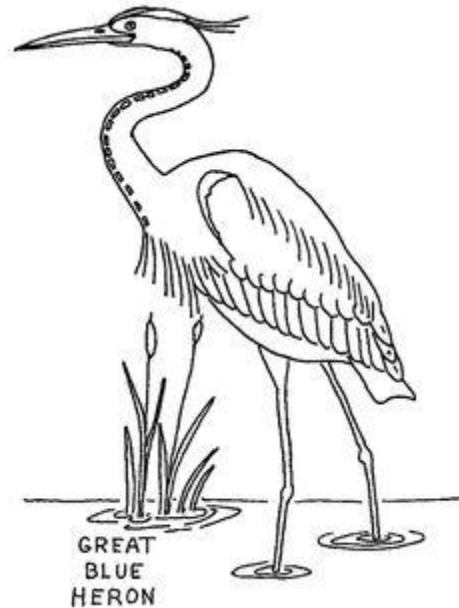


DESIGN REVIEW MANUAL




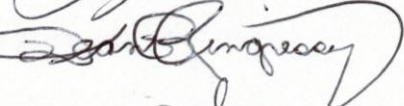
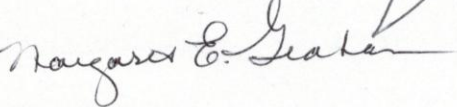



Heron Ridge ESTATES

RULES, REGULATIONS AND GUIDELINES

Dated: 5/15/01, Original

Updated/Approved: 4/02/2019, Rev 1

All previous versions of this document are superseded by this revision.
This document was reviewed and approved by the Heron Ridge Board of
Directors as follows;

President:		Date: 2 APR 19
Vice President:		Date: 2 April 2019
Secretary:		Date: 2 April 2019
Treasurer:		Date: 4/2/19
Covenant Compliance:		Date: 2 April 2019
Security/Hospitality:		Date: 2 APR 19
Member at Large:		Date: 2 APR 19

NOTICE TO HERON RIDGE ESTATES PROPERTY OWNER'S AND BUILDER'S

LANDSCAPING TO STREET EDGE

The City of Virginia Beach requires that the shoulders (a part of the City right of way) of all Heron Ridge streets are to consist of #4 Crushed Stone, 4 feet wide from the edge of the pavement. This shoulder surface was put in place at the time of street construction and should not be removed.

It is permissible to have grass to the street provided the #4 Stone base is in place and the dirt or sod base doesn't come above the street level allowing for proper run-off of water from the street. The grass itself can be above the street level, but the soil level cannot.

Questions should be referred to the City of Virginia Beach.

IRRIGATION SYSTEMS IN CITY RIGHT OF WAY

Before installing sprinkler heads near the street (or in any designated City Right of Way), the homeowner should consult with the City to determine if an Encroachment Permit is needed.

Requirement Incorporated; April 4, 2002

STATEMENT OF POLICY

Heron Ridge Estates is designed to be an exceptional golf community with only 117 custom home sites. The success of this community depends on the compatibility of architecture, landscaping, and structure position and location on each lot, which can only be achieved through careful planning and control

This planning and control is to be carried out in a fair and consistent manner, through design and construction standards and a uniform review procedure. The goal is to encourage design excellence, preserve and enhance property values and foster pride of ownership within the Heron Ridge Estates community.

PURPOSE OF MANUAL

This Manual sets forth the procedure for review and approval of architecture and structure position and location on each lot prior to starting construction, as well as later revisions after initial approval (additions, alterations, etc.).

REVIEW PROCEDURE

1. **Design Review:** When you are ready to begin designing your home or making later alterations or additions, you are encouraged to submit to the Design Review Committee (DRC) your preliminary plans for review before your architect or builder has begun final drawings. Items that would be appropriate for review are as follows:
 - A. Sketches, photographs, printed material, or anything else that would assist in describing the type of house you want to build.
 - B. Any questions or concerns about standards, construction procedures or the review process.
 - C. Your preliminary plans.

