

Architectural Control Committee

Effective 2013

MISSION STATEMENT

Objective of this Board is to set consistent architectural guidelines for the construction and continued maintenance of all building projects owned by and located within the association

Every attempt will be made to provide guidance for creation and preservation of property aesthetics and values therefore providing a pleasing neighborhood environment for the enjoyment and safety of all

Information below is required by the committee prior to beginning any excavation or construction on your site.

Please describe your request for approval, house plans and/or driveway site, or proposed changes or additions to existing property

List should not be considered all inclusive. Further information may be required once construction/excavation details are reviewed or if any changes occur to previously submitted paperwork

A written FINAL review will be issued within 30 days of receiving ALL requested information  
The written confirmation must be received by the property owners BEFORE the project is to be commenced  
and all requirements must be complied with and agreed upon in writing by the property owners  
Failure to comply with these requirements may result in fees/sanctions from the Property Owners Association

There are no fees associated with this review

Every effort will be made for a speedy conclusion by the Architectural Control Committee

Please Print

Owners Name:		
Property address:		Subdivision:
	city:	Lot #:
	zip:	Email:
Mailing address:		Work phone:
	city:	Home phone:
	zip:	Cell phone:

Please Detail project (EXAMPLES of required information below) YOU MAY USE YOUR OWN GRAPH OR ADDITIONAL PAPER					
EXAMPLES:	Style	Material	Company	Color	Sample provided
<b>Exterior Walls</b>	Log	Manufactured Stone	Appalachian Log	Light Moss Green	Please see provided brochure
Note: Hardiplank, Brick, Log, Stone, Wood Shingles or Wood Siding only					
<b>Foundation</b>	Laid Rock	Manufactured Stone	Antico Stone	Stone - Alpi Sand see link	can add web link here for stone & mortar if sample not available
<b>Required:</b> Stone, Brick, Log, Rock. Minimum requirement: *textured, thick parged mortar, permanent color only. <b>NO EXPOSED CONCRETE, BLOCK, SEAMS OR PAINT.</b>					
<b>Foundation mortar</b>	Smooth /Dappled	Mortar	Antico Stone	Dusty Beige	Brown Chocolate
note: description if mortar is exposed					
<b>Window Shutters</b>	Grained Cross Buck	Vinyl	Tyvek Shutters	Burgundy	picture color depiction/yes or no
<b>Window Trim Color &amp; Tex.</b>	Grained Wood	Hardiplank	Pro Built Co.	Woody Forest/wood textured	yes
<b>Gutters/Downspouts</b>	Vinyl Ribbed	PVC /flexible	Valley Roofing	Mushroom Beige	no, color of window trim
<b>Roofing</b>	Mountain Shingle	Textured Metal	Valley Roofing	Forest Mixed Bark	yes
<b>Driveway/Sidewalk</b>	Gravel/Lattice pattern	Brown Sandstone/Concrete	Shen.Brick Co.	River Rock Sand	yes , color & pattern sidewalk

Complete Copy of House plans or proposed addition showing all elevations and relationship to other surroundings

Copy of Property Plat with exact location of all proposed structures, driveways or additions

Diagram of proposed structure distance from all property lines

Proposed project anticipated Start date:

End date:

## Requests for repainting must include all color samples

The Highlands at Rawley Springs

page 3 of 4

### Notes:

- 1 Requests from an owner with delinquent assessment accounts will be denied on the basis of the delinquency. Once the assessment account is current, the Architectural Review Committee will promptly review and act on the request.
- 2 The owner understands and agrees that no work in this request shall commence until written approval by the Architectural Review Committee is received and all requirements agreed upon in writing.
- 3 Once approved, construction must be completed within the approved construction time and must be done in a way that does not unreasonably interfere with neighboring properties.
- 4 Applicant has responsibility for removal, in a timely manner, of any debris, including trees and branches taken down for site preparation, or resulting from construction.
- 5 Construction must meet all zoning requirements, building codes, and laws of the county. For further information regarding zoning, or for construction specifications (building permits) call (540) 564-3000. Further, nothing herein contained shall be construed as a waiver or modification of any such code or law.
- 6 Where applicable, utility easements are to be marked before excavation is started. This service is provided free of charge by the utility company and is required to provide for your safety. For location of underground telephone, and electric lines, call Miss Utility (800) 257-7777 (72 hours before you dig). Please note: Applicant will be FINED if underground cables or conduits are severed.
- 7 Misrepresentation of any items in this request, either oral or written, may void any approval by the committee.

