16. Front Porches

Violation Type: Secondary

- 16.1. Front porches shall have a minimum depth of six feet, and non-roofed "stoops" shall have a minimum depth of four feet.
- 16.2. All front porches shall be built on 12"x12" brick piers or have a continuous foundation wall. The space between piers shall be enclosed with framed lattice panels finished to match the house trim.
- 16.3. 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. Wood steps shall have enclosed risers painted to match the trim.
- 16.4. Approved materials include wood, brick, and composite. The column shall be a minimum of 6"x6".
- 16.5. Handrails and railings shall be painted wood, black iron, or powder coated aluminum as appropriate to the house style.
- 16.6. Brick porches with concrete floors will be permitted provided that the concrete is surrounded by brick.
- 16.7. Permitted front porch furniture shall include outdoor or wicker furniture and must be kept in good repair.

17. Garages

Violation Type: Primary

- 17.1. All houses shall have an attached garage capable of housing at least one automobile.
- 17.2. Garage door detailing shall be consistent with the architectural style of the house.
- 17.3. Garages shall have overhang and trim detailing when front-loaded.
- 17.4. Two car front-loaded garages shall have separate single doors.
- 17.5. Open carports are prohibited.

18. Gardens – Vegetable

Violation Type: Primary

Written approval is required for all vegetable gardens. 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. Approval may be rescinded if, in the opinion of the ARB, based upon complaints received or first-hand knowledge that the applicant has failed to comply with this section.

- 18.1. Plots shall be located behind the rear sight line of the house with the exception of houses set on corner lots or lots at angles; such applications will be considered on a case-by-case basis.
- 18.2. Size of plots shall be limited to 150 square feet or one-quarter (1/4) of the rear lot measured from the furthest protrusion of the house to the rear lot line, whichever is smaller.
- 18.3. Most garden plots will require screening. Temporary wire fencing of welded wire mesh may be used to keep out small animals, but the total height of welded wire fencing, including supports, may not exceed 18 inches. Temporary fencing may be installed annually after April 15 and must be removed by October 31.
- 18.4. 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 at 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.
- 18.5. Bulk garden materials may not be placed on streets, sidewalks, rights-of-way, or common areas.
- 18.6. Composting bins used for gardening must be located away from adjacent lots and screened from view. These require approval as to the design, size and location.

Proposals for vegetable gardens must include the following:

1. A site plan showing the exact location of the garden in relation to the house and property lines along with dimensions of the garden.

19. Grills and Barbecues (Permanent)

Violation Type: Primary

Written approval is required for all permanent grills made of cast iron, aluminum, brick, masonry, or which are incorporated into any permanent structure. Residents are advised to ensure that the location of any grill does not violate the Chesterfield County Fire Code.

- 19.1. Grills shall be located directly behind the rear of the house and no closer than ten feet (10') to any property line.

Proposals for grills and barbecues must include the following:

1. A site plan showing the grill's proposed location in relation to the dwelling and adjacent dwellings and properties.
2. A detailed drawing of the grill showing its design, dimensions, and a list of materials to be used in construction.

20. Heating and Air Conditioning Units (Exterior)

Violation Type: Primary

Written approval is required for installation of any outdoor heat-exchange or air conditioning unit, except for the exact dimensional replacement of existing units. Written approval is also required for installation of wall or window-type air conditioners.

- 20.1. Outdoor heat exchange or air conditioning units should ideally be located in the rear, or on a side close to the rear of the home, and as close to the house as possible. Permanent generators, above-ground propane tanks and any other outdoor equipment shall meet the requirements of this section.
- 20.2. All units shall be screened with either an approved picket fence or framed lattice panels enclosing the unit on all sides with an access opening on the least visible side, regardless of location. The screening structure shall be at least as high as the unit being screened, and no more than 6' higher.
- 20.3. **Portable window air conditioners are not permitted.**
- 20.4. Through-wall air conditioners will be considered on a case-by-case basis for locations on the rear of the home or on a side in a screened location.

