

# **DESIGN GUIDELINES**

# **BIG ROCKY FOREST HOMEOWNERS ASSOCIATION**

**A HANDBOOK FOR BIG ROCKY FOREST  
HOMEOWNERS**

May 2007

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## **PURPOSE OF THE HANDBOOK**

The primary purpose of this handbook is to familiarize homeowners at Big Rocky Forest with the objectives, scope and application of design standards and guidelines which are intended and will be employed to maintain the aesthetic appearance and environmental quality of the Big Rocky Forest community.

The handbook enumerates specific design standards and guidelines which have been adopted by the Board of Directors of the Big Rocky Forest Homeowners Association. It also explains the application and review process which must be adhered to by homeowners seeking approval for any exterior modifications or changes to their homes or lots which are subject to approval by the Association.

This handbook will serve as a valuable reference source and will assist homeowners in preparing acceptable applications for review by the Association's Architectural Control Committee. All homeowners are encouraged to familiarize themselves with its contents and to retain the handbook for future use.

## **BASIS FOR AND OBJECTIVES OF PROTECTIVE COVENANTS**

The legal documents for the Big Rocky Forest Homeowners Association contain covenants, including those pertaining to design standards. Legally, these covenants are a part of the deed for each home and are binding upon all initial homeowners and their successors in ownership, irrespective of whether or not these owners are familiar with such covenants.

The primary purpose of design covenants is to maintain environmental and architectural design standards for the entire community. The promulgation and enforcement of design standards is intended to achieve the following objectives:

- Maintain consistency with the overall design concept for the community;
- Promote harmonious architectural and environmental design qualities and features;
- Promote and enhance the visual and aesthetic appearance of the community.

The enforcement of design standards not only enhances the physical appearance of a community but protects and preserves property values. Homeowners who reside in association communities which enforce design covenants are protected from actions of neighbors which can detract from the physical appearance of the community and, in some cases, diminish property values. In fact, surveys of homeowners living in association communities consistently reveal that this was an important consideration in their decision to purchase a home.

## ROLE OF THE ARCHITECTURAL CONTROL COMMITTEE

All homeowners at Big Rocky Forest are automatically members of the Big Rocky Forest Homeowners Association. The Association is a non-stock corporation which owns and is responsible for the upkeep and maintenance of all common properties within the community.

The Association is also responsible for the administration and enforcement of all covenants which are applicable to property owners, including design standards and restrictions. The Declaration of Covenants, Conditions and Restrictions for the Big Rocky Forest Homeowners Association (Article 9) provides that responsibility for the enforcement of design standards shall be exercised by the Architectural Control Committee of the Homeowners Association.

The Architectural Control Committee shall be responsible for enforcing the Association's Design Guidelines with respect to exterior modifications to homes and lots proposed by lot owners, other than the declarant or a participating builder. The Architectural Control Committee shall review and approve (or disapprove) applications submitted by lot owners for visible exterior additions, alterations or modifications to a home or lot. The review process shall be governed by the Design Guidelines promulgated by the Association's Architectural Control Committee.

## ALTERATIONS REQUIRING REVIEW AND APPROVAL BY THE ARCHITECTURAL CONTROL COMMITTEE

Essentially, all changes, permanent or temporary, to the exterior appearance of a building or lot are subject to review and approval by the Architectural Control Committee. The review process is not limited to major additions or alterations, such as adding a room, deck, or patio. It includes such minor items as changes in color and materials. Approval is also required when an existing item is to be removed.

There are a number of exceptions to this otherwise inclusive review requirement.

1. Building exteriors may be repainted or restained provided that there is no color change from the original. Similarly, exterior building components may be repaired or replaced so long as there is no change in the type of material and color.
2. Minor landscape improvements will also not require an application. This includes foundation plantings, or single specimen plantings. In general, landscape improvements of a small scale which do not materially alter the appearance of the lot, involve a change in topography or grade and which are not of sufficient scale to constitute a natural structure will be exempt from the design review process.

If there is any doubt as to whether or not a proposed exterior change is exempt from design review, and approval, homeowners should first seek clarification from the Architectural Control Committee or Managing Agent before proceeding with the improvement.

