



LEELAND STATION COMMUNITY ASSOCIATION

ARCHITECTURAL IMPROVEMENT AND EXTERIOR MAINTENANCE GUIDELINES

MAY 1, 2023



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Need help with your application or have a question please contact:

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SECTION 1: INTRODUCTION AND PURPOSE

FORWARD

This document is subject to change in the sole discretion of the HOA Board of Directors. In the event the items set forth in this document are in conflict with the Lot Purchase Agreement by which a Builder has acquired a lot in Leeland Station or if this document is in conflict with any Declaration of Covenants and Restrictions, Supplementary Declaration, or any other governing document of the Leeland Station Community Association (LSCA), the lot Purchase Agreement and/or the governing document of the LSCA shall control.

PROTECTIVE COVENANTS

The Declaration of Covenants and Restrictions ("Covenants") is one of Leeland Station Association's governing documents. The Covenants set the standards by which Leeland Station's quality of design is implemented and maintained.

Every Leeland Station property owner should have received a copy of the Covenants at settlement from the seller. If you do not have a copy of the Covenants, they are available for a fee at the Leeland Station Association office. The Covenants have been recorded on the land records of Stafford County, Virginia and all lots sold within Leeland Station are sold subject to the Covenants. They "run with the land" and are binding on all property owners and their successors in title. For this reason alone, the Covenants should be periodically reviewed and fully understood by each property owner.

COVENANTS COMMITTEE

The role of the Leeland Station Community Association, of which every homeowner is a member, is not only to own and operate open space, but also to conserve and enhance the resources of the total community. To ensure that these responsibilities are accomplished, the Covenants establish the Covenants Committee ("Committee"). The Committee ensures the retention of harmonious, though diverse, design qualities of the Community. Surveys of planned communities show that the existence of a Committee is reflected in the preservation and enhancement of real estate values and is of prime importance to residents.

The Committee performs its task of ensuring aesthetic quality of the homes and their environs by establishing and monitoring the architectural review process. All restrictions and procedures set forth in this document are in addition to the restrictions and procedures which must be followed and which are set forth in the applicable ordinances of Stafford County, Virginia. Compliance with these guidelines and with the ordinances of Stafford County is prerequisite to the alteration or addition to any lot within Leeland Station.

The Covenants Committee ensures that proposed exterior alterations comply with the objectives set forth in the Covenants. This involves regular and systematic review of all applications submitted by residents.

IMPROVEMENTS REQUIRING COMMITTEE APPROVAL

Article 9, Section 9.4 of the Covenants explicitly states that all exterior alterations, permanent or temporary, require the approval of the Committee.

“Additions, Alterations or Improvements by the Owners – No person shall make any addition, alteration, improvement or change of grade in or to any Lot without the prior written approval of the Covenants Committee. No person shall paint, affix a sign not specifically permitted by the Rules and Regulations to or alter the exterior of any improvement, including the doors and windows, without the prior written approval of the Covenants Committee....Any addition, alteration or improvement upon any Lot in violation of the Association Documents shall be removed or altered, at the expense of the Owner of the Lot, to conform to the Association Documents (including the Design Guidelines) within thirty (30) days after notice of the violation.”

It is important to understand that Committee approval is not limited to major alterations such as adding a room or deck to a house, but includes such items as changes in color, materials, etc. Approval is also required when an existing item is to be removed. Also, any person obtaining approval of the Committee may not deviate materially from the approved plans and specifications without the prior written approval of the Committee.

OBJECTIVES

The primary function of this document is to:

- Explain the role of the Board of Directors and the Covenants Committee;
- Address the exterior improvement and maintenance standards necessary to the enhancement and maintenance of Leeland Station; and
- Serve as a readily available guide to the Committee, the Leeland Station Community Association, its staff, and the residents of Leeland Station.

The guidelines described in this document address improvements for which homeowners most commonly submit applications to the Committee. They are not intended to be all-inclusive or exclusive, but rather serve as a guide to what may be done. The specific objectives of the document are to:

- Increase the residents' awareness and understanding of the Covenants regarding architectural improvements, modifications, and exterior maintenance within Leeland Station;
- Describe the architectural review procedures established by the Covenants;
- Illustrate design principles to aid residents in developing exterior improvements that are harmonious with the neighboring properties and the entire community;
- Assist residents in preparing and submitting complete and acceptable applications for the Committee's review; and
- Provide the Committee with uniform standards and guidelines for the review of applications. These guidelines reflect the goals of the founding documents of the Leeland Station Community Association and the actions of the Association's Board of Directors.

AMENDMENTS TO THE GUIDELINES

The Committee will conduct a yearly evaluation of the guidelines to determine if amendments are necessary. The actual amendments will be adopted, as were the original guidelines, by the Board of Directors.

SECTION 2: APPLICATION AND REVIEW PROCEDURES

SUBMITTING AN APPLICATION

The Committee has designed an Exterior Alteration Application that must be submitted and approved prior to the start of construction. The application requests any information that may be useful in determining the detail and scope of the project including:

1. Detailed description of the exterior change or modification to include location, size and dimensions, design and materials, and colors (which must compliment house). A description of the house color and style is also required if it relates to the modification.
2. Visual representation (picture, drawing, sketch, catalog illustration, etc.) of the modification to include dimensions.
3. Site plan that is a scaled drawing of the lot showing the exact dimensions of the property, adjacent properties, if applicable, and all improvements (including those covered by the application). The site plan must show the relation of improvements to the house, property lines, and adjacent neighbors. The lot survey plat given to you at settlement of home will provide a basis for your site plan. Alternatively, you can use a lot survey plat available from an online GIS mapping site. Contour lines are advisable when drainage is a consideration.
4. Estimated start and completion date.

The application itself includes instructions on where to submit the application to be deemed received. Applications may not be submitted directly to Committee members. If an application does not include all required information, it will be marked incomplete and returned to the applicant with instructions for correction and resubmission.

Complete applications must be received a minimum of five (5) working days prior to a regularly scheduled meeting to be included in the meeting agenda. Any applications received after this deadline may not be reviewed until the next month's meeting.

REVIEW CRITERIA

The Committee reviews all requests for exterior changes on the individual merits of the application. The characteristics of the house type and the individual site are factors considered when evaluating a particular design proposal. What may be acceptable in one instance may not be in another. For example, exterior changes to homes on corner lots may be more restrictive than interior lots simply due to increased exposure to neighbors. Judgments of acceptable design are based on the following criteria which represent, in more specific terms, the general standards of the Protective Covenants.

1. Relationship to Leeland Station's Open Space Concept – Fundamental to Leeland Station plan is the concept of common open space. The preservation of green space and natural features, as

well as the feeling of openness, contribute significantly to Leeland Station's difference from typical subdivisions. The purpose of this community open space is to provide each residential lot with the atmosphere of a larger open area. Fencing, if it is carelessly used or placed, encroaches upon open space and can even destroy it. Other factors, such as planting/removal of trees, disruption of the natural topography and changes in rate or direction of storm water run-off may also cause an adverse effect.

2. Validity of Concept – The basic idea must be sound and appropriate to its surroundings.
3. Design Compatibility – The proposed modification must be compatible with the architectural characteristics of the applicant's house, the 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.
4. Location and Impact on Neighbors – The proposed modification should relate favorably to the landscape, the existing structure, and the neighborhood.
5. Scale – The size of the proposed modification should relate favorably to adjacent structures and its surroundings.
6. Color – Color may be used to soften or intensify visual impact. Parts of the addition that are similar to the existing house, such as the roof and trim, must be matching in color.
7. Materials – Continuity is established by use of the same or compatible materials as were used in the original house. The options may be limited somewhat by the design and materials of the original house.
8. Workmanship – Workmanship is another standard that is applied to all exterior modifications. The quality of work should be equal to or better than that of the community.
9. Timing – The alteration authority granted will be automatically revoked if the change and/or modification requested has not commenced within 180 days of the approval and/or been completed within twelve (12) months or within such other period as specified in the approval.

REVIEW PROCESS

Applications will be reviewed at Committee meetings that are open for all owners and applicants to attend. If an application is particularly complex, applicants are encouraged to attend the meeting where the application is being reviewed to answer questions that the Committee members may have. Additionally, the Committee may contact the applicant directly with questions or request that the applicant attend the meeting to assist in the review of the application.

The Committee will review and respond to all complete applications within forty-five (45) days after receipt, unless the situation requires an emergency or expedited review process (e.g. urgent home repairs due to structural damage or medical necessity). The approval, denial, or conditional approval of an application is at the discretion of the Committee. The Committee's decision will be sent to the applicant in writing.

If an application is denied, the Committee will explain the reason for the denial. The applicant can request guidance from the Committee as to what needs to be modified in the application in order for it to be approved. Alternatively, the applicant can appeal the denial of the application to the Board of Directors according to the process described below.

APPEAL PROCESS

An applicant may appeal an adverse decision if it is felt that the following occurred during the application review:

1. Proper procedures were not followed during the administration and review process.
2. The applicant and any other affected residents attending the meeting were not given a fair hearing.
3. The Committee decision was arbitrary or not in keeping with the approved guidelines.

