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OBJECTIVES AND GENERAL INFORMATION

A. Objectives of Design Standards

This document's objective is to guide homeowners, residents and members of the Covenants Committee in maintaining and enhancing Greenwood's environment. The guidelines described in this booklet address improvements for which homeowners most commonly submit applications to the Covenants Committee. They are not intended to be all inclusive or exclusive, but rather to serve as a guide to what is permissible. The specific objectives of this booklet are:

1. To increase residents' awareness and understanding of the protective Covenants found in the Deed¹.
2. To focus on all exterior alterations made by owners.
3. To describe the organizations and procedures involved with the architectural standards established by the Covenants.
4. To illustrate design principles which will aid residents in developing exterior improvements that are in harmony with the immediate neighborhood and the community as a whole.
5. To assist residents in preparing an acceptable application to the Covenants Committee.
6. To relate exterior improvements to the plans for Greenwood Homeowners Association.
7. To provide uniform guidelines to be used by the Covenants Committee in reviewing applications.

B. Protective Covenants

The basic authority for maintaining the quality of design in the Greenwood community is founded in the Covenants, which are a part of the deed to every property in the Greenwood Homeowners Association.

¹ Refer to the Deed of Subdivision, Restrictive Covenants, Easements and Conveyance, which is part of the deed to every property in the Greenwood Homeowners Association, for further information.

The intent of Covenant enforcement is to assure residents that the standards of design quality will be maintained. This, in turn, protects property values and enhances the community's overall environment. Every Greenwood property owner received a copy of the Covenants at settlement. All too frequently, this information is not read by the owner. Since these Covenants 'run with the land'², they are binding on all owners, whether or not they have been read. They should be periodically reviewed and fully understood. The Covenants established the Greenwood Homeowners Association and the Covenants Committee.

C. Role of the Greenwood Homeowners Association and the Covenants Committee

The role of the Greenwood Homeowners Association of which every homeowner is a member, is not only to own and maintain open space, but to conserve and enhance the resources of the total community. The Association accomplishes these functions in a variety of ways, one of which is by ensuring, through the Covenants Committee, the retention of harmonious, though diverse, design qualities of the community. Surveys of planned communities show that providing this insurance is reflected in the preservation and enhancement of real estate values and is of prime importance to residents.

The Covenants Committee ensures that proposed exterior alterations comply with the objectives set forth in the Covenants. The Covenants Committee performs its task of ensuring aesthetic quality of the homes and their environment by establishing and monitoring the architectural review process. This involves regular review of all applications for exterior alterations submitted by residents.

D. Changes That Must Have Covenants Committee Approval

Article 8.1(b)(1) of the Declaration of Covenants Conditions & Restrictions explicitly states that all exterior alterations require the approval of the Covenants Committee. It is important to understand that approval is not limited to major alterations such as adding a room or deck to a house, but includes such items as changes in color and materials, etc.

² Article 6, Section 6.5 (a).

Approval is also required when an existing item is to be removed. Each application is reviewed on an individual basis. There are no "automatic" approvals, unless provided for specifically in these Standards. A homeowner who wishes to construct a deck identical to one already approved by the Covenants Committee is still required to submit an application. The one exception involves structures such as decks which are offered as builder options and are shown on original site plans. These structures, if built to exact builder option specifications, have already been approved and, therefore, do not require an application.

E. Review Criteria

The Covenants Committee evaluates all submissions on the individual merits of the application. Besides evaluation of the particular design alteration proposal, the review includes consideration of the characteristics of the housing type and the individual site, since what may be an acceptable design of an exterior in one instance may not be in another. Design decisions made by the Covenants Committee in reviewing applications are not based on any individual's personal opinion or taste. Judgments of acceptable design alteration are based on the following criteria, which represent in more specific terms the general standards of the Covenants.

1. Validity of Concept. The proposed criteria must be sound and appropriate to its surroundings.
2. Design Compatibility. The proposed improvement must be compatible with the architectural characteristics of the applicant's house, adjoining houses, and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials, color and construction details.
3. Location and Impact on Neighbors. The proposed alteration must be compatible with the landscape, the existing structure and the neighborhood. The primary concerns are access, view, sunlight, ventilation and drainage. For example, fences may obstruct view, breezes or access to neighboring property; decks or large additions may cause unwanted shadows on an adjacent patio property or infringe on a neighbor's privacy.