Proposals for heating and air conditioning units must include the following:

1. A site plan showing the proposed location of the unit in relation to the house.
2. A description and drawing/picture of the unit, including dimensions.
3. A description of material to be used to screen the unit.

21. Hot Tubs, Whirlpools, and Spas

Violation Type: Primary

Approval is required for all exterior hot tubs, whirlpools, and spas.

- 21.1. Hot tubs, whirlpools, and spas must be located to the rear and between the side walls of the residence and generally not more than twenty feet from the rear of the dwelling.
- 21.2. All such facilities must be adequately screened from adjacent properties. See also "Fences" and "Screening".

Proposals for hot tubs, whirlpools, and spas must include the following:

1. A site plan showing the location of the hot tub, whirlpool, or spa, and its relationship to existing structures and property lines.
2. The dimensions, type, and color of proposed materials.
3. A plan for screening the facility.
4. A plan for any landscaping to be installed along with the facility.
5. Arrangements for disposal of waste water.

22. Landscaping and Planting

Violation Type: Primary

Preservation of natural features and the feeling of openness are key characteristics of Hampton Park. 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 ARB. A master plan for landscaping is recommended even if planting is to be done in stages.

- 22.1. Approval is required for any plantings used as a hedge or windbreak or for screening purposes. Hedges will be considered on a case-by-case basis, but are generally discouraged.
- 22.2. Approval is required for any landscaping which involves a change of grade or slope or installation of a retaining wall or other structure.
- 22.3. Approval is required for any hardscape installation. Rocks must be left in their natural color.
- 22.4. Approval is required for ponds, waterfalls, fountains or other water features.
- 22.5. Application is not required for the planting of individual shrubs, foundation plants, small annual or perennial flowerbeds, and organic ground covers. Stone used as a ground cover and inorganic mulch (recycled rubber or other products) must be approved by the ARB for use in any location.
- 22.6. 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 a lot with random plants and trees.
- 22.7. Unnatural materials such as plastic fencing, artificial flowers, and painted rock are not allowed.
- 22.8. When having mulch or other bulk materials delivered, items should not be placed on streets, sidewalks, rights-of-way, or common areas.
- 22.9. Any landscaping that includes removal of mature trees requires ARB approval and shall conform to requirements in these Standards. See "Tree Removal".
- 22.10. Rain barrels used for gardening must be located away from adjacent lots and screened from view. These require approval as to the design, size and location.

Proposals for landscaping and planting must include the following:

1. 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 dwellings and properties.
2. A description of any tree to be removed and an explanation for the removal.
3. A description of any retaining wall or similar structure, complete with materials and construction method.

23. Lighting (Exterior)

Violation Type: Primary

- 23.1. The replacement of an existing light fixture, if accomplished with a realistic match to the old fixture, does not require approval from the ARB. Approval is required when a change in style, shape, color, or positioning is desired, or if additional light fixtures are to be installed on existing or proposed structures. Post lamps shall be of a traditional style lamp fixture. The fixture shall be mounted on a traditional style post, generally not more than 8' to 10' tall. The lamppost should be located near the intersection of the front walk and the driveway. Other locations must be approved by the ARB.
- 23.2. Permitted fixtures mounted on houses include wall mounted traditional style decorative lights at doors and garage entrances (compatible with the style of the house), ceiling mounted porch lights, and eave-mounted security lights. Lights mounted at other locations or for other purposes must be approved by the ARB. Eave mounted

floodlights shall direct light completely within the individual lot area. Permitted landscape fixtures include low voltage directional floodlights, well lights, walkway or path lights, and tree-mounted down-lights (“moon-lighting”). Floodlighting of front facades will be permitted by the ARB on condition that floodlights use only low-voltage fixtures, and the fixtures are concealed in landscape beds. Generally, landscape light fixtures shall be limited to a maximum of 35 watts. Path lights shall use low voltage fixtures, which cast light down on a walkway or other pavement.