To initiate the appeal process, the applicant must make a written request to the Community Manager for an appeal within five (5) working days of receiving the Committee's decision. Other affected residents who wish to appeal the decision must make a written request within five (5) working days after the Committee's decision. The Committee and the Board of Directors will review the original decision and the Board of Directors' decision shall be final.

PROJECTS CONSTRUCTED WITHOUT COMMITTEE APPROVAL

The following actions are deemed violations:

- An exterior change is not executed in accordance with Committee approval
- An exterior change is made after the Committee disapproves the application for the same
- An exterior change is made without submitting an application and receiving prior written approval from the Committee

ENFORCEMENT PROCESS

Article 9, Section 9.2 of the Covenants require the Committee to ensure that lot changes or modifications are in accordance with the original approved plans and the basic architectural standards. Should a violation occur, the following procedures adopted by the Board of Directors will be implemented:

1. All violations will be confirmed by a site visit by a Board member.
2. A written violation notice will be sent by mail.
3. If the violation is not resolved within fifteen (15) working days after the first written notice is postmarked, a second written notice will be sent by certified mail.
4. If the violation is not resolved within 15 working days after the second notice is postmarked, a notice informing the resident of the time and place of a Board hearing concerning the violation will be sent by certified mail.
5. If the violation cannot be resolved the Board of Directors may take legal action. Residents will be responsible for legal fees if action is ruled in favor of the HOA.

SECTION 3: EXTERIOR DESIGN STANDARDS

AIR CONDITIONING UNITS

Individual air conditioning units extending from windows are prohibited.

The addition or relocation of exterior air conditioning units must be approved in advance by the Committee. Exterior units must not interfere visually with neighbors and shall be oriented so as not to discharge hot air onto a neighbor's property if possible. No application is required if the Owner is replacing a unit that has failed.

ATTIC FANS OR VENTILATORS

Attic fans or ventilators must match the siding or trim on the house if mounted on a gable end or be painted to match the roof if placed on a roof. Roof location shall be on the least visible side of the ridge pole.

AWNINGS

Retractable awnings must match and/or complement the color and style of the house and be a size that is appropriately proportional to the house. No fixed awnings will be permitted. Awnings may only be used in the back of the house, never the front or sides. Awnings must be kept in good repair at all times with no rips or tears. Mechanical failures that prevent complete retraction will be in violation.

BASKETBALL EQUIPMENT

Basketball equipment may be attached to a house or garage, mounted to a free-standing pole, or a portable unit. Basketball backboards shall be white, clear, or a color which blends with the background. A contrasting rectangular color outline may be painted on the backboard above the hoop.

Portable basketball hoops are intended to be used in driveways and may not be used on a public street, on a public sidewalk, or in the area between the sidewalk and the street.

Permanent basketball equipment must be applied for and receive written approval prior to installation. Portable basketball hoops do not require prior approval.

CARPORTS

No carports will be allowed in Leeland Station.

CHIMNEYS AND METAL FLUES

Chimneys must be masonry or enclosed in the same material as the exterior of the building. Large metal flues and chimney caps must be painted, and any vent through the roof must be painted to match roof color.

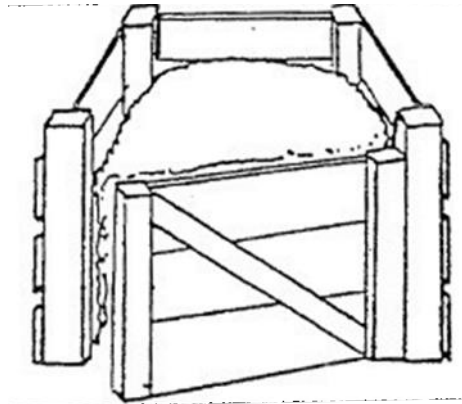
CLOTHESLINES

Require prior approval, must be of a retractable style, be located in the back yard and not visible from the front yard.

COMPOST PILES

Compost piles must not exceed 4 feet in height, must be located at least 10 feet from a lot line, and must be in the rear of the lot. Must use approved compost fence design as seen below.

All active compost piles must be maintained and turned periodically to ensure the proper destruction of bacteria and weed seeds by heat, and must have a 6-inch layer of straw over top of them at all times to prevent odors from escaping. Failure to maintain a satisfactory compost pile and/or the point at which the compost pile becomes a public nuisance shall indicate abandonment of the compost pile and a violation of these guidelines.



DECKS

Raised decks have a significant impact on the appearance of a house. Ground level decks may have similar impacts depending upon design and location. These structures may also affect the privacy and right of enjoyment of owners of adjacent properties. Both factors, appearance and privacy, are weighed heavily in the review of deck applications. Privacy screens, must be designed to relate to the deck or patio and the house in scale, construction, and materials (See Fencing section for specific guidelines). A deck is a flat, elevated platform adjoining a house.

- A. Location – Decks shall be located in the rear yard. Stafford County ordinance must be followed.
- B. Drainage – Decks may affect drainage. As part of the application, the owner must include a description of how drainage is affected by the modification and if so, what will be done to address that change. Approval will be denied if adjoining properties are adversely affected by changes in drainage. This may dictate revocation of approval if it is determined adjoining properties are affected.
- C. Under Deck Storage – When using the area under a raised deck for informal storage, the impact on neighbors must be kept in mind. Storage should be maintained so as to present a neat, uncluttered appearance. Special under deck screening or landscaping may be required.
- D. Privacy Panels – For the purpose of providing limited privacy in the rear yards of homes, privacy panels immediately adjacent to the house and patio will be considered by the Committee. The

maximum height of privacy panels is six (6) feet. Privacy panels may be solid or board on board. Privacy panels may not exceed 25 percent of the perimeter of the patio, excluding the sides bordering the exterior wall of the home.

- E. Privacy Screens – For the purpose of providing limited privacy on a deck, privacy screens will be considered by the Committee. Privacy screens must not exceed three (3) feet in height above the level of the deck railing or a total height of six (6) feet above the level of the deck floor. Privacy screens may be lattice or another open design, but solid privacy screens are prohibited. Privacy screens may not exceed 25 percent of the perimeter of the deck, excluding the sides bordering the exterior wall of the home. In all cases, privacy screens must be framed in order to have a finished appearance and have structural support. Privacy screens must be constructed only of pressure-treated lumber, or white vinyl of high quality and must match the material and color of the deck railing.

Application Requirements:

- Description of the deck including dimensions, materials, color, railing design, and stairs
- Official site plan showing the house, property lines, and location of the deck
- Drawing or illustration of the deck including dimensions
- Material color sample or photo of stain color, as applicable
- Landscape plan showing proposed plantings, as applicable
- Estimated start and completion date

DECORATIVE OBJECTS – EXTERIOR

An exterior decorative object that exceeds three (3) feet in height requires prior approval. Exterior decorative objects include items such as bird baths, wagon wheels, sculptures, fountains, stumps, etc. A reasonable number, not to exceed six (6), of exterior decorative objects, three (3) feet or less in height, may be installed on a lot without application.

DOG HOUSES AND DOG RUNS

Dog houses must be compatible with the applicant's house in color and material, or match a natural wood fence and must be located where they will be visually unobtrusive in the rear of the house. The use of appropriate screening may be required by the Committee in order to minimize the visual impact.

Dog runs are permitted and must follow all fencing guidelines and/or match existing fence. They may not exceed one-eighth of the rear yard and must be located where visually unobtrusive to neighbors and the use of appropriate screening is encouraged to minimize any negative visual impacts. Dog runs must be maintained in a clean and sanitary condition, free of vermin, obnoxious smells, and waste.

DOORS

New or replacement doors require review and approval prior to installation. Doors shall be compatible in style with the architecture of the house. Doors shall be of quality material and workmanship and shall be consistent in proportion, detailing and style. Homeowners may choose a new door style with glass inserts. No application is required for the replacement of an existing door or storm/screen door provided that the replacement matches the builder-provided door in material, type, quality, style, and

color. No application is required for the addition or installation of a doggie door provided it is on the rear plane of the house and a fence is installed on the lot.

Specific Guidelines:

- Doors and doorframes must be clad or painted with color consistent with other doors, windows, and house colors.
- Wood doors must be protected with stain or paint to prevent an uneven weathered appearance.
- Front doors with glass inserts should complement the style with the architecture of the house. Glass insert will not exceed $\frac{3}{4}$ of the total height of the front door (refer to examples below).



Application Requirements:

- Photographs showing the house, existing windows and doors and the proposed location of new and/or replacement doors.
- Where a new door is proposed, elevation drawings, to scale, to show the existing house and the proposed location of the doors.
- Catalog photographs or manufacturer's examples identifying door type and style, including the specific 'name' of the door, if applicable; and dimensions, materials, and colors. A sample of the door finish and color, if applicable.