4. Scale. The size (in three dimensions) of the proposed alteration must be compatible with adjacent structures and surroundings.
 5. Color. Color may be used to soften or intensify visual impact. Parts of the addition that are similar to the existing house, such as roof and trim, must be matching in color.
 6. Materials. Continuity is established by use of the same or compatible materials as were used in the original construction. The options may be limited somewhat by the design and materials of the original construction. For instance, horizontal vinyl siding on the original house should be reflected in an addition. On the other hand, an addition with vinyl siding may be compatible with a brick house.
 7. Workmanship. The quality of work should be equal to or better than that of the surrounding area. Poor installation practices, besides causing the owner problems, can be visually objectionable to others.
 8. Timing. The alteration authority granted by the application to the Covenants Committee will be revoked automatically if the alteration requested has not been completed with the dates specified by the Fairfax County Building Permit, if applicable, or as specified by Covenants Committee approval letter.
 9. Applications. The application forms provide information which may be useful in determining the scope and detail of the proposal. All applications must include the signatures of all adjoining homeowners (or proxy) to indicate awareness of the proposal. Their signatures do not necessarily reflect approval--just awareness.
- All information requested on the application as specified in these Standards must be completed; otherwise the application will be considered incomplete and will be returned.
10. Site Plan. A site plan is required as part of most applications. A site plan is a scaled drawing of your lot (site) which shows exact dimensions of the property, adjacent properties if applicable,

and all improvements, including those covered by the application. Contour lines are required where drainage is a consideration. In most cases, the site plan for single applications should be developed from the plat plan provided to you when you purchase your home. More complex applications may require larger scale (20- or 10- scale) blowups of the plat plan of County approved development or site plans.

F. Amendments To The Design Standards

These Standards may be amended to provide clarification, or to reflect changed conditions or technology. The Covenants Committee will conduct a periodic evaluation of the Standards to determine if amendments are required. Owners may submit to the Covenants Committee written requests for changes to the Standards. Upon review, the Covenants Committee will make a recommendation to the Board of Directors. Amendments will require final adoption by the Board of Directors.

G. Review Procedures

Each application will be checked for completeness by the Covenants Committee. If information which is pertinent for the review of the application is missing, the incomplete application will be returned.

If the Covenants Committee determines that the application is complete, the review process begins. The application will be reviewed by a quorum of the Covenants Committee. The Covenants Committee must act upon all applications within 45 calendar days of receipt, or, if not acted upon within 45 calendar days of receipt, the application will be forwarded to the Board of Directors for action. Applicants with special cases that require an interpretation will be notified and asked to be present for the meeting concerning their case.

The decisions of the Covenants Committee will be sent by letter to the address on the application, whether or not the applicant attends the meeting. The applicant must realize the Covenants Committee decision is not binding until ten (10) working days after receipt to allow time for the appeal process.

An appeals procedure exists for those affected by a Covenants Committee decision: the first appeal is to

the Covenants Committee; a second appeal can be made to the Board of Directors.

To initiate the appeals procedure, the applicants or other affected residents must submit a written request to the management company for an appeal within (10) working days of the applicant receiving the Covenants Committee decision. The Covenants Committee has thirty (30) calendar days to review the appeal.

If the initial appeal is unsuccessful, the applicant, or those affected by the alteration/improvement, may file a second appeal with the Board of Directors if they feel that the Covenants Committee failed to meet any of the following criteria:

1. That proper procedures were followed during the administration and review process;
2. That applicant and any other affected residents were given a fair hearing;
3. That the Covenants Committee decision was rational and not arbitrary.

The second and final appeal to the Board of Directors must be initiated within ten calendar days of the applicant receiving the Covenants Committee appeal. Applicants and other interested parties may appear before the Board in conjunction with the appeal. The Board of Directors will issue its decision on the appeal within sixty calendar days of receipt of the appeal and will provide written notice of its decision to all affected parties and to the Covenants Committee.

H. Enforcement Procedures

The Covenants³ require the Covenants Committee to ensure compliance of all lots within Greenwood Homeowners Association. The following enforcement procedures have been adopted by the Board of Directors:

1. All violations will be confirmed by a site visit by the Covenants Committee Administrator and/or Covenants Committee member.
2. A written notice will be mailed via U.S. mail.

³ Articles, Section 8.1(b)

3. If the violation is not resolved within 15 calendar days after the written notice, a second written notice will be sent by certified mail informing the resident of the time and place of a hearing by the CC concerning the violation.
4. If the violation cannot be resolved by the Covenants Committee, the violation will be turned over to the Board of Directors with a recommendation for legal action.
5. Vehicles in violation will be tagged with a notice stating that unless the vehicle is brought into compliance within 15 days, legal action will be initiated against the resident in violation. Inoperable vehicles will be tagged with a notice that they will be towed.