**I have read and agree to abide by the guidelines and requirements set by the Architectural Review Committee. This proposed project meets the requirements and standards specified in these guidelines. I understand that any changes to my proposal, change of paint color, additions, outbuildings, playsets, fences, decks, fireplaces, etc to this property will require additional review and approval before any other projects, regardless of type or location, are commensed.**

Please retain a copy of this information for your future review.

Owner signature \_\_\_\_\_

Date \_\_\_\_\_

**Your samples and project plans will be returned as soon as possible**

*Return legible, completed application pages 1, 2 and 3, a copy of this signed agreement, samples of all materials and architectural drawings to:*

**The Highlands at Rawley Springs POA, Matchbox Realty, Inc.**

**202 North Liberty Street, Suite 101 Harrisonburg, VA 22802 (540) 434-6166 or Troy Gerber Troy@MyPOA.com**

**The Highlands at Rawley Springs**  
**IMPORTANT NOTES FOR PROPERTY OWNERS**

page 4 of 4

Every effort should be made to maintain trees on the property. Driveway design should curve to buffer full view of buildings from street view.

**Owners please address to all workers on your project the following:**

To maintain the association gravel roadways and personal safety of residents instruct all construction visitors to observe residential speed limit or necessity to drive below speed limit. Prevention of road damage from equipment traffic and accidents are to be kept in mind at all times.

The difficulty of sudden stops on loose gravel are dangerous to pedestrians, domestic animals and vehicles on association property.

*See Section 12 of the Covenants for the following requirements:*

Construction parking of large trucks, trailers and materials must be on a temporary basis. Any street parking should be kept to a daily basis for loading/unloading materials if possible. Contractors should park on the project property only. The association has been notified by Fire Officials that in the event of a forest or home fire our roads must not be blocked.

Tanker and Fire trucks must have access to all surrounding areas (including logging roads)

Large equipment must be off - loaded at bridge to prevent damage to the asphalt or other roadways as needed. Please be responsible.

Port-a-potties **MAY NOT** be placed on roadways, cul-de-sacs or any other property. Must be placed in inconspicuous sight on your own property only due to roadway maintenance, general aesthetics and respect for others.

Workers should maintain a litter-free construction sight. Living on the edge of a National Forest attracts various wild animals including rodents, snakes and bears. To prevent the the area from becoming a familiar feeding place, please remove all food wrappers, drink containers and other trash daily.

**Please advise Troy Gerber when any scheduled delivery of large supplies (ie: logs, trusses) may interfere with egress at the bridge.**

**\*Heavy Motar Parging for exposed foundations, no seams, exposed concrete, concrete blocks or painting allowed**

Minimum 1/4 to 1/2 inch heavy mortar. Applied with a TROWEL and pressed into the existing surface. Surface may be textured or smooth.

This is the only Allowed Substitution to Covenant requirements of Brick, stone, log or stucco foundations.

**Lot Owners Address Signs**

The developers have provided signs for all lot owners. As numbered addresses are not assigned by the county until building begins, the blank signs are stored by the association until the number has been assigned. If you already have an address assigned, please contact the association office to pick up your sign. All signs should be placed at the lot entrance.

To provide some uniformity in sign placement, please mount sign according to following:

42" to 60" from ground level

Parallel to the road

May be mounted on a tree or post

If mounted on a post, post shall be a 4 x 4 post, brown in color with top of post no higher than 66" from ground level and to be brown in color.