

**WESTVIEW ON THE LAKE HOMEOWNERS ASSOCIATION**  
**Architectural Guidelines**



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## Section I. **Objectives and General Information.**

### **A. Objective.**

The objective of this document is to serve as a uniform guide to both Westview on the Lake Homeowners Association (WLHA) property owners and the members of the Architectural Review Committee (ARC) in order to foster high standards for the development and maintenance of the community and its natural surroundings.

... to insure the best use and most appropriate development and improvement of the subdivision and each building site; to protect the subdivision and the owners of building sites against improper use of building sites that would depreciate the value each property; to preserve, so far as practicable, the natural beauty of the real property and the trees growing thereon, to guard against the erection of poorly designed or proportioned structures, and structures built of improper or unsuitable materials; to obtain harmonious color schemes; to insure the highest and best development of the subdivision; to encourage and secure the proper positioning and erection of attractive buildings and to provide adequate free space between structures; and in general, to provide adequately for a high type and quality of improvements on all properties to enhance the value of investments made Westview on the Lake property owners.

#### **[Westview on the Lake: Easements and Restrictive Covenants]**

These guidelines and standards address improvements for which property owners will most often submit applications to the ARC. They are not intended to be all-inclusive or exclusive, but rather to serve as a guide in identifying improvements permissible within the community. Specific objectives of this document are:

- 1) To provide uniform guidelines to be used by the ARC in reviewing applications in light of the goals set forth in the Easements and Restrictive Covenants and subsequent rules and resolutions approved by the Board of Directors;
- 2) To assist property owners in preparing an acceptable application to the ARC;
- 3) To increase property owner awareness and understanding of the Easements and Restrictive Covenants of WLHA, and applicable rules and resolutions of the Board of Directors;
- 4) To provide basic design guidance, which will aid property owners in developing exterior improvements and structural changes that are in harmony with the community as a whole; and,
- 5) To assist property owners in maintaining a well-kept subdivision in order to protect and enhance the economic property and aesthetic values, and the overall desirability of the homes within our community.

Within this document, the use of the terms *Architectural Committee* and *Architectural Review Committee* are synonymous.

Questions regarding these guidelines and procedures or application submissions should be directed to the Chairperson of the ARC.

**B. Introduction.**

All property owners and residents benefit from the planning and design that remains important to the development and maintenance of our community. The purpose of design control is to assure property owners and residents that the standards of design quality will be maintained. This, in turn, protects property values and enhances the community's overall environment.

This document is designed to address exterior alterations or structural changes made by property owners to their property (land and structures) as set forth in the Easements and Restrictive Covenants of WLHA, and Resolutions of the Board of Directors.

The authority for maintaining the quality of design in the community rests with ARC and the Board of Directors, which is founded in the Easements and Restrictive Covenants. Paraphrased excerpts and citations of the Covenants are included in this document for clarity. Where these guidelines conflict with the Covenants, the Covenants shall take precedence.

These Covenants and restrictions "run with the land" (i.e., pass from owner to owner) and are binding on all property owners. To prevent misunderstanding, these Covenants and all other Association documents should be read and fully understood by each property owner.

**Section II. Architectural Review Committee.**

No site preparation and no construction, erection or installation of any structures, facilities, or other improvements whatsoever shall commence before Architectural Committee approval. This includes, but is not limited to residences, other buildings, fences, clotheslines, screen plantings, mail and newspaper boxes, outside lighting, outside furnaces or wood stoves, and dock or mooring facilities. In addition, colors shall be normal, subdued tones, not flashy in nature. No construction or installation shall be undertaken on any building site within the subdivision until the building plans, specifications, and plot plans have been submitted to the Declarant or the Architectural Committee and written approval is received.

**[Westview on the Lake: Easements and Restrictive Covenants]**

This paragraph assigns to the ARC authority to approve all new construction and any change, whether permanent or temporary, to the exterior appearance of one's property. Once approved, the specifications of the application must be adhered to unless subsequent modifications have also received ARC approval. Further, approved modifications to one property do not constitute ARC approval for like or identical modifications to any other property.