2. **Submission:** Prior to clearing your lot, starting new construction, or making an alteration or addition, you must make a formal submission of your proposed home to the DRC using Exhibits 'A' or 'B'. This submission must include the following:
 - A. Site Plan (2 sets)
 - B. Architectural Drawings (2 sets)
 - C. Samples and colors of exterior materials (siding, roofing, etc.)

ARCHITECTURAL DESIGN STANDARDS

Area Requirements: The minimum size of each house exclusive of garage, porches, decks and outbuildings shall be 2,500 square feet for a single story home and 2,800 square feet for a two story home.

Duplication of Styles: To maintain diversity of architecture within Heron Ridge Estates, the DRC reserves the right to disapprove any plan which the DRC believes duplicates the exterior design of any other house within the community.

Public View: Exterior elevations should be designed to respect views from front or rear of neighboring home sites.

Foundations: The foundation must not be of exposed cinder/cement block, but may be enclosed with brick. Foundations must be crawl space or raised slab (minimum 2 blocks high or 16").

Exterior Walls (Siding): The primary residence shall be constructed of Brick. Stucco, Stone or dryvit may only be used on dormers. Vinyl, wood siding, plywood, aluminum siding and exposed concrete block will NOT be permitted on the main structure of the home. Vinyl, wood and aluminum may only be used in gable applications with the approval of the DRC.

Roofing: Roof materials are limited to the following: slate, tile, architectural grade composition shingles. The height and slope of the roof should be appropriate to the design of the house. Builders are encouraged to provide a metal drip edge on roofs to prevent sagging shingles.

Exterior Color: No more than three exterior finish colors should be used. All exterior wood trim shall be painted or stained. Bright colors on exterior surfaces are discouraged and could be subject to disapproval.

Windows: Window openings and heights should relate to other design features of the house. The symmetry of and location of window placement should be considered when designing the structure and should be consistent with the overall design.

Chimneys: If a fireplace chimney is designed to be mounted to an exterior wall of the home it must be enclosed with brick to match the primary residence. If a chimney is designed to be within the main structures walls it shall be mounted on the rear or sides of the home out of view from the street where practical. A chimney cap must be installed in all configurations.

Roof Penetrations: All plumbing vents, gas flues, fan exhausts, and other necessary equipment shall be restricted to rear roof planes or roof planes which are not visible from the front of the house. Special consideration will be given to corner lots. Ornamental or non-functional elements such as weather vanes and cupolas attached to the roof are discouraged.

Mechanical Equipment: All mechanical equipment shall not be visible from the street and must be hidden from view either by landscaping, fencing or an architectural wall.

Antennas and Solar Panels: Radio and television antennas including dishes not exceeding one meter shall be placed to minimize their view from the street, and requires written approval of the DRC. Internet antennas must be installed to minimize view from the street and still maintain adequate signal strength, as determined by the internet service provider, from the transmitting tower. Internet antennas require DRC written approval. Solar Panels may be installed on the homes roof with DRC written approval but must be stationary and mounted flat with respect to the roof plain. Solar Panels shall only installed on the side or rear and never facing the street; i.e. front roof. Solar Panels shall not possess the capability to be elevated or rotated and may not be installed as free-standing entities on the property. Solar Panel piping must be color coordinated with the brick and roof color of the home.

Swimming Pools: Swimming pools and related fencing are subject to D.R.C. approval. Above ground pools are prohibited.

Mailboxes: All mailboxes shall be of monument style and be made of materials compatible with the residence. The height and mail box access must be in accordance with US Postal Service Regulations. The required distance from the roads paved edge is 12 inches. Mailboxes require DRC approval.

