Saint Mary’s Design and Environmental Standards

DRAFT

Revision 1

2022
REVISION HISTORY

Revision 0, 1990 Original Standards
1. Original Standards by Jones Creek Associates, L.P.

Revision 0, 2003 Amendment
1. Security sign changes
2. “For Sale” sign clarification
3. Minimum sq. ft increased to 2,800
4. Addition of 50 year warranty (Grand Manor) shingles
5. Addition of painted aluminum gutters
6. Addition of vinyl soffit and fascia
7. Fence enclosures for dogs now include picket fences

Revision 0, 2011 Amendment
1. Picket fences limited to 48” above ground
2. Communication device (e.g. satellite dish) changes
3. “For Sale” and other signage clarification on Common Property.

Revision 0, 2017 Amendment
1. Change to General Requirements – one (1) complete sets of professionally drawn and prepared building plans submitted to ARB
2. Minimum sq. ft increased to 3,200 heated square feet
3. Change to architectural requirements concerning roof warranty – replace w/50 year warranty with equal or better than Certainteed Grand Manor of GAF Camelot
4. Fence Guideline additions:
   a. Wooden fences must be maintained with a stain or protective coating
   b. Aluminum fencing is permitted at the discretion of ARB
   c. Privacy fences will be approved only in special circumstances
5. No commercial or private kennels are allowed
6. Pavement and Walkway changes:
   a. Add exposed aggregate concrete driveways, stamped concrete
   b. Add stamped concrete to walkways list
7. Admin change to ARB contact information
Revision 1, 2022 Full Revision
This revision is a full revision to the community standards that was generated with the following purposes:

- Generate a “clean” source document that can be easily updated.
- Incorporate three previous amendments from 2003, 2011, and 2017 so that all information is in a single document.
- Restructure, reorder, and reformat sections for clarity.

In addition to the above administrative changes, the following substantive changes have been incorporated in this revision as well:

1. Picket fence height limit changed from 42” to 48” in height, consistent with landscape fences.
2. Added a new section concerning solar panel requirements
3. Changed the Design Review and Submission Requirements section to:
   a. Update the process for submitting applications to the ARB through the community electronic portal.
   b. List requirements for New Home Construction that had previously been on the paper forms.
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The primary purpose of these standards is to act as a guide to an owner who is preparing to improve his parcel in St. Mary’s. These standards will assist in the implementation of the Community’s Covenants which states in its first paragraph:

*The primary purpose of these General Covenants and the foremost consideration in their origin has been the creation of a community which is aesthetically pleasing, functionally convenient, and in keeping with the rural nature of the area. The establishment of objective standards relating to design, size and location of dwellings and other structures makes it possible to take full advantage of the individual characteristics of each parcel of property and of technological advances and environmental values. For this reason, such standards are not established by these General Covenants. However, certain standards are embodied in the Existing Zoning Classification (R-1) made applicable to this property by the Powhatan County Zoning Ordinance. In order to implement the purposes of these General Covenants, the Proprietor shall establish and amend from time to time objective standards and guidelines which shall be in addition to and more restrictive than said zoning.*

No building, fence, garage, swimming pool or other structure shall be erected, placed, or altered nor shall a building permit for such improvement be applied for on any property in St. Mary’s until one (1) complete sets of professionally drawn and prepared building plans, including elevations, specifications, exterior color and finish samples, and site plan (showing the proposed location of such building, drives, parking areas, well and septic drainfield sites) shall have been reviewed and approved in writing by the St. Mary’s Architectural Review Board (ARB). A professionally drawn landscape plan showing the location, species, number, and size of all trees and shrubs as well as grassed and other landscaped features and areas must be submitted to and approved by the ARB before final grading, seeding and landscaping commences. In reviewing these materials, ARB shall consider such things as aesthetic appearance, harmony with surrounding improvements, compliance with the Covenants and this declaration, and any additional criteria adopted by ARB as part of the St. Mary's Standards. Approval or disapproval of any plans, locations or specifications may be based by ARB for any reason including purely aesthetic considerations, which in the sole and uncontrolled discretion of ARB shall be sufficient. If approval of such plans and specifications is neither granted nor denied within sixty (60) days following receipt by ARB of written request for approval, the plans and specifications shall be deemed to be approved.

All design elements intended to be incorporated in a house design must be clearly and professionally drawn on submitted documents. Sketched or noted changes from the drawings will not be accepted. ARB reserves the right to request additional detail on drawings that are not specific with regard to design details. Additions or modifications to plans after ARB approval must be submitted for review and approval.
General Guidelines

1. No homes of matching or very similar design will be allowed.

2. No temporary structures shall be permitted to be constructed at any time.

3. An owner may not install a television antenna, satellite dish or other communication devices, absent approval of the ARB. An owner may apply to the ARB for permission to install a referenced communication device. The decision of the ARB to grant said permission shall be in the ARB's sole discretion and shall be final.