**A. Architectural Review Committee Approval Criteria.**

The real property above described is hereby made subject to the protective covenants and restrictions hereby declared for the purpose of insuring the best use and most appropriate development and improvement of the subdivision and each building site therein; to protect the subdivision and the owners of building sites therein against such improper use of surrounding building sites as will depreciate the value of the property of each; to preserve so far as practicable, the natural beauty of the real property and especially the trees growing thereon, to guard against the erection thereon of poorly designed or proportioned structures, and structures built of improper or unsuitable materials; to obtain harmonious color schemes, to insure the highest and best development of said property; to encourage and secure the proper siting and erection of attractive buildings and to provide adequate free space between structures; and in general, to provide adequately for a high type and quality of improvements on said property, and thereby to enhance the values of investments made by purchasers of building sites therein.

**[Westview on the Lake: Easements and Restrictive Covenants]**

In addition to specific restrictions and exclusions provided by the Easements and Covenants, this paragraph applies broad direction regarding “appropriate development and improvement” on properties within Westview on the Lake as they relate to covered property-owner modifications.

The ARC will evaluate all submissions, for both new construction and any subsequent additions or modifications, on the individual merits of each application. In addition to lot specific provisions stipulated in the Covenants, characteristics of the lot and structures will be taken into account when evaluating a particular design proposal. To the extent practicable, these guidelines will be applied consistently to all applications. However, the ARC may take lot location, topology, or other factors into account during the review of each application.

To minimize the impact on adjacent properties, it is recommended that applicants discuss their proposal with immediate neighbors prior to applying for ARC approval. It may be appropriate in some cases to submit neighbor’s comments along with an application. Notification does not imply consent, but will allow the ARC to consider community comments related to the proposed alteration. In addition the ARC may, at its discretion, solicit comments from adjoining property owners potentially impacted by approval of an application.

The following criteria represent the general standards that will be used in reviewing and evaluating such application for structural or design change.

- 1) Validity of Concept. The In addition to complying with the Association Easements and restrictive Covenants and rules/resolutions approved by the Board of Directors, the basic proposal must be sound and appropriate to its surroundings.
- 2) Design Compatibility. Any 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. The proposed construction/alteration should relate favorably to the landscape, any existing structure(s), and the community surroundings as a whole.

- 4) Color. Elements of an alteration that are similar to the existing house such as roofs, siding and trim should be matching in color. Colors will be subdued and of natural earth tones.
- 5) Materials. In the case of structure alterations, continuity is established by use of the same or compatible materials as were used in the original construction.
- 6) Workmanship. The quality of work should be equal to or better than that of the community as a whole.
- 7) Duration. With the exception of major dwelling construction or improvements, projects are to be completed within, six (6) months of approval to minimize nuisance and safety hazard for neighbors and the community. Primary dwelling construction must be completed within twenty-four (24) months.

## **B. Architectural Review Committee Submissions.**

### **1. Application Format.**

A sample request form for submission of architectural changes is provided on page C-1. Forms may also be obtained from the ARC Chairperson or from the Westview on the Lake web site (<http://westview-hoa.org>). The following items should be a part of every ARC application.

- 1) Site Plan and Narrative. A site plan reflecting the plat layout and topology, and the location and orientation of the proposed alteration. The rendering must indicate proposed changes, including dimensions and distances from adjacent property. Project narratives should include relationships of major architectural features such as existing and proposed roof lines, window sizes and alignment, building heights, roof slopes, exterior elevations for the alteration, and if appropriate, plans or provisions for landscaping or grading. Applicants should also include the expected duration of the work.
- 2) Material and Color. A description of the existing materials and colors (if any) and the proposed colors and materials. Where materials and/or colors are compatible but different from those of the existing structures, samples of color chips may be submitted for clarity.
- 3) Drawings and Photographs. A graphic description should be provided, and may be in the form of manufacturer's literature, photographs and freehand mechanical drawings or blueprints. The amount of detail should be consistent with the complexity of the proposal.

### **2. Review Procedures.**

All applications must be submitted to the ARC, whether an alteration is permanent or temporary. If an application is incomplete it will be returned to the property owner for additional clarification. The ARC will complete its review no more than sixty days (60) after receipt of a complete application.

