

**OAK LEAF SUBDIVISION
APPLICATION PROCESS AND ARCHITECTURAL GUIDELINES
(Effective October 11, 2012)**

These guidelines ("Guidelines") have been adopted by the "Architectural Committee" pursuant to Article V, Section 1 of the Declaration of Covenants, Conditions and Restrictions for Oak Leaf, Section 1, dated October 4, 2007, as amended and as applied to other sections of Oak Leaf subdivision (the Declaration") in an effort to serve as a guide to aid members of the Architectural Committee, the contractors and the residents in building and/or maintaining and/or enhancing Oak Leaf. These Guidelines will remain in effect until such time as the Architectural Committee shall amend or replace them.

These Guidelines shall not be construed to limit the matters which are subject to review by the Architectural Committee. Although these Guidelines cover many issues, there may be items that have not been specifically included herein; and, in that event, the Architectural Committee shall make its determination based upon the goals and objectives of the Architectural Committee. The Architectural Committee is concerned with all aspects of aesthetics. The Architectural Committee is not responsible for the enforcement of building codes, structural details, and accuracy of drawings and techniques of construction. Submissions may be disapproved for purely aesthetic reasons deemed contrary to the goals and objectives of the Architectural Committee. Each application is reviewed on an individual basis.

Approval Required. No Structure may be erected or placed, or any improvements made, or any landscaping made, to any Lot in Oak Leaf subdivision, until **written** approval of the design, materials and location has been obtained from the Architectural Committee. **The Architectural Committee has the absolute and exclusive right to reject any proposed structure or improvement for any reason, including purely aesthetic reasons.** Each application is judged on its own merits and on a case-by-case basis.

No unimproved Lot may be cleared or altered until an on-site clearing review has been completed by the Architectural Committee and **written** approval is obtained for such clearing.

For new homes, at the completion of construction and installation of the final landscaping, the Applicant shall submit a request for a final compliance inspection to the Architectural Committee. An Architectural Committee representative will review the completed work and, upon verifying it complies with all approvals and approved plans, issue a written certificate of compliance.

Application Submission. Application forms for Architectural Committee review are attached to these Guidelines as Exhibit "A" and are also available from the Architectural Committee. To obtain Architectural Committee review of a proposed improvement on a Lot, complete the appropriate application and furnish all information and supporting

documentation, samples, and application fees, as required on the application form. Submittal may be mailed, faxed or deliver to: McAllister & Foltz Architecture, P.C., Attn: James A. McAllister, AIA, 401 Southlake Boulevard, Richmond, Virginia 23236. An application fee of \$250.00, payable to Oak Leaf Land Development Corporation shall be submitted with the application.

Approval during the Declarant Control Period. During that period of time when the Oak Leaf Land Development Corporation (the "Declarant") maintains control of the Architectural Committee as defined in the Declaration, architectural review and actions are for the sole benefit of the Declarant to achieve the Declarant's goals in the development Oak Leaf subdivision. The Declarant reserves all rights to establish, modify, interpret, and grant variances to these Guidelines as necessary to achieve Declarant goals. No rights or warranties are made or implied to any homeowner, or group of homeowners, with respect to guidelines in the document or with respect to Architectural Committee actions, denials, or approvals.

Guidelines. The guidelines set forth below apply to improvements on all Lots in Oak Leaf.

1. Mailboxes. Mailboxes must be installed utilizing the standard design criteria established by the Architectural Committee. Standard mailbox design illustration shall be provided by the Architectural Committee. Mailbox replacement shall be consistent with existing mailboxes and placed in the same location as the original mailbox unless agreed in writing by the Architectural Committee. Maintenance of the mailbox is the responsibility of the Lot owner.

2. Signs. Except during construction, no signs of any kind shall be displayed to the public view on any Lot except one sign not exceeding four (4) square feet in area used for the purpose of advertising the Lot for sale.

3. Clotheslines. Exterior clotheslines are not permitted unless agreed in writing by the Architectural Committee.

4. Exterior Lighting. Prior to installation, all exterior lighting must be approved by the Architectural Committee as to size location, color and intensity. High Intensity Discharge (HID) lights, such as high pressure sodium or metal halide area lights are not permitted unless agreed in writing by the Architectural Committee.

