

# **SALEM FIELDS COMMUNITY ASSOCIATION**

## **ARCHITECTURAL GUIDELINES**

**2016 EDITION**

**April 26, 2016**

**Salem Fields Community Association  
11125 Rappahannock Drive  
Fredericksburg, VA 22407**

**[SFCA.BoardofDirectors@gmail.com](mailto:SFCA.BoardofDirectors@gmail.com) – 540.548.3487 – [www.SalemFieldsCommunity.com](http://www.SalemFieldsCommunity.com)**

**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

---

**THIS PAGE INTENTIONALLY LEFT BLANK**

---

**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 EDITION**

**APPROVAL PAGE**

*Lucien Fievet*

Signature

*4/26/16*

Date

Lucien Fievet, Director-at-Large - Salem Fields Board of Directors

*L. N. Woerner*

Signature

*4/26/16*

Date

Lisa Woerner, Secretary - Salem Fields Board of Directors

*Peggy Moynahan*

Signature

*4/26/16*

Date

Peggy Moynahan, Treasurer - Salem Fields Board of Directors

*Dave Croner*

Signature

*4/26/16*

Date

Dave Croner, Vice President - Salem Fields Board of Directors

*Vernon Chute III*

Signature

*4/26/16*

Date

Vernon Chute, President - Salem Fields Board of Directors

**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

---

**THIS PAGE INTENTIONALLY LEFT BLANK**

---

**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

---

**TABLE OF CONTENTS**

**ARTICLE I**

**OBJECTIVES OF SALEM FIELDS ARCHITECTURAL GUIDELINES ..... 1**

**ARTICLE II**

**PROTECTIVE COVENANTS ..... 1**

**ARTICLE III**

**THE COVENANTS COMMITTEE ..... 2**  
SECTION 3.1: PURPOSE..... 2  
SECTION 3.2: CHANGES REQUIRING COMMITTEE REVIEW..... 2  
SECTION 3.3: COMMITTEE EXCEPTIONS ..... 3

**ARTICLE IV**

**COMMITTEE AND APPLICANT REVIEW ..... 3**  
SECTION 4.1: REVIEW CRITERIA AND DEFINITIONS ..... 3  
SECTION 4.2: EXTERIOR ALTERATION APPLICATION ..... 5  
SECTION 4.3: REVIEW PROCEDURES ..... 6  
SECTION 4.4: APPEAL PROCEDURE ..... 6

**ARTICLE V**

**ITEMS NOT ALLOWED IN SALEM FIELDS ..... 7**

**ARTICLE VI**

**ALTERATIONS NOT REQUIRING APPLICATIONS ..... 8**

**ARTICLE VII**

**MODIFICATIONS/CHANGES REQUIRING APPLICATION ..... 10**

---

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

SECTION 7.1:	CHIMNEYS AND METAL FLUES .....	10
SECTION 7.2:	COMPOST PILES .....	10
SECTION 7.3:	DECKS AND PATIOS.....	11
SECTION 7.4:	DOGHOUSES.....	12
SECTION 7.5:	DOORS.....	13
SECTION 7.6:	DRIVEWAYS.....	13
SECTION 7.7:	ELECTRONIC INSECT TRAPS .....	14
SECTION 7.8:	MAJOR EXTERIOR CHANGES .....	14
SECTION 7.9:	EXTERIOR DECORATIVE OBJECTS.....	15
SECTION 7.10:	EXTERIOR LIGHTING.....	15
SECTION 7.11:	EXTERIOR PAINTING .....	16
SECTION 7.12:	FENCE GUIDELINES .....	16
SECTION 7.13:	FLAGPOLES .....	18
SECTION 7.14:	GARAGES IN ATTACHED AND DETACHED VILLAS AND TOWNHOUSES .....	19
SECTION 7.15:	GREENHOUSES AND DETACHED SOLAR COLLECTORS .....	19
SECTION 7.16:	IN-HOME BUSINESS.....	19
SECTION 7.17:	LANDSCAPING AND VEGETABLE GARDENS .....	19
SECTION 7.18:	PERMANENT GRILLS.....	21
SECTION 7.19:	RECREATION AND PLAY EQUIPMENT .....	21
SECTION 7.20:	BASKETBALL GOALS .....	21
SECTION 7.21:	SHUTTERS .....	23
SECTION 7.22:	SIDEWALKS, PATHWAYS AND DRIVEWAYS .....	23
SECTION 7.23:	SOLAR PANELS, LIGHT TUBES, WATER HEATERS AND ATTIC VENTALATORS .....	23
SECTION 7.24:	STORAGE SHEDS.....	23
SECTION 7.25:	PORTABLE STORAGE UNITS .....	24
SECTION 7.26:	SUN CONTROL DEVICES .....	25
SECTION 7.27:	SWIMMING POOLS AND WATER AREAS .....	25

