

## TOA Architectural Standards and Guidelines

It is the intent of the Twinbrook Owners Association (TOA) to keep Twinbrook at Mount Air a great place to live, and to maintain our community so that the value of the property continues to increase over time. To accomplish this, in addition to Article V - Use Restrictions, the below architectural standards and guidelines have been established. Authority to enforce these standards is cited under Section 4, Article IX, Architectural Review Committee, of the Declaration of Covenants, Conditions and Restrictions of Twinbrook at Mount Air.

**All changes, permanent or temporary, to the exterior of a house or lot are subject to the review and approval by the Architectural Review Committee prior to the change.** The review process is not limited to major additions or alterations. It also includes items such as changes in color and materials. Approval is also required when an existing item is to be removed.

**Owners must submit an *Architectural Review Committee Application* to obtain approval for a change prior to the start of work.** The ARC has the responsibility to approve, approve with exceptions, or disapprove the application within 30 calendar days of receipt of the application. If no response is provided in this timeframe, the application is considered approved. Some changes are pre approved as listed below and do not require an application.

### ***Standards and Guidelines***

The items listed below have standards or guidelines for most changes normally requiring ARC approval. If a change is outside this list, ARC approval is required and a standard will be established with the application. See the details of the standards below.

Antennas	Mailboxes & Newspaper Tubes
Attic Ventilators	Maintenance of Property
Awnings	Patios
Clothes Lines	Privacy Screening
Decks	Recreational & Play Equipment
Dog Houses & Dog Runs	Satellite Dishes
Doors	
Exterior Colors	Security Bars
Exterior Decorative Objects	Sidewalks & Pathways

Exterior Lighting

Fences

Flagpoles

Greenhouses

Grills (Permanent)

Hot Tubs & Spas

Landscaping

Storage Sheds

Storage of Recreational Vehicles,

Boats, Campers & Trailers

Swimming Pools

Trash Containers

Tree Removal

Wires & Cables

### ***Pre Approved Changes***

There are a number of exceptions to this otherwise inclusive review requirement. The following exterior changes are considered pre approved, meaning that the homeowner can make the changes without gaining approval by the Architectural Review Committee (ARC). Listed below are changes that are pre approved as long as they stay within the stated guidelines.

Door Knockers

Door Plaques

Kick Plates

Flagpoles (Temporary)

Peep Holes

Storm & Screen Doors

Real Estate Signs

Welcome Plaques

### ***Standards and Guidelines Details***

**Antennas.** Exterior antennas are prohibited.

**Attic Ventilators.** Attic ventilators and turbines are permitted. Ventilators and turbines should be mounted on the least visible side of the ridge pole so as to minimize their visibility.

**Awnings.** In general, exterior awnings will be prohibited unless demonstrated to be clearly compatible with the architectural design and qualities of the home, or screened from the view of adjoining neighbors due to the proposed location of installation. If approved, awnings must meet the following criteria:

They should be of a plain design without decorative features, such as scallops, fringes, etc.

Solid colors which are compatible with the color scheme of the house should be used, rather than stripes or patterns.

They should be consistent with the visual scale of the house to which attached.

Pipe frames or structural supports for canvas awnings (or similar material) should be painted to match the trim or dominate color of the house.

**Clothes Lines.** Clothes lines or similar apparatus for the exterior drying of clothes will not be permitted.

**Decks.** All decks must be approved by the Architectural Review Committee. Applications must be accompanied with a plat showing the location of the deck and a Fairfax County approval to build. Homeowners are advised to consider the following factors:

*Location.* Decks will be located in the rear of the dwelling. Wrap around decks are prohibited.

*Scale and Style.* Decks should be of a scale and style which are compatible with the home to which attached, adjacent homes and the environmental surroundings.

*Materials and Color.* All decks, including their rails, landings and supporting posts, must be constructed only of cedar, redwood, pressure treated lumber or Trex, except that variances may be granted for spiral metal stairways which may be black. Decks should be stained or otherwise treated only with a transparent stain or preservative which allows the original wood grain to remain visible. Stain colors must be approved by the Architectural Review Committee. Wood portions of decks may not be painted.

