

**Architectural Guidelines**  
**Ashbrook Community Association**

Approved 2-17-92.

ASHBROOK

ARCHITECTURAL STANDARDS AND GUIDELINES

FOR

RESIDENTIAL LOT OWNERS

ASHBROOK ARCHITECTURAL STANDARDS AND GUIDELINES  
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ASHBROOK ARCHITECTURAL STANDARDS AND GUIDELINES  
GENERAL INFORMATION  
ANSWERS TO COMMONLY ASKED QUESTIONS:

What is the Amendment to Declaration of Covenants, and Restrictions of Ashbrook? What does it do for me?

The 1985 Declaration is a set of legal documents which is a part of your deed of ownership. It "runs with the land", and transfers to future owners automatically. It assures minimum standards for land use, architectural control and property maintenance throughout Ashbrook. It also allows for the operation of the Ashbrook Community Association including the Architectural Review Committee (or "ARC") and its related review processes. All land within Ashbrook is subject to the 1985 Declaration.

Why do we have Architectural Standards and Guidelines?

The 1985 Declaration empowers the Board of Directors to form the Architectural Review Committee with the authority to establish criteria for architectural changes and property maintenance. The resulting Standards and Guidelines are designed to prevent excesses and abuses, while allowing individuals creative flexibility in property use. Based upon the established policies of the ARC, the Standards and Guidelines will help you through the process. The Standards also provide important information on how to prepare your application for approval of any changes or alterations you might wish to make to your property.

What is the Architectural Review Committee?

The Architectural Review Committee, more commonly referred to as "the ARC", is composed of members appointed by the Board of Directors of the Ashbrook Community Association in accordance with the Declaration. The committee is "an arm of the Board of Directors", and are responsible for preparing rules and procedures for architectural control, and for the review and approval of all exterior alterations to existing properties. They are also charged with administering the adopted rules and procedures.

The ARC is composed of members appointed by the Board of Directors of the Ashbrook Community Association in accordance with the Declaration.

Who must comply with the Standards and Guidelines?

All lot owners within Ashbrook must comply with the Standards and Guidelines for Lot Owners. The developer exerts control over the initial construction of homes by builders under its contract with each builder. In that contract, the builder's selection of models, color schemes and use of materials is all subject to the prior review and approval of the developer on a lot-by-lot basis.

How does the architectural review process work?

Initially, applications are received at the Association office, where they are processed for completeness and, accordance with the requirements of the Standards and Guidelines. They are then reviewed by the ARC. The ARC 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 or your request 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. The entire review process usually will take three to four weeks unless additional information is required to arrive at a decision.



ASHBROOK ARCHITECTURAL STANDARDS AND GUIDELINES  
General Information  
Answers to Commonly Asked Questions:

Does the Architectural Review Committee give me a building permit?

No, the ARC 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.

What if I don't wait for approval?

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

What if there is a violation of the Declaration or the 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 the 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 Declaration. Thereafter, the matter may be forwarded to the Association's attorney for action. (Remember, the Declaration is legally binding upon all property owners.)

What if I have a complaint about someone's property?

Complaints should be brought to the attention of the ARC, or the Managing Agent.

ASHBROOK ARCHITECTURAL STANDARDS AND GUIDELINES  
EXTERIOR ALTERATIONS

1 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 guideline number 7 for deck installation and modifications.

NOTES: (1) 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. (2) For building permit information contact Chesterfield County.

1.1 The design of additions 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.
- b New windows and doors shall match those existing as to style and color. They shall be located on walls at the same approximate height and vertical plane as the original units and be similarly trimmed.
- c Roof eaves and fascias shall be the same depth, style and approximate height and all roof slopes be proportionate to the original.

1.2 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. New windows, doors, or viewing areas from the addition shall not impinge upon existing internal or external private areas of adjacent properties.
- b Additions shall not adversely affect drainage conditions on adjacent properties through changes in topography.

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.

03/01/92

2 ANTENNAS

Exterior satellite dish antennas and conventional TV antennas are not permitted.

3 ATTIC VENTILATORS

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

- 3.1 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 ridge line.
- 3.2 No part of the ventilator protrudes more than 12 inches above the roof surface.
- 3.3 Should it become necessary to block the air flow, it shall be blocked from the inside of the structure.