## APPLICATION AND REVIEW PROCEDURES

Application and review procedures which will be used by the Architectural Control Committee are detailed below.

1. Applications. All applications for proposed improvements must be submitted **IN DUPLICATE** in writing using the application form authorized by the Architectural Control Committee. A copy of this form is included as an exhibit to this handbook. Applications must be complete in order to commence the review process. Incomplete applications will be returned to the applicant with a statement of deficiencies which must be remedied in order to be considered for review.

Homeowners should deliver or mail applications to an ARC member or to the President of the HOA, current addresses of whom are listed at [bigrockyforesthwa.com](http://bigrockyforesthwa.com).

2. Supporting Documentation. The application must include a complete and accurate description of the proposed improvement(s). In order to permit evaluation by the Architectural Control Committee, supporting exhibits will frequently be required. Examples include: a site plan showing the location and dimensions of the proposed improvement; architectural drawings or plans, as applicable; landscape plan; material and/or color samples, etc. The design guidelines and application form provide guidance with respect to the supporting documentation required for various types of improvements.
3. Time Frame for Completion of the Review. The Architectural Control Committee is required to approve or disapprove any proposed improvement within forty-five (45) days after the receipt of a properly completed application. However, the forty-five (45) day review period will only commence upon the receipt of a complete application form, including any required exhibits. It is therefore advisable for homeowners contemplating substantial improvements to first ensure that they are aware of all required supporting documentation prior to submitting a design review application. Per section 9.2 of the Declaration for Big Rocky Forest, "...the Board of Directors does not have the right or power, either by action or failure to act, to waive enforcement or grant variances from written design standards without a specific finding stating the variance and the reasons therefore in a written instrument which shall be part of the records of the Association."
4. Notice of Approval/Disapproval. Homeowners who have submitted design review applications will be given written notice of the decision of the Architectural Control Committee.

## ENFORCEMENT PROCEDURES

The Bylaws of the Association empower the Architectural Control Committee to enforce compliance with the Association's Design Guidelines. The following enforcement procedures will be used to ensure compliance.

1. A violation may be observed and reported to the Architectural Control Committee by a member of the Board, the managing agent, or a homeowner. In the case of homeowners wishing to report a potential violation, a written (mail or email) notification should be transmitted to the Architectural Control Committee or managing agent.
2. The alleged violation will be confirmed by a site visit by a member of the Architectural Control Committee, or the managing agent.
3. The Architectural Control Committee will contact the resident in violation by letter advising them of the violation and requesting appropriate action to remedy the violation. Notice will be sent by certified mail where the violation is deemed to involve an immediate emergency or where such violation, if not remedied, will increase or enhance with the passage of time.
4. If the violation continues for thirty days after notification to the resident in violation (or if no substantial progress is made in curing the violation, where such remedy would require more than thirty days) a letter will be sent by certified mail to the resident in violation. This letter will provide notice that the violation must be remedied within fifteen days from the date of mailing of the letter (or alternatively, that the resident in violation must submit to the Architectural Control Committee a written plan, including timing, for the abatement of the violation within a reasonable period of time, where such violation cannot be cured within the fifteen day period).
5. If the violation is not abated within fifteen (15) days from the date of mailing of the certified letter (or if progress is not being made to abate such violation in accordance with a plan agreed to by the resident in violation and the Architectural Control Committee) the Architectural Control Committee will send the resident in violation a certified mailing informing the resident of the time and place of a formal hearing by the Architectural Control Committee.
6. As a result of this hearing, the Architectural Control Committee may take appropriate enforcement permitted by the Association's legal Instruments or by law including referring the matter to legal counsel for appropriate action to secure compliance with the Association's Legal Instruments.
7. The above procedures do not preclude the Architectural Control Committee from taking accelerated measures in the case of a violation which constitutes an emergency situation, provided that the resident in violation has been properly notified by certified mailing and that the action is consistent with the provisions of the Association's legal documents. Likewise, the Board may establish shorter notification periods for the correction of violations of the Design Guidelines where the homeowner shall not be disadvantaged by

a shorter notification period for compliance.