*Underdeck Storage.* Elevated decks have an underdeck area which can have a negative visual impact on adjoining neighbors, particularly when used as an informal storage space. The use of decorative screening or landscaping to minimize adverse, visual impacts is encouraged and may be required by the Architectural Review Committee, particularly in the case of high decks.

**Dog Houses and Dog Runs.** Dog houses will be approved if compatible with the applicant's house in terms of color and material. They should be located where visually unobtrusive to neighbors and the use of appropriate screening is encouraged -and may be required in some cases -in order to minimize any negative visual impacts. Dog runs are prohibited. A dog run is defined as any fenced or walled structure (other than privacy fencing) constructed to allow dogs or other animals to exercise or otherwise move about portions of the owner's property without escaping, or any other constraining device such as a post and leash which allows an animal to roam unattended beyond the boundaries of the owner's property.

**Doors.** The following illustrate pre-approved door styles. Variation to the stained/clear glass sections are allowed, but glass patterns inconsistent with the architectural theme of the community may be disapproved.

Existing or Builder Style.



Variation 1.



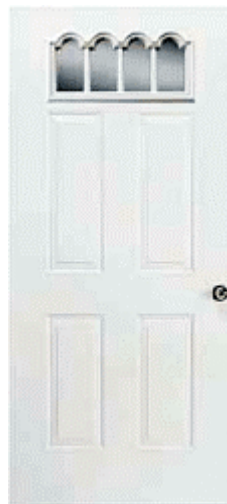
Variation 2.



Variation 3.



Variation 4.



Other door styles not shown which are consistent with the architectural theme of the community may be approved on a case by case basis.

Owners are reminded to get ACR approval for a given door prior to purchase.

*Door Composition.* Doors (save for their glass sections) can be made of steel, fiberglass, wood, or composites.

*Door Texture.* The door surface can have either a smooth finish or a wood textured finish.

*Door Colors.* The allowable door colors are the original builder door colors of black, red, green and gray. The preferred door finish is paint, however doors which can be stained to achieve the appropriate color can be approved. Slight variations from the original shade may be allowed at the discretion of the ARC.

**Exterior Colors.** Applications are not required for any repainting or restaining which does not change a unit's original colors. However, owners must obtain approval before changing the color of any externally visible portion of any unit, including siding, doors, shutters, trim, or roofing. The decision whether to approve each application will be based on a judgment as to whether the proposed change would be noticeably inconsistent or visually incompatible with the originally established color scheme of the applicant's property and surrounding neighborhood. Factors considered in this review will include the following:

Proposed colors must be visually indistinguishable from the original colors on one or more units of the same model located in the same neighborhood, and must correspond to the location of these original colors. For example, a proposed change of door color will be compared to the color of other doors in the same neighborhood.

Proposed color changes must not reverse or alter the degree of contrast between the unit's original colors. For example, a light color against a dark background must not be replaced with a dark color against a light background. An area originally a single color may not be painted different colors, nor may adjacent, different colored areas be painted the same color.

Proposed color changes must not alter the original degree of consistency between units in the same neighborhood.

**Decorative Objects.** Decorative landscape objects that are visible from the street in front of the house and are not part of an approved garden space will require approval from the Architectural Review Committee. Examples include bird houses, bird baths, driftwood, weathervanes, sculptures, fountains, free standing poles of all types, mail boxes, house identification numbers, and any items attached to approved structures. These will be evaluated in terms of their general appropriateness, size, location, compatibility with architectural and environmental design qualities and visual impact on neighborhoods and the surrounding area.

**Exterior Lighting.** Lighting which is a part of the original structure may not be altered or added to without prior approval of the Architectural Review Committee. Proposed replacements or additions must be compatible in style and scale with the applicant's house, and applications must include their location, number, style,

bulb color, and wattage. Recommended fixtures include low voltage ground-mounted styles that may be wholly or partially concealed by plantings.

Colored bulbs designed to repel insects may be installed only in lighting fixtures located at the rear of house.

Lighting which illuminates either common areas or private property other than that on which it is installed, including reflected "backwash" behind houses, is prohibited.

Proposed lighting shall not be approved if it will otherwise result in adverse visual impact to any other property, due to factors including but not limited to location, color, or wattage. As the effects of proposed lighting may be difficult to assess prior to installation, the ARC reserves the power to require correction, including but not limited to removal or modification of lighting found to cause adverse impact after installation.

