

**Vantage Pointe  
Homeowners  
Association Handbook**

September 2002

SECTION I

Introduction..... 1  
    Declaration of Covenants, Conditions, and Restrictions ..... 1

SECTION II

Objectives ..... 1

SECTION III

Architectural Modifications Requiring Architectural Review Board Approval ..... 2

SECTION IV

Architectural Review Submissions Format ..... 2  
    A Site Plan ..... 2  
    Material and Color ..... 2  
    Drawings and Photographs ..... 3  
    Review Procedures..... 3  
    Appeal of an Architectural Review Board Decision..... 3

SECTION V

Architectural Review Board Review Criteria ..... 3  
    Validity of Concept ..... 4  
    Design Compatibility ..... 4  
    Location and Impact on Neighbors ..... 4  
    Scale..... 4  
    Color ..... 4  
    Materials ..... 4  
    Workmanship..... 4  
    Timing..... 5

SECTION VI

Enforcement Procedures ..... 5

SECTION VII

Guidelines..... 6  
    Amendments to the Architectural Review Board Guidelines ..... 7

1. Fences .....	7
2. Storage Sheds.....	7
3. Patios And Decks.....	8
a. Decks (9); b. Patios (9)	
4. Arbors, Trellises, Privacy Screens .....	8
5. Storm And Screen Doors/Windows.....	9
a. Doors (10); b. Windows (10)	
6. Sun Control Devices .....	9
7. Recreation And Play Equipment.....	9
8. Major Exterior Changes.....	10
9. Antennas .....	11
10. Dog Houses And Runs.....	11
11. Exterior Decorative Objects.....	11
12. Outside Lighting Electronic Insect Traps.....	11
13. Exterior Painting .....	11
14. Flagpoles .....	11
15. Barbecue Grills .....	11
16. Compost Piles .....	12
17. Hot Tubs/Pools .....	12
18. Exterior Unit Air Conditioners .....	12
19. Clotheslines.....	12
20. Gutters And Downspouts.....	12
21. Attic Ventilators.....	12
22. Trash .....	12
23. Firewood .....	13
24. Real Estate Sales/Rent And Miscellaneous Signs .....	14
25. Solar Panels.....	14
26. Landscaping And Vegetable Gardens.....	14
28. In-Home Business .....	14

## SECTION VIII

General Maintenance Guidelines.....	15
Exterior Appearance .....	15
Mowing.....	15
Lawn and Garden Fertilization .....	15
Erosion Control.....	16
Pesticides and Herbicides .....	16

## SECTION IX

Pet Control.....	16
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SECTION X

Vehicle Control..... 18  
    General..... 18  
    Recreational Vehicles ..... 19

SECTION XI

Estoppel Certificate..... 19

## SECTION I

## Introduction

All residents benefit from the planning and design that have been an important part of the development of our community.

The purpose of design guidelines is to assure residents that the standards of design quality will be maintained. This, in turn, protects property values and enhances the community's overall environment.

This booklet is designed to address exterior alterations made by homeowners to their property.

The authority for maintaining the quality of design in the community is founded in the Declaration of Covenants, Conditions and Restrictions, which are a part of the deed to every property. The Covenants establish both a Homeowners Association and the necessary committees

These Covenants are binding on all homeowners, current and future. In event that a conflict between the provisions of this handbook and of these Declaration of Covenants, the Declaration of Covenant control. These covenants need to be fully understood by each homeowner.

## SECTION II

## Objectives

The overall objective of this document is to serve as a guide to both the members of the architectural Control Committee and homeowners in maintaining and enhancing a carefully designed environment. These guidelines and standards address improvements for which homeowners will most often submit applications to the Architectural Control Committee. They are not intended to be all-inclusive or exclusive, but rather serve as a guide to what improvements may be made in the community.

The specific objectives of this booklet are:

*- not intended to be all inclusive or exclusive but rather serve as a guide -*

- To assist homeowners in preparing an acceptable application to the Architectural Control Board.
- To increase homeowner's awareness and understanding of the Declaration of Covenants, Conditions and Restrictions.
- To describe the organization and procedures involved with the Architectural Review established by the Covenants, Conditions and Restrictions.

- To illustrate basic design principles which will aid homeowners in developing exterior improvements, that are in harmony with the immediate neighborhood and community as a whole.
- To provide uniform guidelines to be used by the Architectural Review Board in reviewing applications in light of the goals set forth in the Founding Documents of your community and the actions of the Board of Directors.