Storm and Screen Doors

Rising energy costs have encouraged homeowners to take measures to conserve energy through installation of storm doors. Energy conserving measures, however, should and can be done without compromising the visual quality of the neighborhood. The glass can be tinted to keep out the sun. Mirrored/reflective glass doors are not allowed.

Storm or screen doors should be painted the same color as the entry doors behind them. However, special consideration will be given to doors that are the same color as architectural trim, siding, and existing storm windows. Consideration will depend upon the design of the particular door and its relation to the design of the house and adjacent houses. An application is not required for a full view or

plain paneled storm or screen door which is the same color as the entry door.

Application Requirements:

- Photograph and/or detailed drawing of proposed storm/screen doors
- Color indication of the proposed storm/screen door and the existing front door, rear door, etc.
- Location of doors, i.e., front door, rear door, etc.
- Estimated start and completion date

DRIVEWAYS

Approval is not required for the replacement of an existing, approved driveway with one of the same dimensions and materials. An application must be submitted for all other driveway changes.

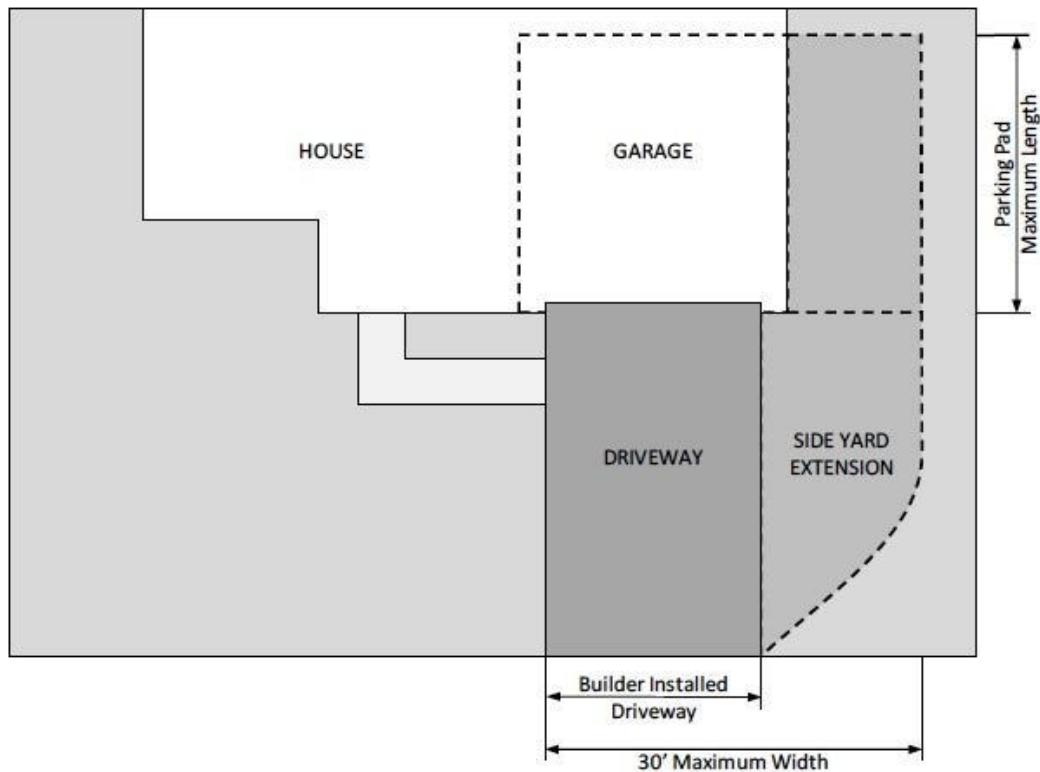
Extensions, modifications, or additions to driveways require the prior written approval of the Committee. Driveway alterations will be reviewed on a case-by-case basis with strong consideration of any adverse aesthetic or drainage impact on adjoining lots.

A. General Considerations

- Driveway extensions must be of a size and scale which will complement the property, rather than become a focal point.
- Landscaping may be required to compensate for the removal of vegetation and to screen the driveway extension.

B. Specific Guidelines

- Location – Only driveway extensions into the side yard are allowed. Driveway extensions may not extend any closer than two (2) feet from the side property line. Driveway extensions must taper to meet the sidewalk and driveway apron.
- Size – The total width of the driveway (existing driveway plus extension) may not exceed thirty (30) feet of contiguous frontage or fifty percent (50%) of the lot width, as measured at its widest point, whichever is less. The length of any parking pad beside the house may not exceed the depth of the garage, or fifty percent (50%) of the house depth, whichever is less.
- Material – Driveways will be constructed solely out of concrete, concrete aggregate or asphalt. No gravel or dirt driveways are permitted. Driveway extensions must match the existing driveway material.
- Border – A border on one or both sides of a driveway, whether decorative or providing a level surface to step out of a vehicle, must be constructed of a hardscape material such as concrete or pavers. Loose rock is not an acceptable material for a driveway border. The border width may not exceed two (2) feet on either side of the driveway. A border is not an extension of the driveway to be driven or parked on.



Application Requirements:

- Description of the proposed driveway project including dimensions, paving materials, landscape changes, etc.
- Site plan/plat map with exact lot dimensions showing the house, property lines, and location and dimensions of the proposed driveway extension
- Photographs showing the location of the proposed driveway extension
- If grading is involved, a plan showing the change in grade and any planned retaining walls will be required
- A landscape plan showing proposed plantings, as applicable
- Estimated start and completion date

FENCES

All fences must be approved in advance by the Committee and will be reviewed on a case-by-case basis. Consideration will be given to lot size, location, neighboring fences, design, and materials when reviewing applications. Fencing can be used to separate property, provide security, for visual privacy, or to architecturally define space. In achieving any one of these goals, a barrier is created which has both a visual and physical impact on the boundaries of common land and properties of adjacent homeowners. Careful consideration should be given to the basic fencing concept and the manner in which the concept is executed. Planting schemes can be integrated with all fencing to soften the visual impact.

Unquestionably, anyone's fence will be shared by neighbors even if the neighbors have only to look at

the other side of it. Proper fencing can have a unifying effect upon a neighborhood. Improper fencing can detract from the appearance of a neighborhood. Cluttering a neighborhood with an uncoordinated selection and placement of fences should be avoided. Cooperation among neighbors in this matter can affect the visual and psychological harmony of an area.

A. General Rules

No front yard fences, or fences which appear to be in a neighbor's front yard due to lot configuration, will be allowed. All fences should generally begin at or behind the midpoint of the house and shall be consistent with existing fences and the relationships to adjacent houses whenever possible. Placement forward of the midpoint will only be considered by the Committee on a case-by-case basis if the lot owner wishes to enclose a garage entry door, walkout basement door or HVAC units. Fences must be constructed with all fence posts and supporting members located to the interior of the lot and the finished side facing out.

Fences should be compatible with the materials and colors in the applicant's house and the adjacent houses. Continuity of texture and scale of materials should be considered. Fences may be constructed of wood or vinyl (PVC). Wood fences may be left to weather naturally, stained to retain a natural wood appearance, or be painted white. Vinyl fences must be white and may not be painted.

B. Perimeter Fences

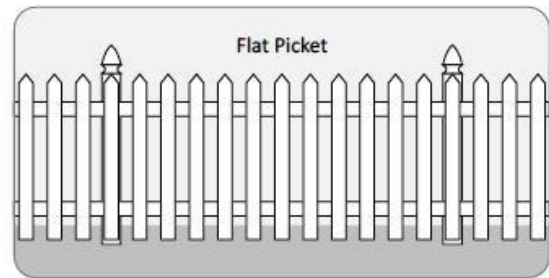
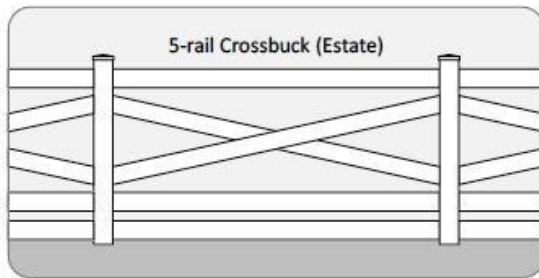
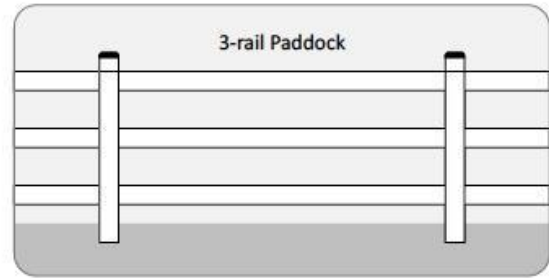
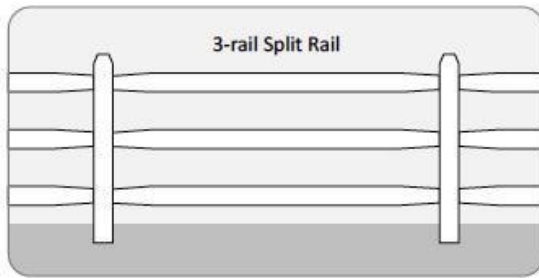
There are four "open" style fences approved for use in Leeland Station: 3-rail split rail, 3-rail paddock, 5-rail crossbuck (estate), and flat picket fence. The maximum height of all perimeter fences is four (4) feet. Perimeter fences shall be installed to slope with the grade. If the ground slopes, the fence shall be parallel to the ground. All vertical members must be straight and plumb. Gates must match the design, material, color, and construction of the fence. Vinyl coated wire mesh may be installed on the inside of the fence in order to increase security for pets and small children, but must not extend above the top rail. A perimeter fence may serve as a pool safety barrier if it meets Stafford County guidelines.