**ARTICLE VIII**

<b>MISCELLANEOUS GUIDELINES .....</b>	<b>26</b>	
SECTION 8.1:	ANTENNAS.....	26
SECTION 8.2:	ATTIC VENTILATORS.....	26
SECTION 8.3:	EXTERIOR UNIT AIR CONDITIONING.....	26
SECTION 8.4:	FIREWOOD .....	27
SECTION 8.5:	GUTTERS AND DOWNSPOUTS .....	27
SECTION 8.6:	MAILBOXES .....	27
SECTION 8.7:	REAL ESTATE SALES/RENT SIGNS .....	27
SECTION 8.8:	SATELLITE DISHES .....	27
SECTION 8.9:	STORM AND SCREEN WINDOWS .....	28
SECTION 8.10:	TRASH AND RECYCLING CONTAINERS.....	28

---

**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

---

**ARTICLE IX**

<b>MAINTENANCE GUIDELINES .....</b>	<b>28</b>
SECTION 9.1: EROSION CONTROL .....	29
SECTION 9.2: UPKEEP OF PROPERTY.....	29
SECTION 9.3: LAWN AND GARDEN FERTILIZATION.....	30
SECTION 9.4: GRASS MAINTENANCE .....	31
SECTION 9.5: PESTICIDES AND HERBICIDES .....	31

**ARTICLE X**

<b>AMENDMENTS TO THE ARCHITECTURAL GUIDELINES .....</b>	<b>31</b>
---	-----------

**ARTICLE XI**

<b>ESTOPPEL CERTIFICATE.....</b>	<b>31</b>
----------------------------------	-----------

**APPENDICES:**

- A House Plane and Yard Diagram**
- B Front Storm Doors**
- C Compost Piles**
- D Fences**
- E Solar Panels**
- F Mailboxes**
- G Exterior Alteration Application**

**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

---

**THIS PAGE INTENTIONALLY LEFT BLANK**

---



# **ARCHITECTURAL GUIDELINES SALEM FIELDS COMMUNITY ASSOCIATION 2016 Edition**

---

## **ARTICLE I OBJECTIVES OF SALEM FIELDS ARCHITECTURAL GUIDELINES**

The primary functions of this document are: (1) to explain the role of the Covenants Committee (hereinafter referred to as the “Committee”), (2) to address the architectural guidelines necessary to the maintenance and enhancement of Salem Fields, and (3) to serve as a readily available guide to the Committee, the Salem Fields Community Association (SFCA) Staff, and Residents of Salem Fields.

The guidelines described in this booklet address improvements for which homeowners most commonly submit applications to the Committee. They are not intended to be all-inclusive or exclusive, but rather serve as a guide to what may be done. The specific objectives of the guidelines are:

- Increase residents’ awareness and understanding of the Covenants that rule Salem Fields.
- Describe the architectural review procedures used by the Committee.
- Illustrate design principles that will aid residents in the development of exterior improvements that are in harmony with the immediate neighborhood and the entire community.
- Assist residents in preparing a complete and acceptable application to the Committee.
- Provide the Committee with uniform guidelines for the review of applications. These guidelines reflect the goals of the governing documents of the Salem Fields Community Association.

## **ARTICLE II PROTECTIVE COVENANTS**

The Salem Fields Protective Covenants are contained in the Salem Fields Community Association Documents (e.g., Declaration, Supplementary Declarations, Articles of Incorporation, By Laws, and Architectural Guidelines) and are commonly referred to as “Covenants”.

When they acquire their home in Salem Fields, owners receive a copy of the Association Documents. A replacement copy may be obtained from the Salem Fields Community Association on-site management office (fee required). The Association’s Declaration and Supplementary Declarations have been recorded in the land records of Spotsylvania County, Virginia, and all lots sold within Salem Fields are sold subject to the Covenants. The Covenants “run with the land” and are binding on all property owners and their

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

successors in title. At least for this reason, the Covenants should be periodically reviewed and fully understood by each property owner.

Variations to the Architectural Guidelines require Board of Directors approval and cannot be approved by the Committee. After determining that a variance is involved the committee will forward the file to the Board of Directors for decision.