### SECTION III

#### **All exterior alterations require the approval of the Architectural Review Board:**

#### Architectural Modifications Requiring Architectural Review Board Approval

All improvements, alterations, repairs, change of paint colors, excavations, changes in grade or other work which in any way alters the exterior of any Lot, permanently or temporarily, or the exterior appearance of one's property must be approved by the Architectural Review Board.

Each application is reviewed on an individual basis. There are not any "automatic" approvals, unless provided for specifically in these guidelines. For example, a homeowner who wishes to construct a deck or fence identical to one already approved by the Architectural Review Board is still required to submit an application.

### SECTION IV

A sample of the form, which must be used in applying for approvals is attached as Exhibit "A". The following items should be a part of every application.

#### Architectural Submissions Format

#### A Site Plan

A site plan is most easily prepared by submitting a copy of the house location plat. Proposed changes should be indicated including dimensions and distances from property lines. If grading or clearing are proposed, detailed topographic plans will be necessary.

#### Material and Color

Specify materials and provide samples of the colors to be used as well as an indication of the existing colors and materials. Where materials and/or colors are compatible but different from those of the existing structures, samples

of color chips should be submitted for clarity.

#### Drawings and Photographs

A graphic description should be provided, and may be in the form of manufacturer's literature or photographs as well as freehand or mechanical drawings. The amount of detail should be consistent with the complexity of the proposal. If appropriate, plans or provisions for landscaping or grading, etc., should be shown as they affect the applicant's house and as they relate to adjacent houses. In any case, the sketch or photograph should be accompanied by a written description, detailed with each specific alteration addition requested.

#### Review Procedures

All applications should be submitted to the Architectural Review Board, whether the change is permanent or temporary, by sending it to the management company. The application will be reviewed for completeness. If the application is complete the review process may begin. If not, the application will be returned to the homeowner for additional information. The Architectural Review Board has forty-five (45) days to review a completed application. The decision of the Architectural Review Board will be sent by letter to the applicant's address by the management company. Failure of the Architectural Review Board to act upon any complete request submitted to it within forty-five (45) days from date received by the managing agent shall be deemed to have been approved as submitted. The committee will also send a written response to all requests. The committee will meet as necessary to review applications within the forty-five day time frame.

#### Appeal of an Architectural Review Board Decision

An appeal procedure exists in the event that a homeowner disagrees with the Architectural Review Board's decision. To initiate the appeals procedure, the applicants or other affected residents must submit a written request for an appeal within twenty (20) days of the applicant receiving the Architectural Review Board decision. The appeal will be referred to the Board of Directors for review.

#### SECTION V

##### Architectural Review Board Review Criteria

The Architectural Review Board evaluates all submissions on the individual merits of each application. The characteristics of the house type and the individual site are taken into account when evaluating the particular design

proposal.

The following criteria represent in more specific terms the general standards that will be used in reviewing and evaluating such application and design.

Validity of Concept

The basic idea must be sound and appropriate to its surroundings.

Design Compatibility

The proposed improvement must be compatible with the architectural characteristics of the applicant's house, 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.

Location and Impact on Neighbors

The proposed alteration should relate favorably to the landscape, the existing structure and the neighborhood. The primary concerns are access, view, sunlight, ventilation and drainage.

Scale

The size of the proposed alteration should relate well to adjacent structures and its surroundings.

Color

Color may be used to soften or intensify visual impact. The colors used should be the same as those used on the existing exterior.

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.

Workmanship

Workmanship is another standard, which is applied to all exterior alterations. The quality of work should be equal to or better than that of the community. Poor practices, besides causing the owner problems, can be visually objectionable to others. Poor workmanship can also create safety hazards.



## Timing

Projects and removal of all excess building materials are to be completed within three months from date of approval; otherwise it could become a nuisance and safety hazard for neighbors and the community.

Damage done to common area and/or neighboring lots shall be repaired as soon as possible and no later than the completion of the project by the homeowner.