Fences: All fences will be black metal with open-type construction. The posts are to be 2" square and the pickets shall not exceed 3/4" in diameter and shall be spaced a minimum of 3" apart. Fences must be installed behind the front plane of the house. Fences in rear yards must remain outside the Open Space Easement on lots abutting the Golf Course Property and outside the Maintenance Easement on lots abutting the lakes. A site plan showing the location of the fence on the property must be approved in writing by the Design Review Committee (DRC) before construction begins.

Outbuildings: All outbuildings, herein defined as a building that is not attached to the main residence (e.g. Pool Houses, Garages) shall be compatible with the main structure in materials, style and finish. The siding, roofing and design must blend to the existing house structure and must meet the same guidelines as delineated in this document. The foundation of the Outbuilding must be cement slab or block/brick. Site location and door loading requirements must be approved by the DRC. Outbuildings such as pre-fabricated Wood Sheds, Rubbermaid Storage Sheds, etc., are not authorized. As delineated in the Covenants, Outbuildings shall not be built to house occupants (no living quarters or offices) and shall comply with applicable city codes. Detailed plans must be submitted and approved by the DRC.

Garages: All garages, for a minimum of two cars, shall be "side-loading", unless at the discretion of the DRC the site is not appropriate for a side loading garage. This means that the door openings may not face any public street. Special consideration will be given to homes constructed on corners and those sites not appropriate for a side loading garage. Additional detached garages site location and door loading requirements must be approved by the DRC.

NEW CONSTRUCTION PROCEDURES AND STANDARDS

1. **Completion of Construction:** The home is to be completed within 9-12 months (excluding inclement weather) from the start of construction. If construction ceases for 30 consecutive days it shall be deemed a nuisance.

2. **Construction Job Signs:** Must conform to the following standards.

One 3' x 4' job sign

Copy: Builder's Name
Architect's Name (If desired)

Lot Address

No other job signs are permitted. The single sign must be professionally manufactured.

3. **Requirements During Construction.**

Erosion Control: Temporary construction entrance, silt fences, Straw bales and other erosion control measures must be installed immediately after clearing.

Litter Control: All construction sites must control trash, litter, and windblown debris. Heron Ridge Estates reserves the right to clean the site if not properly controlled by the builder. This will include cleaning the main road. The Association reserves the right to bill either the owner or the builder for any expenses incurred for the failure to maintain the property.

Work Hours: Reasonable hours should be maintained. Consideration of existing homes is of critical importance.

Behavior: All construction workers are expected to behave in a workmanlike manner. Behavior shall not disturb other residents and golfers. Heron Ridge Estates reserves the right to control behavior and noise generated by construction workers and have disruptive or disrespectful workers removed from the community.

Parking on Jobsite: All vehicles belonging to any person working on a home construction job site will be parked entirely off of the street.

Lumber/Material Piles: All materials will be neatly stacked.

Temporary Facilities: These will be located as much as possible out of public view.

Final Clean-up: Builder shall restore all roadways, ditches and drainage ways and clean lot of construction debris.

Temporary Driveway: Must be completed prior to commencement of construction.

Compliance: Notification of all violations will be to the job site superintendent. The DRC reserves the right to develop and enforce other requirements.

SUBMISSION CHECKLIST

SITE PLAN: (2 Sets)

- A. Minimum scale: 1" (inch) = 30' (feet)
- B. Seal of VA Certified Land Surveyor, Engineer or Architect.
- C. Property lines with all corners found and/or reset.
- D. Building envelope, showing all building setback lines: 50' front yard, 15' side yard, 30' side yard adjacent to the street, 20' rear yard plus 10' (R-20) or 15' (R-30) open space easement for golf course lots.
- E. Recorded easements.
- F. Delineated open space easement.
- G. Proposed final drainage for completed home and lot.
- H. Lot #, subdivision name & area of lot.
- I. Adjacent lot #'s/Addresses.
- J. Proposed house with distances to all property lines.
- K. Decks, pools, patios, covered porches, steps, stoops, etc.
- L. Sidewalks, driveways and parking areas with dimensions and materials noted.
- M. Exterior HVAC units, meters, trash areas, recycling provisions and screening.
- N. Finished floor elevations of house.
- O. Erosion control measures including construction entrance, proposed perimeter controls, drainage structure protection, etc.
- P. Site litter and construction debris control measures.
- Q. North arrow.