- 23.3. High intensity house or pole mounted area or security lights are prohibited. “High intensity” refers to ballasted light fixtures using high or low-pressure sodium, mercury vapor, or metal halide lamps. Any lighting that directs light toward a neighboring lot or toward common property (including the street or around ponds) is prohibited.
- 23.4. Holiday or event lighting does not require approval. However, the operation of holiday and event lighting shall not be operative more than 35 days prior to the holiday or more than 20 days after the holiday.
- 23.5. Neon and flashing lights are not allowed.

Proposals for exterior lighting must include the following:

1. A site plan with proposed light placement clearly indicated.
2. A drawing or picture of any fixture to be installed and its location.
3. A statement defining the impact of proposed lighting on adjacent residences and public and/or common areas.

24. Lot Restrictions

Violation Type: Primary

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

Building Guidelines:

1. Shutters must be present on all applicable windows that are visible from Celebration Park.
2. Decks must be built on brick piers and must have lattice skirts.
3. Extra rear landscaping must be installed.
4. The rear line setback for decks and additions must be at least 40 feet.

Deed Restrictions:

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

Lots 6, 7, 8, and 9 in Section 6 and Lots 1-8 in Section 11 will have the following construction standards and rear restrictions:

Construction Standards:

1. Decks must be built on brick piers and must have lattice skirts.
2. Shutters must be present on all rear windows, when feasible.

Rear Restrictions:

1. Fences are limited to 48" in height and must be white picket.
2. Play equipment is limited to eight feet in height and must adhere to all other play equipment standards.

25. Mailboxes

Violation Type: Primary

- 25.1. Mailboxes shall be located within five feet of the driveway toward the center of the front property line, and within three feet of the road pavement.
- 25.2. Mailboxes, posts, and paper boxes must not be modified in color or appearance and must be consistent in color and style within the neighborhood.
- 25.3. Mailboxes must be black. Posts and paper boxes must be painted to match Benjamin Moore color #1072 ("Sand Dunes"). Mailbox numbers must be gold in color, 4" in height and mounted horizontally on support under mailbox.
- 25.4. No other box or permanent modification of the mailbox is permitted.

26. Pavements (Patios, Driveways, and Walkways)

Violation Type: Primary

Approval is required for all proposed patios and walkways and changes to existing patios and walkways.

- 26.1. All driveways shall be hard-surfaced of brick, exposed-aggregate concrete, or brushed concrete. Driveways may not be tinted, stained, or painted. Specialty patterned concrete, pre-cast pavers, or other stone finishes may be permitted with approval.
- 26.2. Walkways and patios shall be of a neutral color, such as natural concrete, exposed aggregate concrete, stamped concrete, concrete pavers, stone, brick, or treated wood. All front walkways must be of the same color and material as the driveway.
- 26.3. The design, location, and size of patios and walkways shall conform to the design and scale of the house and neighboring structures.
- 26.4. Existing grades should be disturbed as little as possible. Terracing to follow existing land contours shall be constructed in small increments.
- 26.5. The location shall provide reasonable visual and acoustical privacy for the neighbors, consistent with the normal conditions throughout the community. Screening, fencing, or planting may be required to preserve such privacy.
- 26.6. Driveways should, wherever possible, be held a minimum of four feet off of side property lines, increasing to a minimum of ten feet at the street unless an exception is granted by the ARB for difficult lot conditions. Driveways to rear entry garages should also be held a minimum of two feet off the side of the house and four feet off the property line where possible.
- 26.7. Driveways shall not exceed sixteen feet 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 twenty feet (25' recommended). At rear entry garages, the pad width extending out from the door shall be a minimum of 25 feet (30 feet recommended).

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 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 ARB warrant approval as an exception. Proposals for patios and walkways must include the following:

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

27. Playhouses and “Forts”

Violation Type: Primary

Approval is required for any detached playhouse or “fort”.