Delivery or storage of material should not utilize common area, and if damage is done, the owner is responsible for the repair

## SECTION VI

## Enforcement Procedures

The following procedures may be taken by the Architectural Review Board to enforce the rules and regulations as set forth in these guidelines:

1. All owners and residents of Vantage Pointe shall comply with all the provisions of the Articles of Incorporation, Declaration of Covenants, Conditions and Restrictions, the Bylaws and any adapted Rules and Regulations. Failure to comply with the aforementioned documents shall be grounds for an action to recover damages or for injunctive relief, for suspension of voting rights, for foreclosure of liens or any other legal or equitable relief deemed appropriate.

In the event any rule or regulation of the Vantage Pointe Association is violated, the owner shall be notified of the violation by certified mail, return receipt requested. Notice shall be sent to the address shown on the books of the Management Agent.

2. If the owner is a non-resident, a copy of the violation notice shall also be sent to the tenant, at the unit address, by first class mail.
3. The owner shall have the right to appeal any violation citation. The request for appeal must be submitted in writing, and received in the offices of the Management Agent within twenty (20) days of receipt of the violation notice.
4. In any instance where the violation presents a health or safety hazard, the Management Agent may take

immediate action, at the owner's expense, to correct the violation. Notification to the owner of the action taken and the costs incurred will be made by certified mail, return receipt requested.

5. In the event the owner does not bring the violation into compliance within twenty (30) days, or submit a request for appeal within twenty (20) days of the date of receipt of the violation, the Board of Directors may proceed with enforcement procedures as indicated in the Bylaws.

Please note that failure of the Architectural Review Board to enforce any provision, covenant, restriction, or rule and regulation shall in no event be deemed a waiver of the right to do so thereafter.

## SECTION VII

### Guidelines

It is the unit owner's responsibility to secure proper building permits and to ensure that plans conform to municipal ordinances and building codes.

The guidelines, which follow, address a broad range of exterior alterations for which homeowners frequently submit an application to the Architectural Review Board. It would be impossible to address each specific design condition. As a result, these guidelines present the principle factors, which should be considered when developing a design. More specifically, these guidelines define the limits to size, quality of construction, location, materials and color based on the intended use and relationship to adjoining properties rather than focusing on a particular construction detail or a specific design alternative. As stated earlier, all projects are to be completed within six months from date of approval.

The individual merits of each application will always be considered by the Architectural Review Board. The use of these guidelines should assist the unit-owner in gaining timely Architectural Review Board approval. The applicant who follows the guidelines should expect approval or rationale as to why the application was not approved.

Note that "Miss Utility" should be contacted for location of cables and/or pipe work prior to any digging when constructing decks, fences, etc.

## Amendments to the Architectural Review Board Guidelines

The Architectural Review Board will try to conduct an annual evaluation to determine if the guidelines need to be amended. It is anticipated that any changes would be primarily additive and would not involve substantive changes of the existing guidelines.

### 1. Fences

Fencing can be used to separate property, provide security, visual privacy, or to architecturally define space. In achieving any one of these goals, a barrier is created which has both a visual and a physical impact on the boundaries of common land and properties of adjacent homeowners.

No front yard fences will be permitted. Side yard fencing will be permitted; however, side yard fences may not be installed further forward than the face of the house. The style of fencing should generally conform to the adopted styles at Exhibit "B".

Chain link fencing or wire fencing of any kind is not allowed.

All fences must be maintained in 'like new' condition and straightened as required. Should fences not be properly maintained and kept upright and straight by the homeowner, the Association may make any necessary repairs and bill the homeowners.

Residents must allow open access to the backyards of the units whenever necessary for repairs or any inspections.

### 2. Storage Sheds

Storage sheds must be integral to the house on lots less than 20,000 sq. ft. On larger lots, freestanding sheds may be approved if compatible in design.

Rubbermaid-like or prefab sheds are not acceptable.

The shed must be designed to respect the "visual rights" and aesthetic interests of neighborhood properties. Applicants should review fence and shed design criteria with respect to visibility, privacy and materials prior to design.

### 3. Patios and Decks

Patio and Deck Location - Patios and decks should be located in rear yards. Side yard locations will be evaluated on their individual merits. When patio or deck schemes include other exterior changes, such as fencing, lights, plantings, etc., other appropriate sections of these guidelines should be consulted prior to application.

#### a. Decks

- All decks are to be of weather resistance materials, such as cedar or pressure treated wood. No solid screening will be allowed. Applications must include a site plan showing size of deck, location as it relates to applicant's house, and a description of the details of railings, trellises, posts, stairs, steps, benches, etc. as required to clearly describe the proposal. Please include the height of deck off the ground.
- Clear preservatives will be allowed. Tinted preservatives must be approved prior to application.
- Second floor decks should be constructed far enough away from party walls to allow for any future repair in that area which may become necessary.