**EXTERIOR ALTERATIONS****3 ATTIC VENTILATORS (continued)****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.
- 

**4 AWNINGS AND SUN TRELLISES**

- 4.1 Sun control devices must be compatible with the architectural character of the dwelling.
- 4.2 Awnings must be of straightforward design without decorative embellishments such as scallops, fringes, and contrasting colored stitches.
- 4.3 Awnings and trellises shall be consistent with the visual scale of the dwellings to which they are attached.
- 4.4 The location of any awning or trellis shall not adversely affect views, sunlight or natural ventilation of adjacent properties.
- 4.5 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.
- C An explanation of the impact, if any, the sun control device will have on adjacent residences.
-

03/01/92

## EXTERIOR ALTERATIONS

### 5 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.

These guidelines encourage the use of masonry (i.e. brick or stone) or siding enclosure construction.

- 5.1 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 An exposed metal pipe may be used if it can be located in an inconspicuous manner.
  
- 5.2 The following criteria must be followed when using an unenclosed pipe:
  - a All sections of the pipe are plumb, with no tilted or diagonal sections.
  - b The pipe is finished to blend with the structure. Finish must be properly applied to avoid peeling.
  - c "Zero-clearance" type pipe must be used and mounted directly against the structure.
  
- 5.3 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. 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.
  - 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.

- 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.
- B A site plan showing the location of the proposed chimney and its relationship to the house, property lines and adjacent structures.
- C A detailed drawing showing exterior elevations and dimensions of the proposed chimney.
- D 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.
- E 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.

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6 CLOTHESLINES (exterior)

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

## 7 Decks

Written ARC approval is required for all decks. The following guidelines shall apply to the construction of decks:

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

7.1 Decks shall be constructed of pressure-treated wood, or deck-specific composite materials. Railing components shall be constructed of pressure-treated wood, railing-specific composites, or vinyl.

7.2 The color of the deck and components must match or be compatible, in the ARC's opinion, with the primary color of the exterior of the house, or be a natural wood color.

Color samples for the proposed deck and components must be submitted with the application.

7.3 In addition to the above, decks will be considered on their individual merits which include, but are limited to, location, size, conformity to design of the house, relationship to neighboring dwellings, and usage.

7.4 If the underside of the deck is going to be used for any type of storage, it must comply with Ashb Recorded Documents, Part IV, Section 3, and you must get ARC approval for the installation of the storage material.

### Application Requirements for Decks:

The following must be submitted with the completed application.

- A A site plan with dimensions, showing relationship of the deck property lines and adjacent properties.
- B Any changes in window or door locations must also be shown; conversion of a window opening to a door opening or vice versa if applicable.
- C A descriptive drawing including dimensions, height above grade railings and stairs.
- D A description of materials and color of the proposed deck and components, and those of the house.
- E A description of any plantings to be removed for the construction and any equipment such as meters, air conditioners, heat pumps, etc. to be relocated.

## EXTERIOR ALTERATIONS

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**8 DECORATIVE OBJECTS (Exterior)**

- 8.1 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.
- 8.2 Objects will not be evaluated solely on aesthetics, but also on siding, proportion, color, and appropriateness to surrounding properties and environment.
- 8.3 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.

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**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.
- 

**9 DOG HOUSES AND DOG RUNS**

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

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

- 9.1 Dog houses must be of the same material and color as the house; roof material should also match that of the house.
- 9.2 Dog runs must be as close to the dwelling as possible and in the rear of the lot. Dog runs and dog houses 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.



## EXTERIOR ALTERATIONS

9 DOG HOUSES AND DOG RUNS (continued)Application Requirements for Dog Houses and Dog Runs:

The following must be submitted with the completed application.

- A A site plan showing relationships of dog runs 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 residence and adjacent properties to be submitted with application.
- 

10 DRIVEWAYS

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

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.
-

**EXTERIOR ALTERATIONS**

**Revised 7/13/2010**

11. FENCES: WRITTEN ARC approval is required for construction or installation of all fencing whether it be of plantings, wood, or man-made materials. THERE ARE NO AUTOMATIC, IMPLIED, OR VERBAL APPROVALS!!

The preservation of natural features and the feeling of openness contribute greatly to Ashbrook's difference from typical developments. The purpose of these guidelines is to provide each residential lot with the atmosphere of a large 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.

11.1 Fencing will not be allowed to come further forward than the backline of the house unless under extremely extraordinary circumstances. Please also see Ashbrook Recorded Documents Book 4003, page 591, Paragraph 4.