2. ARCHITECTURAL DRAWINGS: (2 Sets)

- A. Floor plans
- B. Exterior elevations, showing all sides of the house with finished grade at perimeter of house.
- C. Exterior materials noted.
- D. Typical wall section details.

E. Electrical lighting with catalogue of cuts of exterior light fixtures.

3. SAMPLE AND COLORS:

- A. Siding colors with samples
- B. Roofing samples
- C. Exterior paint chips
- D. Other exterior materials, if applicable.

4. APPLICATION FORM:

All applications must include a copy of the form shown as Exhibit A.

DESIGN REVIEW COMMITTEE RESPONSE

Within 30 days of receipt of plans, the DRC will render a decision in writing as appropriate. The DRC may approve the plans as submitted, approve the plans conditioned upon specified revisions, or require actual revised plans.

Resubmittal

In the event a revised plan is required, within 15 days of receipt of revised plans, the DRC will render a decision in writing as appropriate.

Final Plan Approval

Within 15 days of receipt of your final plans, the DRC will respond in writing approving your plans.

ALTERATIONS OR ADDITIONS PROCEDURES AND STANDARDS

In accordance with the covenants and adopted rules and regulations all items modifying, altering, adding to or revising any of the original approved plans require submission of an application for the change to the Design Review Committee (DRC). The application shown as Exhibit "B" must be used. No verbal requests or approvals are permitted. Any alteration commenced without the written approval of the DRC is done at the owner's risk.

Typical items requiring approval:

Fences
House additions
Changes in exterior paint coloring
Outbuildings and Pergolas
In-Ground Swimming Pools
Decks and Patios
Window and Thru-wall AC Units
Solar Panels
Wells for Irrigation
Antennas and Aerials

SUBMISSION CHECKLIST

SITE PLAN: (2 Sets) (If applicable)

- A. Minimum scale: 1" (inch) = 30' (feet)
- B. Seal of VA Certified Land Surveyor, Engineer or Architect.
- C. Property lines with all corners found and/or reset.
- D. Building envelope, showing all building setback lines: 50' front yard, 15' side yard, 30' side yard adjacent to the street, 20' rear yard plus 10' (R-20) or 15' (R-30) open space easement for golf course lots.
- E. Recorded easements.
- F. Delineated open space easement.
- G. Final drainage for completed lot.
- H. Lot #/address.
- I. Adjacent lot #'s/addresses.
- J. Proposed addition with distances to all property lines.
- K. Decks, pools, patios, covered porches, steps, stoops, etc.
- L. Sidewalks, driveways and parking areas with dimensions and materials noted.

- M. Exterior HVAC units, meters, trash areas and screening.
- N. Finished floor elevations of house.
- O. Erosion control measures including construction entrance, proposed perimeter controls, drainage structure protection, etc.
- P. Site litter and construction debris control measures.
- Q. North arrow.

2. ARCHITECTURAL DRAWINGS: (2 Sets)

- A. Floor plans
- B. Exterior elevations, showing all sides of the addition with finished grade at perimeter of house.
- C. Exterior materials noted.
- D. Typical wall section details.
- E. Electrical lighting with catalogue of cuts of exterior light fixtures.

3. SAMPLE AND COLORS:

- A. Siding colors with samples
- B. Roofing samples
- C. Exterior paint chips
- D. Other exterior materials, if applicable.

4. APPLICATION FORM:

All applications must include a copy of the form shown as Exhibit B.

DESIGN REVIEW COMMITTEE RESPONSE

Within 30 days of receipt of plans, the DRC will render a decision in writing as appropriate. The DRC may approve the plans as submitted, approve the plans conditioned upon specified revisions, or require actual revised plans.