#### b. Patios

Patios need to have Architectural Review Board approval. Any colored finish must be compatible or match with existing color of home. Masonry is encouraged.

### 4. Privacy Screens

Lattice privacy screening on decks may be approved by the Architectural Review Board if it replaces previously installed deck dividers.

- a. Screening may not be installed as a free standing wall or as a fence
- b. Lattice work must be installed with framing
- c. Lattice work must be incorporated as a part of the overall deck design and connected to the unit
- d. Latticework may not be installed in place of deck railing.
- e. No solid screening will be allowed.

Any request for Arbors, trellises or privacy screening will be reviewed on a case-by-case basis and should be incorporated into the overall design of the deck or patio. In general, the Architectural Review Board must approve anything of this nature.

## 5. Storm And Screen Doors/Windows

### a. Doors

Front storm doors must be full view or modified full view, straightforward, uncolored glass.

Storm or screen doors must be painted the same color as the entry door behind them or the same color as the surrounding wood trim.

***If the above guidelines are followed, no approval is needed***

### b. Windows

Storm and screen window frames must match the trim of the house. White replacement windows will be allowed. Window screens are the responsibility of the residents or the owners. Screens must match the window trim.

## 6. Sun Control Devices

Awnings, trellises or other sun control devices must be approved by the Architectural Review Board. Retractable sun screens are prohibited

## 7. Recreation And Play Equipment

Approval is required for permanently installed structures.

Homeowners often express interest in swing sets, basketball backboards, playhouses, etc. Most equipment of this sort is commercially available but is often less than pleasing in appearance. Creatively designed equipment is encouraged. The guidelines listed below are provided in an effort to reconcile the need for play equipment with the goal of minimizing its visual impact

Recreational and play equipment is restricted to rear and side yards and must be approved by the Architectural Review Board. The general rule is to require fencing to screen the equipment from the view of neighboring property owners. This policy may be waived by the Architectural Review Board for units that have no adjoining

property owners to the rear of their lot or for those who have written consent that the equipment will not be objectionable to neighboring property owners.

All exterior play equipment must be well maintained. No peeling, rusting, falling apart, or extremely faded equipment will be permitted. Consideration must be given to lot size, equipment design and size, amount of visual screening, etc. All play equipment not within a fenced yard or extending above the height of the fence must be natural wood finish or subdued earth tones in color. No bright red, yellow, or blue allowed.

## 8. Major Exterior Changes

Major alterations are generally considered to be those which substantially alter the existing structure either by subtraction and/or addition. Major building alterations include, but are not limited to, construction of porches, greenhouses, rooms, fireplaces, chimneys and other additions to a home.

More specifically, the design of major alterations should be compatible in scale, materials and color with the applicant's house and adjacent houses. The location of major alterations should not impair the view, or amount of sunlight and natural ventilation on adjacent properties. Pitched roofs must match the slope of the roof on the applicant's house. New windows and doors should match the type used applicant's house and should be located in a manner which will relate well to the location of exterior opening 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 material must be stored so that the impact on neighboring properties is minimized. Excess materials should be immediately removed after completion of construction, not to exceed 5 days.

## 9. Antennas

Exterior antennas and large satellite dishes are prohibited. Satellite dishes should be placed in the least conspicuous place and not over 39 inches in diameter.

Please see attached addendum.

10. Dog Houses And 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 addition, they must be in rear yards. Doghouses will be reviewed on an individual basis.

11. Exterior Decorative  
Objects

Exterior decorative objects including, but not limited to bird baths, wagon wheels, sculptures, fountains, ponds, stumps, driftwood piles, and free-standing poles of all types are permitted only in rear yards and under cover of a fence line. Window boxes are limited to rear of houses.

12. Outside Lighting  
Electronic Insect Traps

Exterior lighting should be chosen so as not to light up any area beyond that of the applicant's property. Cases of darkened common areas should be brought before the grounds committee. Electronic insect traps shall not be installed or maintained in such a way as to cause discomfort to adjacent owners from noise and may only be operated during those times when the immediate area protected by the trap is occupied by the owner or his guests.