5. HVAC Condenser Screening. Heat pump and air conditioning condensers shall be fully screened using shrubs or fence approved by the Architectural Committee. Equipment shall be screened on two (2) sides with the unscreened side not visible from the street.

6. Propane Tanks. Storage tanks for propane must be screened, and/or preferably placed underground.

7. Proximity of Similar Houses. Houses with identical front facades may not be located directly adjacent to each other or directly across the street. The Architectural Committee shall make the final judgment as to the degree of acceptable similarities permitted in each area of the subdivision.

8. Front Porch Construction. Stoops and extended front porches shall be supported on continuous masonry foundations or on brick piers with lattice panel in-fill if open space is more than 30" high. All front porches shall be constructed and finished materials to match the house. Handrails and railings shall be painted wood, vinyl or metal railing design to match the style and character of the house. Front steps to covered or uncovered stoops shall be masonry. Wood steps with painted risers may be permitted for extended front porches.

9. Rear Deck/ Patio Construction. Decks should be located in the rear yards and may be left to weather naturally or may be stained/painted to compliment the trim color of the house. The deck shall meet county building and safety codes.

10. Screen Porches and Sun Rooms. The exterior surfaces of screened porches and sunrooms shall be constructed of finished materials to match the house. Posts, rails and trim shall be painted or pre-finished materials to match the house.

11. Exterior Colors. All exterior colors must be approved by the Architectural Committee prior to the painting or the application of pre-finished materials. The same color schemes may not be used on adjacent houses or on houses directly across from each other.

12. Flue or Vent requirements. Unenclosed metal or plastic gas flues shall not extend any higher than the minimum required by code. Any metal flue or vent on the roof shall be located on the back side of the roof, not visible from the road and must be painted flat black or a color that matches the roof.

13. Storm Doors. Storm doors shall be compatible with the style and color of the house. Front storm doors shall be full light or traditional six-panel doors which match the style of the door they cover.

14. Fences. All Fences must not more than four and one half feet (4 ½') in height and must be approved for design and location. Fences must have the finished side facing out. No chained link or barbed wire fences are allowed.

15. Accessory Buildings. Plans for accessory buildings must be submitted to the Architectural Committee for approval of design and placement. All accessory buildings must be built on site on a solid foundation.

16. Swimming Pools. Plans for in-ground pools must be submitted to the Architectural Committee for approval of design and placement. Above ground pools are prohibited.

17. House Minimum Square Footage. The primary dwelling constructed on any Lot must exceed two thousand five hundred (2,500) square feet exclusive of porches, basements and garages; however, this provision may be waived by the Architectural Committee or Declarant if lot size or conditions prohibit the building of a dwelling in excess of such minimum square footage and if the Powhatan County laws and ordinances permit a smaller primary dwelling.

18. Garage Limitations. Side or rear load garages attached to the main residential dwelling are required unless otherwise approved by the Architectural Committee. Detached garages will be considered on a case-by-case basis.

19. Chimney Limitations. Any chimney shall be masonry and match the foundation.

20. Permitted Roofing Products. 30-year dimensional asphalt shingle, standing seam metal, cedar or treated pine shingle or shake, slate, approved imitation slate, and concrete shingle will normally be approved by the Architectural Committee. Other materials will be considered by the Architectural Committee on a case-by-case basis.

21. Landscaping and Foundation Planting. Plans must be submitted for approval prior to installation. Minimum plant material expenditure is \$1,500.00 excluding yard trees. A minimum of three (3) yard trees may be required on open lots. Yard trees must have a minimum two and one half inch (2 1/2") caliper.

22. Entrance Features. Plans must be submitted for approval by the Architectural Committee. Lots in open area should have low and inconspicuous entrance features. Lots in wooded areas may have slightly larger entrance features approved on a case-by-case basis.

23. Driveways. Driveways may be gravel or paved hard surface material. Hard surface may be asphalt, concrete, exposed aggregate concrete, stamped concrete or individual pavers. More than one material may be used if approved by the Architectural Committee.

24. Siding. The type and appearance of the siding for buildings must be specifically approved the Architectural Committee; however, generally, without limitation, such siding may be cement composite, brick, stone, or stucco.