Perimeter fencing must be installed within two (2) inches of the side and rear property lines. However, as the only exception, fencing may stop short of the rear property line when trees or other natural or man-made obstructions present a barrier, but must include a majority of the rear yard. These exceptions will be considered by the Committee on a case-by-case basis. No part of the fence may be installed on common ground, which is the property of the Association.

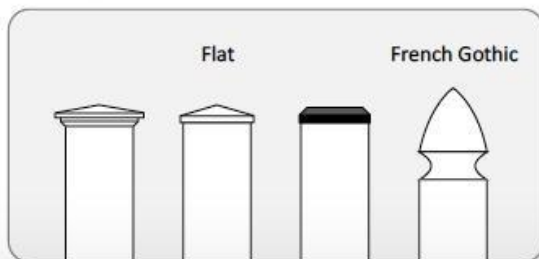
On corner lots, in order to avoid placing a fence line into a neighbor's front yard, the fence must be set back at least 15 feet from the street curb. Fence applications for corner Lots will be evaluated to determine any adverse effects on adjoining Lots. A Corner Lot by definition is an end Lot where two or more sides of the Lot are adjacent to a public or private street. Applications for corner Lot fencing may be granted a variance for placement and style due to provide privacy and reduce visual impact. The open style fencing guidelines should be followed as closely as possible.

The design of the fence post tops may be either Flat or French Gothic. For picket fences, the design of the picket tops may be Dog Ear, Pointed, Gothic, or French Gothic. The pickets must generally be 2 ½ to 4 inches in width, with a 2-to-4-inch space between each picket.

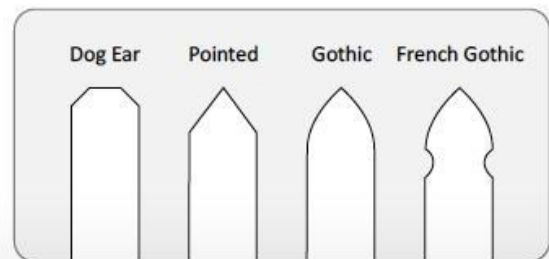
Fence Styles



Post Top



Picket Top



C. Pool Fences

The guidelines differentiate between perimeter fencing and pool fencing built within the interior of the lot. Pool fences are referenced in the swimming pool standards on page 26. In order to remain consistent with Leeland Station's open space concept, pool fences must comply with the following community standards and meet Stafford County guidelines.

- Fence material may be metal, vinyl, or wood.
- Fence color may be black, white, or naturally weathered wood. For pool fencing, black is preferred.
- Fence picket width may not exceed 1 ½ inches.
- Open space between pickets may not be less than 3 5/8 inches.
- Fence height may be 4 to 6 feet but is generally limited to 4 feet unless a strong case is made for mitigating circumstances.

D. Invisible Fences

The installation of underground invisible dog fences that are located entirely within the homeowner's lot, and which do not affect neighboring lots, do not require approval. Invisible fences must be set back at least five (5) feet from the sidewalk or ten (10) feet from the street (if no sidewalk is present).

E. Prohibited Fencing

Double fencing is strictly prohibited. Double fencing refers to two (2) separate adjacent fences running parallel within two (2) feet of each other. Chain-link or similar metallic fencing is also prohibited. However, as the only exception, chain-link fences may be constructed around the community swimming pool and recreational courts.

F. Replacement Fences

Replacement fences require an application. The new fence must conform to the fence standards, stated herein, even if the fence being replaced does not currently conform to the standards and even if the fence being replaced was installed by a previous owner.

Application Requirements:

- Description of the fence design including dimensions, materials, color, and details on gate(s)
- Site plan showing the house, location of any existing fences, significant vegetation, property lines, easements, and location of the proposed fence and gate(s)
- Drawing or photograph of the fence design and gate(s)
- Fencing color sample or photo of stain color, as applicable
- Landscape plan showing proposed plantings, as applicable
- Estimated start and completion date

FLAG POLES

The installation of permanent, free-standing flag poles must be approved in advance by the Committee. Permanent, free-standing flag poles must be of a height, color and location which is appropriate for the size of the property and background and must be installed and maintained in a vertical position. The maximum height of the flagpole may be fifteen (15) feet. A maximum of three (3) free standing flag poles are allowed.

An application is not required for homeowners wishing temporary flagpole staffs which do not exceed six (6) feet in length and are attached at an incline to the front wall or pillar of the house.

GREENHOUSES AND DETACHED SOLAR COLLECTORS

Detached greenhouses and solar collector panels will be reviewed under the same criteria as storage sheds with consideration for the special requirements of sun orientation.

Attached greenhouses will be reviewed as room additions with special attention given to visibility of interior activities. See Major Alterations – Exterior for application requirements for attached greenhouses.

GUTTERS AND DOWNSPOUTS

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

HOT TUBS

All hot tubs must follow county codes during and after installation. The hot tub must be equipped with a structural cover that can be fastened securely and locked when not in use. The hot tub must be located only in the rear yard and should be an integral part of a deck, patio or landscape. It must be installed on a concrete slab or elevated deck suitable to support the added weight of the hot tub, water, and occupants.

The hot tub and any accessories should be of neutral earth tones that match or blend with the exterior colors of the home. Appropriate privacy panels or landscaping should be considered in order to lessen the visual impact of the hot tub. The application must include the proposed location of the hot tub and details on any privacy panels or landscaping plans proposed.

Hot tub size should not exceed the industry “Large” size of 7ft x 9ft or 7+ person hot tub. Any hot tub larger than the industry standard will be considered an above ground pool which is prohibited.

Application Requirements:

- Description of the hot tub and accessories and any plans for privacy panel or landscaping
- Site plan with proposed location of the hot tub and any privacy panel or landscaping
- Picture and/or detailed drawing of hot tub to include dimensions
- Estimated start and completion date

LANDSCAPING

A. Location

Trees and shrubs must not obstruct sight lines required for vehicle traffic as per Article 8 of the Covenants. Accordingly, the applicant must be familiar with the growth patterns of trees and shrubs, including the height and girth anticipated at full maturity in order to avoid an issue as the trees develop.

Plantings and other landscape materials shall not be located where they may unreasonably change, obstruct, or retard direction or flow of any drainage channels. Also, the view of neighboring houses and shade patterns of larger trees should always be considered.

It is essential that all landscaping be initially planted to ensure that future growth will remain within the confines of the individual homeowner’s property lines. Any owner of a property that has invasive plants will be responsible for maintaining those plants and ensuring that they don’t spread beyond his/her property. Should the plants spread onto neighbor’s yards and/or common ground, the owner of the property where the plants originate will be responsible for all costs associated with removing them from neighbor’s property and/or common ground.

Fruit trees must be planted so that the fruit does not fall into a neighbor’s yard. Fruit that falls onto the ground must be picked up regularly so as not to attract bugs, spoil, cause odor or become a nuisance.

B. Maintenance

Dead plants and trees shall be promptly removed. Shrubbery shall be kept trimmed to maintain a neat appearance. Trees and shrubbery shall be maintained so they will not obstruct sight lines for vehicular traffic. Low hanging branches should be kept pruned neatly to allow for walking safely on sidewalks.

All gardens must be neatly maintained throughout the growing season. This includes removal of all unused stakes, trellises, and dead growth.

River rock is an allowable landscaping replacement for mulch in flower/plant beds and around trees, however there must be a framed border in place to contain the loose rocks. White or naturally colored rocks are allowed.

No application is required for:

- Foundation plantings

An application is required for, but not limited to, the following changes:

- Tree planting(s)
- Hedges – If proposed hedges are more than 2 feet in height or 8 feet in length, or if other features become structures, fences, or screens.
- Railroad Ties or Garden Timbers – If proposed ties or timbers form a wall over 12 inches in height and 8 feet in length.
- Rock Gardens – If a rock or collection of rocks exceed 24 inches in any direction. All rocks will remain their natural color.
- Tree Removal – Residents are advised to consult with the Stafford County Extension Office and the Leeland Station Association staff for compliance with county ordinances on tree cutting. The following trees may NOT be removed without prior Committee approval:
 - Live trees with a diameter in excess of 4 inches, measured 12 inches above ground
 - Live trees with a diameter in excess of 2 inches, measured 12 inches above ground, which are generally known as flowering trees (such as dogwood or red bud) or broadleaf evergreens (such as holly, laurel, or rhododendron)
 - Live vegetation on slopes of greater than twenty percent (20%) gradient or marked "no cut" areas on approved site plans

Application Requirements:

- Description of the landscaping project to include location and dimensions; size, type, and quantity of trees and shrubs to be planted; size and quantity of trees to be removed; other materials to be used; and any grading changes
- Site plan showing the house, property lines, plantings, plant beds, trees to be removed, etc.
- Picture of any large plantings when fully grown
- Estimated start and completion date

LIGHTING – EXTERIOR

Lighting which is a part of the original structure must not be altered without Committee approval. Light fixtures which are proposed in place of the original fixtures must be compatible in style and scale with the applicant's house.