I. Maintenance Requirements

Property owners are responsible for maintenance of all structures and grounds on their property. This includes, but is not limited to, such items as mowing grass, removal of trash, structural maintenance and overall appearance.

Violations of maintenance standards are violations of the Covenants⁴.

1. Dwelling and Structures

Residents are responsible for maintaining the exterior of their dwellings and any other structures on their lots, such as decks, fences, sheds, and playground type equipment. While it is difficult to provide precise criteria for what the Association deems as unacceptable conditions, the following cases, though not all inclusive, represent some of the conditions which would be considered a violation of the Covenants:

- A) Peeling paint.
- B) Playground equipment which is either broken or in need of repainting.
- C) Fences with either broken or missing parts.
- D) Decks with missing or broken parts, or parts in need of restaining.

- E) Foundations in need of repainting.
- F) Dented, loose or missing siding.

Most residents would not allow any of the above conditions to exist, as they seek to preserve and protect their investment in their homes and to limit their personal liability by keeping all improvements on their lots in good condition. The Association expects that residents will do all maintenance necessary to prevent any of the cited conditions from occurring in Greenwood.

2. Mowing/Yard Care

Turf areas need to be mowed at regular intervals, maintaining a maximum height of six inches and a minimum height of two inches. Dead or bare areas of turf must be re-seeded or re-turfed. Planted beds must be kept in a neat and orderly manner, including removal of weeds and dead plants. Trees and shrubs must be pruned to maintain a neat and orderly appearance. Trees and shrubs must not infringe on adjacent properties or common areas and must not interfere with sidewalk use. No healthy trees shall be removed from any lot without prior written approval of the Covenants Committee, unless necessary to construct improvements based on plans previously approved by the Covenant Committee. Dumping of debris or lawn clippings on common area/open space or Metro Property is prohibited.

3. Lawn and Garden Fertilization

Special care should be taken not to over fertilize or to fertilize lawns and gardens where there is a chance of harmful runoff.

4. Trash Removal

Residents are responsible for picking up litter on their property as well as for debris on the open space which originated from their property. Removal of trash and debris from all Association areas accumulating from resident usage will be completed as necessary. The removal of trash costs the Association; however, voluntary neighborhood cleanup, in addition to controlling litter at the source, saves everyone money.

⁴ Article 6, Section 6.2

5. Erosion Control and Drainage Management

Residents are responsible for seeing that their lots are protected from erosion, and that storm drain structures are not blocked so as to cause additional erosion problems. Residents are responsible for maintaining proper drainage through their property, and for not blocking or hindering natural drainage from adjoining properties, to include Fairfax County Park lands.

6. Pesticides and Herbicides

Pesticides and herbicides may be applied according to label instructions for the specified problem. Emphasis should be placed on organic/biodegradable materials to ensure the least harm to the natural environment. Care in application is extremely important. Avoid the use of pesticides and herbicides if at all possible, but when necessary, use with caution and follow instructions.

J. Disclosure Packet

A Disclosure Packet, as required by Section 55-512 of the Virginia code, will be completed and issued to the lot owner upon written request prior to the closing of the sale of the home. This disclosure packet provides information on the current status of assessment payments and on the existence of any architectural violations. Any exterior alteration which has been made since the builder completed his approved plan must have an approved Covenants Committee application in the lot file for that address. Lack of an approved application constitutes a violation.

The disclosure packet helps to protect the future buyer against unknown problems with past owner's architectural changes. If everything is in order, it also protects the seller from potential lawsuits involving violations of the Covenants by subsequent owners. To obtain a disclosure packet for your property, send a written request to the Management Company and payment of a processing fee payable to Greenwood Homeowners Association (currently in the amount of \$100).

EXTERIOR ALTERATION STANDARDS

Major alterations are generally considered to be those which substantially alter the existing structure either by subtraction or addition. Major building alterations include, but are not limited to, rooms, screened porches, garages, driveways, decks and fences. Several types of changes may be combined on one application. It is the homeowner's responsibility to obtain building permits and comply with Fairfax County Codes, if applicable.

The design of major alterations should be compatible in scale, materials and color with the applicant's house and adjacent houses. The location of major alterations should not impair the views or amount of sunlight and natural ventilation on adjacent properties.

New windows and doors should be compatible with the type used in the applicant's house and should be located in a manner which will relate well to the location of exterior openings in the existing house.