### **3. Appeal of an Architectural Review Committee Decision.**

Property owners may appeal a decision of the ARC to the Board of Directors if they believe that:

- 1) Proper procedures were not followed during the administration and review process; or,
- 2) The ARC decision was inconsistent with the Virginia Property Owners Act, Restrictive Covenants, or previous conforming approvals;

To initiate the appeals procedure, the applicant must submit a written request to the ARC within ten (10) days after receiving the ARC decision. The appeal will be referred to the Board of Directors for review and the property owner may request a hearing in accordance with Virginia Code § 55-513.

#### 4. Enforcement Procedures.

The ARC will adhere to the following procedures to enforce the rules and regulations as set forth in these guidelines:

- 1) All owners and residents of Westview on the Lake shall comply with all the provisions of the Articles of Incorporation, Declaration of Easements and Restrictive Covenants, and Board of Directors Resolutions, Rules, and Regulations. Failure to comply with the aforementioned documents shall be grounds for one or more actions to recover damages or for injunctive relief, for suspension of voting rights and use of common facilities, for imposing liens or other legal or equitable relief deemed appropriate.
- 2) In the event any rule or regulation of the WLHA is deemed to have been violated, the owner shall be notified of the violation by certified mail, return receipt requested. Notice shall be sent to the address shown in Association records.
- 3) In any instance where a violation presents a health or safety hazard, the Board of Directors may elect to take immediate action, at the owner's expense, to correct the infringement. Notification to the owner of the action taken and the costs incurred will be made by certified mail, return receipt requested.
- 4) The owner shall have the right to appeal any violation cited. A written request for appeal must be submitted to the Board of Directors through the ARC Chairperson, within ten (10) days of receipt of the violation notice.
- 5) In the event the owner does not bring the violation into compliance within thirty (30) days, or submit a request for appeal within ten (10) days of the date of receipt of the violation, the Association shall proceed with enforcement as provided in Virginia Code § 55-513.

Please note that failure of the HOA or ARC to enforce any provision, covenant, restriction, or rule and regulation shall in no event be deemed a waiver of the right to do so thereafter.

### **Section III. Architectural Standards and Guidelines.**

The guidelines and standards that follow address a broad range of exterior structural and/or design alterations for which property owners frequently submit an application to the ARC. While it would be impossible to address each specific design condition, these guidelines represent the principle factors, which should be considered when developing a design. More specifically, these guidelines define the limits to size, quality of construction, location, materials and color based on the intended use and relationship to adjoining properties rather than focusing on a particular construction detail or a specific design alternative.

**SPECIAL NOTE...COUNTY APPROVALS.** Many structural changes require county review and permits. It is the property owner's responsibility to obtain the required county approvals and permits. Mecklenburg County authorities should be contacted prior to beginning any work in order to verify what procedures must be followed, and to obtain required permits. County approval does not preclude the need for ARC approval and vice versa.

## **A. Items Requiring ARC Approval**

### **1. Primary Dwelling Construction.**

The construction of a primary dwelling on any lot shall be in accordance with the Easements and Restrictive Covenants. Property owners should contact the Chairperson of the ARC during the initial planning stages of construction to ensure proper documentation is submitted for Committee review.

### **2. Major Exterior Changes.**

Major alterations are generally considered to be those, which substantially alter the existing structure or environment, either by subtraction and/or addition. Major building alterations include, but are not- limited to construction of driveways, garages, porches, sidewalks, greenhouses, fireplaces, chimneys, pools, ponds, and other additions to a home. Environmental alterations include such activities excavation, grading, and paving.

The design of major alterations should be compatible in scale, materials and color with the applicant's primary dwelling and with community standards. If changes in grade or other conditions which will affect drainage are anticipated, they must be indicated in the application. Such alterations will not be approved if adjoining properties are adversely affected.

### **3. Fences.**

No fence, wall, hedge, or mass planting shall be permitted except upon the prior approval of the Declarant or the Architectural Committee. Wire fences or fences over 36 inches in height will be disapproved. Wire mesh fences may be made an integral part of a wood or split rail fence such to serve as a security barrier for children and pets.