- 27.1. The design shall be consistent with the existing shape, style, and proportion of the dwelling. Siding, roofing, and trim materials shall match the finish and color of existing house materials.
- 27.2. The structure shall not be highly visible from adjacent lots, streets or community parks. Where no low visibility location is available, the ARB may require screening with landscaping (see “Screening”).
- 27.3. The structure may be no larger than 36 square feet in floor area, interior no higher than six feet, and elevated no higher than six feet off the ground.

Proposals for playhouses and “forts” must include the following:

1. A site plan clearly showing the proposed structure in relation to property lines and adjacent dwellings. Size and location of trees in affected areas are also to be included.
2. Drawings of proposed structure to scale, including elevation views of each proposed exterior wall, including dimensions and locations of features such as doors, windows, roof lines, trim, and proposed exterior lighting.
3. A complete description of materials including manufacturer and type of siding materials, roof materials, trim materials, colors, etc.

28. Pergolas

Violation Type: Primary

A pergola is a vertical structure, either free-standing or attached to the house on one or more sides, and that has an open wood structure overhead, designed to control sunlight or to support vines. Pergolas shall meet the following criteria:

1. Pergolas shall be located behind the house and no closer than ten feet (10') to any side or rear lot line. On a corner lot, pergolas may not extend past the side of the house on the street side.
2. Pergolas shall be constructed of wood or composite material to look like wood framing.
3. If attached to the house pergolas shall be finished to match the house trim color.
4. If free-standing, pergolas may be finished to match the house trim or may be stained a natural color.

29. Pools (Private)

Violation Type: Primary

Applications for private pools will be reviewed very strictly because there are very few locations where private pools may be placed without adversely affecting adjacent properties.

- 29.1. Approval is required for all permanent in-ground pools. Above-ground pools are prohibited. Approval is not required for portable children's wading pools not more than six feet in diameter and less than twenty-four inches deep which are located in a rear yard.
- 29.2. The size of the pool shall be based on lot size, and must be of reasonable proportion to the house.
- 29.3. Pools must be located at the rear of the lot and not within twelve feet of any property line.
- 29.4. Pools shall be enclosed with an approved fence in accordance with the "Fences" section of these standards.
- 29.5. Reasonable visual and acoustical privacy must be provided for neighbors. Screening, fencing, or planting shall be installed to preserve such privacy. Pool pump and filter shall be fully screened from view off site.

Proposals for private pools must include the following:

1. A site plan paralleling that required by Chesterfield County for building permits showing the 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.
2. 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.
3. Signatures of *all* adjacent property owners indicating that they have been informed concerning the applicant's intention to install a pool and that they have reviewed and approved the plans for the pool.

30. Property Maintenance

Violation Type: Secondary

Residents shall maintain their property with regard to aesthetics and safety. Inadequate property maintenance is considered a violation of the Covenants. Each property owner has the following responsibilities:

- 30.1. Seeding, weeding, watering, edging, and mowing lawns, including any outer sidewalk grass strip next to the street or within drainage swales which may technically be within public road rights-of-way. Lawns must be maintained at not more than 8 inches in height.
- 30.2. Pruning and care of all trees and shrubbery. In particular, trees and shrubs located adjacent to sidewalks and roads must be trimmed so that pedestrian and vehicle traffic are not impeded.
- 30.3. Removal of accumulated snow from adjacent sidewalks and paths.
- 30.4. Painting, cleaning, and general external care of structures and other improvements.

- 30.5. Yards shall be maintained free of unclean, unhealthy or unsafe conditions. All yard debris should be removed from the property, and may not be deposited in or on common areas.

31. Ramps and Accessibility Improvements

Violation Type: Primary

- 31.1. Ramps required for accessibility (long term) must be approved, and shall be designed to match adjacent steps, stoops or porch structures in appearance and finish. Additional landscaping may be required consistent with that required for porches and foundations. The ARB reserves the right to require removal of ramps when the need for this type of accessibility is no longer required.
- 31.2. Emergency ramps for short term medically required accessibility may be approved as temporary structures. Please advise the association manager of the need, time frame, type of structure and location.
- 31.3. Outdoor elevators and lifts required for accessibility must be approved and shall be located and/or screened to limit visibility of the equipment and structure.