If changes in grade or other conditions which will affect drainage are anticipated, they must be indicated. Approval will be denied if adjoining properties are adversely affected by changes in drainage.

Construction materials must be stored so that impairment of views from neighboring properties is minimized. If construction materials are to be stored on open space, an Open Space Use Form must be processed. Excess material should be immediately removed after completion of construction. No debris may be allowed to accumulate during construction.

Application Contents

Applications are required for exterior changes to property or house. In most cases, only a single application is required. For extensive changes, a preliminary application for conceptual approval needs to be submitted. Formal and/or preliminary application forms should be obtained from a Covenants Committee member or the Management Company and should include:

1. Site plan⁵ showing location of proposed structure and relationship to property lines and adjacent houses.
2. Detailed drawings and plans which include exterior elevations and dimensions. A full set of architectural drawings must be included for some changes.
3. Description of materials, including such items as type of siding on dwelling and proposed structure, colors, exterior lighting arrangements, etc., where applicable.
4. Landscape plans, including size and type of plants as well as number to be planted.
5. Estimated start and completion date.
6. Signatures of four neighbors most affected by the change.

Sections A through GG below highlight specific design criteria and application contents for various exterior alterations. If application contents are not specifically highlighted, please consult the generic application contents presented above.

A. Fences

The preservation of open space and natural features enhances Greenwood. Fencing, if it is carelessly used or placed, encroaches upon open space and can even destroy it. An inconsiderately placed fence can box in a neighbor or destroy his view.

Design Criteria

For end units, fences will not be allowed to extend forward from the back corners of the house more than 10 feet.

1. The approved fencing style for all units is 6 foot high altering 1 X 4 or 1X 6 board on board with three 2X4 horizontal rails, 4X4 posts, in concrete, spaced no more than 8 feet on center, and 1 X 4 caps.

2. Side yard fences must extend to rear property line when enclosing the entire property.
3. Side yard fencing will extend to the side property line then extending to the rear property line.
4. Rear property line enclosures with 3'6" wide (maximum) X 6'0" high gate will match fence type as described above.
5. Fencing will conform to existing grade and slope. All fence heights are measured from the existing grade unless a change in grade is proposed in the current application.
6. All fence materials will either be cedar or pressure-treated (P/T) #2 pine. Fencing boards must be finished on both sides. Fencing may be left to weather naturally or treated with a semi-transparent or transparent stain. Only stains of earth or medium to light brown tints are permitted. The wood treatment tint (color) shall allow the wood grain to remain visible. Fencing shall not be painted.
7. Gates should be constructed with material compatible with fencing.

Application Contents

An application is required for all fencing and must include:

1. Site plan (location plat) showing the relationship of the fence to the house, adjacent houses, and property lines.
2. The location of fences in all immediately adjacent lots must be shown on the site plan.
3. A description of material to be used.
4. Dimensions of fencing and gate.
5. Proposed stain color and manufacturer, if applicable.
6. Estimated start and completion date.
7. Signatures of four neighbors most affected by the change.

⁵ A site plan is a location plat.

B. Patios and Decks

Patios and decks will only be permitted in rear yards. When patio or deck schemes include other exterior changes, such as fencing, lights, plantings, sheds, etc., other appropriate sections of these Design Standards should be considered during the completion of the application.

Design Criteria

Decks and wood patios will either be cedar or pressure-treated (P/T) #2 pine or better or a composite material that is compatible in color and texture to the specified woods.

All patio and decks will conform to existing grade and slope. All deck heights are measured from the existing grade unless a change in grade is proposed in the current application. Wood patios and decking must be left to weather naturally or treated with a semi-transparent or transparent stain. Only stains of earth or medium to light brown tints are permitted. The wood treatment tint (color) shall allow the wood grain to remain visible. Decks shall not be painted.

1. Ground Level Decks and Patios

A ground level deck is 24 inches or less in elevation. Ground level decks do not require guardrails.

2. Elevated Decks

All elevated decks (higher than 24" at the highest point above grade) require guardrails. Guardrail height (measured from the deck floor) shall be between 36 inches and 42 inches, with vertical pickets in addition to the top rail.

Application Contents

An application is required and must include:

1. Site plan (location plat) showing the relationship of the deck or patio to the house, lot and adjacent properties.
2. Indicate whether or not the under deck area will be used for storage. If so, indicate whether trellis work or solid walls will be used. Solid walls must be treated as an exterior storage

enclosure. Approval must be obtained for under deck storage.