- A. Lamp Post – The standard lamp post fixture must be installed with all houses pursuant to Lamp Post Standard Design Appendix. Only the standard design will be approved.
- B. Security Lighting – No exterior lighting shall be directed outside the applicant’s property. Lighting with sensors should be adjusted to limit activation on common property (such as sidewalks) or adjacent properties (i.e. motion detector must not be set off by passers-by on the street or sidewalk, only by someone on the property).
- C. Security Cameras – Shall comply with state and local ordinances. Homeowners should contact local law enforcement to investigate any suspicious activity regarding security cameras.
- D. Colored bulbs designed to repel insects may only be installed in lighting fixtures located at the rear of the house.

The following guidelines apply to the display of holiday lights and decorations:

- Exterior holiday lights and decorations must be specific and appropriate to the holiday occurring at the time of display, but do not require approval by the Covenants Committee. All materials must be within the boundaries of the lot of the resident making the display.
- Holiday lights may be installed no more than 60 days prior to the holiday and must be removed no later than 30 days after the holiday.
- Holiday decorations (other than lights) may be placed out no more than 30 days prior to the holiday and must be removed no later than 14 days after the holiday.

MAJOR ALTERATIONS – EXTERIOR

Major alterations are generally considered to be those which substantially alter the existing structure either by addition or subtraction. However, other site changes such as driveway modifications are also included. Major alterations include, but are not limited to, the construction of driveways, garages, porches, greenhouses (attached and detached), rooms, fireplaces, chimneys, other additions to a home, etc.

- The design of major alterations should be compatible in scale, materials and color with the applicant's house and adjacent homes.
- The location of major alteration should not impair the view, the amount of sunlight, or the natural ventilation of adjacent properties.
- Pitched roofs must match the slope of the roof on the applicant's house.
- New windows should match the type used in the applicant's house and be located in a manner which will relate well to the location of exterior openings in the existing house.
- If changes in grade or other conditions which will affect drainage are anticipated, they must be indicated. Approval will be denied if adjoining properties are adversely affected by changes in drainage.
- Construction materials must be stored so that impairment of view from neighboring properties is minimized. Excess material should immediately be removed after completion of construction.
- No debris may be allowed to accumulate during construction.
- The proposed structure must be compatible with the original structure and in keeping with the existing lot size.
- Please review all appropriate sections of the guidelines prior to completion of the application (e.g. landscaping, lighting, fencing, etc.).

PAINTING – EXTERIOR

All exterior color changes to siding, doors, shutters, trim, roofing, and other appurtenant structures must be approved in advance by the Committee. Change of exterior color should relate to the color of the houses in the immediate area. All house foundations, sides and rear that are not finished with brick must be painted to match the color of the siding. An application is not required in order to repaint or re-stain a home or exterior improvement to match the original color.

PATIOS

A patio is a paved outdoor area adjoining a house at ground level.

- A. Location – Patios shall be located in the rear yard, but other locations may be considered on their individual merits. Stafford County ordinance must be followed.
- B. Drainage – Patios may affect drainage. As part of the application, the owner must include a description of how drainage is affected by the modification and if so, what will be done to address that change. Approval will be denied if adjoining properties are adversely affected by changes in drainage. This may dictate revocation of approval if it is determined adjoining properties are affected. If a patio is being considered, attention should be given to making ground level surfaces of porous material or to providing mulched beds that offset impervious patio material.
- C. Privacy Panels – For the purpose of providing limited privacy in the rear yards of homes, privacy panels immediately adjacent to the house and patio will be considered by the Committee. The maximum height of privacy panels is six (6) feet. Privacy panels may be solid or board on board. Privacy panels may not exceed 25 percent of the perimeter of the patio, excluding the sides bordering the exterior wall of the home.

Application Requirements:

- Description of the patio including dimensions, materials, and colors
- Official site plan showing the house, property lines, and location of the patio
- Drawing or illustration of the patio including accurate dimensions
- Material color sample or photo of stain color, as applicable
- Landscape plan showing proposed plantings, as applicable
- Estimated start and completion date

PERMANENT GRILLS

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

Application Requirements:

- Site plan showing the relation of the grill to the house, property line and adjacent neighbors
- Picture and/or detailed drawing of grill to include dimensions and materials used
- Estimated start and completion date

PLAYGROUND EQUIPMENT AND TREEHOUSES

Playground and play equipment must be installed in the backyard and, as much as possible, shielded from view from the front of the house. Approval is required for playground equipment that is attached to another structure or tree, permanently anchored to the ground, or too large to be easily moved and stored out of site when not in use. Playground equipment that is easily moved and is stored out of sight when not in use (e.g. plastic play houses and forts, small slides, games, etc.) does not require approval. Skateboard ramps that are permanent or otherwise affixed to the land/structures are prohibited. Please keep in mind that tot lots and multipurpose courts are built throughout Leeland Station and are available to all residents.

- A. Location and Size – Play equipment must be located in rear yards. Consideration must be given to lot size, equipment size and design, amount of visual screening, etc.
- B. Materials and Color – Play equipment constructed of wood is encouraged. Metal play equipment, exclusive of the wearing surfaces (slide poles, climbing rungs, etc.), should be painted dark earth tones to blend with the natural surroundings or, if located adjacent to a dwelling or fence, painted to match the background or screening structure. Other play equipment colors will be considered, contingent upon location and landscaping.

The following are examples of play equipment that would require approval if permanently installed:

- Elevated play sets
- Sand boxes
- See-saws
- Slides
- Swing sets
- Trampolines

Treehouses or elevated houses are discouraged because of their visibility from neighboring properties. They will be considered based on their impact on property appearance and visibility from neighboring lots. The following guidelines apply to treehouses:

- Consult with Stafford County for all necessary permits and structural requirements.
- Must be constructed in rear of property and set back 15 feet from property lines at a minimum.
- Recommend wood construction (preferably pressure treated lumber)
- Recommend waterproofing treatments as needed to better withstand the elements
- No more than 15 feet at highest point
- No more than eight (8) feet off the ground
- Color must be of neutral earth tone or matching house
- Mulch below treehouse, if included, must match existing landscaping
- Please be aware and considerate of the visual impact to and privacy of neighbors when determining the design, size, and location of a treehouse

Application Requirements:

- Description of play equipment and construction materials including accessories (e.g. wood or rope ladder)
- Site plan showing the relation of play equipment or treehouse to the house, property lines and

adjacent homes

- Picture and/or detailed drawing to include dimensions
- Estimated start and completion date

RAIN BARRELS

Rain barrels should be designed to be unobtrusive in location and appearance and must not cause drainage problems to the property or its neighbors. The location should take advantage of screening provided by existing or proposed structures and/or vegetation.

No application is required for rain barrels that meet the below criteria.

- Location – Rain barrels may be located in rear or side yards, but are prohibited in front yards. They must be installed in close proximity to the structure on a level base with the guttering downspout leading directly to the barrel inlet at a substantially vertical angle.
- Quantity – No more than two (2) barrels will be permitted on any property.
- Size – A barrel is generally limited to a maximum height of forty-two (42) inches and a maximum capacity of fifty-five (55) gallons.
- Type – A rain barrel must have a manufactured top or cap to prevent or deter the breeding of mosquitos. Open top barrels are not permitted.
- Material and Color – Wood, metal, polyethylene or plastic resin designed to look like an authentic barrel and is either entirely round or has a flat back to fit flush against a wall. Barrels may be brown or other earth tone color, or be fully painted in a single color to blend with the adjacent home or vegetation.
- Screening – The rain barrel and any other components of the rainwater recovery system should be substantially screened from public view from any street or common area. Screening may be accomplished by placement behind a fence, a structure, or vegetation. A rain barrel may be placed in a location visible from public view only if the configuration of the guttering system on the structure precludes screening.

An application is required if any of the above criteria is not met.

Application Requirements:

- Description of the rain barrel project including dimensions, material, color, and any screening
- Copy of the existing site plan/plat showing the house, any accessory structures, significant vegetation, property lines, and the location of the proposed rain barrel(s)
- Picture of the rain barrel
- Estimated start and completion date

ROOF REPLACEMENT

A roof replacement project that does not alter in any way the appearance of a roof does not require an application. However, if the applicant proposes to alter the appearance of the roof by changing the color or style of the shingles then an application must be submitted. The application must include the color and style of the proposed new roof and a photo of the house showing the current roof for comparison.