32. Recreational/Play Equipment

Violation Type: Primary

Residents are urged to use the Hampton Park recreational facilities. Written approval is required for all recreational/play equipment which is permanent. "Permanent" is defined as an item which remains in place for at least one season.

- 32.1. The equipment should be located behind the house as inconspicuously as possible. It shall be at least ten feet from the rear and side property lines.
- 32.2. 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. Plastic accessories (e.g. 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.
- 32.3. Metal swing sets on residential home sites are strongly discouraged, but will be considered on a case-by-case basis.
- 32.4. Sports equipment, such as basketball goals, must be located behind the front plane of the house for those homes with rear or side entry garages. For those homes with front entry garages, portable basketball goals must be used and may not be located any farther forward than ten feet from the front plane of the home. No backboard shall be attached to the front of a home. Portable basketball goals may not be stored overnight in the street.
- 32.5. A pole mounted, permanent basketball backboard may be located with a concrete pad no larger than 12'x12' in the rear yard. However, a site plan indicating the location of the pad must be submitted for approval. Landscape screening may be required.
- 32.6. Skateboard and bicycle ramps are discouraged, and are not permitted in the front of any residence.
- 32.7. Trampoline dimensions shall not exceed 12' in height, 16' in diameter for round or octagon shapes, and 10'x17' for rectangular shape. One trampoline may be constructed per lot and must be constructed with metal or wood with muted colors. Trampolines must be located behind the house unless approved by the ARB. Where

visibility from a street is unavoidable, the ARB may require landscape screening by the applicant. See "Screening".

- 32.8. Temporary plastic play structures must be located behind the mass of the house and within the left and right plane of the house. No more than two temporary plastic play structures may be in the yard at any one time. Temporary plastic play structures are limited to playhouses, sandboxes, picnic tables, and similar low profile toys not taller than five feet in height.

Proposals for recreational/play equipment must include the following:

1. A site plan with dimensions showing the location of the recreational/play equipment relative to the applicant's dwelling, property lines, and adjacent properties and structures.
2. A picture or sketch of the proposed equipment showing dimensions.
3. Samples or detailed descriptions of the colors and types of materials.

33. Roofing

Violation Type: Primary

- 33.1. The roof pitch shall be at least 6/12 on one level homes and 8/12 on two level homes (porches excluded). Secondary roofs on rear additions and on porches shall generally be at least 3/12.
- 33.2. Any new front facing gables shall have partial or full return cornice returns. Rakes shall be projected a minimum of six inches from the wall face.
- 33.3. Roofing shall be asphalt composition shingles, and shall be in the medium to deep brown or grey ranges. Light colored or black shingles are subject to disapproval. Other roofing materials will be considered on a case-by-case basis. Metal standing seam roofing will be considered for porch roofs, eave returns and other minor roofs. Color shall be compatible with the house color scheme. Imitation copper color will not be approved. Painted roofs shall be maintained in good condition. Heavily oxidized paint should be renewed with appropriate roofing paint of the same color. Color changes must be approved.

34. Screening

Violation Type: Primary

When landscape screening is required, the following guidelines apply:

- 34.1. Plants must be a fast growing evergreen variety such as wax myrtle, white pine, or Leyland cypress, and of a density to provide immediate impact.
- 34.2. Material must be two-thirds (2/3) of the height of the object to be screened at the time of installation.

Proposals for screening must include the following:

1. A site plan showing the location of the screening plants relative to the area being screened, the applicant's dwelling, property lines, and adjacent properties and structures.
2. A schedule of the proposed screening plants identifying the species and size to be planted.

35. Shutters

Violation Type: Primary

- 35.1. Most houses should have shutters on the front windows. Where shutters would be inconsistent with the overall style of a house, the ARB may waive this requirement. The ARB may require wider window trim where shutters are not practical.
- 35.2. Shutters should be compatible with the style, materials, and colors of the house, and should be of proper proportions to the windows they adjoin.
- 35.3. Shutters shall be maintained in good condition – painted or replaced when faded or damaged. Color changes must be approved.