#### **[Westview on the Lake: Easements and Restrictive Covenants]**

It is the intent of the Covenants to provide a neighborhood that is harmonious with our rural, country lifestyle. Fences should be constructed of natural materials whenever possible so as to integrate into the generally wooded landscape of our home sites. Because of the rural nature of the community, fences are generally discouraged. To minimize the impact on neighbors and wildlife, property owners are encouraged to construct fences behind the rear plane of the primary dwelling when feasible. Any approved fence must meet a standard that would be acceptable if installed on any property within the community and be acceptable and eye appealing to residents, regardless of whether or not it can be seen from common areas. Following are variations of fences that may be approved.

- 1) **Split Rail.** Two rails connected through posts, approximately every 6 – 8 feet. The rails and posts are commonly cedar or treated wood and are left in their natural state. The top of each post will be no more than 36 inches above ground level and rails should be spaced evenly on each post.
- 2) **Stacked Rail.** Three or four rails stacked on top of each other at alternating angles to allow the inter-locking of each succeeding section of three or four rails. This type of fence is common in Southside Virginia as well as around Civil War battlefields. The rails are commonly cedar and are left in their natural state and are not stacked higher than 36 inches.
- 3) **Farm Fence.** Two 1 x 6 boards fastened to 4 x 4 posts at 6 – 8 foot intervals. The top of each post will be no more than 36 inches from the ground and boards should be spaced

evenly on each post. The boards and posts may be left natural or stained (most commonly black, brown, gray or another subdued color). Most farm fences are constructed of treated wood although manmade products with a “wood” appearance may be substituted.

- 4) Stone/Brick Rail. Two rails connect through “posts” constructed of stone/brick. Posts cannot exceed 36 inches in height. Posts should measure 12-18 inches on each side and spaced approximately 6 – 8 feet apart. Commonly, rails are natural cedar but could be 1 x 6 boards or manmade equivalents, which can be left natural or stained.
- 5) Wireless Fence. In keeping with technology advances for the control of pets, a buried electronic fence is very effective, efficient and the least intrusive on all property owners, as it cannot be seen and only controls the owner’s pet. The animal wears a collar through which a signal is received when the animal nears the buried fence. If the animal proceeds to the fence, a mild electric shock is administered. Collars are available that allow the owner to regulate the electricity, which quickly trains the pet not to venture near the buried fence.

No fence or enclosure shall be built on any lot prior to obtaining written approval of the ARC. Applications should include location, material, color and design information and illustrations or photographs if possible. Fences must be no more than thirty-six (36) inches high. The ARC must also approve alterations to existing fences. All fence modifications must match the style, color and materials of the existing fences. Above ground electric fences, picket fences, chain link fences, wire-type fencing, plastic, rope, etc., are not be permitted except that green or black wire fencing material may be attached to an approved fence type to contain children or pets. All fence spans (posts and rails) shall be rigid to minimize the potential danger to animals and children. Approved fences shall be well maintained to avoid deterioration of posts, rails, and stains or colors.

#### 4. Out buildings, Storage Sheds and Unattached Garages.

The Easements and Restrictive Covenants prohibit storage sheds and other external structures except for a single detached garage.

- a. The ARC must approve single detached garages.
- b. The exterior of the detached garage will be architecturally compatible with the exterior of the primary dwelling and should be sited no further than fifty feet (50) from the primary dwelling.
- c. A detached garage should not exceed twenty-five feet (25) in depth by forty feet (40) in length, which allows for three normal bays.

#### 5. Patios and Decks.

Patio and decks are to be located in rear yards. When patio and deck schemes include other exterior changes, such as lights, landscaping, other appropriate sections of these guidelines should be considered when preparing an application.

All decks are to be of pressure treated wood, naturally resistant woods (e.g., redwood or cedar) or other suitable synthetic product. Applications must include a site plan showing size of deck, location as it relates to applicant’s house as well as adjacent houses and property lines,

description of materials to be used, and details of railings, posts, stairs, steps, etc., as required to clearly describe proposal.

Rear yard, ground level patios made of decking material, brick, stone or cement require ARC approval. Applications for patios must include a site plan showing size of patio, location, description of materials to be used, and other details (such as stairs, steps, lighting, and all other built-in items).

#### 6. Trellises, Arbors, and Gazebos.

The use of trellises and/or arbors as part of a fence, deck or patio will be reviewed on a case-by-case basis and should be incorporated into the overall design of the project.