SIDEWALKS, WALKWAYS, AND PATHWAYS

Approval is required for a change in an existing sidewalk, walkway, or pathway or the construction of a new one. The installation of a sidewalk, walkway, or pathway will be considered if it seems appropriate for the intended use and the scale, location and design are compatible with the lot, home, and surroundings.

- Location – Walkways must be set back at least two (2) feet from the property line, out of any easements, and two (2) feet or more from the home. The area between the home and the walkway addition must have plants and groundcover installed to match the existing groundcover.
- Size – Walkways may generally be a minimum of three (3) feet and a maximum of four (4) feet in width and may flare to six (6) feet at the driveway and/or patio.
- Material and Color – In general, stone, brick, concrete, pavers, flagstone, and slate are considered acceptable materials. Gravel, chipped stone or other loose materials are not permitted. Asphalt is also prohibited. Walkways must be neutral or earth tone in color and complement the existing structures.
- Construction – Walkways must be installed flush to the ground and follow the contour and grade of the land on which they are built.
- Drainage – Changes in grade or drainage pattern must not adversely affect adjoining properties. Owner will be responsible for correcting drainage problems when created by construction.

Application Requirements:

- Description of the proposed walkway including dimensions, materials, color, landscape changes, etc.
- Site plan/plat map with exact lot dimensions showing the house, property lines, and location and dimensions of the proposed walkway
- Photographs showing the location of the proposed walkway
- If grading is involved, a plan showing the change in grade and drainage pattern will be required
- A landscape plan showing proposed plantings, as applicable
- Estimated start and completion date

SOLAR PANELS AND SOLAR WATER HEATERS

Solar panels must follow any applicable county and state laws. If panels must be installed on the front roof, they shall be mounted flush against the roof. Applications for front mount installations must be accompanied by installer's justification for such installation. The framing should closely match the color of the shingles.

Application Requirements:

- A drawing indicating location and dimensions of panels. Photographs of similarly installed units may be included but are not to replace a drawing.
- Estimated start and completion date

STORAGE SHEDS

Storage sheds may impact the general appearance of the overall property as well as infringe upon the privacy, visual enjoyment, and aesthetic value of adjacent properties. The following standards apply:

- A. Design – Sheds must be designed to appear like the house. The roof pitch must be similar to the house, unless located under an elevated deck. Windows, if present, should match those on the house as closely as possible in style and color. Sheds must have a door that latches, and the door should be kept closed and latched when not in use.
- B. Material and Color – The finish materials used for a shed must be the same as the exterior finish of the house. Shingles or roof material must match that of house in color and style. Siding must be same color and material as house and run horizontal or vertical same as house.
- C. Location – Sheds may not be located in the front yard or side yard. Sheds in the rear yard may be freestanding, attached to the back of the house, or underneath a deck. If freestanding, a shed must be located within property setback lines and should be toward the middle of lot as not to infringe on neighbors.
- D. Size – While sheds must provide sufficient volume for their intended use, their size must be appropriate for the property and compatible with the applicant’s house and adjacent houses. Height may not exceed eight (8) feet to the bottom roof line. Area may not exceed 150 square feet.
- E. Foundation – A long-lasting shed will need a sturdy foundation to keep it level and protect it from moisture. No dirt or gravel floors will be permitted. Freestanding sheds require tie downs (hurricane straps). It is recommended that any open or exposed areas under the shed are enclosed for safety.
- F. Utilities – Any utilities servicing the shed must be underground. No above ground utilities of any type will be permitted. Exterior lighting (if installed) shall not exceed one 75-watt light bulb enclosed in a permanent fixture attached to the shed. Efforts must be taken to shield neighbors from light overrun.
- G. Number of Sheds – Normally, only one (1) shed per property may be approved. Under unusual circumstances, a second shed may be approved depending on the site plan and visible impact of the proposed second shed.
- H. Prohibited Uses – No items may be stored outside of or attached to the outside of the shed. Sheds may not be used as a living space under any circumstances.

Note: Approval by the Covenants Committee does in no way alleviate the applicant from any governmental responsibilities in regard to the placement of shed or permitting. It is your responsibility to get all permits for Stafford County.

Application Requirements:

- Description of shed including dimensions, materials, and colors
- Site plan showing house, property lines, and proposed location of shed
- Picture and/or detailed drawing of shed to include dimensions
- Estimated start and completion date

SWIMMING POOLS

Leeland Station is designed to provide swimming opportunities for all residents. Only in-ground swimming pools will be considered. Above ground baby pools up to 24 inches high and 8-foot diameter are allowed but must be stored from October 30 to April 1. Swimming pools must be located in the backyard and must be at least five (5) feet from all property lines.

A fence from 4 to 6 feet high compatible with the design style of the house may be required to enclose a swimming pool and related pool equipment (refer to pool fences on page 16). Approval of the fence is contingent upon completion of the pool. Appropriate landscaping may be required by the Committee in order to lessen the visual impact of the pool and fence.

Application Requirements:

- Signatures of adjoining property owners and those who have a direct view of the pool
- Site plan showing location and dimensions of the pool, related pool equipment, fencing, etc., in relation to the applicant's house, property lines, and adjacent dwellings
- Detailed drawings and plans of the pool, deck area, lighting arrangements, walkways, fencing, etc., and pertinent information concerning water supply system, drainage, and water disposal system
- Landscaping plan for outside (exterior) of pool fencing
- Estimated start and completion date

TRELLISES AND ARBORS

Applications for trellises and/or arbors must be approved by the Committee prior to construction. Trellises and arbors should be incorporated into the overall design of the deck, patio, or lot landscaping. The location of any trellis or arbor should not adversely affect views, light, or natural ventilation of adjacent properties. (See Privacy Panels and Screens.)

VEGETABLE GARDENS

Vegetable garden(s) must be proportional for the lot size and may not exceed 500 square feet total. Plant supports and dead vegetation must be removed at the end of the growing season.

No application is required if all of the following conditions are met:

- Garden is located between the rear line of the house, the rear property line, and the side lines of the house
- Garden size does not exceed 200 square feet
- Garden is not planted on a grade exceeding a 1 foot rise per 20 feet of run which will cause damage to property below it by the flow of water onto lower property

An application is required if any of the above conditions are not met.

Application Requirements:

- Description of garden including location, dimensions, and grading changes, if any
- Site plan showing house, property lines, and location of garden
- Estimated start and completion date

WINDOWS

Replacement windows should be consistent on each side of the house with regard to window style and the presence or absence of grids. Note that the windows on the front and back of the house may be a different style. The colors of replacement windows should be compatible with the color of existing window frames, shutters, and siding. Non-working/decorative windows may be of a different style than working windows but must receive approval before replacement or addition.

Storm and Screen Windows

Some homes in Leeland Station have been designed so that the addition of storm windows on the outside would seriously disrupt architectural continuity. Installation of storm windows on the inside or the use of insulating glass may be viable alternatives. It is preferred that the color of storm and screen window frames match the trim of the house, but white or anodized aluminum is acceptable.

An application is not required for storm and screen windows meeting the above criteria, except if desired windows are ornamental.

SECTION 4: MISCELLANEOUS STANDARDS

IN-HOME BUSINESSES

Stafford County regulates in-home businesses. In addition to County control, the Association is concerned about the impact of in-home businesses on the residential character of the neighborhood and adjacent neighbors. While in-home business is encouraged as a source of income and community diversity, customer-oriented businesses are not allowed. Please see Article 8, Section 8.2 (g) of the Covenants for restrictions on home businesses.

In addition to compliance with the County's home occupation regulations, the following special regulations shall apply:

- No sign or other advertising device of any nature shall be placed upon any lot
- Operating personnel shall be no more than one person who is not a permanent resident in the home
- No exterior storage of business-related materials or equipment will be allowed

Application Requirements:

- How products, services or materials will be distributed and advertised
- Impact on traffic and parking for neighbors
- Number and type of deliveries required
- Type and number of vehicles used to conduct business and where vehicles are to be parked

MAILBOXES

Mailboxes are a functional necessity, not a decorative item. Since they are usually in a highly visible location, they must be straight-forward in design and mounted on simple posts. They must be standard community approved type. They must be located so as not to obstruct sidewalks or sight lines in accordance with postal regulations and Resolution 11-2-2001 for standard mailbox. Newspaper bins are optional.



MP-5 or Equal

- Standard Black #1 Metal Box
- Newspaper Bin 5" square, top length 16"
- 4x4 pressure treated Post (80" length) with Gothic Finial, 20" in-ground depth
- All wood painted white
- Black Numbers
- Bottom of mailbox 42" up from road surface and 2-4" behind face of curb

MP-33 or Equal

- Standard Black #1 Metal Box
- Newspaper Bin 5" square, top length 16", bottom length 15", angle cut 22°
- 4x4 PVC Post (80" length) with Gothic Cap, 20" in-ground depth
- 2x4 PVC Arm, 30" length
- 4" Black Numbers
- Bottom of mailbox 42" up from road surface and 2-4" behind face of curb



SATELLITE DISH/ANTENNA PROVISIONS

WHEREAS, the Leeland Station Community Association, Inc. (LSCA) is responsible for the governance and maintenance of LEELAND STATION; and

WHEREAS the LSCA exists pursuant to applicable state and governing documents; and

WHEREAS, the Federal Communications Commission (the FCC) adopted a rule effective October 14, 1996 preempting certain restrictions in the governing documents concerning the installation, maintenance, and use of direct broadcasting satellite, television broadcast, and multipoint service antennas; and;

WHEREAS, the LSCA desires and intends to adopt reasonable restrictions governing installation, maintenance, and use of antennas in the best interest of the community and consistent with the FCC rule.