**Fences.** Fences can be used for the following purposes: to visually define property lines; to provide security; and as an architectural feature intended to enhance the physical appearance of the house or property. All fencing must be approved by the Architectural Review Committee prior to construction and meet Fairfax County building code. General guidelines for the construction and approval of fences are provided below.

Fencing must be constructed only of cedar, redwood or pressure treated lumber, may not be painted, and may be stained or otherwise treated only with transparent stain or preservative which allows the original wood grain to remain visible and does not change its color to other than that of the types of wood cited above.

Chain link fences are prohibited and will not be approved under any circumstances.

Fences must be located only within lines bordering the area defined as Rear Yard by Fairfax County Code.

**Flagpoles.** Permanent, free standing flagpoles must be approved by the Architectural Review Committee. Flagpoles must be installed and maintained in a vertical position. The height, color and location of the flagpole must be consistent with the size of the property, and scale and design qualities of the home.

Temporary flagpole staffs which do not exceed six feet in length and are attached at an incline to the wall or pillar of the dwelling unit are pre approved by the ARC.

**Greenhouses.** A greenhouse will be treated as a major alteration to a dwelling unit and will be subject to ARC review. Greenhouses must meet the following criteria to be approved:

They must be attached to the rear yard side of the dwelling unit.

The size and design must be architecturally compatible with the home and

surrounding homes.

There shall be no adverse visual impact for adjoining properties.

They shall not be used for commercial purposes.

**Grills (Permanent).** Permanent grills must be placed in the rear yard of the house and as far as practical from the adjacent property lines.

**Hot Tubs & Spas.** Exterior hot tubs or spas must be located in the rear yard adjacent to the dwelling unit. The incorporation of hot tubs as an architectural feature of decks and/or patios is encouraged. The exterior finish of an elevated hot tub should blend with the exterior finish of the home, deck, or patio to which it is attached or most closely related .

**Landscaping.** All major landscaping must be approved prior to installation. In general, a design review application is not required for minor landscape improvements with the following exceptions:

Approval is required for all trees, regardless of size or location, and for other plantings intended to form a hedge or natural screen which will attain a height of more than two feet.

An application is required for the installation of railroad ties, garden timbers or similar structures which will form a wall over 12 inches high and 8 feet long.

A proposed improvement which is of such a scale or type as to be inconsistent with the existing design features of the home or lot, adjacent units and the surrounding area requires approval. Examples include the substantial or total removal of turf and replacement with another material, such as mulch or gravel.

Vegetable gardens are prohibited between the front line of the house and the street. All other vegetable gardens require approval of the ARC. Applications must show the size and location of the garden on a plat diagram.

**Mailboxes and Newspaper Tubes.** Mailbox replacement similar to those originally installed by the builder is pre approved. If mailboxes are to be replaced with units different from those installed by the builder, approval of the ARC is required. The addition of tubes or other containers for delivery of newspapers require the approval of the ARC. Tubes must be free of advertising and coordinate with the color and style of the neighborhood.

**Maintenance of Property.** Property ownership includes the responsibility for continued maintenance of all structures and grounds which are part of the owner's lot. This includes, but is not limited to, keeping buildings and structures in good condition and repair, removing all debris and unsightly material, and keeping all shrubs, trees, grass and other plantings neatly trimmed, properly cultivated, and free of weeds. Owners will not allow trees, shrubs, or plantings of any kind to overhang or otherwise encroach upon any sidewalk, street, pedestrian way, other owner's property , or common area, from ground level to a height of twelve feet, without prior Architectural Review Committee approval.

Owners will not alter any common area or easements without prior written consent of the Board of Directors. Such alterations include but are not limited to storing personal property, allowing debris to accumulate, establishing gardens, or otherwise adding, removing, or modifying trees or other plantings.

**Patios.** All patios require approval. Patios should generally be located in rear yards, with the exception of units whose rear yard fences extend beyond the width of the house, wherein such patios and lower level decks can extend to the fence line. No portion of the walking surface may be located above the bottom of the frame of the lowest door to the rear of the property. Any adverse drainage requirements which might result from the construction of a patio should be considered and remedied. The use of a partially porous patio surface or the installation of mulch beds adjacent to the patio are ways to eliminate drainage concerns.