#### 7. Doghouses.

All doghouses exceeding 3 feet in height and 6 square feet require ARC approval. A proposed doghouse must be compatible with the applicant's house color and material, or match a natural wood fence and must be located in the rear yard.

#### 8. Swimming Pools, and Hot Tubs.

Plans for swimming pools, ponds, and hot tubs must be submitted to the ARC for approval. It is the property owners' responsibility to secure proper building permits/inspections and to ensure that plans conform to local government and Mecklenburg County guidelines. A copy of the County approval should be submitted with detailed plans depicting the proposed location of the pool/pond/hot tub and property lines, materials, and an estimated completion date. Nuisance fencing must meet the material standards of other fences unless such materials will not meet applicable state, and local codes for safety. Permanent or semi-permanent aboveground pools are prohibited except for child-size inflatable pools.

#### 9. Recreational and Play Equipment.

Creatively designed equipment and play equipment constructed of wood or suitable synthetic rust-free materials is encouraged. The guidelines listed below are provided in an effort to reconcile the need for play equipment with the goal of minimizing its visual impact. Prior to the installation of any equipment, an application to the ARC shall be submitted and approved. Equipment will be permitted only in rear yard locations. Consideration must be given to lot size, equipment design and size, and amount of visual screening. Approved equipment must be placed so as to avoid being a nuisance to neighboring lots.

#### 10. Exterior Painting.

Color changes apply not only to the house siding, but also to the doors, shutters, trim, fascia, roofing, and other appurtenant structures. No person shall paint the exterior of any building a color different than the original, without the proposed color having been approved by the ARC. Exterior trim, wooden window frames and garage doors must be repainted the original color or white. Repainting or staining that matches an originally approved color does not require ARC approval.

#### 11. Vegetation.

No owner of any building site, other than Declarant, shall injure, cut, or remove, or suffer or cause to be injured, cut or removed, any trees, shrubs, flowers, or other vegetation from any Common Area unless with the prior written permission of the WESTVIEW on the Lake
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Homeowners Association Architectural Committee <b>[Westview on the Lake: Easements and Restrictive Covenants]</b>
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Care should be exercised in the planting and maintenance of trees and shrubs. Consideration should also be given to blending of plants and trees with the natural surroundings and in such ways to minimize/prevent erosion.

Vegetable plants of any kind shall be limited to the rear yard of the unit and the total planting area should not exceed sixty (100 square feet).

Approval is NOT REQUIRED for foundation plantings, plantings within fifteen (25) feet of the primary dwelling and retaining walls installed on sloping ground for the purpose of controlling erosion.

Approval IS REQUIRED for:

- a. Trees and shrubs within twenty (20) feet of any easement, if the trees or shrubs will exceed twenty-five (25) feet in height when mature;
- b. Hedges more than three (3) feet in height or eight (8) feet in length, or other features, which in effect become structures, fences, or screens;
- c. Railroad ties or garden timbers, which form a wall over two (2) feet high. Applications should include a site plan with the location of ties or timber drawn in, and information on landscaping plans and any grading changes.
- d. Any single rock or collections of rocks exceeding thirty-six (36) inches in height. All rocks shall be left their natural color.

#### 12. Exterior Lighting.

No exterior lighting shall be installed or maintained in such a way as to cause discomfort to adjacent neighbors. Spotlight security lighting is discouraged except for standard eave mounted floodlights, which may be motion controlled. Applications for exterior lighting changes (whether individual or part of a deck, patio, or other landscaping feature) must include wattage, height of fixture above ground, and a complete description of the light fixture (materials, design and number of bulbs on a single fixture) and the proposed location.

#### 13. New Entry Walkways.

New front entry walkways shall be constructed from cement, brick, slate or other natural rock that is compatible with Home décor, style and color. Applications must specify dimensions, materials to be used and color.