4. No sign may be erected upon any property within St. Mary's, except:
   a. Security signs are permitted
   b. "For Sale" signs described in “Declaration of Rights, Restrictions, Affirmative Obligations and Conditions to All Property in St. Mary’s” Part 1, Item #4.
   c. "For Sale" signs may be placed in the Common Property at the front entrance to St. Mary's, as well as lead-in signs, during the day of an open house. All signage must be removed at completion of the open house.
   d. All other signage, such as garage sales, family events, etc. may be placed in the Common Property at the front entrance to St. Mary’s with approval by the ARB. An owner may apply to the ARB for permission to place one or more signs in the Common Property. Such application shall be made at least 72 hours in advance. The decision of the ARB to grant said permission shall be in the ARB’s sole discretion and shall be final.
   e. An owner may erect one Personalized Home Nameplate on owner’s property with the approval of the ARB. An owner may apply to the ARB for permission to place a Personalized Home Nameplate, not to exceed 2’ high and 2’ wide, on his or her property. The decision to grant said permission shall be in the ARB’s sole discretion and shall be final.

5. During the construction phase on a parcel, the builder, designer or Realtor shall utilize parcel signs provided by the Proprietor.

6. St. Mary's Parcels are zoned R-1, and, as such, are subject to the Powhatan Zoning Ordinance. Owners should be familiar with all County requirements and adhere to them.

7. The minimum finished floor area for any single family house shall be 3,200 heated square feet.
PART 2 – DESIGN GUIDELINES

General

Designs shall be of good proportions, massing, and consistent design elements. Improperly mixed styles of windows, roofs, projections or materials will not be approved. Designs submitted utilizing styles that are inconsistent with the neighborhood or overall goals of St. Mary's will be rejected.

Far from being arbitrary or a matter of personal taste, good residential design is the result of applying some basic rules.

1. **Contextualism**: The house design should fit in with the styles, materials, colors and sizes of houses in the neighborhood as well as the topography and vegetation of the parcel.

2. **Massing**: A house is a block of space. Massing breaks that block into parts which are more comfortable to the human scale, of good proportions and of interesting, complimentary shapes.

3. **Openings and Light**: Houses need openings for access, light, air and view. In addition to physical openings, doors and windows provide a psychological sense of openness that increases a feeling of livability and friendliness to a house. Deleting openings to save a few dollars can exact a high price in the desirability of the finished product.

4. **Architectural Vocabulary**: Every building has an architectural vocabulary. It consists of the materials, colors and types of elements that make it up, including styles of windows, doors, chimneys, shutters, eaves, rakeboards, trim, moldings, handrails, louvers, etc. A successful house has a limited vocabulary of complimentary elements used consistently throughout the design. A large vocabulary of inconsistent elements is cause for rejection of the design by the ARB.
Below is a list of standard architectural requirements applicable in St. Mary's:

1. All building foundations shall be constructed of brick or stone.
2. All exposed portions of a building not constructed of stone or brick must be of finished materials, painted or stained as appropriate. Exposed salt treated materials may not be used except for rear wood patio decks.
3. All exterior portions of building roofs shall be cedar shake, slate, approved imitation slate, terra cotta or cement tile, or dimensional fiberglass/asphalt shingles equal or better than Certainteed Grand Manor or GAF Camelot.
4. Chimneys shall be constructed of the same materials as used on the foundation.
5. All exterior paint and stain colors and colors of pre-finished exterior materials must be approved by ARB. ARB will consider colors of adjacent properties as well as design in its approval process.
6. All stone and brick size and colors must be approved by ARB.
7. All exposed flashing, gutters, downspouts and rain leaders shall be copper or painted aluminum.
8. Minimum roof pitch of main roofs and gables facing the street shall be 8 in 12 for most architectural designs. ARB reserves the right to require steeper or lesser pitches on any roof for aesthetic or other purposes.
9. Where decks are installed in areas where they may be logically converted to porches in the future, the depth of the deck shall be predicated on the ability of the plan to meet roof slope criteria under the second floor windows or other elements.
10. Side entry garages may be permitted as determined by ARB by written permission. They must be located so that access to them does not require excessive clearing. No front entry garages will be permitted.
11. Each lot Owner shall provide a screened area or areas for garbage receptacles, fuel tanks or storage receptacles, gas meters, air conditioning equipment, clotheslines and other unsightly objects in order to conceal them from view of adjacent properties or the road. Screening may be by finished or unfinished (salt-treated) board fence enclosures, or lattice enclosures, properly supported, level and plumb. Objects shall be screened on all sides with allowance for one 3' wide opening, not visible from the street. Spaces between vertical boards shall be 2" max. The height of the screening enclosure shall be at least as high as the object screened.
12. Small individual items such as gas meters may be screened with a shrub or shrubs as required.
13. Exterior post lamps, low intensity landscape lights and floodlights mounted on the house are permitted as approved by ARB. High intensity pole or building mounted area lights are not permitted except at the discretion of the ARB.
14. Architecturally designed vinyl soffit and fascia may be used in lieu of wood.
PART 4 – ADDITIONS AND ACCESSORY BUILDINGS