**ARTICLE III**  
**THE COVENANTS COMMITTEE**

**SECTION 3.1: PURPOSE**

The role of the Salem Fields Community Association, of every homeowner is a member, is not only to own and operate open space, but also to conserve and enhance the resources of the total community.

To ensure that these responsibilities are accomplished, the Declaration establishes the Committee (“Committee”). The Committee ensures the retention of harmonious, though diverse, design qualities of the Community. (Surveys of planned communities show that the existence of such committees is reflected in the preservation and enhancement of real estate values and is of prime importance to residents.)

The Committee performs the task of ensuring aesthetic quality of the homes and the environs by establishing and monitoring the architectural review process.

All restrictions and procedures set forth in this Architectural Guidelines booklet are in addition to the restrictions and procedures which must be followed and which are set forth in the applicable ordinances of Spotsylvania County, Virginia. Compliance with these guidelines and with the ordinances of Spotsylvania County is prerequisite to the alteration or addition to any lot within Salem Fields.

The Committee ensures that proposed exterior alterations comply with the objectives set forth in the Covenants. This involves regular and systematic review of all applications submitted by residents.

The Architectural Guidelines focus on exterior alterations made by owners.

**SECTION 3.2: CHANGES REQUIRING COMMITTEE REVIEW**

*Article IX, Section 9.4* of the Declaration explicitly states that all exterior alterations, permanent or temporary, require the approval of the Committee. *Article IX, Section 9.4* states, in part, the following:

No person shall make any addition, alteration, improvement or change of grade in or to any Lot without the prior **written approval** of the Committee. No person shall paint, affix a sign not specifically permitted by the Rules and Regulations

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

to or alter the exterior of any improvement, including the doors and windows, without the prior **written approval** of the Committee.

It is important to understand that Committee approval is not limited to major alterations such as adding a room or deck to a house, but includes such items as changes in color, materials, etc. Approval is also required when an existing item is to be removed.

Also important to remember, and in accordance with Article IX, Section 9.4 of the Declaration, once a plan is approved, it must be implemented as approved.

Committee review begins with the submission of an Exterior Alteration Application by the property owner proposing the project. Each such application for a change or modification is reviewed on an individual basis. There are no “automatic” approvals unless provided for specifically in these Architectural Guidelines.

The Committee cannot consider requests for common area enhancements. See Ref. - Declaration Article 8, Section 8.2(f).

All requests for changes must come from the homeowner in writing.

**SECTION 3.3: COMMITTEE EXCEPTIONS**

Structures that were builder options and were shown on the original site plans did not require Committee approval.

**ARTICLE IV**  
**COMMITTEE AND APPLICANT REVIEW**

**SECTION 4.1: REVIEW CRITERIA AND DEFINITIONS**

The Committee reviews all submissions for exterior changes on the individual merits of the application. What may be an acceptable design for one exterior may not be for another. For example, exterior changes to townhouses and attached villas, due to their relative closeness to each other, usually are more noticeable and have more of an impact on adjoining properties than changes to detached homes. In short, evaluation of the design proposal includes the close review and consideration of the housing type and individual site, since what may be an acceptable design of an exterior in one instance may not be in another.

Design decisions made by the Committee in reviewing applications are not based on any individual’s personal opinion or taste. Judgments of acceptable design are based on the following criteria, which represent, in more specific terms, the general standards of the Protective Covenants.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

- A. Validity of concept. The basic idea must be sound and appropriate to its surrounding.
- B. 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.
- C. Location and Impact on Neighbors. The proposed alteration must relate favorably to the landscape, the existing structure and the neighborhood. The primary concerns are access, view, sunlight, ventilation, and drainage.
- D. Scale. The size (in three dimensions) of the proposed alteration must relate well to adjacent structures and its surroundings. For example, a large addition to a small house may be inappropriate.
- E. Front, Rear and Side Planes. The front plane is defined as the largest horizontal plane on the house front excluding bay windows, porches, steps porticos, cantilevers, and similar structures. The rear plane is defined as the largest horizontal plane on the house rear excluding bay windows, porches, steps, porticos, cantilevers, and similar structures. See Appendix A for illustration.
- F. Front, Rear and Side Yards. The rear yard is that portion of the lot behind the rear plane of the house. The side yards are those portions adjoining the side planes of the house, between the front and rear planes and extending from the side planes of the house to the side property lines. See Appendix A for an illustration.
- G. Color. Color may be used to soften or intensify visual impact. Additions that are similar to the existing house (such as the roof and trim) must match in color. Shutters and doors must be compatible with the original color scheme (Colors--examples are available in the management office).
- H. Materials. Continuity is established by use of the same or compatible materials as were used in the original house. For example, the siding on the original house shall be reflected in an addition. On the other hand, an addition with siding may be compatible with a brick house. The Committee realizes that options may be limited somewhat by the design and materials of the original house. During construction materials must be stored so that impact to neighboring properties is minimized. Debris is not allowed to accumulate during construction. Excess material must immediately be removed after completion of construction.
- I. Workmanship. Workmanship is another standard that is applied to all exterior alterations. The quality of work should be equal to or better than that of the surrounding area. Poor workmanship can create safety hazards and can be

