

BRADFIELD HOMEOWNERS ASSOCIATION **Architectural Rules and Regulations**

Section I:

BRADFIELD HOMEOWNERS ASSOCIATION MEMBERSHIP

The Bradfield Homeowners Association (BHOA) is a non-stock corporation whose members are the homeowners of 141 lots located in Annandale and Fairfax, Virginia. The Bradfield neighborhood is composed of two sections: Bradfield I on the northeast corner of Guinea and Braddock Roads and Bradfield II on the northwest corner of Guinea and Braddock Roads. In addition, the community includes two wooded common areas: the southwest corner of Guinea and Braddock Roads (across Braddock Road from Bradfield) and the area between Bradfield I and Long Branch Communities.

Membership in the Bradfield Homeowners Association is mandatory. Individuals with home ownership in Bradfield are automatically members.

The Association is governed by a Board of Directors elected by the membership at the annual meeting. The Board of Directors appoints the members of the Architectural Control Committee.

Section II:

ARCHITECTURAL CONTROL COMMITTEE (ACC)

Establishment

According to the Bylaws of the Bradfield Homeowners Association:

- ARTICLE VIII, Section 1: " The Board of Directors should have the power to:
 - (a) establish, adopt, and enforce rules and regulations with respect to any areas of responsibility assigned to the Association by the Declaration and
 - (b) interpret, administer and enforce the Governing Documents in such manner as to conserve and protect the value of all Properties."

And

- ARTICLE X, Committees: Section 1: Architectural Control Committee. The Board of Directors shall establish an Architectural Control Committee.

Mission

The Board of Directors intends that homeowners' houses and property be attractively maintained to protect property values and enhance the aesthetic value of the neighborhood. To achieve these goals, the Board of Directors established an Architectural Control Committee (ACC) with the following two-fold mission:

1. The ACC approves plans and architectural changes submitted by Bradfield homeowners.
2. The ACC regulates the external design, appearance, and community improvements in such a manner to preserve and enhance property values and to maintain the harmonious relationship among structures, natural vegetation and topography.

ACC Membership

ACC members are volunteer Bradfield homeowners who have an interest in maintaining aesthetic and architectural standards of the community. Bradfield homeowners who are in good standing with the BHOA (current in their assessment payments and not the subject of an unresolved ACC complaint) may request that the Board of Directors appoint them to a term of one year on the ACC.

Section III:
HOMEOWNER RESPONSIBILITIES

Homeowners are responsible for adhering to the following items:

- 1) Maintaining all exterior home surfaces including doors, storm doors, mailboxes, garage doors, windows frames, roof trim (soffit) and trim in good condition, and cleaned and/or painted, as appropriate.
- 2) Keeping siding and roofs free of mold and mildew.
- 3) Installing and maintaining gutters and downspouts to control the flow of water from the roof and not adversely affect adjacent property or common areas.
- 4) Trimming trees and shrubs so as not to obstruct paths, walkways, sidewalks and sightlines at road intersections.
- 5) Keeping sidewalks free of obstructions with property such as cars, household or play items including basketball hoops.
- 6) Plants, trees or bushes cannot be planted on the grass strip between the sidewalk and street, except for small plantings at mailboxes.
- 7) Cutting and maintaining lawns. Grass should not exceed six inches.
- 8) Placing outside animal pens/cages behind a privacy fence.
- 9) Storing children's toys, garden tools and household items out of sight when not in use.
- 10) Storing trash receptacles and recycle bins, clotheslines, bikes, grills, and debris out of sight such as in garages or behind fences.
- 11) Placing trash receptacles and recycle bins at curb no earlier than the day before pick-up and returned to the storage area on the day of pick-up.
- 12) Decorations on lawns or home exteriors should not be excessive.
- 13) Satellite dishes greater than 1 meter (39.37 inches) in diameter are prohibited.
- 14) Lawn debris or other trash shall not be dumped on common property or into storm drains.

Section IV:
ARCHITECTURAL RULES AND REGULATIONS

ACC approval is required after November 21, 2008 for the following additions or modifications to be made. **Exclusion:** Changes made by homeowners PRIOR to the adoption of this document (November 21, 2008) are exempt from complying with the Architectural Rules and Regulations. However, any further modifications to the grand-fathered lots will be subject to the Architectural Rules and Regulations.