To ensure consistency in the design of the house and minimize visual disruption of the neighborhood, additions and accessory buildings must match the design characteristics of the house. Specifically:

1. The architectural style shall match the style of the house.

2. The massing of the addition shall be similar in the use of shapes to that of the house, but proportionately smaller as not to overpower the house. Roof styles and slopes shall be similar, i.e.: gable roof shed with gable roof house. etc.

3. Openings may not be required in accessory buildings other than doors, depending on the size and usage of the building. Windows and doors in accessory buildings shall be similar in style to those in the house. (Alternate styles of shed doors may be approved at the discretion of the ARB.)

4. Openings in additions, including windows and doors, shall be in a similar style and extent as in the original house. Windows and doors in additions shall be of matching material as those in the house. In general windows and doors should match the style of those in the existing house. Exceptions may be granted at the discretion of the ARB for sunrooms or other specially glazed areas.

5. Architectural elements such as corner and rake boards, soffits, eaves, window and door trim, and shutters shall match the style of the same elements on the house.

6. All exterior finish materials and colors shall match the house. Matching colors on dissimilar materials is not acceptable.

7. The space beneath any structure constructed on piers higher than 2 feet above grade but less than one story above grade shall be enclosed with screening materials or screened with shrubs as approved by ARB.
There are, for the purposes of this section, primarily two types of fences.

The first, and most common type, is the informal landscape fence. This is relatively unobtrusive in appearance, utilizing natural, unfinished wood, and designed to run long distances with the contours of the land. Approved types for St. Mary's include split rail, turned rail fences and board rail fences.

The second type of fence is a formal or architectural fence. Appropriate architectural fences include solid board, board-on-board, picket and lattice fences.

The purpose of these guidelines is to promote the appropriate use of each type of fence. The ARB judges the acceptability of a fence request on the basis of these guidelines.

1. Chain link fences, barbed wire fences, fences with metal posts, stockade fences, and post and wire fences are prohibited.
2. Wooden fences must be maintained with a stain or protective product as needed and on a regular basis.
3. Aluminum, composite, or other materials are permitted at the discretion of the ARB.
4. Except as otherwise provided in these guidelines, fences shall be permitted in rear yards only.
5. Landscape fences, as defined in this article, may be permitted to follow side and rear property lines but must be constructed on the applicant's side of the line.
6. Architectural fences, as defined in this article, shall be considered design extensions of the house and shall be limited to an area directly behind the house, enclosing a rectangular area, and extending no closer than 30' to any property line.
7. The fence style shall be appropriate to the house style.
8. The ARB may require screening shrubbery or trees along the outside of architectural fences, or in front of any fence where noticeably visible (in the opinion of the ARB) from the street or neighboring properties.
9. Landscape fences are limited to 48” in height from the ground to the top rail.
10. Picket fences are limited to 48” from the ground to top of picket.
11. Privacy fences are limited to 84” to the top of the fence. Privacy fences will be approved only in special circumstances.
12. Discontinuous or short sections of fence used solely as an element of a landscape design, may be permitted in front yards at the discretion of the ARB.
13. Upon approval of ARB, enclosures for dogs shall be a solid board, board-on-board, or picket fence.

Examples of each type of fence are presented on the following pages.
Landscape Fence Examples

Split Rail Fence

Turned Rail Fence

Board Rail Fence
Architectural Fence Examples

Solid Board (Privacy)

Board-On-Board (Privacy)

Picket

Lattice
PART 6 – SITE DESIGN GUIDELINES

Clearing
Topographic and vegetational characteristics of any property within St. Mary’s shall not be altered by removal, reduction, cutting, excavation or any other means, without prior written approval of ARB.

No trees 6” in diameter as measured at a point 2’ above the ground may be removed without written approval by ARB.

