

# VILLAGE EAST ARCHITECTURAL COMMITTEE GUIDELINES

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# VILLAGE EAST ARCHITECTURAL COMMITTEE APPROVAL GUIDELINES FOR ITEMS IN THE COVENANTS THAT REQUIRE ACTION BY THE ARCHITECTURAL COMMITTEE

Gene Suggs (Chair) - 297-1824 C Gavin Hager - (540) 297-3991 – Paul Martin (540-297-2086

The following are guidelines for each of the factors shown in the Village East Protective Covenants that are stated as duties requiring approval of the Architectural Committee. The guidelines that are shown have been compiled by the Architectural Committee since there is no other document that attempts to more fully define how the Architectural Committee is to judge the meaning of these factors in our covenants.

Where possible, examples are given to cover factors we judge as favorable or unfavorable. The examples/interpretations shown are not to be construed as a complete solution to all situations that might arise nor are they to be taken as instruments that would change or limit the actual text of the Covenants. The Architectural Committee retains the right to interpret the meaning of conformity and harmony as used in the Covenants.

## **COVENANT #2**                      **ARCHITECTURAL COMMITTEE**

*No structure shall be erected, placed, or altered, on any lot until the building plans, specifications, and plat plan showing the location of such structure, have been approved in writing, as to conformity and harmony of external design and size of the interior floor area, with existing structures in the development and as to location of the structure with respect topography and finished ground elevation, by an Architectural Committee (The Architectural Committee) composed of three persons designated and appointed by Declarant, its successors or assigns. In the event the Architectural Committee fails to approve or disapprove such design, location, or any other application within thirty(30) days after said plans, specifications or application have been submitted, such approval will not be required and this covenant will be deemed to have been fully complied with. The Architectural Committee shall be required to act reasonably in approving or disapproving any application. Members of the Architectural Committee shall not be entitled to any compensation for services performed as members of such Committee.*

**INTERPRETATION --- All structures, buildings, docks and alterations to the exterior of any structure must have approval in writing by the Architectural Committee prior to any land clearing, building or structure erection or alteration.**

**This approval is based on the following:**

- X     Receiving complete building plans, specifications, and plat plan showing the location of such structure**
- X     That the proposed structure be in conformity and harmony of the exterior design with other such structures in the development and that the structure does not clash with these existing structures. The present overwhelming design is contemporary. The use of wood siding prevails (such as clapboard, shingles, tongue and groove, and T1-11). Brick and natural stone are normally acceptable alternatives to materials mentioned above. Log siding**

**or log construction is not acceptable. Plastic or aluminum siding may be used but must be of a high quality and must be specifically approved by the Architectural Committee. Perfectly rectangular matchbox houses with unbroken gabled or doubled pitched roofs are not acceptable. Dwellings in the Village should show style and architectural skills such as broken roof lines, dormers, entrance vestibules with separate roof lines, plan views which are not four sided rectangles, etc. A minimum of two (2) windows (or sliders or French doors) is required for each elevation view (front, rear, left, right) for a one-story home and three for a two-story home. Concrete block or cast concrete foundations may not extend above ground level more than 8" unless their surface is veneered with wood, brick or natural stone. Foundation showing 8" or less of concrete or block must be covered with stucco.**

- X The location of a proposed dwelling on a lot must meet County requirements. However in addition to these restrictions and the desires of the landowner, the Architectural Committee must review this proposed location with the interest of the A Village@ and near by home and lot owners in mind. The placement should take into consideration adverse effects on the view of present and future homeowners, drainage and overall appearance. The proposed home placement should also allow parking on the property for at least four cars.**