#### **B. Prohibited Items.**

The following items are prohibited:

- 1) Window unit air conditioners and fans
- 2) Clotheslines
- 3) Dog Runs

#### **C. Community Standards (ARC Approval NOT Required)**

Each building site owner shall maintain and preserve his lot or lots in a clean, orderly and
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attractive appearance within the spirit of this development, as set forth above. Failure on the part of the building site owner to adhere to such proper, clean, orderly and attractive maintenance of his property, upon thirty (30) days' written notice given to him by the ARC, the necessary maintenance or mowing shall be completed and the property owner billed accordingly. No open or exposed storage, including junk or abandoned items of personal property, shall be maintained on any building site. Trash or refuse, including leaves, may be burned on building sites within the development as long as all applicable burning laws and regulations are complied with. No abandoned boats, vehicles, tractors, appliances or like items shall be left on the property. Should such items be found, the Property owners Association, 30 days after proper notification, shall have authority to remove same and to assess the lot owner for such removal costs. Garbage must be kept in covered metal containers. Trash, tin cans, paper and similar items must be kept in wire or metal containers.

**[Westview on the Lake: Easements and Restrictive Covenants]**

1. Landscaping and Landscaping Decorations.

Landscaping should be compatible with the rural nature of the community. Landscaping improvements do not require ARC approval unless such improvements are proposed within twenty (20) feet of adjacent property lines, common areas, or easements. Members are encouraged to use discretion when placing exterior decorative lawn objects such as birdbaths, small figurines, garden statues, etc., in the front yard of a residence. Limiting the number and size of the objects will minimize their visual impact and promote harmony with the natural surroundings of Westview. Seasonal holiday decorations are permitted but should be removed within two weeks of the end of the holiday/season.

2. Flagpoles and Flags.

- a. Temporary flagpole staffs, which do not exceed six feet (6') in length and are attached either at the horizontal or at an incline to the front wall or pillar of the house or dwelling, do not require ARC approval. All other types of flagpoles require ARC approval.
- b. The American flag, the Virginia State flag and military service flags may be flown without ARC approval.

3. Barbecues and Barbecue Grills.

Permanent brick or cement Barbecue grills should be placed in the rear yard and as far a practical from the adjacent property lines. Any use of a portable grill should be in accordance with County Fire Codes.

4. Antennas and Satellite Dishes.

To the extent practicable, all satellite dishes and antennae should be mounted in the rear yard or on the side of the dwelling except when such locations prevent adequate signal reception. Professional representatives of the servicing company may installed satellite dishes without ARC approval however, antennas or other receiving devices will be erected only after the express written consent of the ARC. Applications for antenna approval will be submitted to the ARC indicating the type of antenna, its location, height, and manner of installation. Requests for antennas such as those used for two-way communication and short wave radio reception will not be approved.

## 5. Signs.

No sign of any kind shall be displayed on any property, except temporary real estate and temporary political signs.

- a. **Real Estate Signs.** There shall be no more than one real estate sign per lot and there shall be no signs displayed in windows. Signs shall be no larger than four square feet in area and shall not exceed four feet in height. All signs shall be removed within seven days of settlement or leasing of property. No real estate sign shall be illuminated but may utilize reflective paint. Open house signs and directional signs are permitted on the day of open house and shall promptly be removed at the conclusion of the open house. No sign shall be placed on common areas; except temporary for sale signs or notices, which may be placed at the subdivision entrance. No sign shall be affixed to street signs or other Association notice signs.
- b. **Political Signs.** No more than one political sign per candidate shall be displayed during a political season. The sign shall be no larger than four square feet in area and shall not exceed four feet in height. All signs shall be removed within 2 days following the election. No political sign shall be illuminated but may utilize reflective paint. No sign shall be placed on common areas or be affixed to street signs or other Association notice signs.

## **D. General Guidance.**

### 1. In-Home Businesses.

Mecklenburg County regulates in-home businesses. In addition to County control, property owners need be concerned with the impact of in-home business on the residential character of the neighborhood and on adjacent neighbors. Therefore, customer-oriented businesses are not allowed.

For non-customer-oriented businesses, the following special requirements must be met:

- 1) A Permit/license must be obtained from Mecklenburg County;
- 2) A copy of the permit will be submitted to the Association Secretary/Treasurer;
- 3) No sign or other advertising device of any nature shall be placed upon any property; and,
- 4) No exterior storage of business-related materials is permitted.

### 2. Leasing.

Owners may not lease or rent their property for terms in excess of a 12-month duration. Any tenant must acknowledge in writing, receipt of a copy of the Association rules, regulations, and of these restrictive and protective covenants. Leases shall state they are subject to those documents.