## DESIGN GUIDELINES

The specific Design Guidelines detailed below have been adopted by the Architectural Control Committee.

ANTENNAS. Exterior antennas or similar devices, are prohibited.

ATTIC VENTILATORS. Attic ventilators and turbines are permitted if painted to match the color of the roof (if roof mounted) or the color of the house siding or trim (if mounted on a gable end). Ventilators and turbines should be mounted on the least visible side of the ridge line so as to minimize their visibility and should not extend above the roof line.

AWNINGS. In general, exterior awnings are discouraged unless demonstrated to be clearly compatible with the architectural design and qualities of the home, and screened from the view of adjoining neighbors due to the proposed location of installation. Awnings will be approved only if the proposed location is on the rear side of a dwelling unit and not visible from a street.

If approved, awnings must meet the following criteria:

- They should be of a plain design without decorative features, such as scallops, fringes, etc.
- Solid colors which are compatible with the color scheme of the house should be used, rather than stripes or patterns.
- They should be consistent with the visual scale of the house to which attached.
- Pipe frames or structural supports for canvas awnings (or similar material) should be painted to match the trim or dominate color of the house.

CHIMNEYS AND METAL FLUES. Chimneys must either be masonry or enclosed in the same finish material as the exterior of the home to which attached. Masonry elevations require masonry chimneys. Metal flues and chimney caps must be painted and any vent protruding through the roof must be painted the same color as the roof.

CLOTHES LINES. Clothes lines or similar apparatus for the exterior drying of clothes will not be permitted.

DECKS/GAZEBOS. ALL decks and/or gazebos, must be approved by the Architectural Control Committee. Homeowners are advised to consider the following factors:

- Location. Decks and gazebos should be located in rear yards. Front and side yard locations will be evaluated on their individual merit.

- Scale and Style. The scale of all decks and gazebos shall be compatible with the scale of the house as sited on the lot. Decks, particularly elevated decks, should be of a scale and style which are compatible with the home to which attached, adjacent homes and the environmental surroundings.
- Materials. Decks and gazebos must be constructed of smooth cedar or high-quality pressure treated pine lumber, natural tone recycled materials or comparable material.
- Color. Decks and gazebos should be left in a natural condition to weather or treated with a neutral or wood color stain or sealer.
- Under Deck Storage. Elevated decks have an under deck area which can have a negative visual impact on adjoining neighbors, particularly when used as an informal storage space. The use of decorative screening to minimize adverse visual impacts may be required by the Architectural Control Committee, particularly in the case of high decks.
- Privacy Screens/Walls. Privacy screens or walls will be considered on an individual basis.

DOG HOUSES AND DOG RUNS. Dog houses will be approved if compatible with the applicant's house in terms of color and material. Dog houses may not exceed sixteen (16) square feet of floor space and may not exceed four (4) feet in height at the highest point. They should be located where visually unobtrusive to neighbors and the use of appropriate screening is encouraged, and may be required in some cases, in order to minimize any negative visual impacts. Dog runs are prohibited.

DRIVEWAYS. Extensions, modifications and additions to driveways will be considered only if there is no adverse aesthetic or drainage impact on adjoining lots or common area. Additions or modifications must be of the same materials as the existing driveway.

EXTERIOR AIR CONDITIONERS. Individual air conditioning units extending from windows are prohibited. Exterior air conditioning units or heat pumps may be relocated or added if there is no adverse visual impact to adjoining properties. Such relocation or addition must be approved by the Architectural Control Committee.

EXTERIOR DECORATIVE OBJECTS. Approval will be required for all exterior decorative objects, whether natural or man-made, which were not part of the original construction design, either as a standard or optional feature. Examples include but are not limited to: bird houses, bird baths, driftwood, weather vanes, sculptures, fountains, free standing poles of all types, house address numerals, and any items attached to approved structures.

These will be evaluated in terms of their general appropriateness, size, location, compatibility with architectural and environmental design qualities and visual impact on neighborhoods and the surrounding area. Sculpture, garden statues, bird baths, bird houses and similar items are restricted to rear yard locations and should not be visible from the front yard or a street.