Owner is responsible for the erection of proper erosion control devices to protect the site and adjacent property during the construction phase. Owner’s attention is hereby directed to Part II, paragraph 3 of the Community’s Covenants concerning erosion control.

Landscape
Landscape plans shall be professionally drawn, preferably by a professional licensed in landscape work. Plans should give careful consideration to topography, house location, natural vegetation, exposures to sun and weather, soil conditions and adjacent properties, as well as to how the plan compliments the architecture and site location of the building.

The species (common and horticultural names), the number to be planted, their size and the planting location shall be shown along with the other features of the landscape plan (such as walls, fencing, flower beds, grass and driveway areas, tennis courts, swimming pools and garden features such as fountains. etc.). Details of physical improvements, such as fences, walls and fountains must be submitted to ARB for approval.

No above-ground swimming pools shall be permitted. Hot tubs and spas may be permitted if properly screened and approved by ARB.

Pavements
Driveways and parking areas shall be constructed of brown crushed stone, asphalt, concrete, stamped concrete, brick, exposed aggregate concrete, or cobblestone paving.

Walkways must be provided to major entrances and shall be constructed of exposed aggregate concrete, stamped concrete, brick, or cemented stone/slate.
PART 7 – PLAY EQUIPMENT

Play structures and equipment are not buildings, fences, or landscape elements and consequently they do not fall under a typical set of architectural control requirements. They are often highly visible, however, and depending on their design and application they may defeat many of the aesthetic and environmental goals that the community has sought to achieve.

The following items are considered play equipment for the purposes of this article:

<table>
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<th>Treehouses</th>
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<tr>
<td>Sliding Boards</td>
<td>Playhouses</td>
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<tr>
<td>Jungle Gyms – Climbing Structures</td>
<td>Basketball Backboards</td>
</tr>
<tr>
<td>Sand Boxes</td>
<td>Doghouses (no commercial or private kennels)</td>
</tr>
<tr>
<td>Forts</td>
<td>Trampolines</td>
</tr>
</tbody>
</table>

It is the policy of the St. Mary's Architectural Board not to require review and approval of play structures as defined by this article.

However, play structures which are brought to the attention of the ARB by a resident as being a nuisance will be reviewed by the Board and may require relocation and/or screening or removal of the object.

Play Structures vs. Accessory Buildings
Forts, treehouses, playhouses, doghouses or other enclosed buildings with an interior height of 6'0" or less, floor-to-ceiling, and with a total floor area of less than 36 square feet shall be considered to be Play Structures. Buildings exceeding either of these limits shall be considered to be Accessory Buildings.

Play Equipment Guidelines
1. Play Equipment shall be located in rear yards only.
2. Play Equipment should be finished in muted colors or in natural materials (galvanized steel, treated wood, etc.).
3. Play Equipment should be located away from property lines adjacent to other houses or streets and away from neighbors' direct view where possible.
4. Home-built Play Equipment should be neat and orderly in appearance and finish.
The following restrictions on construction site activity in St. Mary's are extremely important in meeting the Community's goals.

1. All lots shall always be maintained in a clean and sightly manner.

2. All construction shall proceed in a neat and orderly manner. Trash and debris shall not be permitted to accumulate upon any property within St. Mary's but, rather, all debris and trash shall be removed from the property on a regular basis so as not to be unsightly.

3. Mud, debris, or trash shall not be allowed to accumulate on any adjacent property or the adjacent streets.

4. Toilet facilities shall be required on each lot.

5. Contractors shall store all equipment, machinery, and toilet facilities on the lot in as inconspicuous a place as is practical.

6. All improvements made on any lot shall be in compliance with the St. Mary's Standards and Covenants as well as all applicable laws, rules and regulations, including, without limitation, all state and local building, fire, health, safety, environmental (including those with respect to erosion and sediment control) and zoning ordinances and regulations.
PART 9 — SOLAR PANELS

All solar power system projects must be approved in writing by the Board of Directors or the ARB prior to commencing any installation activities on the exterior of a residence. Approval of solar power system projects, whether installed on the roof of a residence or the ground, is contingent on the installation meeting the following criteria:

(a) All solar panels must be placed in the rear of the residence, not visible from the front of the residence or the street.

(b) Solar panels installed on a roof must be installed parallel to the roof surface and intended to conform to existing roofline geometry.

(c) Solar panel distances above roof lines must be minimalized as much as possible.

(d) Solar panels installed on the ground must be installed parallel to the ground.

(e) All solar panel wiring, conduit, transformers, inverters, and other hardware must be concealed as much as possible.