11.2 Front yard fencing is NOT ALLOWED. Rear yard fencing which will in effect create front yard fencing for a neighbor is not allowed.

11.3 The Architectural Review Committee shall not approve chain link, wire, or wire with head type fences. Privacy fencing is not allowed. On all picket style, 3- board style, or 4- board style fences, the posts and/or nailers have to be on the inside of the fence.

11.4 All fences shall be no higher than 72 inches. Fences in excess of 48" must be of shadowbox construction. **THERE ARE NO EXCEPTIONS!**

11.5 Fences shall be a color matching or compatible with, in the ARC's opinion, the dominant color of the residence or be left in a natural wood color. If fencing is already constructed on the property, additional proposed fencing must be of the same material, color, and style as the existing fence.

11.6 Gates shall match the fence in material, color, style, and height.

11.7 All fencing shall be constructed entirely on applicant's property, **NOT ON THE PROPERTY LINE.** Fencing must be erected so that maintenance of said fence can be effected without encroaching on adjacent properties.

**APPLICATION REQUIREMENTS FOR FENCES:**

The following must be submitted to the ARC along with the completed application:

11a. A description of the fence style, material, color and dimensions, including the architectural style and color of the house and trim, and types and colors of other fences in the immediate area, must accompany the application.

11b. A site plan showing the location of the fence and the relationship of the proposed fence and gates to adjacent dwellings and properties.

... showing the relationship of the proposed flagpole to adjacent dwellings and properties.

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13 GARAGES  
See 1. ADDITIONS.

14 GARDENS - VEGETABLE

- 14.1 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.
- 14.2 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.
- 14.3 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 15th and must be removed annually by October 31.
- 14.4 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.
- 14.5 Bulk garden materials may not be placed on streets, sidewalks, rights-of-way or open space.

**EXTERIOR ALTERATIONS**

**14 GARDENS - VEGETABLE (continued)**

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 ARC, based upon complaints received or its own knowledge, the applicant has failed to comply with this section.

**15 GREENHOUSES**

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

**16 GRILLS AND BARBECUES (Permanent)**

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

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

Application Requirements for Grills and Barbecues:

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.

**EXTERIOR ALTERATIONS****17 HEATING AND AIR CONDITIONING UNITS (Exterior)**

- 17.1 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 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.
- 17.2 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.

**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.

**18 HOT TUBS, WHIRLPOOLS AND SPAS**

- 18.1 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.
- 18.2 Generally the hot tub, whirlpool or spa shall not protrude more than three feet (3) above ground level and shall be of material that will blend with surrounding structures. A child-proof lid shall be installed.
- 18.3 Waste water and overflow must drain into existing plumbing of the residence. Said overflow and waste water will not be allowed to be discharged on the ground.

## EXTERIOR ALTERATIONS

18 HOT TUBS, WHIRLPOOLS AND SPAS (continued)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 landscaping plan.
  - D Arrangements for disposal of waste water.
- 

19 LANDSCAPING AND PLANTING

Preservation of natural features, and the feeling of openness, contributes greatly to Ashbrook'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 ARC.

- 19.1 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 over plant 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.
- 19.2 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 damage trees may be removed or trimmed without prior approval only where they constitute a threat to life or property.
  - 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.

## EXTERIOR ALTERATIONS

19 LANDSCAPING AND PLANTING (continued)

- 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 8 DECORATIVE OBJECTS.
  - e Shrubs or trees which will be over two feet (2') tall at maturity.
- 19.3 Application is not required for the planting of individual shrubs which will be less than two feet (2') tall at maturity, foundation plants, small annual or perennial flower beds and ground covers.
- 19.4 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 hemlock or white pine, 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.
- 19.5 The following trees are not approved for planting due to undesirable growth characteristics.

NOTE: Additional plants and trees may from time to time be added to this list.

|                         |              |
|-------------------------|--------------|
| Thorny Locust           | Silver Maple |
| Standard Weeping Willow | Box Elder    |
| Sycamore Maple          | Tulip Poplar |
| Black Cherry            | Black Locust |
| Osage Orange            | Poplars      |

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 dwellings and properties.
- B A description of any tree to be removed and an explanation for the removal.



EXTERIOR ALTERATIONS

19 LANDSCAPING AND PLANTING (continued)

Application Requirements for Landscaping and Planting(continued):

- C A description of any retaining wall or similar structure complete with materials and construction method.
- 

20 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.