#### **[Westview on the Lake: Easements and Restrictive Covenants]**

A property owner who leases his home shall promptly, following the execution of any such lease, forward a copy thereof to the Association Secretary/Treasurer. The Secretary/Treasurer must be notified of any continuation, extension, renewal or termination of the lease. Absentee owners are required to notify the Association of any change in their address or phone number and provide the work and home phone numbers of their tenants.

Residents, including lessees, are responsible for maintaining the exterior of their dwellings and any other structures on their lots, such as decks, fences, sheds, landscaping, and playground type of equipment.

### 3. Trees and Shrubs.

No owner of any building site, shall injure, cut, or remove, or suffer or cause to be injured, cut or removed, any trees, shrubs, flowers, or other vegetation from any Common Area without the prior written approval of the ARC. Building site owners with wooded or partially wooded lots that have thirty foot sideline setbacks will adhere to the following, within the thirty foot sideline set back

#### **[Westview on the Lake: Easements and Restrictive Covenants]**

The following shall apply to natural or planted vegetation:

- 1) Noxious vines and underbrush may be removed;
- 2) Dogwood, holly and red bud trees will NOT be removed;
- 3) Trees three inches in diameter and under may be removed;
- 4) Planted trees will be kept a MINIMUM of 15 feet apart;
- 5) In addition to the sideline clearing limitation (sidelines being deeded property lines adjacent to another lot or common property), waterfront lots will follow these same guidelines within a 50-foot strip of land along their property line that borders the subdivision's streets and roads.

### 4. Trash Removal.

Household trash and discarded equipment or building materials may not be stored on any lot. Organic debris such as leaves, grass clippings and branches may not be dumped in open space. Property owners will not allow unsightly or unhealthy items to accumulate in their yards.

### 5. Pet Control.

No animals or poultry of any kind other than house pets shall be kept or maintained in any part of said property, provided, however, that house pets will not be kept or maintained for commercial purposes and provided further they are kept within the confines of the owner's home or the lot of said owner. Further, no pens or runs shall be allowed on any lot.

#### **[Westview on the Lake: Easements and Restrictive Covenants]**

### 6. Mailboxes and Posts.

U.S. Postal Service approved mailboxes will be of subdued earth-tone colors. Residents are encouraged to install a mailbox and post that is similar to those used by neighbors. A small "flower bed" consisting of flowers/greenery surrounded by small natural rocks, appropriately sized to the footprint of the mailbox, may be placed at the base of the mailbox without ARC approval.

### 7. Parking.

There shall be no parking on WLHA community property. Violators will be towed at their own expense. Individual property owners shall refrain from parking within two feet of an adjacent resident's driveway entrance. No commercial vehicles (double axle or more that 6 ton

trucks/vans or boat, construction or house trailers are no permitted to be parked anywhere in the community.

**APPENDIX A: Signature Page**

IN WITNESS WHEREOF, FOR THE PURPOSE OF PROVIDING ARCHITECTURAL GUIDELINES FOR THIS CORPORATION UNDER THE LAWS OF THE STATE OF VIRGINIA, AND IN ACCORDANCE WITH THE ARTICLES OF INCORPORATION OF *WESTVIEW ON THE LAKE HOMEOWNERS ASSOCIATION*, THE UNDERSIGNED, CONSTITUTING THE Officers OF THIS CORPORATION HAVE EXECUTED THESE ARCHITECTURAL GUIDELINES THIS \_\_\_\_ Day OF \_\_\_\_\_, 2010.