**COVENANT #3      DWELLING**

*No structure shall be erected, altered, placed or permitted to remain on any lot other than one detached single-family dwelling, not to exceed two stories in height, exclusive of basement, and one detached structure not exceeding the same height to be used as a private garage for not more than three cars. No single-family dwelling which has a ground-floor heated area of less than 1,000 square feet for a one story dwelling or less than 1,300 square feet, heated, for a dwelling of more than one story (in both cases, exclusive of porches, breezeways, garages, basements, and decks), shall be erected, placed or permitted to remain on any lot, unless the Architectural Committee has given its prior written approval thereto. In addition, no building or other structure, or projection there from, shall be erected upon, or extended above or below, ground within 25 feet of any street frontage, or 15 feet of any sideline boundary line of any lot*

**INTERPRETATION --- The Committees position on this covenant is that no exception to this covenant should ever be allowed. This includes sheds.**

**COVENANT #4      USE**

*No noxious or offensive trade or activity shall be carried on upon any lot, nor shall anything be done thereon which may be, or become an annoyance or nuisance to the neighborhood. Only usual household pets will be allowed on the premises and such pets shall be restricted to the lots and will not be allowed to run at large. No trade materials or inventories may be stored and no*

*trucks or tractors, or inoperative vehicles, may be used, stored or regularly parked on the premises. No motor homes, trailers or camping trailer may be occupied or stored on the premises, except that the owner of a residence may park one(1) such unoccupied motor home, trailer or camping trailer on his property providing it does not obstruct, or distract from the view of other property owners. No business activity of any kind, which shall include but not limited to the use of any residence as a professional office of any kind, a rooming house, or an antique or gift shop, shall be carried on upon the lot.*

**INTERPRETATION- The definition of trailer is to include any towable vehicle including utility, RV, motor home, camper trailer, and boat trailer. Trailers as described may not be parked on any roads or right of ways in Village East except for loading and unloading purposes. The one (1) trailer must be stored on the owner's property.**

**COVENANT #6**

**TEMPORARY STRUCTURES**

*Unless approved by the Architectural Committee in writing, no building of a temporary character, including specifically house trailers and tents shall be erected or allowed to remain on any lot, and in the absence of further written approval of the Architectural Committee, no such building located on any lot shall be used as a permanent residence; provided, however, that in the course of construction of a building as set out above, the contractor or builder may have shelters or storage sheds to protect lumber and building supplies used in course of construction and for no other purpose, and any such shelters or storage sheds shall be removed from the premises with ten(10) day after the completion of the building.*

**INTERPRETATION --- Self-explanatory.**

**COVENANT #7**

**LOT USE AND MAINTENANCE**

*Each lot owner shall maintain and preserve his lot or lots in a clean, orderly and attractive manner, within the spirit of the development, as set out above. Failure on the part of the landowner to adhere to such proper, clean, orderly and attractive maintenance of his property, upon ten (10) days written notice, given to him by the Architectural Committee, shall subject the lot owner to a suit for specific performance.*

*No open exposed storage, including junk and/or abandoned items of personal property, shall be maintained on any lot; no trash or refuse, including leaves, shall be burned in an open incinerator on the lot within the development. Garbage must be kept in covered containers.*

**INTERPRETATION --- Self-explanatory.**

**COVENANT #8**

**TREES**

*No trees measuring 6" or more in diameter (outside bark to outside bark) at 6 feet above ground level may be removed without prior written approval of the Architectural Committee.*

**INTERPRETATION --- The Committee recognizes the need for clearing trees to**

allow for driveways, dwellings, septic systems, county mandated riprap and the removal of damaged or diseased trees. Our goal is to save as many hardwood trees as possible and to prevent mass clearing of all or most of the trees and plant life on a lot. The existing native pines that grow in the Village are not strong or desirable trees. They have a tendency to block the growth of hardwoods and other desirable plant life. The Committees position on these pines is to allow a homeowner to clear if there are hardwoods on the lot. If the lot is void or mostly void of hardwoods, we should select a number of the largest and strongest pines and require that they not be cut.

The lot owner must flag every tree that he plans to save prior to the Committees inspection and approval. No clearing is allowed until approval in writing is given by the Committee. (See Appendix).