NOW THEREFORE, the LSCA adopts the following restrictions and regulations, and guidelines for LEELAND STATION, hereinafter referred to as the "rules" which shall be binding upon all owners and their grantees, lessees, tenants, occupants, successors, heirs, and assigns who currently or in the future may possess and interest in Leeland Station Community, and which shall supersede any previously adopted rules on this subject matter only.

EXCEPT with the written approval of the Covenants Committee, a designated committee of the LSCA Board of Direction, no outside antenna or device for the reception of signals from a provider of DBS,

MMDS, or TVBS electronic signals shall be erected or maintained on any lot or upon the exterior of any dwelling or the limited common elements appurtenant to any dwelling. The Committee shall not unreasonably withhold the approval of the installation. The Covenants Committee shall approve any application for the installation of one (1) antenna per lot, including a satellite dish antenna, so long as the application indicated that the installation is for the personal use of the owner or resident and that the antenna will not be visible from the front of the dwelling. In approving such applications, the Committee shall have the power to require guidelines herein outlined or such specific forms of screening (fencing, shrubbery, etc.) as it deems appropriate in order to effectuate the intent of Architectural Guidelines that antennas not be visible from the front of the dwellings and in order to render the installation as inoffensive as possible to other owners and residents. All installations must comply with local zoning requirements and building codes, if applicable. Approval by the Covenants Committee does in no way alleviate member from any governmental responsibilities in regard to the placement of dish or antenna or permitting. It is your obligation to get all permits that may be required.

Architectural Guidelines and Requirements for Approval

Indicate these items on your application and/or plat.

1. Size & Type of Video programming device
 - a. A DBS "dish" that is one meter (39") or less in diameter and is designed to receive broadcast satellite service, including direct-to-home satellite service.
 - b. An MDS antenna that is one meter in diameter or diagonal measurements and is designed to receive video programming services via MMDS (wireless cable).
 - c. An antenna that is designed to receive television broadcast signals (no larger than one meter in diameter).
 - d. Installation of Transmission-only are prohibited.
 - e. All antennas not covered by the FCC rule are prohibited.
2. Camouflaging and Landscaping
 - a. May be required to lessen the visual impact from the street and all neighbors side, back, and front. Please indicate on application or plat if you so plan to do so with type or style.
 - b. Antennas on the ground and visible from the street must be camouflaged by existing or new landscaping or fencing, at a reasonable cost (fence must comply with fence provisions Architectural Guidelines).
 - c. Antenna masts and visible wiring shall be painted to match the color of the house or structure.
3. Location on lot
 - a. The placement of dish must be on land that is under lot owned and under exclusive control not placed or encroach on others land, common area, easements. etc. Antenna must be placed, to the extent feasible, in a location that is not visible from the street and would not impact view of neighbors, but would still permit reception of an acceptable quality signal.
 - b. Order of preference for dish location:
 - Backyard location should be toward the middle rear of lot as not to infringe on neighbors
 - Backyard location near house
 - On deck

- Rear side
 - Rear roof
4. Wiring
 - a. Should be buried
 - b. Must conform to any building codes that would apply
 5. Safety Restrictions
 - a. Safety considerations are permitted even if they impair reception.
 - b. Antennas are required to withstand winds of 75 mph and pressure of snow and ice.
 - c. Antennas shall be permanently grounded.
 6. Maintenance
 - a. Owners shall not permit antennas to fall into disrepair or become safety hazards.
 - b. Owners shall be responsible for repairs, painting, and maintenance (even if leased or company antenna).
 7. Mast
 - a. Masts cannot be any higher than required to receive acceptable signal.
 - b. Masts must be installed by-licensed contractor (indicate on application the name of installer).
 8. Notification Process
 - a. Any owner desiring to install an antenna must complete the Standard Exterior Application Form c/o Association Office. If the installation is routine it may begin immediately with application (routine being installed on ground, center rear of lot, with shrubs to camouflage, and not visible from roads).
 - b. Tenants may install antennas in accordance with these rules only with the written permission of the homeowner/landlord. A notarized statement must be furnished before installation.
 9. Severability
 - a. If any provision is ruled invalid, the remainder of these rules shall remain in full force and effect.

SIGNS

Article 8, Section 8.2 (h) of the Declaration states that “no signs of any character shall be erected, posted or displayed in a location that is visible from the neighboring property unless in compliance with the Design Guidelines without the prior written approval of the Covenants Committee.”

The following sign standards with stated limitations apply:

- Real estate for sale or for rent signs must meet Stafford County regulations with respect to size, content and removal. Signs may only be placed in the front yard of the property available and must be removed 48 hours after closing.
- Up to four (4) political signs/flags may be placed in the yard no more than 30 days before an election and must be removed within 7 days after said election.
- A commercial contractor sign may be displayed when the work is in progress, but must be removed within 7 days of the completion of the work.
- A permanent security company sign may be displayed provided the largest dimension of the sign does not exceed 12 inches.

TOOLS & EQUIPMENT STORAGE

All garden tools, shovels, rakes, lawn mowers, gardening equipment, etc. must be stored out of site when not in use. Garage or shed storage is preferred but screened under decks is permissible.

TRASH CANS

Trash is to be placed for pickup in containers manufactured for trash storage purposes only. Paper grocery bags or plastic bags are not sufficient. Trash containers shall not be placed at curb for pickup prior to 6:00 PM on the previous night and shall be removed by 8:00 PM the night of pickup. Aside from the previous, trash containers are not permitted to remain in public view, defined as the view from the street in front of the house.

The following options for screening trash cans are approved for Leeland Station:

- Privacy Panels – can be used to partly or fully enclose the area for trash cans. Privacy panels cannot be taller than 5 feet. The fence enclosure should not exceed the space needed to store the single trash and recycle bin and must follow the fence guidelines for style and color and be applied for and receive written approval before installing. Vinyl fence screens, available for purchase at home improvement stores, may be used.
- Foliage – Bushes, trees and flowering plants can be used as screening. All foliage must be properly maintained.
- Trash Enclosure – Ready made vinyl enclosures may be used to hide trash cans but require an application and prior written approval. These enclosures must be neutral in color (e.g. beige or brown) and blend into the landscaping or match the house as best as possible. All maintenance requirements apply including upkeep for fading, warping, cleaning, etc.

VEHICLES

Except in connection with construction activities, no commercial trucks or vans or trailers, campers, recreational vehicles, boats or other large vehicles, including grounds maintenance equipment, ATVs, dune buggies, or trail bikes or vehicles of any kind may be parked or used on any portion of the Common Area or on any portion of a Lot visible from the Common Area or another Lot or on any public right-of-way within or adjacent to the Property. No junk or derelict vehicle on which current registration plates and current County and State inspection permits are not displayed shall be kept upon any portion of the Common Area or any portion of a Lot visible from the Common Area or another Lot or on any public right-of-way within or adjacent to the Property. Vehicle repairs are not permitted, provided however, that non-commercial repair of vehicles is permitted within enclosed structures (garage). All motor vehicles shall be driven only upon paved streets and parking lots. No motor vehicles shall be driven on trails or unpaved portions of Common Area, except such vehicles authorized by the Board of Directors as needed to maintain, repair or improve the Common Area. This prohibition shall not apply to normal vehicular use of designated streets and lanes constructed on Common Area.

IAW Article 8 section 8.2 Para O of the Declaration, “a standard size pickup used with commercial marking can be parked in the driveway upon approval of the covenants committee”.

The roads of Leeland Station are public and under the jurisdiction and maintenance of Stafford County.

SECTION 5: EXTERIOR MAINTENANCE STANDARDS

Property ownership includes the responsibility for maintenance of all structures and grounds which are a part of the property. This includes, but is not limited to items such as mowing grass, removal of trash, and structural maintenance. Maintenance affects the visual character and economic values of the property and neighborhood, and in some cases, safety. These issues can often be dealt with best at the neighborhood level. Violations of maintenance standards are violations of the Covenants: Article VII, Section 2.

EROSION CONTROL

Each resident is responsible for seeing that their lot area is protected from erosion and that storm drain structures are not blocked so as to cause additional erosion problems which will promote silt in ponds and stream valley.