(f) Roof-installed solar panels must be constructed in a manner that conforms to roof color as much as possible.

(g) Any exposed solar panel wiring, conduit, transformers, inverters, and other hardware must be color matched to the roof, if installed on the roof, or the ground, if installed on the ground.

Solar power system applications for approval must include photos or drawings showing the specific proposed panel layouts and the location of any hardware or other system infrastructure to be located on the exterior of the residence.
PART 10 – DESIGN REVIEW AND SUBMISSION REQUIREMENTS

How to Submit an Application for Review
Applications are typically submitted through the online community portal. Lot owners must request access to the community portal before submitting an application. In order to gain access to the community portal lot owners may contact a member of the Board of Directors directly or send a communication though the public facing website at www.stmaryshoa.com.

Once owners are granted access to the community portal they will have the ability to submit ARB requests electronically, including the capability to upload plans, drawings, pictures, etc. to the ARB. Using an online portal ensures that all material is immediately available to all members of the ARB, allows for an expedited review process, and ensures that there is a documented history of all interactions between owners and the ARB for each request.

New Home Construction
New home construction involves a multi-step process between lot owner and the ARB that includes various hold points that require ARB approval before the next phase can continue:

New Home – Plans and Foundation Choices
Prior to initiation of any clearing or construction, an online submittal and all pertinent plans must have been submitted to and completely approved in writing by the ARB.

This first submittal through the online portal for a new home construction request must include the following information:

1. Site plan showing locations of house, driveway, well, septic drain field and other buildings and structures. Plan should be to scale with appropriate setback distances clearly indicated.
2. Architectural plans, elevations and specifications.
3. Brick (or stone) mortar color and/or siding samples.
4. ARB may require electronic and/or paper plans.
5. ARB chair will arrange for pickup of physical samples.

Upon obtaining this approval, and prior to clearing the property lines, house location, and clearing limits must be staked and then approved by submitting the items in New Home – Property Stakeout and Request for Onsite Inspection.

New Home – Property Stakeout and Request for Onsite Inspection
The next new home submittal is for the property stakeout. This submittal attests that:

1. The lot property lines and clearing limits are staked and/or flagged.
2. The house and driveway locations are staked and/or flagged.
3. The well and septic field drain field locations are staked and/or flagged.
4. An onsite inspection is formally requested. The ARB will schedule a walkthrough of the staked property with the lot owner. It is recommended to invite the builder as well so any questions about layout and/or construction can be answered quickly.

Written approval from ARB is required before clearing.

**New Home – Exterior Style and Color Choices**

Prior to painting or finishing, the following information must be submitted and approved in writing by ARB. Pictures, links and samples may be required by the ARB at this stage. Providing detailed descriptions and samples will expedite this stage.

1. **Siding**
   a. Type - (Cement fiberboard, brick, vinyl, etc.)
   b. Style – (lap, board & batten, etc.)
   c. Manufacturer
   d. Color – also indicate paint or stain

2. **Trim**
   a. Type - (PVC, wood, etc.)
   b. Manufacturer
   c. Color – also indicate paint or stain

3. **Windows**
   a. Type - (vinyl, wood, etc.)
   b. Manufacturer
   c. Color of frame/sash – also indicate paint or stain

4. **Shutters**
   a. Type - (vinyl, wood, etc.)
   b. Manufacturer
   c. Color – also indicate paint or stain

5. **Exterior Doors**
   a. Type - (vinyl, wood, etc.)
   b. Manufacturer
   c. Color – also indicate paint or stain

6. **Garage Doors**
   a. Type - (vinyl, wood, etc.)
   b. Manufacturer
c. Color – also indicate paint or stain

*New Home – Landscape/Hardscape Plans*

Prior to final grading, the following must be submitted and approved in writing by ARB.

1. Site plan locating buildings, driveways, walks, walls, fences and significant topographic and natural features (hills, berms, etc.)

2. Planting plan showing planting locations, types (common and/or horticultural names), sizes, quantity of each, and the delineation of lawn areas, flower beds and mulched areas.

3. Material samples of any stone, brick, or other material proposed as part of landscape/hardscape features (wood fence sample not required though color samples are).

4. Driveway material and color (e.g. Black asphalt, grey stamped concrete)

5. Sidewalk material and color

6. Porch material and color

7. Patio material and color

8. Front Stoop material and color

The above applications may be submitted at the same time. However, ARB must be advised when the site is ready for stakeout review.

Upon completion of construction ARB must be requested to issue a Certificate of Compliance. A final inspection will be made to determine that all requirements of the initial approval and these Standards have been met. A Certificate of Compliance will be issued upon satisfactory completion of the project.