#### **COVENANT #11**

#### **SIGNS**

*No for sale or similar signs may be placed on any lot or dwelling. Any type of sign must be approved by the Architectural Committee.*

**INTERPRETATION --- Self-explanatory. A special real estate box has been constructed and mounted near the parking area next to the tennis courts. This box allows potential buyers to note, which homes or lots are for sale and can lead them to the agent that has listed the property. Please refer to Appendix for full instructions on this system.**

#### **INTERACTION BOARD OF DIRECTORS / ARCHITECTURAL COMMITTEE**

The Architectural Committee will present a report to the Board of Directors at each meeting of the Board. The Architectural Committee will coordinate with the Board on all matters concerning activities of the Committee that involve services of an attorney. The Committee will inform the Board of situations pertaining to the Committees actions that cause dissatisfaction of a lot owner.

# REQUEST FOR VILLAGE EAST ARCHITECTURAL COMMITTEE APPROVAL

**ROAD IMPACT FEE - \$2,000 (new construction) ROAD IMPACT FEE MUST ACCOMPANY THIS FORM BEFORE CONSIDERATION CAN BE GIVEN FOR HOUSE CONSTRUCTION**

Mailing Address: Gene Suggs, VEARC c/o VEPOA, P.O. Box 452, Moneta, VA 24121

Date Received \_\_\_\_\_

**APPROVAL REQUESTED BY** - Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State/Zip \_\_\_\_\_

Telephone \_\_\_\_\_ E-Mail \_\_\_\_\_

**PROPERTY** - Lot # \_\_\_\_\_ Section # \_\_\_\_\_

**PROPOSED STRUCTURE DESCRIPTION** \_\_\_\_\_

**INFORMATION REQUIRED**

- 1. Sketch/Drawing \_\_\_\_\_ Specifications \_\_\_\_\_  
(Include views of all 4 sides and orientation on lot. Include total sq. ft. on main floor)
- 2. Plat Showing House Location \_\_\_\_\_  
(Show distance from house including overhangs and attachments, to property lines)
- 3. Type and Color of Siding \_\_\_\_\_
- 4. Location of Well and Septic System \_\_\_\_\_  
(Include copy of layout provided by Bedford County)
- 5. Location of Trees for Removal (info. sheet) \_\_\_\_\_
- 6. Property Drainage (info sheet) \_\_\_\_\_
- 7. Type of Foundation Treatment at Grade \_\_\_\_\_  
(Must be declared, e.g., rock, stucco, siding, to within 8" of grade)
- 8. Other \_\_\_\_\_

Please note that the Architectural Committee has 30 days to approve your project - **after all required information is received.**

**HOA DUES MUST BE CURRENT!**

**TO BE COMPLETED BY THE ARCHITECTURAL COMMITTEE**

Gene Suggs (Chair) - (540) 297-4840 – Gavin Hager - 297-3991 – Paul Martin-- 297-2086

Date complete information received by Architectural Committee. \_\_\_\_\_

Final Approval by \_\_\_\_\_ Date \_\_\_\_\_

## **VILLAGE EAST ARCHITECTURAL COMMITTEE**

### **TREE REMOVAL APPROVAL (FOR NEW CONSTRUCTION)**

The Architectural Committee must give its approval in order to cut any tree over 6 inches in diameter (at 6 feet above grade).

There are exceptions to the above during home construction. Trees may be cut (without approval) in the area that is to be used for a septic drain field and the area that contains the new house.

The area to be used for the drain field is defined as that area which the County Board of Health requires for the field itself plus a border of 5 feet beyond.

The area to be used for the house is defined as the house footprint plus a 10 foot border completely around the footprint.

**Any other tree removals require approval by the Architectural Committee.**

# **VILLAGE EAST ARCHITECTURAL COMMITTEE**

## **COVENANT #11 SIGNS**

No for sale or similar signs may be placed on any lot or dwelling. Any type of sign must be approved by the Architectural Committee.