**Privacy Screening:** Privacy screening for elevated decks must be constructed only of cedar, redwood, or pressure treated lumber, either of framed alternating board-on-board construction or consisting of heavy duty three quarter (3/4") inch lattice-framed 2 inch by 4 inch (2" X 4") lumber. Screening must extend upwards from the walking surface of the deck, except for lattice-framed screening which may be affixed to the top of deck railings. Screening height must be uniform, above the enclosed walking surface, except that a 45 degree corner bevel is permitted at the ends of side screens furthest from the house. Hangers from which plants may be suspended may be substituted for screening if their height, length and location do not differ from that allowed for screening.

**Recreation and Play Equipment.** Semi-permanent play equipment which either constitutes a structure or is appurtenant to an existing structure requires approval. Examples include sandboxes, play-houses, swing-sets, etc. The following factors will govern approval of such equipment.

*Location.* Generally, such equipment should be placed in rear yards.

*Scale and Design.* The equipment should be generally compatible with the lot size. The design and visual screening are additional considerations in evaluations of whether or not there will be an adverse visual impact.

*Basketball Backboards.* Permanent backboards must be approved by the ARC. Location and size must be provided on the application.

**Satellite Dishes.** Owners must submit a written application to the Architectural Review Committee and receive its prior written approval before installing a satellite dish. The application for such a device shall be approved by the committee if the following criteria is satisfied by the applicant:

The device is 39 inches or less in its dimension.

The device is located in an area on the lot where it is compatible with the natural setting of the home and neighborhood, namely: 1) entirely within and entirely below the height of approved privacy fencing which fully encloses the rear yard of



any unit; or 2) at ground level in the rear of any home screened or decorated with natural landscaping ; or 3) mounted on the rear of the house with its highest point below the peak of the roofline or 4) above the walking surface of the deck, providing that no portion of the device projects no more than six inches above the height of the deck railing, or 5) attached to the back railing of the deck.

The device is of a color and material which is reasonably compatible with the color and materials of the home.

The device does not adversely affect the safety of others or the reception of the radios and television sets of neighbors.

The Architectural Review Committee reserves the power to approve applications for satellite dishes in locations other than those above. In such an instance, the applicant shall inform the Committee in the application of a) the problem with signal strength and b) the desired alternate location. Under such circumstances, the Committee shall review the alternative location proposed by the applicant to ensure that it is necessary to afford sufficient signal strength for reception and causes the least amount of visual intrusion in the neighborhood. The Committee may require the applicant to install visual barriers, such as lattice or landscaping, around the device in order to diminish any adverse visual effect which may be caused by the installation of the device or may require the applicant to locate the dish in another setting so long as the dish is still capable of receiving sufficient signal strength for adequate reception.

**Security Bars.** In general, the use of security bars or grates on windows and doors will be prohibited. Exceptions may be made where the security apparatus will not be visible from the street and from adjoining properties. Homeowners concerned about the security of their homes are advised to consider alternatives, including alarms and sophisticated lock systems.

**Sidewalks and Pathways.** Sidewalks and pathways should be set back at least four feet from the property line and installed flush to the ground. Only stone, brick, concrete, or similar durable construction material should be used. The scale, locations and design should be compatible with the lot, home and surroundings.

**Storage Sheds.** All storage sheds require approval of the ARC. Storage sheds are defined as exterior enclosures capable of hiding or storing equipment, materials or supplies for protection from theft, visibility or weather. Because sheds not specifically designed or located for consistency with architectural style, they can detract from an otherwise visually harmonious residential environment. The installation of prefabricated or free standing sheds is prohibited. All approved storage sheds must be located in the rear of the house. The height of the shed may not exceed six feet, and the remaining dimensions shall be proportional, for the lot and the surrounding neighborhood.

*Materials and Finish:* The exterior walls and doors of sheds attached to privacy fencing must be constructed of wood whose color and finish is similar to that of the fence. For sheds abutting the rear of the home, the color, style and finish of exterior materials must create the appearance of an enclosure that is an integral

part of the house. Shed roofs must be similar in color and materials to that part of the house.

**Storage of Boats, Trailers, Campers, Mobile Homes and recreational Vehicles.** Due to the size of lots with Twinbrook, the storage of boats, trailers, campers, mobile homes and recreational vehicles is prohibited unless stored inside garages.