EXTERIOR LIGHTING. Lighting which is part of the original structure may not be altered

without prior approval of the Architectural Control Committee. Proposed replacement or additional fixtures must be compatible in style and scale with the applicant's house.

No exterior lighting shall be directed outside of the applicant's property. Proposed additional lighting shall not be approved if it will result in an adverse visual impact to adjoining neighbors due to location, wattage or other features. Low voltage exterior ground lighting may only be used immediately adjacent to stairs, private walkways and planting beds and not along public walkways or lot lines.

EXTERIOR PAINTING. An application is not required in order to repaint or restrain an object to match the original color. However, all exterior color changes must be approved. This requirement applies to siding, doors, shutters, trim, roofing and other appurtenant structures.

FENCES. General guidelines for the construction and approval of fences are provided below.

1. Chain-Link and Barbed Wire Fences. Chain link and barbed wire fences will not be approved under any circumstances. Chain link or barbed wire fencing material will not be permitted for any use.

2. Lot Line Fences.

Owners are permitted to install either two or three rail split rail, board-on-post or picket fences. The height of the uppermost horizontal rail or board should not exceed 48 inches above ground level. The maximum height of vertical members should not exceed 54 inches above ground level.

Owners may install a thin gauge wire mesh on the interior of the fence in order to enclose lots for small children or pets.

Fences must be constructed of smooth cedar, high quality pressure treated pine or comparable material and should be left to age naturally or painted with a wood color or transparent stain or sealer.

Lot line fences may not be used to enclose the front yards of homes. They may be approved for the partial enclosure of side yards if such improvement will not have an adverse visual or functional impact on adjoining lot owners. In such cases, a side yard fence must be set back from the front plane of the house a distance equal to one-third the overall depth of the house.

3. Privacy Fencing.

The select use of privacy fencing may be considered when the purpose is to provide screening for a deck, patio or in ground swimming pool. The use of lattice or a comparable open style of privacy screening is encouraged. However, in such cases, the amount of fencing and its location on the lots will be evaluated in terms of any adverse visual impacts for adjoining Lots, both in terms of scale and the obstruction of sight lines. Privacy fences must be sited a sufficient distance inside the lot-lines to minimize adverse

visual consequences for adjoining Lots. The Architectural Control Committee may also require the use of landscaping around the exterior of the fencing to minimize any adverse visual impacts. Under no circumstances should privacy fencing exceed a maximum of six feet in height.

FIREWOOD. Firewood stored on a lot shall be kept neatly stacked and shall be located to the rear of the residence and in such a manner as to avoid adverse visual impacts for adjoining properties. Screening may be required in certain cases.

Firewood should be stacked in piles which do not exceed eight feet in length and four feet in height for both aesthetic and safety considerations.

Other than a limited quantity of firewood intended for immediate use, firewood shall not be stacked on patios or decks.

FLAGPOLES. Permanent, free standing flagpoles are prohibited.

Temporary flagpole staffs which do not exceed six feet in length and are attached at an incline to the wall or pillar of the dwelling unit do not require approval by the Architectural Control Committee.

GREENHOUSES. A greenhouse will be treated as a major alteration to a dwelling unit and subject to the same level of review. Free standing greenhouses will be considered, although greenhouses which are attached to the dwelling unit are encouraged. Greenhouses must meet the following additional criteria to be approved.

1. The scale and design must be architecturally compatible with the home and surrounding homes.
2. There shall be no adverse visual impacts for adjoining properties. The installation of landscape materials to provide a visual screen is encouraged and may be required as a condition of approval.

GRILLS (Permanent). Permanent grills must be placed in the rear yard of the house and as far as practical from the adjacent property lines.

HOT TUBS/SPAS. Exterior hot tubs or spas must be located in the rear yard adjacent to the dwelling unit. The incorporation of hot tubs as an architectural feature of decks and/or patios is encouraged. The exterior finish of an elevated hot tub should blend with the exterior finish of the home, deck or patio to which attached or most closely related.