## **COVENANT #11 SPECIAL SIGNS**

### **CONTRACTOR SIGNS**

Contractor signs (one per contractor) may be allowed if used to identify lots that require the delivery of building materials, landscaping materials, etc.

Such signs must be no larger than 24" by 24" and be placed on the road side only. Contractor signs must be removed as soon as a contractor's work is completed. Under no condition are the sign/signs to remain on the lot more than six months from the date that construction was started.

If more than one contractor installs a sign (as described above), it must be placed as close to the first contractor's sign as possible.

*Signs that meet the above mentioned rule may be placed without individual approval of the ARCHITECTURAL COMMITTEE. Any variation to the rule requires ARCHITECTURAL COMMITTEE approval.*

Please give your contractor this note.



# VILLAGE EAST ARCHITECTURAL COMMITTEE

## STORM DRAINAGE DITCHES AND PIPES

All new storm drainage systems are subject to approval by the Architectural Committee. Please contact the Architectural Committee before any construction is started.

In general, there are two types of storm drains that cover most of the needs found in Village East. These are:

- X (A) systems that carry storm water to or toward the lake.
- X (B) those that direct storm water from the roads to a system (A).

System (A) types are generally constructed by digging a trench and lining it with rip-rap type stone or by putting one or more pipes in a trench and then back-filling the trench.

Type (A) systems may be constructed up to but not over an adjacent side line.

Type (B) systems are normally open rip-rap trenches. The trench can be any width but must be located so that the edge of the trench nearest to the road is at least four feet from the road.

Where (B) type drainage ditches are required, there should be a gentle slope (four to six inches per four feet) from the road to the edge of the ditch.

Drainage pipes under driveways must not be located on or under road shoulders.

Note: Property owners are responsible for runoff caused by inadequate drainage ditches.

**VILLAGE EAST PROPERTY OWNERS ASSOCIATION**

P.O. BOX 452, MONETA, VA 24121-0452

**VILLAGE EAST REAL ESTATE SIGNS / LOT NUMBER MARKERS**

The Village East covenants do not allow placement of real estate for sale signs on any lot or lot with a home. However, the VEPOA does recognize the fact that it is sometimes difficult to locate and inspect properties that are for sale. For this reason a real estate information box was installed on a four by four post located on the left side of Indian Ridge Drive in the parking lot next to the tennis courts. In addition, small 8 1/2x11' information holder type boxes may be placed on a property that is for sale.

The information box contains a map of the entire development. Red dots indicate lots with a home. Blue dots (self-stick) indicate homes or lots that are for sale. Business cards, flyers, etc. can be placed in the box. The placement and up-to date maintenance of this information is the responsibility of the lot and home owners or their real estate agents.

The Architectural Committee has approved a marker showing the lot number that may be placed on for sale property. The marker is to be made of one (1) piece of 36 inch long 2"x 4" driven in the ground 14 inches with the top 12 inches painted white. The lot number is to be shown in black numerals 3 inches high with one number under the other. The markers should be placed near the center of the lot and approximately 10 to 15 feet back from the edge of the road. For those lots with waterfront property, a second similar marker can be placed near the center of the lot about 15 feet from the rip rap or water's edge. They are to be removed immediately after the sale of the property. The markers and their placement are the responsibility of the lot owners and/or their real estate agents.

The Architectural Committee has approved the use of open house signs in order to direct individuals to the residence having the open house. The sign must be no larger than 24" by 24" and only the words Open House and a directional arrow can appear on the sign. No real estate company name or the words For Sale are permitted. The signs may be placed on the roadside at the entrance to Village East, the intersection of Indian Ridge Dr. and the residence street if necessary, and in front of the house. The signs may be displayed from one hour before the open house until one hour after completion but not to exceed 8 hours total.