**Swimming Pools.** In general, only in-ground swimming pools will be acceptable. Above-ground pools (excluding portable pools which are play equipment for children) will be considered only if there are no adverse off-site visual impacts. A pool must be located in the rear of the property .

**Trash Containers.** Trash will be kept only within covered, rigid metal or plastic containers manufactured specifically for trash purposes, or in tightly closed heavy-duty trash bags manufactured specifically for exterior use. Newspapers may be left for pick-up in grocery-type paper bags or bound in twine. Containers must be kept out of view at all times, except when placed at curbside no earlier than sunset before the day of regularly scheduled trash or newspaper pick-up.

**Tree Removal.** No live tree with a diameter in excess of 4 inches, measured 12 inches above ground, nor flowering trees in excess of 2 inches similarly measured, or no live vegetation on slopes of more than 20 percent gradient may be cut without the prior approval of the Architectural Review Committee.

**Wires and Cables.** Wires and cables, including those installed to convey radio or television signals, shall be hidden, buried or secured flush with the side of each house so as to minimize their visibility.

### ***Standards and Guidelines for Pre Approved Changes***

Door Knockers may conform to any of the following styles and dimensions. Knockers must be solid brass, polished/ bright or "brushed" finish; and must be installed in the center of the door from left to right, and in the top third of the door. Fasteners should be durable and non-rusting.

Style A: "Colonial" style not exceeding 7 inches in length or 3-3/4 inches in width.



**"COLONIAL" Style**

Style B: "S" style not exceeding 7-3/4 inches in length with bases not more than 2 inches in diameter.



"S" Style

-1/2 inches in width or 5-1/2 inches in



"RING" Style



"RING" Style

**Door Plaques.** Door plaques will be affixed to the upper part of the door, shall not exceed 6 inches in height or width, nor have a total surface area larger than 25 square inches (e.g., 6"W x 4"H); and shall be brass in appearance, of nominal thickness.

**Flagpoles (Temporary).** Temporary flagpole staffs which do not exceed six feet in length and are attached at an incline to the wall or pillar of the dwelling unit are pre approved by the ARC.

**Kick Plates.** Kick plates are permitted provided they are attached to the exterior bottom portion of the front entrance door. Kick plates may not exceed 8 inches in height, measuring from the very bottom of the door and must be of polished brass finish. Any other style and/or size kick plate must be reviewed by the full Architectural Review Committee.

**Peep Holes.** The style of the door viewer/peep hole must not exceed one inch in diameter. The "Big View" style must have a brass outer case. The smaller viewer should have a brass housing. Door viewers/peep holes shall be installed in the center of the door, from side to side, and in the upper third of the door.

**Storm and Screen Doors.** Owner installed storm or screen doors are pre approved if they meet the following standards. If the door does not meet these standards, approval must be obtained from the ARC prior to installation. This guideline does not apply to sliding glass/screen doors. The objective of this guideline is to describe doors that will have a minimal and complementary visual and aesthetic impact on the appearance of the home.

Doors must be full view, with kick plates no greater than 12 inches in height and no panels other than glass or transparent screening intended to impede insects. "Full View" is defined as allowing an uninterrupted view of the underlying door, but may include so called "split full view" doors with two separate removable panels, provided that the cross bar securing the panels is no greater than two inches in width. The latter does not include "self-storing" doors which have screening permanently installed behind the glass (like a storm window), because that would diminish the "full view" of the underlying door. Discreet decorative etching on the (glass) border of single panel glass doors will not disqualify the door as "full view". Storm or screen doors over the front door must exactly match the color of the underlying door or that of the immediately surrounding trim.

**Real Estate Signs.** Only signs advertising a property for sale may be displayed. Such signs must meet applicable County regulations with respect to size, content and removal. Signs may only be placed in the front yard of available properties.

**Welcome Plaques.** Welcome plaques shall be neatly affixed to the house, shall be no larger than 15 inches in height or width, shall have a total surface area not exceeding 160 square inches, with nominal thickness appropriate to the material and scale. The predominant color(s) of the plaque shall be compatible with the underlying and/or neighboring surfaces (e.g., the brick, siding, grout, trim). The plaque shall be consistent with the architectural style of the neighborhood.