LANDSCAPING. All major landscape installations must be approved in advance. In general, a design review application is not required for minor landscape improvements with the following exceptions:

1. Approval is required for plantings intended to form a hedge or natural screen and which

will attain more than two feet in height.

2. An application is required for the installation of all landscape timbers or similar structures to be located in front yards. The use of railroad ties is prohibited.
3. A proposed improvement which is of such a scale or type as to be inconsistent with the existing design features of the home, adjacent units and the surrounding area will require approval. Examples include the substantial or total removal of turf and replacement with another material, such as mulch or gravel.
4. Vegetable gardens shall be located behind the rear plane of the house. Vegetable gardens in excess of 64 square feet require an application.

MAILBOXES. All homes have free-standing mailboxes to be supplied by each individual homeowner. Decorative mailboxes or supportive posts will require board approval.

PATIOS. All patios require approval. Patios should be located in rear yards. Side yard applications will be evaluated on their individual merit subject to the following:

- Patios may not "wrap around" either end of a home; however, if appropriate, patios may extend a maximum of eight feet into a side yard.

Any adverse drainage requirements which might result from the construction of a patio should be considered and remedied. The use of a partially porous patio surface or the installation of mulch beds adjacent to the patio are ways to eliminate drainage concerns.

REAL ESTATE SIGNS. Only one sign advertising a property for sale or rent may be displayed on a lot. Such signs must meet applicable County regulations with respect to size, content and removal. Signs may only be placed in the front yard of available properties.

RECREATION AND PLAY EQUIPMENT. Semi-permanent play equipment which either constitutes a structure or is appurtenant to an existing structure requires approval. Examples include sandboxes, play-houses, swing-sets, etc. The following factors will govern approval of such equipment.

1. Location. Generally, such equipment should be placed in rear yards.
2. Scale and Design. The equipment should be generally compatible with the lot size. The design and any visual screening are additional considerations in evaluating whether or not there will be an adverse visual impact.
3. Color and Materials. Equipment constructed of wood and left in a natural condition to weather is encouraged. Metal play equipment should be painted solid earth tones (i.e., brown, tan, dark green) to blend with the natural environment.
4. Basketball Backboards. Backboards may be attached to the rear or side of homes or garages. Clear Plexiglas backboards are encouraged. The backboards may be left white or

painted to match the trim color of the structure to which secured. The mounting surface should be painted the same color as the surface to which they are attached. At all times, the backboard, hoop and net must be maintained appropriately. Basketball backboards must also comply with any applicable Fairfax County ordinances.

In some cases backboards may be affixed to permanent or semi-permanent, free standing poles with the following stipulations:

- a. poles must not be located forward of the front house line unless they are immediately adjacent to the front driveway,
- b. poles are located at least 12 feet from a side lot line, and are at least 15 feet from the front lot line,
- c. poles are painted a solid earth tone or left a natural wood color.
- d. no court markings are painted, drawn or otherwise affixed to the playing surface,
- e. applicant obtains a signed acknowledgement from the adjoining property owners stating there are no objections to the installation of the equipment.

SATELLITE DISHES. Only satellite dishes 18 inches in diameter or less are allowed. No satellite dishes will be permitted on the fronts of houses. Additionally, dishes must be set back from the front plane of the house a distance equal to one third the overall depth of the house. If a dish must be located in the prohibited area for reception, the board will consider approval on a case by case basis provided that screening is used and there are no adverse visual impacts.

SECURITY BARS. In general, the use of security bars or grates on windows and doors will be prohibited. Exceptions may be made where the security apparatus will not be visible from the street and from adjoining properties. Homeowners concerned about the security of their residence are advised to consider alternatives, including alarms and sophisticated lock systems.

SECURITY SIGNS. Two security signs, each not exceeding a total of sixty-four (64) square inches may be posted on the property. Only one such sign may be posted forward of the front plane of the home. The approved location shall be at the front door or in shrubbery within twelve (12) feet of the front door. A second sign may be posted in the rear yard.

SIDEWALKS AND PATHWAYS. Sidewalks and pathways should be set back at least four feet from the property line and installed flush to the ground. Only stone, brick, concrete or similar durable construction material should be used. The scale, location and design should be compatible with the lot, home and surroundings.