**USE OF OPEN HOUSE SIGNS REQUIRES THE APPROVAL OF THE ARCHITECTURAL COMMITTEE.**

Contact Gene Suggs (297-1824) if you have any questions.

**INSTRUCTIONS FOR REAL ESTATE AGENTS WISHING TO USE**  
**VILLAGE EAST REAL ESTATE INFO SYSTEM**

**THE INFO BOX IS LOCATED ON A POST ON THE LEFT SIDE OF INDIAN RIDGE DRIVE IN THE PARKING AREA THAT IS NEXT TO THE TENNIS COURTS**

- 1. NO REAL ESTATE SIGNS OR FOR SALE BY OWNER SIGNS ARE TO BE PLACED ON ANY LOT IN VILLAGE EAST.**
  
- 2. ONLY LISTING AGENTS OR LOT OWNERS WHO ARE ACTING AS THEIR OWN AGENT MAY USE THIS SYSTEM.**
  
- 3. PLACE ONE OR MORE OF YOUR BUSINESS CARDS IN ONE OF THE SLOTS THAT ARE PROVIDED BY INSERTING THE TOP OF THE CARD INTO THE UPPER GROOVE AND THEN INSERTING THE BOTTOM OF THE CARD INTO THE LOWER GROOVE. THESE CARDS MUST SHOW THE LOT NUMBER OF THE HOUSE OR LOT YOU HAVE LISTED IN VILLAGE EAST. IF YOU HAVE MORE THAN ONE PROPERTY LISTED, YOUR CARD SHOULD SHOW THE LOT NUMBERS OF ALL OF YOUR LISTINGS.**
  
- 4. A SUPPLY OF 1/2" DIA. SELF STICK ABLUE DOTS ARE LOCATED IN THE BOX. MARK THE LOT NUMBER ON ONE OF THESE DOTS AND PLACE IT ON THE LOT ON THE MAP (PLAT) THAT IS ATTACHED TO THE INSIDE OF THE COVER.**
  
- 5. THE LISTING AGENT IS RESPONSIBLE FOR MAINTAINING A SUPPLY OF BUSINESS CARDS IN THE BOX AND SHOULD CHECK THE BOX OCCASIONALLY TO MAKE SURE THAT THE CARDS OR DOT HAVE NOT BEEN REMOVED. THE AGENT IS ALSO RESPONSIBLE FOR REMOVING BUSINESS CARDS AND DOT WHEN THE LISTING EXPIRES OR WHEN THE PROPERTY IS SOLD.**

Contact Gene Suggs (297-1824) if you have any questions.

## **VILLAGE EAST ARCHITECTURAL COMMITTEE**

### **GREENBELT CROSSINGS**

Whenever it is necessary to cross a greenbelt with a trench for water, electric, septic, etc., the crossing must be marked at both sides of the greenbelt. The markers must be made of pressure treated two by fours, four feet long and are to be 18" into the ground. The top of the markers are to be painted white for 12" and the type/types of the services that are buried are to be shown in black letters. These are permanent markers and are not to be removed.

Overhead electrical services are not allowed.

**The Architectural Committee must approve all greenbelt crossings.**

## **VILLAGE EAST ARCHITECTURAL COMMITTEE**

### **COMBINING LOTS**

The Village East Board (at a special Board meeting on July 27, 1994) voted to allow the combining of lots (limit of two lots) under special conditions as noted below.

The term "Combining Lots" in this case means that owner of two adjacent lots can legally combine them by having the deed of one of the lots made void and the property of this lot combined in a new deed which must be listed with the Bedford County Clerk. The new deed must indicate that, once combined, the lots cannot be uncombined.

### **COMBINING TO MEET COUNTY REQUIREMENTS (SEPTIC, WATER, ETC.)**

Each property will be charged the normal Village East dues until a home is constructed and a Certificate of Occupation is granted by the County. At this time, the dues will be adjusted to the same amount as is paid by all owners who have a lot with a home. Construction cannot be started until the deed is listed with the County Clerk and when all other approvals have been accepted.