IN WITNESS WHEREOF, Westview on the Lake Homeowners Association has caused this agreement to be executed in its company name by its proper officers thereunto duly authorized, all as of the day and year first above written.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Robert R. Rounds, President

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Michael E. Koch, Secretary/Treasurer

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Chris Elliotte Bailey, Director

Signature \_\_\_\_\_ Date \_\_\_\_\_  
KimberlyAnn W. Landefeld, Director

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Gena Lynn Overbey, Director

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Sig G. Rogers, Director

**APPENDIX B: Architectural Committee Members (as of May, 2010)**

<b>NAME</b>	<b>POSITION</b>	<b>EMAIL</b>	<b>PHONE</b>
Cindy Rogers	Chairperson	<a href="mailto:cmrogers123@hotmail.com">cmrogers123@hotmail.com</a>	434-374-5384
Mike Koch	Member	<a href="mailto:gofishn@kerrlake.com">gofishn@kerrlake.com</a>	434-374-4664
Bill Seals	Member	<a href="mailto:wseals@wildblue.net">wseals@wildblue.net</a>	434-374-5056

DRAFT

## WESTVIEW ON THE LAKE Application for Architectural Review Committee Approval

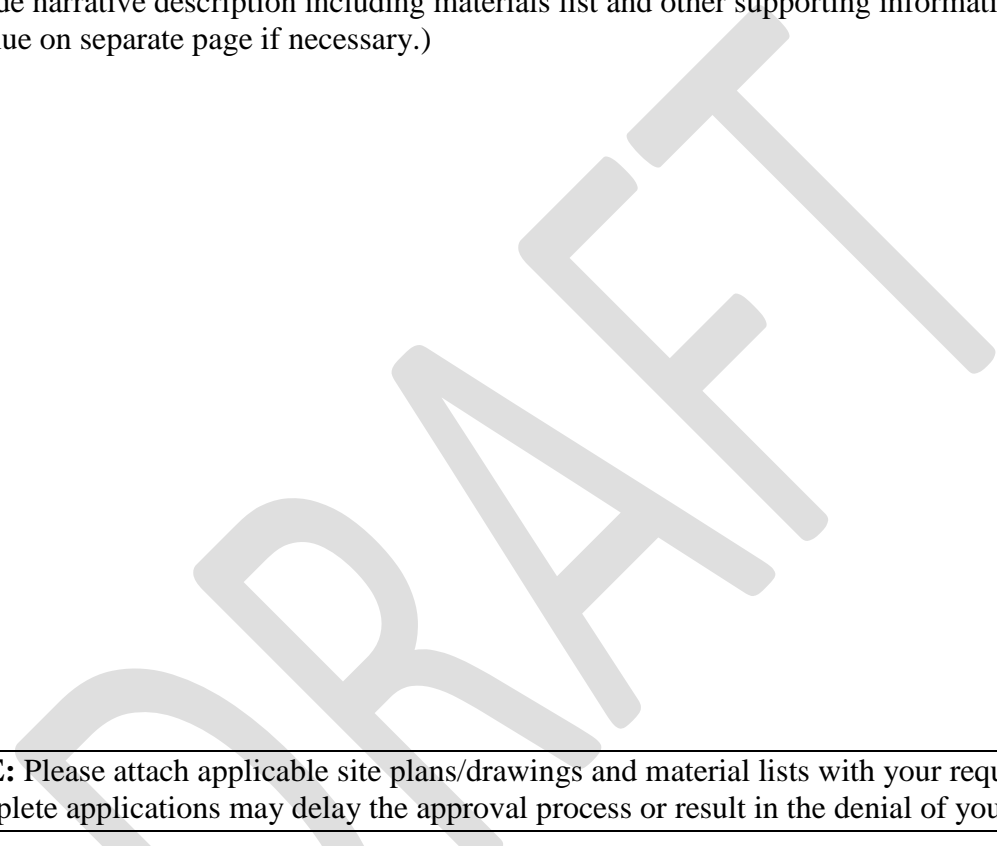
Applicant's Name \_\_\_\_\_ Lot Number \_\_\_\_\_

Date Submitted \_\_\_\_\_ Phone No. \_\_\_\_\_

Prime Contractor (if any) \_\_\_\_\_

**Description of Proposed Project:**

(Provide narrative description including materials list and other supporting information. Continue on separate page if necessary.)



**NOTE:** Please attach applicable site plans/drawings and material lists with your request. Incomplete applications may delay the approval process or result in the denial of your request.

**FOR ARC USE ONLY:**

<b>Received Date</b>		<b>Comments (continue on back of form):</b>
<b>Decision Date</b>		
<b>Approved</b>		
<b>Conditional (see comments)</b>		
<b>Disapproved</b>		
<b>Date of Notification</b>		
<b>Date of Inspection</b>		