36. Siding and Trim

Violation Type: Primary

- 36.1. Approved sidings are vinyl, stone, brick, cement fiberboard (e.g. Hardiplank), or EIFS (e.g. Dryvit). Vinyl and cement fiberboard siding shall generally be in an approved horizontal lap profile, however limited use of other profiles such as shingle or board and batten can be considered as accents.
- 36.2. Where siding materials are used in combination, they shall be aesthetically compatible with each other as determined by the ARB, and shall normally be limited to two materials or profiles on a house.
- 36.3. Exterior architectural detailing shall be consistent with the overall design theme of the house. Eaves, cornices, rakes, columns, pilasters, corner boards, vents, and window and door trim shall be consistent with the style of the house and sized appropriately to the scale of the house.
- 36.4. While greater detail may be incorporated into trim on the front elevation than on the other elevations, those elevations which face corner streets or community amenities shall receive equal treatment to the front.

37. Signs

Violation Type: Secondary

Erection and placement of all signs must comply with Chesterfield County ordinances and regulations.

- 37.1. With the exception of a professional temporary sign of not more than three square feet or a sign no larger than ten square feet belonging to a builder or realtor to advertise a lot and residence for sale or rent, no temporary or permanent sign or other advertising device of any nature may be placed upon any property without the written approval of the ARB.
- 37.2. Political campaign signs may be placed on any lot within 90 days prior to any National, State, or local general or primary election, and do not require approval. All political campaign signs shall be removed within 72 hours of any such election.
- 37.3. Temporary signs shall be no larger than three square feet and must stand not more than three feet above ground, measured from the top of the sign. Realtors will be permitted to use their logos, trademarks, and color schemes.
- 37.4. Signs shall not be erected on trees, light poles, street signs, traffic signs, or official neighborhood identification signs.

- 37.5. No more than one temporary sign may be placed on any lot. One 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.
- 37.6. Signs must be neatly lettered, clean, have a professional appearance, and be maintained in good condition.
- 37.7. 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.

Proposals for signs must include the following:

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

38. Solar Energy Collectors

Violation Type: Primary

- 38.1. Advance written approval is required for installation of all solar energy collectors.
- 38.2. Only commercially manufactured solar energy collectors are permitted.
- 38.3. Solar energy collectors are only permitted on an owner's lot or structure. They may not be installed in or on common elements.
- 38.4. If possible, solar energy collection devices must be placed so that they cannot be viewed from any street or common area. If, in order to function adequately, any solar energy collection device is required to be placed on a lot within view from a street, it should be screened with vegetation provided that the screen does not impede the function of the device.
- 38.5. Solar energy collectors placed on roofs shall be designed to set flat against the plane of the roof and may not be approved where they substantially change the roof appearance from a street, in the opinion of the ARB.

Proposals for solar energy collection devices must include the following:

1. A photo of the proposed solar energy collection device.
2. A complete written description of construction design, materials, color/finish, and placement of the device(s).
3. A drawing (preferably a plat or similar) clearly showing placement of the device(s) relative to the property and any adjacent streets.

39. Square Footage

- 39.1. All houses on the following lots must have a minimum finished square footage of 1800 sq. ft. for one-story and 2000 sq. ft. for two-story:
 - Section 1 – all lots
 - Section 2 – lots 1-24
 - Section 3 – all lots
 - Section 4 – lots 1-19
 - Section 5 – lots 1-19

Section 6 – lots 1-35
Section 9 – lots 22-35

- 39.2. All houses on the following lots must have a minimum finished square footage of 1500 sq. ft. for one-story and 1700 sq. ft. for two-story:

Section 2 – lots 25-81
Section 4 – lots 20-52
Section 5 – lots 36-67
Section 7 – all lots
Section 9 – lots 1-21 and 36-40