### **COMBINING TO INCREASE LOT SIZE**

The same as item above.

### **COMBINING TO INCREASE LOT SIZE AFTER A HOME IS BUILT**

Each of the two properties will be charged the normal Village East dues until a new deed is recorded. At this time, the dues for the new combined lot with a house will be adjusted to the fee of one lot with a house.

**The Architectural Committee must approve all combinings.**

## FENCES

While the Village East Protective Covenants do not specifically state what types or placement of fences in Village East are permitted, the Covenants leave to the Architectural Committee the determination of what constitutes harmony and conformity of structures in the community. The following guidelines regarding fence construction are set forth.

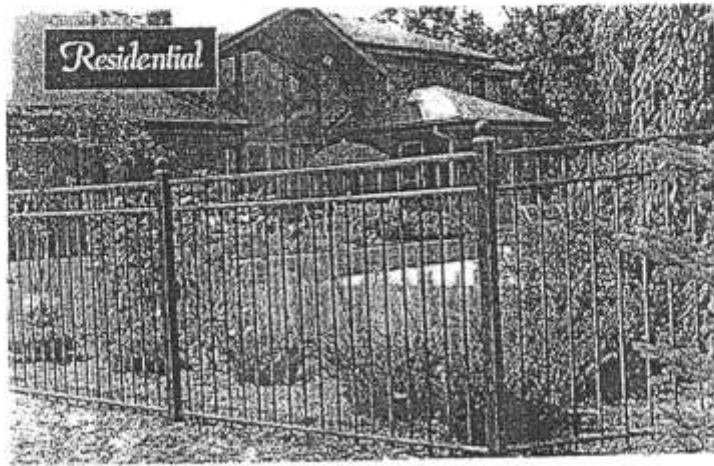
The Architectural Committee feels that the placement of shrubs and trees in the landscape is the most attractive method of enclosing portions of your property for privacy or other purposes. When a fence is necessary, a vinyl horizontal, vertical, or metal (such as the type & style around the Village East Pool) is the only type that will be approved. Proper landscaping, (plants, shrubs, etc.) based upon location of the fence to enhance the appeal and not be obtrusive will be required. Fencing shall not exceed five feet (5') in height. The committee will have final approval of any fencing and landscaping around the fence.

No chain link fences or those offering a visual barrier (privacy fences, etc) are permitted. Fencing is for backyard use only and shall not extend beyond the midline to the side of the house nor extend beyond the 800' contour of the lake. Additionally fences should not be placed within 25 ft of any road surface. Fences may not extend into the lake either.

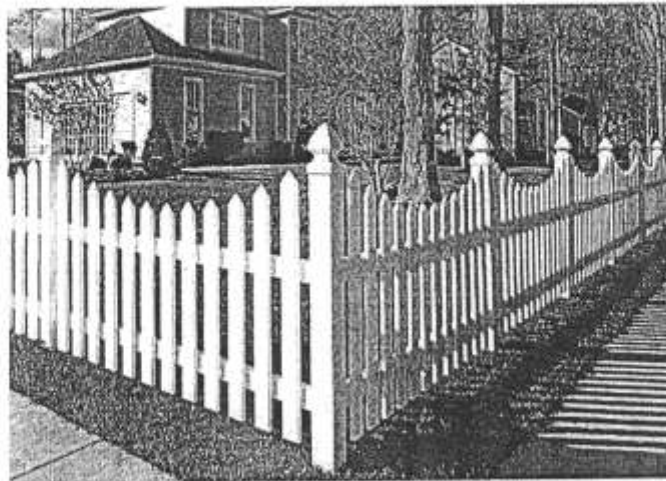
No fence can be constructed without the prior written approval of the Architectural Committee. Requests are to be submitted on the "Request For Village East Architectural Committee Approval" form.