EXTERIOR APPEARANCE

Residents are responsible for maintaining the exterior of their dwellings and any other structures on their lots, such as decks, fences, sheds, and playground type equipment. While it is difficult to provide precise criteria for what the Association deems as unacceptable condition, the following cases represent some of the conditions which would be considered a violation of the Covenants:

- Peeling paint on exterior trim
- Dented mailboxes, or mailboxes and/or stand in need of repainting
- Playground equipment which is either broken or in need of repainting
- Fences with either broken or missing parts
- Sheds with broken doors or in need of painting or other types of repair
- Decks with missing or broken railings or parts, or parts in need of staining or painting
- Concrete or masonry block foundations in need of repainting

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

FIREWOOD

Firewood shall be kept neatly stacked and located to the rear of the home within the homeowner's property lines and in such a manner as to minimize visual impact on neighboring homes. Screening may be required in certain cases.

Piles larger than two cords require approval by the Committee. Piles longer than six (6) feet should be two rows deep minimum. Piles must not exceed four (4) feet in height for safety. Firewood piles must contain firewood only, no storage of debris is allowed. Any variations from the above information require Committee approval.

LAWN AND GARDEN FERTILIZATION

All soil should be tested before fertilizer is added especially in areas where drainage will flow into ponds. Special care should be taken not to over fertilize or to fertilize lawn and gardens where there is the least chance of runoff. In areas adjacent to ponds and waterways, fertilize in a manner to avoid run-off. Soil test kits are available at the Stafford County Extension Office.

MOWING

Turf areas need to be mowed at regular intervals, maintaining a maximum height of 6 inches and a minimum of 2 inches. Changes to this requirement may be made according to specified plans. Each resident is responsible for the maintenance of the area between the sidewalk and road that borders lot line(s). Planted beds, trees and bushes must be kept in a neat and orderly manner.

NEWSPAPERS

Newspapers must be picked up promptly and not allowed to accumulate on the property or in the street.

PESTICIDES AND HERBICIDES

Pesticides and herbicides may be applied according to label instructions for the specified problem. Emphasis should be placed on organic/biodegradable materials in order to ensure the least harm to the natural environment. Care in application is extremely important along ponds and waterways, near neighborhood play areas and tot lots, and near adjacent residences. Avoid the use of pesticides and herbicides if at all possible, but when necessary use with caution and follow instruction.

TRASH REMOVAL

Each resident is responsible for picking up litter on their property and preventing wind-blown debris originating on their land. At no time is open space considered a dumping ground for inorganic debris. Organic debris such as leaves, grass clippings and branches may not be dumped on open space.

Removal of trash and debris from all open space areas accumulating from resident usage will be completed as necessary. Remember that the removal of trash costs the Association dollars, and voluntary resident and neighborhood cleanup, in addition to controlling litter at the source, saves everyone money.

SECTION 6: ESTOPPEL CERTIFICATE

As required by the Covenants, an Estoppel Certificate is to be completed and issued to your settlement attorney prior to the closing of the sale of your home. This certificate provides current information on (1) the status of assessment payments and (2) the existence of any nonconforming exterior architectural changes/modifications to your home (this includes any changes or modifications made after the builder completed his approved plan).

The Estoppel Certificate protects the future buyer of a home from unknown problems of the past

owner's architectural changes or past-due assessments. If everything is in order, it also protects the seller from potential law suits involving violations of the Covenants by subsequent owners.

The information necessary to complete an Estoppel Certificate is on file at the Leeland Station Association Office. The current status of your assessment payments and any Exterior Alteration Applications approved by the Committee will be in the lot file for your address. To obtain your Estoppel Certificate for your property, call the Committee Administrator as soon as you know your settlement date. The Association may charge you a nominal fee for the preparation of an Estoppel Certificate. The amount of the fee will be determined by the Association.

ADDENDUM 1: Architectural Improvement Guidelines for the Reserves at Leeland Station

SECTION 1: PURPOSE

This document addresses additional exterior improvement standards that apply only to homes in The Reserves at Leeland Station due to the acreage of these lots. Refer to the Architectural Improvement and Exterior Maintenance Guidelines for the standards that apply to all homes in Leeland Station.

SECTION 2: EXTERIOR DESIGN STANDARDS

ACCESSORY BUILDINGS, LARGE

Accessory buildings may impact the general appearance of the overall property as well as infringe upon the privacy, visual enjoyment, and aesthetic value of adjacent properties. The following standards apply:

- A. Design – Accessory buildings must be designed to appear like the house. The roof pitch must be similar to the house. Windows, if present, should match those on the house as closely as possible in style and color.
- B. Material and Color – The finish materials used for an accessory building must be the same as the exterior finish of the house. Shingles or roof material must match that of house in color and style. Siding must be same color and material as house and run horizontal or vertical same as house.
- C. Location – Accessory buildings may not be located in any front yard or street-facing side yard, and must be set back at least 10 feet from all property lines.
- D. Size – While accessory buildings must provide sufficient volume for their intended use, their size must be appropriate for the property and compatible with the applicant’s house and adjacent houses. Height may not exceed nine (9) feet to the bottom roof line and fifteen (15) feet to the roof peak. Area may not exceed six hundred (600) square feet.
- E. Utilities – Any utilities servicing the accessory building must be underground. No above ground utilities of any type will be permitted. If exterior lighting is installed, efforts must be taken to shield neighbors from light overrun.
- F. Number of Buildings – Normally, only one (1) accessory building per property may be approved. Under unusual circumstances, a second accessory building may be approved depending on the site plan and visible impact of the proposed second building.
- G. Prohibited Uses – Accessory buildings may not be used as a living space under any circumstances.

Note: Approval by the Covenants Committee does in no way alleviate the applicant from any governmental responsibilities in regard to the placement of accessory building or permitting. It is your responsibility to get all permits for Stafford County.

Application Requirements:

- Description of accessory building including dimensions, materials, colors, utilities, exterior lighting, and intended purpose (e.g. storage, workshop, cabana, etc.)

- Site plan showing house, property lines, proposed location of accessory building, and adjacent houses
- Picture and/or detailed drawing of accessory building to include dimensions
- Estimated start and completion date

ADDENDUM 2: Fencing Section 6C Belle Air Village

Leeland Station Community Association

Policy Resolution 2007-1

(Policy Governing Fencing for Section 6C, Belle Air Village)

WHEREAS, Article 8, Section 8.3 of the Declaration of the Leeland Station Homeowners Association ("The Declaration") states that the Board of Directors of the Association has the power to adopt and amend rules regulating and restricting the use of property within the Association or of any portion whereof; and

WHEREAS, Article 8, Section 8.3 of the Declaration provides that the rules and regulations governing the action of Owners on property adjacent to common area shall be consistent with a uniform quality of appearance and value of the community; and

WHEREAS the Board of Directors has determined that it is in the best interests of the Association to adopt desires to restrict fencing in Section 6C, known commonly as "Belle Air Village," to be of one type in style, material and color.

NOW, THEREFORE, BE IT RESOLVED, THAT THE BOARD ADOPTS THE FOLLOWING POLICY:


1. All fences within section 6C, commonly known as "Belle Air Village" of the Leeland Station Community Association are bound by the Leeland Station Community Association Architectural Guidelines ("the Guidelines").
2. The fence must meet the following conditions, even if these conditions are more restrictive than the Guidelines:
 - a. The fence cannot exceed 48" in height.
 - b. The fence must be made from a PCV material only.
 - c. The fence must be white in color.
 - d. The fence must be of the Jamestown style and have the following dimensions.
 - i. 6" x 48" Open Picket Fence
 - ii. 2" x 3 - 1/2" Rails
 - iii. 7/8" X 3" Pickets
 - iv. 4" x 4" Posts.

A sample of this fence and the dimensions is attached hereto.

3. Prior to installation of a fence, homeowners must submit an application for approval to the Association. Even if the fence complies with the requirements herein and the Guidelines, prior written approval by the Board of Directors or another committee charged with the review and approval of applications, is required before any construction may begin.

I hereby certify that this Policy Resolution 2007-1 was duly adopted by the Board of Directors at a regular meeting on January 16, 2007

LEELAND STATION COMMUNITY
ASSOCIATION

By: 
Ted N. Smart, President

CERTIFICATE OF PUBLICATION

I hereby certify that a copy of this Resolution was mailed to all records owners on the 23rd day of February, _____, 2007.



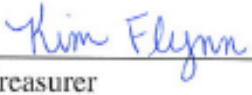

Community Association Manager

RESOLUTION ACTION RECORD

(Policy Governing Fencing for Section 6C, Belle Air Village)

Duly adopted at a meeting of the Board of Directors held January 16, 2007.

Motion by: Ted N. Smart Seconded by: Ed Duafala

	VOTE:			
	YES	NO	ABSTAIN	ABSENT
 _____ President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Vice President	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
 _____ Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Secretary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Director	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____ Director	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Resolution effective: January 16, 2007.

K:\21242\00001\Resolution\070119 Belle Air Village Resolution (2).doc

48" Jamestown 1.75 Spacing

- 6' x 48" Open Picket Fence
- 2" x 3-1/2" Rails
- 7/8" X 3" Pickets
- 4" x 6" Posts