40. Trash and Recycling

Violation Type: Secondary

- 40.1. Trash and other refuse should be disposed of on a weekly basis and no refuse, trash, or bulk materials may be accumulated or stored on any lot.
- 40.2. Curbside pickup of trash is prohibited.
- 40.3. Participation in curbside recycling is encouraged. Recycling containers may be placed at the curb the night before collection and shall be returned to the house or screened location by the night of collection.
- 40.4. Trash cans and recycling containers stored outside the confines of the house shall be located behind the front plane of the house, and preferably behind the mass of the house. Trash cans shall be screened from view from the street and adjacent property. Screening shall be with an approved fence, lattice, or landscaping. Lattice or fence screening shall be at least one inch, but not more than five inches taller than the unit being screened.

41. Tree Removal

Violation Type: Secondary

Preservation of natural features and the feeling of openness are key characteristics of Hampton Park. Vegetation characteristics of lots must not be altered by removal, reduction, cutting, or any other means without the prior written approval of the ARB. The Hampton Park Homeowners' Association reserves the right to require replacement of any healthy trees removed without prior express approval of the ARB.

- 41.1. Approval is required for removal of any live tree whose trunk is over six inches in diameter when measured at a point two feet 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.
- 41.2. The stump of any tree located between the front plane of the house and the street shall be removed when a tree is removed.
- 41.3. On corner lots, the stump of a tree located between the side plane of the house and the street shall be removed when a tree is removed.

Proposals for tree removal must include the following:

1. A site plan with dimensions clearly indicating the locations of the trees to be removed.
2. A description of the general sizes and types of trees to be removed.
3. An explanation of the reason for the tree removal.

42. Vehicles

Violation Type: Secondary

- 42.1. 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 neighborhood.
- 42.2. Vehicle covers must be those fitted to the specific model they are covering and must be an approved color. Tarps and sheet plastic are not allowed.
- 42.3. 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.
- 42.4. Boats, campers, and recreational vehicles are permitted on residents' driveways for a twenty-four (24) hours period for preparation and cleaning purposes.

43. Windows and Doors

Violation Type: Primary

- 43.1. All windows and doors shall be of a style, color and size that is appropriate to the design of the home. Permitted window frame and sash materials include painted wood, aluminum or vinyl clad wood, and solid vinyl. Solid vinyl replacement windows shall match the appearance and profile of original windows that they replace. In general, single-hung vinyl windows will not be approved as replacements for double-hung units.
- 43.2. Glass shall be clear or energy conserving "low-e" glass. Visibly tinted, colored or reflective glass or coatings is not permitted.
- 43.3. Storm windows and doors shall be compatible with the units that they cover and with the style and color of the house. Excess ornamentation, not consistent with other ornamentation on the house, is prohibited. Storm doors on front doors shall be full glass except that storm doors covering traditional 6-panel doors may be designed in the same style with glass in place of panels. Storm doors shall be painted to match the existing front door or the trim color immediately surrounding the front door.
- 43.4. A replacement front door that does not match the style and color of the originally approved front door must be approved by the ARB.
- 43.5. No iron, steel, or similar bars shall be installed over any windows or doors of any home.
- 43.6. Skylights are prohibited on the front roof plane of the house.
- 43.7. Windows and doors shall be maintained in good condition. Fogged insulated glass shall be replaced within a reasonable time. Finishes shall be maintained and refinished for replaced when faded or damaged.

44. Woodpiles

Violation Type: Secondary

Written approval is not required for the following woodpiles:

1. 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.)
2. Those contained in a woodbin or ring at the rear of the home. Brightly colored tarps covering the wood are not allowed.

All other woodpiles require written approval. Stacking of wood on sidewalks, driveways, rights-of-way, or in open space is not permitted.

Proposals for woodpiles must include the following:

1. Location, dimensions, and screening details for woodpiles that do not meet the above requirements.

APPENDIX A: ARB REVISION HISTORY

Month Approved	Description of Change
February 2014	Various updates to clarify meanings and provide consistency.
January 2016	Updated Enforcement section to provide further clarity on process and penalties.