- 1) Change in exterior home color including doors, shutters, garage door, door, fence, trim, etc. A change between shades of white does not need approval.
- 2) Exterior structural changes, alterations or additions to an existing house, garage, and/or roof line to include but not limited to the following:

Garage	Carport	Parking pads (concrete slab only)
Permanent grill	Porch/Patio	Covered or modified entry
Sub-grade entry	Greenhouse	Fireplace
Chimney	Exterior stairway	Roof extension/change
Stone walls	Fencing	
- 3) Addition of brick or other exterior surface to house or garage.
- 4) Addition of storage shed. Approval considerations include materials, size, design, color, location and harmonious relationship with the neighborhood. Storage sheds must be located in the back yard of the house or behind a fence.
- 5) Addition of permanent outdoor playhouse or tree house.
- 6) Addition of fences or walls. Chain-link fences and exposed cinder block are prohibited. Materials are to be of white vinyl or preserved wood with a natural finish or simulated wood material. Fences that abut a neighbor's yard may be no higher than six feet. Neighbors are to be notified by the

applicant or ACC prior to the erection. The ACC will take into consideration neighbor opposition to the fence before deciding on an application.

- 7) Addition of an unpaved or gravel driveway is prohibited.

Section V:

NOTIFICATION

It is incumbent on absentee homeowners to ensure that their renters are made aware of the Architectural Rules and Regulations and they are expected to adhere to them while they are residents in Bradfield. Homeowners (and their renters) who are in violation of ACC rules and regulations will be notified in writing. Cooperation and negotiation will be employed to resolve issues or conflicts. Failure to resolve issues through these informal processes may lead to legal action.

Leasing Notification:

The homeowner (the Lessor) must

1. Submit to the Treasurer of the Bradfield Homeowners Association the homeowner's name, new mailing address and the Lessee/renter's name and Bradfield mailing address.
2. Provide the Lessee (renter) with a copy of these Architecture Rules and Regulations.

Section VI:

PROCEDURES

The following procedures have been established to guide the application for approval of proposed property modifications.

Application

To request an architectural change as listed in Section IV above or any other home addition or structural modification, a resident must contact the Architectural Control Committee (ACC) by sending an email to bradfieldhoa@yahoo.com. The email should include name, address, phone number and a description of the proposed architectural changes being submitted for approval. Written requests may also be mailed or hand delivered to any ACC or Board member.

A member of the ACC will contact the resident to confirm receipt of the application within two weeks and request specific information as may be necessary at the sole discretion of the ACC. Typical information may include formal drawings or plans for additions or modifications to assist the ACC in understanding the impact of the proposed changes on the community. An ACC member may contact the applicant to view the residence to assess the change.

Homeowners are required to comply with all local Fairfax County government licensing and permit requirements pertaining to any structural or building codes pertaining to architectural changes. The ACC is not a substitute for governmental licensing, permits or authority nor is governmental approval a substitute for ACC approval.

Approval Process

The ACC will endeavor to notify the homeowner of the decision in writing within 30 days of receipt of the application. The ACC only has the authority to approve homeowner requests. If the ACC recommends denial of an application or otherwise does not approve the requested architectural change, the application will be forwarded to the Board of Directors with the denial recommendation and with a written explanation. A copy of the denial recommendation will be forwarded to the applicant.

Under the Declaration, which is controlling, the ACC and/or Board of Directors have thirty days to accept or reject an ACC application from receipt, or it will be deemed approved. The Board of Directors will review the proposal, accept or reject the recommendation of the ACC, and communicate a final decision

on the homeowner's application in writing to the homeowner. A majority vote of the Board of Directors will be required to approve, deny or otherwise remand an application for further review.

Appeal

If the Board of Directors rejects an application, the homeowner can appeal the decision in writing within two weeks directly to the Board of Directors and request reconsideration for good cause shown. The Board of Directors shall then reconsider the application with a minimum 2/3rds majority of the Board to make any final determination on whether the decision on an appealed application shall be affirmed or overruled or otherwise reconsidered.

Enforcement of Architectural Rules

The Board of Directors reserves the right to seek legal redress to enforce compliance with the Architectural Rules and Regulations.