SKYLIGHTS. Skylights should be located such that they are not visible from the front of the dwelling unit or a street. Consideration will be given to skylights on the front side of the roof ridge line only if constructed flush with the roof.

SOLAR PANELS. Solar panels and solar collectors are not permitted.

## STORAGE SHEDS.

1. General. Storage sheds shall be restricted to rear yard locations and should not be visible from the front of the dwelling unit or from a street. Storage sheds with metal siding or roofs are prohibited. Free-standing sheds are discouraged, although such sheds may be approvable under circumstances where there are no adverse visual impacts.
2. Specific. Storage sheds may be attached to the dwelling unit or constructed as free standing buildings. In the latter case, a shed should be located to the rear of the property line, with recommended minimum set-backs of 15 feet from the rear property line and eight feet from side property lines. The following additional guidelines are applicable:
  - A. Design. The architectural design of the shed should be compatible with the design of the house.
  - B. Size. Sheds should not exceed 140 square feet of floor space and twelve feet in height at the highest point.
  - C. Materials. The finish materials must be the same as used for the exterior of the house.
  - D. Colors. The color scheme must be the same as for the house.
  - E. Roof. The roof slope and the type and color of roofing material should match the house.

## STORM/SCREEN DOORS AND WINDOWS

1. Storm/Screen Doors. Storm/screen doors which are full view (no panels) and which are painted either white, black or the same color as the unit door to which attached or the adjacent trim are appropriate and will be approved.
2. Storm/Screen Windows. Exterior storm windows could disrupt the architectural continuity of some homes. This issue may be addressed in the context of individual cluster guidelines. Where appropriate, storm/screen windows should have frames which match the color of the exterior window trim. White may be acceptable in certain cases.

SWIMMING POOLS. Only in-ground swimming pools will be acceptable. Pools must be located in the rear of the property.

1. Pool filtration equipment should be shielded from adjacent properties through the use of mature shrubbery or lattice screening of appropriate size and scale.
2. To be approved, the applicant must obtain signed acknowledgements from adjacent lot owners.

TRASH CONTAINERS. All trash cans and containers must be stored out of view at all times.

TREE REMOVAL. No live trees with a diameter in excess of 2 1/2 inches, measured 12 inches above ground, nor flowering trees in excess of 2 inches similarly measured, no live vegetation on slopes of more than 20 percent gradient or marked "no cut" areas on approved plans, may be cut without the prior approval of the Architectural Control Committee.

APPENDIX I  
DESIGN REVIEW APPLICATION

**DESIGN REVIEW APPLICATION  
BIG ROCKY FOREST HOMEOWNERS ASSOCIATION**

Please Mail or Deliver **in duplicate** to a member of the Big Rocky Forest Homeowners Association Architectural Control Committee or the Association President (contact information at bigrockyforesthwa.com).

1. NAME: \_\_\_\_\_  
(Please Type or Print)

2. ADDRESS OF PROPOSED CHANGE: \_\_\_\_\_

3. PARCEL/LOT NUMBER: \_\_\_\_\_

4. HOME TELEPHONE: \_\_\_\_\_ WORK TELEPHONE: \_\_\_\_\_

5. GENERAL DESCRIPTION OF PROPOSED CHANGE:

Provide a description of the proposed change, including the purpose or reason for the change, the type and color of materials to be used, location on the property, and any other pertinent information required to evaluate the proposed change.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. REQUIRED EXHIBITS AND SUPPORTING DOCUMENTATION:

The supporting exhibits or supporting documentation listed below must accompany this design review application, as applicable for the proposed change. An application submitted without all required submissions will be considered incomplete. In such case, the Architectural Control Committee's forty-five (45) day review period will not commence until all required submissions have been provided. In general, an applicant should provide all documents and exhibits required by Fairfax County.