3. A description of material to be used. This description must also include, for ground-level decks and patios, grading and drainage changes. The owner shall certify that drainage will not be adversely affected by the installation of a patio.
4. Dimensions of railings, posts, stairs, benches, privacy lattice and other details as required to clearly describe proposal. Details of trellis work and/or solid walls are required when applying for under deck storage. Also include height of deck above the ground. Six by six (6" X 6") vertical deck supports for decks more than 4 feet above the ground are strongly recommended. The application should include the deck, guardrail, and privacy lattice styles.
5. Proposed treatment and manufacturer, if applicable.
6. Estimated start and completion dates.
7. Signatures of four neighbors most affected by the change.

C. Solar Collectors

Design Criteria

Solar Collector panels may only be mounted to the rear side of roofs and may be flush or elevated. If elevated, they must not extend above the roof peak such that they are visible from the yards or facing houses across streets or pipe stems. No other mounting locations are acceptable.

Application Contents

An application is required and must include:

1. Site plan (location plat) indicating location and size of panels and location of roof peaks.
2. Photographs of similarly installed units may be included but are not to replace a site plan.
3. Estimated start and completion date.

4. Signatures of four neighbors most affected by the change.

D. Storage Sheds

Any exterior storage enclosure has an aesthetic impact on neighbors. An inconsiderately placed or poorly designed enclosure can visually and functionally negate an otherwise desirable residential area. Therefore, it is important to remember in choosing and locating an enclosure, that there are needs other than storage that must be considered.

Design Criteria

Storage containers or sheds must be placed in rear yards in locations which are the least visible from the street or other houses. Storage sheds or containers shall be prefabricated and made of only metal, plastic, or wood material. Prefabricated materials shall be neutral or earth tone in color. A homeowner may build his/her own storage container or shed; however, the outer walls and roofing shall match the existing home in color and materials.

Storage containers shall be no greater than eight feet by six feet by six feet (8'x6'x6') in size. No portion of the container shall be higher than the privacy fence. In yards without a full fence the storage container shall be placed against the privacy fence or against the rear of the house under a deck.

Metal sheds or storage containers shall be maintained to prevent rust. Containers in disrepair are not permitted and shall be removed.

Application Contents

An application is required and must include:

1. Site plan (location plat) must show the proposed location of the shed and indicate the location of all utility easements over the lot before the application will be considered by the Covenants Committee. See Policy Resolution 02-01-01, Procedures for Approval of Sheds.
2. A description of materials to be used or style and manufacturer of proposal prefabricated enclosure. Colors of the enclosure are required. For free-standing enclosures, a diagram and a

list of proposed landscaping must also be included.

3. Dimensions of enclosure.
4. Estimated start and completion dates.
5. Signatures of four neighbors most affected by the change.

E. Greenhouses and Screened Porches

Detached greenhouses will be reviewed with consideration for the special requirements of sun orientation. Attached greenhouses and screened porches will be reviewed as room additions. Architectural drawings are required for all greenhouses and screened porches.

F. Spas and Hot Tubs

Design Criteria

Spas and/or hot tubs must be no closer than five feet to the property line. Spas and/or hot tubs shall not be more than 50% of the back yard.

Application Contents

An application is required and must include:

1. Signatures of all property owners affected by the proposal (in the event that more than the usual four are affected).
2. A site plan showing location and dimensions of the spa and/or hot tub, other related equipment, fences, etc., in relation to the applicant's house, property lines, and adjacent dwellings.
3. Landscaping plan for around spa and/or hot tub, deck area, lighting arrangements, walkways, fences, etc., and pertinent information concerning water supply system, drainage and water disposal system.
4. Estimated start and completion dates.

G. Recreation and Play Equipment

The standards listed below are provided in an effort to reconcile the need for play equipment with the goal of

minimizing its visual impact. Careful thought should be given to location and kinds of equipment to be installed.

Design Criteria

Equipment must be placed in rear yards in locations which are the least visible from the street and other houses. Equipment shall not be higher than six feet in height (height of the privacy fencing). Equipment such as badminton, volleyball nets, and trampolines shall be stored when not in use. Basketball backboards and poles are prohibited. Recreation and play equipment shall not be placed in the street or on community common areas.

Play equipment constructed of wood is encouraged. Play equipment shall be painted earth tone in color (i.e., brown, dark green). Wood frames that are already a dark earth tone need not be painted. Neutral colors are preferred on wearing surfaces and accessories (i.e., canopies; other colors will be considered). Other play equipment colors will be considered, contingent upon location and landscaping.