- 20.1 General - The replacement of an existing light fixture, if accomplished with a realistic match to the old fixture, does not require approval from the Architectural Review Committee. 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.
- 20.2 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.
- 20.3 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 flood lights 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.
- 20.4 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.

20 LIGHTING (Exterior) (continued)

Application Requirements for Lighting (Exterior):

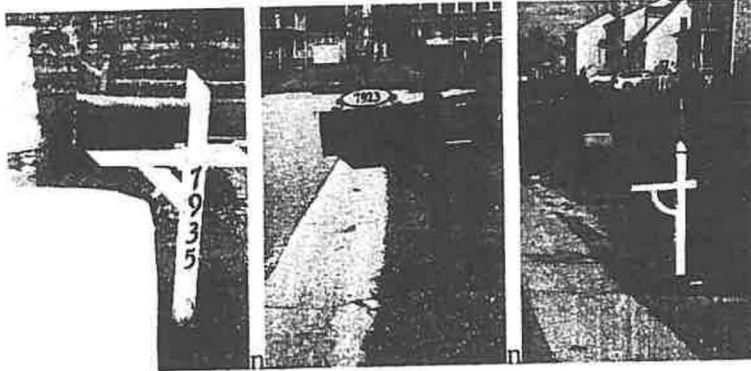
The following must be submitted with the completed application.

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



Ashbrook Architectural Standards and Guidelines. Section 21. Mailboxes.

Mailboxes will be standard size black metal or vinyl, not of ornate design. Mailbox posts will be standard design, not ornate, constructed of white vinyl, or wood painted white or left natural. See accompanying photos of approved styles and colors.



**22 PAINTING AND STAINING**

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

22.2 Applications will be considered using the following criteria.

- a The number of colors used shall be limited to one (1) for siding, one (1) 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.

**EXTERIOR ALTERATIONS**

**22 PAINTING AND STAINING (continued)**

- d Traditional houses - colors from the "Williamsburg" or similar color charts are preferred for traditional houses.

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.

**23 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:

- 23.1 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 exposed aggregate concrete.
- 23.2 The design, location and size of patios and walkways shall conform to the design and scale of the house and neighboring structures.
- 23.3 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.
- 23.4 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 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.

03/01/92

## EXTERIOR ALTERATIONS

### 24 PLAYHOUSES/"FORTS"

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

NOTES: (1) 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. (2) For building permit information contact Chesterfield County.

- 24.1 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.
- 24.2 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.

## Above Ground and In Ground Pool Regulations

Since most of the residents in Ashbrook did not come to the most recent Board meeting on July 8, a couple of important updates;

The Board has researched the old minutes and discovered that in Nov. 1998, a motion was passed to allow Above-Ground Pools, as well as In-Ground Pools, in Ashbrook, with very strict stipulations. This had appeared in a very few of the Covenant Books that were given out after that and then for some reason the management company ( whomever it was at some later time) reverted back to the 1992 rules. At the Board meeting on July 8, 2008, it was decided to replace the Section 25 of the Exterior Alterations of the Architectural Standards that has been given out over the last few years, with the Section 25 as is was passed in Nov. 1998 ( the correct version). This corrected Standard reads:

25-----POOLS- PRIVATE. Applications for private pools will be reviewed very strictly in Ashbrook because there are very few locations where they can be placed without adversely affecting adjacent properties. NOTE: Chesterfield County should be contacted regarding application of ordinances, required permits and seasonal pool drainage.

25.1 APPROVAL IS REQUIRED FOR ALL POOLS, except Approval is not required for portable children's wading pools not more than six feet across ( 6 feet in diameter) and less than twenty-four (24) inches deep, which are located in a rear yard. A 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.

25.2 AN APPLICATION WILL BE CONSIDERED USING THE FOLLOWING CRITERIA: A. Above Ground Pools may be permitted if entirely surrounded with a deck structure which is in conformance with State of Virginia Code, is attached to the house and is contiguous with the architecture of the home. The underside and deck level views of the pool shall be entirely screened from view. Only salt treated or like material of the existing structure shall be permitted as acceptable material. NO LATTICE SHALL BE USED. 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 25 feet of a property line.