Resubmittal

In the event a revised plan is required, within 15 days of receipt of revised plans, the DRC will render a decision in writing as appropriate.

Final Plan Approval

Within 15 days of receipt of your final plans, the DRC will respond in writing approving your plans.

HERON RIDGE ESTATES

SINGLE FAMILY HOME APPLICATION FOR CONSTRUCTION

Please enclose a \$50 application fee for each house submitted. In addition, every builder shall post a bond which may be in the form of a check or cash in the amount of \$500 against proper cleanup on the lot during construction. The bond will be refunded less any incurred expenses as determined by the Design Review Committee (DRC) when the house is completed and transfer is made to a resident owner. Both checks should be made payable to Heron Ridge Estates.

PROPERTY OWNER;

NAME:

ADDRESS:

TELEPHONE NUMBER:

Email Address:

BUSINESS PHONE NUMBER:

LOT #/STREET ADDRESS:

ARCHITECT;

NAME:

ADDRESS:

TELEPHONE NUMBER:

CONTRACTOR;

NAME:

ADDRESS:

TELEPHONE NUMBER:

ATTACHMENTS (Check if submitted);

- Site Plan (2 sets)
- Architectural Drawings (2 sets)
- Samples and colors of exterior materials (siding, roofing, etc.)

SUBMITTED BY:

DATE:

DESIGN REVIEW COMMITTEE ACKNOWLEDGMENT BY:

DATE:

PRELIMINARY APPROVAL:

DATE:

FINAL APPROVAL:

DATE:

**HERON RIDGE ESTATES
SINGLE FAMILY HOME
APPLICATION FOR ALTERATION OR ADDITION**

PROPERTY OWNER;

NAME:

ADDRESS:

TELEPHONE NUMBER:

Email Address:

BUSINESS PHONE NUMBER:

LOT #/STREET ADDRESS:

DESCRIPTION OF ALTERATION:

MATERIAL DESCRIPTION:

ATTACHMENTS (Check if submitted);

- Site Plan (2 sets)
- Architectural Drawings (2 sets)
- Samples and colors of exterior materials (siding, roofing, etc.)

SUBMITTED BY:

DATE:

DESIGN REVIEW COMMITTEE ACKNOWLEDGMENT BY:

DATE:

PRELIMINARY APPROVAL:

DATE:

FINAL APPROVAL:

DATE:

HERON RIDGE ESTATES

Summary of Architectural Design Standards

The Covenants and Restrictions of Heron Ridge Estates require that no building, wall, fence, walk, deck, patio, pool, pergola, mail box, antennas/aerials, enclosure or addition to a house or other structure shall be constructed until the plans for same have been approved in writing by the Design Review Committee (DRC).

1. Minimum size: 2,500 square feet of living area for a one story home and 2,800 square feet for a two story home.
2. No duplication of exterior design (elevations).
3. Foundation: crawl space or raised slab (minimum 2 blocks high or 16”), no exposed block.
4. Exterior Walls: brick for main structure, stucco, dryvit or stone may be used for dormers.
5. Roof materials: slate, tile or architectural grade shingles.
6. Exterior colors: no more than three.
7. Roof penetrations: restricted to the rear or side roof planes.
8. Antennas/Aerials and Solar Panels: placed to minimize view, need DRC approval.
9. Garages: “side-loading” for a minimum of two automobiles. Exceptions must be approved by the DRC.
10. Mailboxes: a monument style made of same materials as residence and designed in accordance with US Postal Regulations.
11. Fences: black metal with open-type construction. Requires DRC approval.
12. Mechanical equipment like HVAC systems, Thru-wall and Window AC Units shall not be visible from the street and must be hidden from view either by landscaping, fencing or an architectural wall and require DRC approval.
13. Inground Swimming pools: need DRC approval; No above ground pools.
14. Homes shall be used for residential use only.