Application Contents

An application is required and must include:

1. Site plan showing relation to proposed play equipment to adjacent property lines, applicant's house and adjacent houses.
2. Photograph and/or sketch of proposed play equipment.
3. Dimensions.
4. Color and material.
5. Estimated start and completion dates.
6. Signatures of four neighbors most affected by the change.

H. Air Conditioners • Exterior Unit

Air conditioning units extending from windows are prohibited. Exterior units may be added or relocated

only when they do not interfere visually with neighbors.

I. Antennas/Satellite Dishes

See Policy Resolution No. 02-02-01, Satellite and Exterior Antenna Guidelines.

J. Attic Ventilators and Metal Flues

Attic ventilators and turbines are permitted. They must be similar to siding or trim color on the house if mounted on a gable end, or they must match the roof color if placed on a roof. Roof location shall be on the least visible side of the roof peak. Large metal flues and any vent through the roof must be similar to the roof color if placed on the roof.

K. Beekeeping

Beekeeping, whether as a recreational activity or commercial occupation or otherwise, is prohibited within the community.

L. Chimneys

Chimneys may be masonry or enclosed. Chimney caps must be painted, any venting through the roof must match the roof color. Enclosed chimneys must be made of the same materials and same color as the house siding.

Application Contents

An application is required and must include:

1. Site plan showing the relation of chimney to the house, property line and adjacent neighbors.
2. Picture and/or detailed drawing of chimney to include dimensions.
3. Color and style of house.
4. Description of materials being used to construct chimney. If brick is being used and there is brick already on the house, then the brick colors must match.
5. Estimated start and completion dates.

6. Signatures of four neighbors most affected by the change.

M. Clothes lines

No exterior clothes lines or other exterior clothes drying apparatus shall be permitted on any Lot, unless approved in writing by the Covenants Committee.

N. Compost Piles

Compost piles are not allowed.

O. Pets

Subject to limitations as may from time to time be set by the Association, generally recognized house or yard pets, in reasonable numbers, may be kept and maintained on a Lot or in a Living Unit, provided such pets are not kept or maintained for commercial purposes. All pets must be kept under the control of their owner when they are outside of the Lot and must not become a nuisance to other residents.

P. Dog Houses and Dog Runs

Dog houses must be compatible with the applicant's house in color and material, or match an approved wood fence. They must be located in the rear yard and visually unobtrusive. Dog runs are not allowed.

Application Contents

An application is required and must include:

1. Site plan showing the relation of dog house to house, property line and adjacent neighbors.
2. Picture and/or detailed drawing of dog house to include dimensions.
3. Description of materials used. Color of house and dog house.
4. Architectural style of owner's house.
5. Landscape plans to compliment and/or screen the dog house.
6. Estimated start and completion dates.

7. Signatures of four neighbors most affected by the change.

Q. Exterior Decorative Objects

Approval is required for all exterior decorative objects, including natural and manmade. Exterior decorative objects include such items as plaques, bird baths, wagon wheels, sculptures, fountains, pools, stumps, driftwood piles, boulders, free standing poles of all types and items attached to approved structures.

An application is required for exterior carpet. It should be noted that brightly colored carpet has an adverse visual impact on the community and is prohibited.

Application Contents

An application is required and must include:

1. Site plan showing the relation of object to house, property line and adjacent neighbors.
2. Picture and/or detailed drawing of object to include dimensions.
3. Color and material of object.
4. Estimated start and completion dates.
5. Signatures of four neighbors most affected by the change.

R. Exterior Lighting and Electronic Insect Traps

Exterior lighting added to the front of a home must match or compliment existing lamp styles. Ground level lights must be unobtrusive in nature, with a black or dark green finish. Lighting in the front or rear yard must be placed so that light does not shine outside the property in a manner which could disturb neighbors. In particular, care must be taken in arranging the angle of a spotlight. Sodium or mercury vapor lights/lamps are prohibited. Holiday decorations do not require an application, but must be removed in a timely fashion.

Electronic insect traps will be regulated based on the same criteria as exterior lighting. In addition, no device shall be installed or maintained in such a way as to cause discomfort to adjacent owners from noise.

These devices may be operated only during those times when the owners or their guests occupy the immediate area protected by the trap.

Application Contents

An application is required and must include:

1. Site plan showing the relation of the insect trap or lighting to house, property line, and adjacent neighbors.
2. Picture and/or detailed drawing of the insect trap or lighting to include all dimensions and height of fixture above ground.
3. State wattage of bulb to be used.
4. Estimated start and completion dates.
5. Signatures of four neighbors most affected by the change.