13. Exterior Painting

All exterior color changes must be approved by the Architectural Review Board. Repainting or staining any portion of a building exterior to match its original color need not be submitted.

Color changes apply not only to the house siding, but also to the doors, shutters, trim, roofing, and other appurtenant structures.

A list of approved door colors will be provided.

14. Flagpoles

Homeowners wishing temporary flagpole staffs, which do not exceed six feet (6') in length and are attached at an incline to the front wall or pillar of the house or dwelling unit need not have an application. All others need approval.

15. Barbecue Grills

Barbecue grills should be placed in the rear of the house and as far as practical from the adjacent property lines.

16. Compost Piles Compost piles are prohibited on lots less than 20,000 sq.ft.
17. Hot Tubs/ Pools Plans for hot tubs must be submitted to the Architectural Review Board. Copy of County approval should be submitted with detailed plans. Privacy screening is required.
- Above ground pools are prohibited. Kiddie pools are allowed in rear yards only.
18. Exterior Unit Air Conditioners Air conditioning units protruding from windows are prohibited.
- Exterior ground units may be added to or relocated only when they do not interfere visually with neighbors. Exterior ground units shall be oriented so as not to discharge hot air onto neighbors' property.
19. Clotheslines Clotheslines are prohibited.
20. Gutters And Downspouts Gutters and downspouts must match those existing in color and design and must not adversely affect drainage on adjacent properties. Gutters and downspouts must be maintained by the owners.
21. Attic Ventilators Attic ventilators or other mechanical devices requiring penetration of the roof will be allowed with prior approval.
22. Trash Trash shall be collected and stored in covered trash receptacles and not solely in plastic bags. The storage of trash cans and/or recycling bins in the front of any unit is prohibited.
- Containers shall not be placed on the curb for pickup earlier than 7p.m the evening prior to the day of pickup. Trash receptacles shall not remain in public view except on days of trash collection.
- No accumulation or storage of litter or trash of any kind shall be permitted on any Lot.



Each resident is responsible for picking up litter on his property and preventing windblown debris from originating from his Unit.

### 23. Firewood

Firewood shall be kept neatly stacked on a rack, located at least 4 feet from the house in the rear yard of the residence. It must be kept within the lot and under no circumstances is firewood to be stacked in the common area.

Piles larger than two cords require approval. Piles longer than 6 feet should be 2 rows deep minimum. Piles must not exceed 4 feet in height for safety. Firewood piles must contain firewood only, no storage of debris.

Location should be in such a manner as to minimize visual or physical impact. In certain cases, screening may be required.

### 24. Real Estate Sales/Rent And Miscellaneous Signs

Except for those signs related to real estate sales and construction, no sign, advertisement, or message other than for identification purposes shall be displayed which offers or implies commercial or professional services.

Real estate signs must meet County regulations with respect to size and content. Signs may only be placed in the yard of the property advertised or the common area curb grass in front of the property.

Homeowners will be limited to one sign per property.

All signs must be removed within 72 hours of contract acceptance.

Real estate open house signs will be permitted on common property only between Saturday 9:00 AM and Sunday 5:00 PM. Any sign standing beyond approved hours will be removed.

All miscellaneous signs, including but not limited to yard sales, etc. must be put up no sooner than forty-eight (48) hours prior to and taken down no later than twenty-four (24) hours after the event.

### 25. Solar Panels

Solar panels are permitted on case-by-case bases and must

maintain a low profile in appearance.

## 26. Landscaping And Vegetable Gardens

No tree, hedge, or shrub shall be maintained in such a manner as to obstruct sight lines for vehicular traffic. Vegetable gardens are limited to back yards, with fence, otherwise it requires Architectural approval with acceptance by neighbors affected by view of vegetable garden.

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

Architectural Review is also required for assessing community impact of trees to be planted, specifically with regard to size of mature trees, and how the roots will affect water lines and underground cables, etc. If such plantings result in complaints by neighbors, the Architectural Review Board will consider appropriate measures to resolve the problem.

Applications, when required, should include a description of the types and sizes of shrubs to be planted and a site plan showing the relationship of plantings to the house and adjacent dwellings.

## 28. In-Home Business

County ordinances and the Declaration of Covenants, Conditions, and Restrictions, regulates in-home businesses.