C. A five to six foot (5' to 6') shadow box 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 plan for said pool.

## EXTERIOR ALTERATIONS

26 RECREATIONAL/PLAY EQUIPMENT

Residents are urged to use the Ashbrook recreational facilities and tot

- 26.1 Written approval is required for recreational equipment permanent. Permanent is defined as an item which remains in use for at least one season (e.g. swingset, large sandbox, picnic table, basketball backboard, etc.).
- 26.2 The equipment should be located behind the house as inconspicuous as possible. It shall be at least ten feet (10') from the property lines. Swingsets, sandboxes, and other equipment shall be of natural wood color, or, if painted, a natural earth tone such as dark green or brown. Plastic accessories, i.e., toddler slides, and chain hand guards, in other colors may be permitted. All such play accessories may be adequately screened from neighbors and road frontage.
- 26.3 No basketball backboards shall be erected in the front of a residence.
- 26.4 Skateboard/Bike ramps are discouraged and in no instance allowed in front of any residence.

### Portable Basketball Goal Guidelines

At the Board meeting on July 8, in order to clarify the Board's position on the portable basketball goals, a motion was passed as follows: Adding item 26.5 to Section 26 of Exterior Alterations of the Ashbrook Architectural Standards and Guidelines, with the following wording: Portable basketball goals may be kept in the front yard ONLY if the base of the goal touches the driveway and is within three (3) feet of the horizontal frontline of the house. Note--- We would ask and encourage anyone in violation to move the goals to conform to the Regulations, or remove them from the front yard if it cannot be done.

#### 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.

## EXTERIOR ALTERATIONS

27 RESIDING AND RESTYLING

- 27.1 The choice of material to be used in residing is left to the discretion of the owner. It is the owner's responsibility to ascertain whether this material meets the Chesterfield County building and fire codes which apply to exterior materials.
- 27.2 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.

27 RESIDING AND RESTYLING (continued)

- 27.3 The style of existing trimwork 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.
- 27.4 In those cases in which residents wish to alter the stylistic features of the existing facade -- for example, by adding shutters on accent panels -- the Architectural Review Committee will render a decision based on the following criteria:
- a The appearance of the residence in relation to existing and proposed materials.
  - b The variety of styles and siding materials of the homes immediately surrounding the residence.
  - c 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 22 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.
-

## EXTERIOR ALTERATIONS

28. SIGNS

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

- 28.1 With the exception of a professional temporary sign not more than three (3) square feet or a sign no larger than ten (10) 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 shall be placed upon any property without the written approval of the ARC.
- 28.1 No temporary sign shall be larger than three square feet (3 sq ft) nor stand more than three (3) feet above the ground, measured from the top of the sign. Realtors will be permitted to use their logos, trademarks and color schemes.
- 28.3 Signs shall not be erected on trees, light poles, street signs, traffic signs or official neighborhood identification signs.
- 28.4 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 Sunday night.
- 28.5 Signs will be neatly lettered, clean, have a professional appearance, and maintained in good condition.
- 28.6 If a sign remains standing in violation of the above regulations, the sign may be removed by the Association. The Association will not be responsible for loss or damage of such signs.

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.
-



## EXTERIOR ALTERATIONS

### 29 SOLAR COLLECTORS

- 29.1 Solar collectors represent a large visual impact on a structure due to their size. Therefore, it is important to properly integrate the collector into the design of the house so as to conceal it. Collectors must be located to give maximum advantage to the user and minimum visibility.
- 29.2 Large collectors on a sloping roof must appear to be flush with the roof and not laying on top. Collectors on a flat roof must be set back and concealed with a parapet unless integrated with the roof design of the structure. Smaller collectors may be laid on top of a sloping roof and finished to appear like a skylight.
- 29.3 Collectors must be constructed of glass with wood or metal trim. All trim must be painted to match the background color of the roof or house trim to conceal it. Plexiglass is not acceptable as it sags and yields an unsatisfactory appearance. All piping must be concealed.
- 29.4 Freestanding collectors must be located behind the structure and completely concealed from the roads and adjacent properties or working with another architectural element.

### Application Requirements for Solar Collectors:

The following must be submitted with the completed application.

- A A site photograph or drawing of the house including elevations, showing the location and appearance of the proposed solar collector.
- B Details which describe the dimensions of, the material used to construct the collector and how the edges of the collector meet the roof.

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### 30 STORAGE BUILDINGS

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

- 30.1 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.
- 30.2 Roofing, siding and trim of the storage building shall be of the same material as the dwelling.

EXTERIOR ALTERATIONS

30 STORAGE BUILDINGS (continued)

- 30.3 A storage building will be the same architectural style and have the same color scheme as the residence.
- 30.4 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.
- 30.5 If the house is restyled, resided, or a paint color change is made, the existing storage building shall be altered to match the house.
- 30.6 A storage building will not be larger than ten feet by twelve feet (10' x 12').