S. Exterior Painting

Color changes applies not only to the house siding, but also to the doors, shutters, trim, and other appurtenant structures. Change of exterior color should relate to the colors of the houses in the immediate area. An application for repainting or staining to match the original color need not be submitted.

Application Contents

An application is required and must include:

1. List of all exterior colors on the house and appurtenant structures.
2. A color sample of the new color to be used.
3. Estimated start and completion dates.
4. Signatures of four neighbors most affected by the change.

T. Firewood

Firewood shall be kept neatly stacked and located to the rear of the residence, within owner's property

lines. Piles larger than one cord require approval. Piles longer than six feet should be a minimum of two rows deep. Piles must not exceed four feet in height for safety. Firewood piles must contain firewood only, not debris.

Location should be in such a manner as to minimize visibility. In certain cases, screening may be required.

U. Flagpoles

Permanent flagpoles must be of a height, color and location appropriate for the size of the property and background. Permanent free standing flagpoles must be installed and maintained in a vertical position.

Application Contents

An application is required and must include:

1. Site plan showing the relation of pole to the Chouse, property line and adjacent neighbors.
2. Picture and/or detailed drawing of pole to include dimensions.
3. Description of material and color of flagpole.
4. Signatures of four neighbors most affected by the change.

V. Gutter and Downspouts

Gutters and downspouts must match those in existence in color and design and must not adversely affect drainage on adjacent properties.

W. In-Home Businesses

Fairfax County regulates in-home businesses; permits must be obtained. However, customer intensive businesses which frequently attract large numbers of vehicles to the resident's home are not allowed.

The following special requirements must be met:

A) Copy of Fairfax County Permit filed with the Greenwood Homeowners Association.

B) No sign or other advertising device of any nature shall be placed upon any lot.

C) No exterior storage of business related materials will be allowed.

X. Landscaping and Gardens

Care should be exercised in the planting and maintaining of trees and shrubs to prevent obstruction of sight lines for vehicular traffic. All

landscaping must be neatly maintained; this includes removal of all unused stakes, trellises, and dead growth.

Consideration should be given to the effect which planting will have on views from neighboring houses and property. Also, the views of neighboring units and shade patterns of larger trees should always be considered.

An application is not required for tree or single shrub planting; however, an application is required for hedges or other features which in effect become structures, fences, or screens, and as part of other applications where required.

An application is required for all landscape timbers which form a wall over 12 inches high for a length of 8 feet or more. Include a site plan with the location of timbers drawn in, and information on landscaping plans and any grading changes.

Rock Gardens

An application must be submitted for rock gardens, collections of rocks, and single rocks exceeding 24". All rocks shall be left their natural color.

Vegetable Gardens

An application must be submitted for a vegetable garden which does not meet the following conditions:

1. It is located ^between the rear line of the house and the rear property line and side lines of the house.
2. Its size does not exceed 1/4 of the area described in (1).
3. It does not damage other property through the flow of water.

Y. Permanent Grills and Barbecue Pits

Permanent grills should be placed in the rear of the house and must not be located within 10 feet of the side and rear property lines. An application is required.

Application Contents

An application is required and must include:

1. Site plan showing the relation of the grill to the house, property line and adjacent neighbors.
2. Picture and/or detailed drawing of grill to include dimensions and materials used.
3. Estimated start and completion dates.
4. Signatures of four neighbors most affected by the change.

Z. Signs

No signs of any type shall be displayed on Common Areas without the prior written approval. See Appendix 3 for an Open Space Use Application. Signs displayed to public view on private lots shall be limited to Real Estate Signs, Security System Signs, Garage Sale Signs and Political Candidate Signs (during campaign season). Signs shall be removed in a timely manner after an event is over.

AA. Sidewalks and Pathways

New stone or brick pathways or sidewalks should be set back at least two feet from the property line and should generally be installed flush with the ground. The use of loose stones, gravel, or mulch as a walkway is prohibited. Resurfacing or realigning existing walks also requires an application.

Application Contents

An application is required and must include:

1. Site plan showing the exact location of the pathway or sidewalk.

2. Materials to be used including color. If using brick, type should blend with that on the house (if any).
3. Method of installation plus a description of grading changes required, if any, and the resulting impact on neighbors.
4. Estimated start and completion dates.
5. Signatures of four neighbors most affected by the change.