## Types of Acceptable Fencing

### Metal

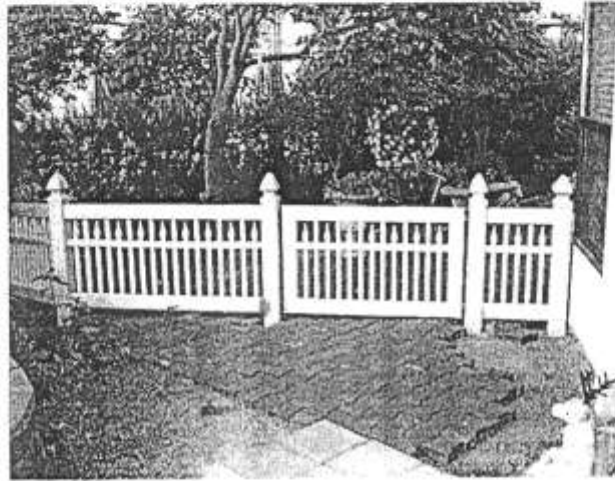


### VINYL

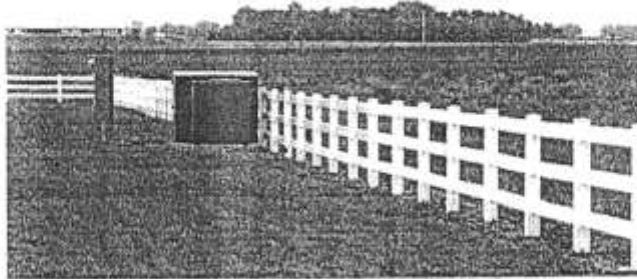


Types of Acceptable Fencing

VINYL



VINYL – HORIZONTAL





**CONSTRUCTION OF RESIDENCE:**  
**LENGTH OF TIME FOR COMPLETION**

Covenant #7 requires that each lot owner maintain his or her lot in a clean, orderly and attractive manner. It is recognized that during the construction of a dwelling, it is difficult for this requirement to be observed. The Architectural Committee is concerned with the owner who chooses to extend construction over a long period of time producing an unsightly condition for the immediate neighbors and all who pass by. The length of time for construction of a residence should not be excessive and kept within sensible limits. The following guidelines are set forth by the Architectural Committee in order to be in compliance with Covenant #7:

**A one-year time period is permitted for construction of a dwelling. The clock begins when trees are removed or there is ground disturbance for construction, septic field, road, etc. Drilling of a well is not considered part of dwelling construction. However, the Architectural Committee must be contacted for approval of location prior to drilling. The clock stops and the dwelling is considered completed when the exterior is finished, that is, under roof, sided and the ground is graded and seeded. The condition of the interior of the dwelling is not taken into consideration. When the exterior is completed, the Architectural Committee will notify the Treasurer and the lot is assessed as a residence. After a one-year time period for construction has elapsed, the lot will be assessed as a residence regardless of the condition of the dwelling.**

**NOTE: THE ARCHITECTURAL REVIEW COMMITTEE MUST APPROVE ANY EXTERIOR ADDITIONS OR ALTERATIONS TO A DWELLING.**

## New Home Construction

For your assistance in filling out the “Request for Village East Architectural Committee Approval” form, the following is necessary for a timely response by the committee.

- The Sketch/Drawing – should include views of all four sides and an orientation as to which side faces the road. The total square footage of heated space on the main floor should be included.
- The Plat – should show the distance from the edge of the house including attachments and overhangs to the property line on all sides.
- Location of Well and Septic System – A copy of the layout provided by Bedford County must be included.
- The Type and Color of Siding – must be stated.
- The Type of Foundation Treatment at Grade – must be declared, for example, rock, stucco, siding, to within 8 inches of grade.

Approval for Construction will not be granted without payment of the road impact fee.