Application Requirements for Storage Buildings:

The following must be submitted with the completed application.

- A A site plan which shows 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.

31 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.

**EXTERIOR ALTERATIONS**

32 SWIMMING POOLS - Private  
See 25 POOLS - Private

33 TREE REMOVAL  
See 19 LANDSCAPING AND PLANTINGS

34 WOODPILES

34.1 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 front or rear of the home.

34.2 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.
-

1. Home Business

See Recorded documents Book 1722 Page 1793, Part IV - Single Family Covenants. (amended June 9, 2009)

## OTHER STANDARDS

2 PROPERTY MAINTENANCE

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

2.2 Each Property Owner has the following responsibilities:

- A General Property and Lawn Care:
  - a Seeding, weeding, watering, and mowing of lawns, including an outer sidewalk grass strip next to street or within drainage swales which may technically be within public road rights-of-way.
  - b Pruning and care of all trees and shrubbery.
  - c Snow removal from adjacent sidewalks and paths.
  - d Painting and external care of structures and other improvements.
- B Trash:
  - a 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.
  - b Containers shall be stored in such a manner so that they cannot be seen from adjacent and surrounding property.
  - c Trash must be retrieved from the appropriate area.
- C Animal Control:
  - a 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).
  - b 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.
  - c All complaints concerning animals must be made to the Chesterfield County Animal Control Division.

## OTHER STANDARDS

3 VEHICLES

- 3.1 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.
- 3.3 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 jump starting are permitted in the open on any lot.

## Architectural Standards and Guidelines

### Amendments

July, 1995

**10** **Driveways** (page 11)

- 10.2 Loose gravel or stone driveways, or expansion thereof are prohibited, except for Broadreach Drive and the sections west of Ashbrook Lake.

**23** **Patios and Walkways** (page 21)

- 23.1 All front walkways shall be exposed aggregate concrete, except for those on Broadreach Drive and sections west of Ashbrook Lake.

**Architectural Standards and Guidelines  
Amendment 4/14/09**

**Section 2 ANTENNAS:**

Conventional TV antennas are not permitted.

**Satellite Antennas: Permitted Antennas:** The Federal Telecommunications Act of 1996 permits the following antennas:

- A) An antenna that is designed to receive direct broadcast satellite service, including direct to home satellite services, 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 designated to receive television broadcast signals.

**Location:** To the extent feasible, antennas should not be visible from the street. The following priorities shall be observed in determining antenna location:

- 1) Mounted directly on the rear of the house, on a roof plane facing the rear.
- 2) Mounted on the ground on a pole, an existing other structure, or a tree in the rear yard.
- 3) Mounted on the side of the house or on a side facing roof plane.
- 4) If no clear signal may be obtained in any of the above locations, mounted on the ground in the front yard, or on the front plane or front roof plane of the house.

**Appearance and Screening:** Insofar as possible, the visibility of antennas mounted on the ground should be minimized from the street by use of natural plantings, trees, or shrubs, to the extent they do not compromise the signal reception.

**Limited Regulation by the Association:** Antennas permitted under this section must be submitted for approval as to type and location. Locations in (3) and (4) are less desirable with (4) being the least desirable. For approval of an antenna in either of these locations, the applicant must furnish evidence that acceptable reception cannot be achieved in a preferred location. Under Federal law, the Association may not further regulate antennas that meet the requirements of this section. Residents are encouraged to use care in the selection and placement of antennas to preserve the appearance standards and character of Ashbrook.



10 DRIVEWAYS (Amended for clarification purposes only, by Board Motion 1/25/2022)

In the original development case for Ashbrook, approved by the County Planning Department, Planning Commission, and Board of Supervisors, in Sections 1, 2, 3, and 4 all lots with a width at the building line of less than 75' are required to have an aggregate concrete driveway, no exceptions.

All other driveways in Ashbrook can be gravel, asphalt, concrete, or aggregate.

10.1 An ARC application is required for any driveway construction, EXCEPT for the replacement of an existing driveway when there is NO CHANGE in location, materials, size, shape, or grade.

ARC Application Requirements For Driveways

The following must be submitted with the completed ARC application:

- A) A site plan with dimensions showing the relation of the driveway 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.
- D) Proposed changes in grade and drainage must be explained.