BB. Storage of Boats, Trailers, Campers, Mobile Homes. Recreational or Commercial Vehicles

No recreational vehicle may be parked or stored in open view on residential property, private streets, or on open space. "Recreational vehicle" is defined as follows:

1. Any boat or boat trailer.
2. Any motor home or other self-contained camper.
3. Any camper slip-ons not mounted on the vehicle.
4. Any mobile home, trailer or fifth-wheel trailer.
5. Any pop-up camp/tent trailer or other similar recreation oriented portable or transportable facility or conveyance.
6. Any other vehicle not defined above which could not normally or regularly be used for daily transportation, including dune buggies, nonoperative automobile collections, or other automotive equipment not licensed for use on the highways of Virginia.
7. If a truck-mounted camper is to be an Owner's primary means of transportation, it shall not be considered a recreational vehicle, providing it meets the following conditions: (a) the vehicle is moved on a daily basis; (b) it is parked within a garage or driveway; and (c) if the camper is removed, it shall be stored in a area screened from all surrounding property.

Commercial Vehicles

For the purposes of requiring screened parking and storage on a lot in Greenwood the following vehicles shall be treated in the same manner as recreation vehicles:

1. Any vehicle defined as commercial by Fairfax County Code.
2. Any vehicle that has commercial signs or advertising or visible commercial equipment, excluding public service vehicles.
3. Any private, school or church buses.

Commercial vehicles whose signage is covered may be parked in Greenwood only if the following criteria are met:

1. The signage must be totally covered by a flexible plastic magnetic cover which is the same color as the vehicle background it adjoins to.
2. The cover must not be unreasonably large or unreasonably configured.
3. The cover must be approved by the Covenants Committee.

Motor Vehicles

No portion of the property shall be used for the repair of motor vehicles. Motor vehicles, including motorcycles may be parked only on designated paved parking areas. All motor vehicles including, but not limited to trail bikes, motorcycles, dune buggies, and snowmobiles shall be driven only upon paved streets and parking lots. No motor vehicles shall be driven on pathways or Common Areas, except such vehicles as are authorized by the Association as needed to maintain, repair, or improve the Common Area.

CC. Storm and Screen Doors

Storm/screen doors installed on the front of the house must be full-view doors with clear/seethrough glass, without ornamentation such as stained or etched glass, scrolls, imitation gate hinges, ornamental grillwork or scallops (simple etched borders, metal inlays and trim are acceptable). Storm doors installed on the rear of the house may be less than full view.

Storm doors must be white or match exterior trim or door color. Approval will depend upon the design of the particular door and its relation to the design of the house and adjacent houses. Security doors, incorporating bars or ornamentation such as scallops and scrolls, are prohibited.

DD. Sun Control Devices

Sun control devices must be compatible with the architectural character of the house in terms of style, color and materials. Trellises should be consistent with the design of the houses to which they are attached; and application is required.

The location of any trellis must not adversely affect views, light, winter sun or natural ventilation of adjacent properties. Solid colors are required. Trellis work must match the trim or deck if part of the deck, or match the dominant color of the applicant's house.

Awnings are prohibited.

Application Contents

An application is required and must include:

1. Site plan showing location of trellis and/or awnings.
2. Sketch and/or photograph of house (and adjacent houses if townhouse application).
3. Sketch, photograph, or manufacturer's product information of proposed sun control device including indication of dimensions, construction details showing how the awning or trellis is attached to the house, materials, and color. In the case of fabric awnings, submissions of a material and color must be included.
4. Estimated start and completion dates.
5. Signatures of four neighbors most affected by the change.

EE. Trash Cans

Containers, including recycling bins, shall not be placed for pickup at appointed locations prior to

6:00 p.m. the previous evening. Trash is to be placed for pickup in appropriate metal or plastic containers manufactured for trash storage purposes only. Containers, including recycling bins, must be stored in the rear of the house so that they are screened from view of the street.

FF. Tree Removal

Prior to removing any tree over two inches in diameter, consult the Covenants Committee.

Trees with a diameter in excess of four inches (measured 12" above ground), and trees in excess of two inches in diameter, similarly measured, which are generally known as flowering trees (such as dogwood or redbud) or as broad leaf evergreens, may not be cut without prior approval of the Covenants Committee. Also, no live vegetation on slopes of greater than 20% gradient or in "no cut" areas marked on original plans may be cut without approval of the Covenants Committee.

Residents are advised to consult with the County Arborist for compliance with county ordinances on tree cutting.

GG. Use of Common Areas/Open Space

In accordance with Policy Resolution 01 -08-01, an application is required for any use of open space, to include use of land for construction materials placement, yard sale, cookout, community activity, etc. See Appendix 4 for the Application for Permission To Use Common Area for Special Events and the Common Area Use Agreement.