In addition to County control, the Association is concerned about the impact of in-home business on the residential character of the neighborhood and on adjacent neighbors. Therefore, for home businesses, the following special requirements must be met:

- a. Permit obtained from County.
- b. Copy of Permit on file with the Association's office.
- c. No sign or other advertising device of any nature shall be placed upon any lot.
- d. No exterior storage of business-related materials will be allowed.

e. No commercial vehicles will be allowed, except those following Association parking regulations.

f. No outward appearance of business use.

Although the Association does not expressly prohibit in-home day care services, the above requirements must be met. Care should be taken so that this service does not cause an annoyance to neighbors or interfere with the rights of other homeowners relating to the "quiet enjoyment" of their property.

## SECTION VIII

### General Maintenance Guidelines

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 minor structural maintenance. Maintenance affects the visual character and economic values of the property and neighborhood, and in some cases, safety.

### 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 of equipment. The exterior of all structures, including walls, doors, window, and roofs, shall be kept in good maintenance and repair.

### Mowing

Turf areas need to be mowed at regular intervals, maintaining a maximum height of 6 inches and a minimum height of 2 inches. Changes to this requirement may be made according to specified plans.

Planted beds must be kept in a neat and orderly manner.

### Lawn and Garden Fertilization

All soil should be treated before fertilizer is added especially in areas where drainage will flow into streams or ponds. Special care should be taken not to over-fertilize and to fertilize lawns and gardens where there is the least chance of runoff.

Each resident is responsible for picking up litter on his property and preventing windblown debris from accumulating on his land.

At no time is the Association Open space ( common ground) considered a dumping ground for any debris. Organic debris may not be dumped in Common ground.

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

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.

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. Avoid use of pesticides and herbicides if at all possible, but when necessary use with caution and follow instructions.

SECTION IX

Pet Control

As stated in the Bylaws, "No horse, pony, cow, chicken, pig, hog, sheep, goat or other domestic or wild animal shall be kept or maintained on any Lot or in any Unit; however, common household pets such as dogs and cats may be kept or maintained, provided that they are not kept, bred or maintained for commercial purposes and do not create a nuisance or annoyance to surrounding Units or the neighborhood and are in compliance with applicable County ordinances."

The Board of Directors has adopted specific rules and regulations governing pets. They are as follows:

1. The Board of Directors has extended permission to the County Animal Warden to enforce all applicable portions of the County Ordinance in regard to all animals and pets within the common areas.

2. Owners and all other persons who are owners and/or custodians of pets shall not allow such pet to run at large in Vantage Pointe. A dog or cat shall be deemed to run at large while roaming, running or self-hunting or when not restrained by a dependable leash and controlled by a responsible person as defined by County Ordinance.
3. All pets must have appropriate shots, licenses and tags, as required by County Ordinance.
4. Pet owners shall be responsible for immediate clean-up and proper disposal of pet wastes deposited. Kitty litter shall be disposed of in a tightly sealed plastic bag and placed at curbside on normal trash collection days.
5. Residents or guests who own pets shall ensure that their pets do not become a nuisance to other residents in the Community. Actions, which may constitute a nuisance, include, but are not limited to: barking, crying, scratching or being hygienically offensive.
6. Pets shall not be chained or leashed on any common area.
7. Pet owners shall incur any and all costs for repairing damage to common areas caused by their pet(s).
8. Pet owners must respect the private property of others. Pets are not allowed to trespass on private lawns and should be walked in common areas only.
9. Residents should report any violations of the above items to the County Animal Control.
10. Any other violations should be reported, in writing, to Koger Management Group, 312 East Market Street, Suite C, with specific information as to name and address of violator, time and date, and description of pet.

## SECTION X

The Board of Directors has adopted specific rules and regulations regarding vehicles. They are as follows:

## Vehicle Control

**General**

- a. No unlicensed vehicles, including but not limited to motorized bicycles, motorcycles, mini-bikes, go-karts, etc. shall be operated on or parked upon any common area of Vantage Pointe.
- b. Minor repairs begun on vehicles by an owner or his assigned agent, must be completed within 48 hours from the starting time of the repair. Major repairs (including, but not limited to, engine, transmission, and rear end overhaul) are prohibited.
- c. Dumping, disposal of leaks of oil, grease, or any other chemical, residual substances, or any substance or particles from containers of any type (as a result of the repair, maintenance, or carelessness) are not permitted on any areas. Disposal must also conform to environmental regulations.
- d. The dumping of motor oil and other petroleum products into the storm sewers is a direct violation of the State Water Control Law and may lead to civil penalties and clean-up costs for the responsible person(s).
- e. All motor vehicles shall not be operated in common areas without permission from the Board or management company.
- f. Owners of vehicles will be held liable for all costs to repair damages to common areas caused by negligence, repair operations on the vehicle or storage of any combustible, dangerous or other wise hazardous material on common areas (regardless of the type of container).
- g. Parking of motor vehicles with commercial lettering, including but not limited to vans, trucks, taxicabs, buses, or cars are prohibited in Vantage Pointe. Trucks greater than three quarters (3/4) of a ton in size are prohibited in Vantage Pointe. Any vehicle longer than 19 feet in length will not be allowed to park in any common area parking space.

- h. Non-resident owners may not use the parking lots for the storage of any vehicle, including but not limited to motorcycles, boats, trailers, campers, etc.
- i. Operation of any motor vehicle in violation of Code of County, as amended, is prohibited. Consent is hereby given by the Board of Directors to all appropriate law enforcement officer who are hereby empowered to enforce all motor vehicle laws in the streets and common areas of the Community.
- j. Vehicles parked on property must be in compliance with the governing municipalities laws. Violations of this rule shall result in the posting of Notice on the vehicle directing removal of the vehicle or correction of the violation within two (5) days. All actions shall be coordinated with the County Police Department in accordance with the applicable requirements of the Code of County as amended.
- k. The Board of Directors shall be empowered to have vehicles which are in violation and any vehicles as defined in the Code of County as amended, removed from the common areas, at the owner's risk and expense, provided proper notification has been given to the owner.

#### Recreational Vehicles

Recreational vehicles to include, but not limited to, motor homes, boats, travel or camping trailers shall not be kept on any lot or in the common areas or parking areas unless assigned space is provided by the Board or management company.

## SECTION XI

### Estoppel Certificate

An Estoppel Certificate is required by the Architectural Review Board and Virginia law to be completed and issued to your settlement attorney prior to the closing of the sale of your home. This certificate provides information on the current status of assessment payments and on the existence of any architectural violations. The Estoppel Certificate helps to protect the future buyer against unknown problems with past owners' architectural changes or past-due assessments. If

everything is in order, it also protects the seller from potential lawsuits involving violations of the Covenants by subsequent owners.



## ADDENDUM TO GUIDELINES

### Satellite Dishes

The Federal Communications Commission (FCC) established guidelines in December 1996 for installations of satellite dishes and antennas. Satellite Dishes must comply with current ruling of the FCC (a copy of which can be obtained from the Management Agent). The intent is to comply with FCC rule while maintaining the aesthetics of our community. The burden is on the homeowner/renter to comply. It should be noted that Section 10.2 (k) of the Covenants specifically excludes the installation of other types of exterior antennas (including aeriels).

The installation of such devices shall comply with the following guidelines:

- The device must be 39 inches or less in diameter.
- The device should be located in an area on the lot where it is compatible with the natural setting of the house and neighborhood, namely:
  - The rear of the roof and/or chimney below the ridge line not visible from the street or walkway, or
  - Entirely within and entirely below the height of approved privacy fencing which fully encloses the rear yard of any attached townhouse unit, or
  - At ground level in the rear yard of any non-attached house or screened or decorated with natural landscaping, or
  - Above the walking surface of a railed deck, provided that no portion of the device projects more than 6 inches above the height of the deck railing.
- The device should be of a color and material that are reasonably compatible with the color and materials of the home.
- The device must not adversely affect the safety of others or the reception of radios and television sets of neighbors.

The Association Board of Directors may require the applicant to install visual barriers, such as lattice or landscaping, around the device in order to diminish any adverse effect that may be caused by the installation of the device. Also the Board of Directors may require the applicant to locate the dish in another setting so long as the dish is still capable of receiving sufficient signal strength for adequate reception. Should positioning or screening the dish as specified in the guidelines above adversely affect reception or result in substantial additional expense it is the responsibility of the homeowner/renter to provide a written affidavit from a licensed installer explaining the circumstances. For the purpose of enforcing these guidelines the Association may retain the services of a licensed installer to evaluate questionable installations. Should such an evaluation result in a finding that neither reception nor cost would be affected by suggested placement the cost of said services would be billed to the homeowner.