- A. Paint or Stain Colors - A sample and model number of the color(s) to be used must be provided, both for repainting or restaining existing improvements and for structural additions, together with a list of existing paint colors on the house or appurtenant structures which will remain unchanged.
- B. Finish Materials - A description and/or sample of all finish materials to be used for the exterior surface of proposed improvements must be provided.
- C. Site Plan - A site plan, drawn to scale, showing the location and dimensions of the proposed improvement, including orientation with respect to the property lines, unit, and adjacent dwelling units must be provided for decks, patios, walls, storage sheds, fences, major landscape changes which require approval, and structural additions to the home.
- D. Architectural Drawings and Landscape - Detailed architectural drawings or plans must be provided for decks, storage sheds, and structural additions to the home and major landscape improvements

which would change the topography of the lot or landscape plan originally provided by the builder.

- E. Photographs - The inclusion of photographs is appropriate for exterior lighting fixtures, decorative objects and similar cosmetic additions to the unit or lot.
- F. Other Exhibits - Other exhibits may be required in order to permit adequate evaluation of the proposed change. Homeowners are advised to seek guidance from the Architectural Control Committee or Managing Agent prior to the submission of an application.

7. NOTIFICATION OF ADJACENT LOT OWNERS

A homeowner submitting a design review application is required to provide notice of the application to all lot owners (other than builders) whose lots immediately abut the applicant's lot or are separated from the applicant's lot by a street or common area and for whom the proposed improvement will be visible from the adjacent lots.

Proof of notice is required through the signing of the design review application by the adjacent lot owners.

8. ESTIMATED STARTING DATE OF CONSTRUCTION: \_\_\_\_\_  
(After approval by the Covenants Committee)

9. ESTIMATED COMPLETION DATE: \_\_\_\_\_

NOTES:

- A. Nothing contained herein shall be construed to represent that alterations to lots or buildings in accordance with these plans shall not violate any of the provisions of local Building and Zoning Codes to which the above property is subject. Further, nothing contained herein shall be construed as a waiver or modification of any said restrictions.
  - B. Where required, building permits shall be obtained prior to the start of any construction. Nothing contained herein shall be construed as a waiver of said requirement.
  - C. Owner understands and agrees that no work on this request will commence until written approval has been obtained from the Architectural Control Committee.
  - D. Owner further understands and agrees that any exterior alterations undertaken before written approval is obtained is not permitted and that the Owner may be required to restore the property to its former condition at Owner's own expense if such alterations are made and subsequently disapproved in whole or part. Further, Owner understands that any legal expense associated therewith may be the responsibility of Owner.
  - E. Owner agrees to give the Architectural Control Committee and/or Managing Agent, express permission to enter on the Owner's property at a reasonable time to inspect the proposed project, the project in progress and the complete project.
  - F. Owner understands that any approval is contingent upon the completion of alterations in a workmanlike manner and in accordance with the approved plan and specifications for said alterations.
10. Owner acknowledges that he is familiar with the design review requirements and procedures for the Big Rocky Forest Homeowners Association.

11. Owner understands that the authority to perform an alteration granted by this application will automatically expire if work is not commenced within 180 days following approval and completed within 360 days, or other time frame authorized by the Architectural Control Committee.

OWNER'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURES OF ADJACENT LOT OWNERS

1. Name: \_\_\_\_\_  
Please Print Signature
- Section: \_\_\_\_\_ Lot: \_\_\_\_\_ Street Address \_\_\_\_\_
2. Name: \_\_\_\_\_  
Please Print Signature
- Section: \_\_\_\_\_ Lot: \_\_\_\_\_ Street Address \_\_\_\_\_
3. Name: \_\_\_\_\_  
Please Print Signature
- Section: \_\_\_\_\_ Lot: \_\_\_\_\_ Street Address \_\_\_\_\_
4. Name: \_\_\_\_\_  
Please Print Signature
- Section: \_\_\_\_\_ Lot: \_\_\_\_\_ Street Address \_\_\_\_\_

**Addendum to Design Review Application:**

1. Mailing address (if different from address on application):  
\_\_\_\_\_  
\_\_\_\_\_
2. If you are applying for a deck, please attach top view and side view drawings with accompanying measurements.
3. All applications require a copy of your plat (land survey) indication (in outline form and to scale) the location of the proposed improvement or addition.