# **ARCHITECTURAL GUIDELINES**

## **SALEM FIELDS COMMUNITY ASSOCIATION**

### **2016 Edition**

---

visually objectionable to others. (Salem Fields Community Association assumes no responsibility for the safety of new construction by virtue of design or workmanship).

- J. Timing. The majority of alterations may be constructed or installed by residents themselves rather than a contractor. All projects must start within 6 months of approval and be completed within 12 months from the beginning of construction. Projects, which remain uncompleted for long periods of time are visually objectionable and can be a safety hazard for neighbors and the community. All applications must include a start and completion date.

#### **SECTION 4.2: EXTERIOR ALTERATION APPLICATION**

The Committee has designed an Exterior Alteration Application (see Design Appendix G) that must be completed and submitted prior to construction start. This application requests information that may be useful in determining the detail and scope of the project, including:

- A. Site Plan/Plat. A site plan is a scaled drawing of the lot (site), which shows the exact dimensions of the property, adjacent properties, if applicable, and all improvements (including those covered by the application). The site plat/plan you received when you purchased your home will provide a basis for your site plan. More complex applications may require 10 or 20 scale blowups (i.e., 1" = 10', 1" = 20') of the plat plan. Contour lines are required when drainage is a consideration.
- B. Picture/Drawings/Renderings. A picture or detailed drawing of the planned alteration, to include all dimensions, must be submitted. This includes various views such as top, sides, and rear.
- C. Materials. A description of all materials used in the project must be included.
- D. Start and Completion Dates. The projected start and completion dates of the project must be included.
- E. Signatures of Adjacent Property Owners. For the purpose of notifying neighbors of the proposed alteration and not as an approval or disapproval of the proposed change, the Application should include the signatures of the owners of all adjacent properties. If there are fewer than four adjacent properties, the application should also include the signatures of other neighbors, such that it contains the signatures of not less than four neighbors. The Committee may waive this requirement if it determines that the required signatures are not obtainable.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

**SECTION 4.3: REVIEW PROCEDURES**

All applications must be submitted to the on-site management office by the 10<sup>th</sup> of each month. The on-site management staff will review all applications for completeness. If information pertinent to the review of the application is missing, the application will be marked “incomplete,” and the homeowner will be notified of what is needed to complete the application. If the required information is not provided in a timely manner, the application will be returned to the homeowner for completion. The Committee will only review complete applications at the next scheduled meeting.

The review may include a site inspection by one or all of the committee members. The Committee may approve, disapprove, or defer action pending further consideration. A majority vote of the entire Committee is required in order to approve an application.

The Committee will make a decision on a complete application within 45 working days after its receipt.

Homeowners with special cases requiring an explanation or an interpretation may be asked to be present at the meeting concerning their application. However, all homeowners are encouraged to attend such meetings.

On applications involving disability requirements, the Committee will comply with all applicable laws. Evidence of, or explanation of, disability must be submitted with the application, except where the disability is known or readily apparent.

All projects are subject to final inspection for conformance with the approved application. The homeowner shall contact the on-site management office upon project completion.

A Committee decision will be mailed to the homeowner. The Committee will not announce a decision at a meeting or by the on-site management office.

**SECTION 4.4: APPEAL PROCEDURE**

An applicant may appeal an adverse decision.

To initiate the appeal procedure, the applicant must submit a written appeal to the Association’s management office within 5 working days.

The Committee will review its original decision and if the said decision is still unsatisfactory to the applicant, a second appeal can be made to the Board of Directors.

**SECTION 4.5: ENFORCEMENT PROCEDURES**

*Article IX, Section 9.2* of the Covenants require the Board of Directors to ensure that lot changes or modifications are in accordance with the original approved plans and the basic architectural standards. Should a violation occur, the following procedures, adopted by the Board of Directors, will be implemented:

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

- A. All violations will be confirmed by a site visit by on-site management and a written notice sent.
- B. If the violation is not resolved within the time frame contained in the first written notice, a second written notice will be sent.
- C. If the violation is not resolved within fifteen (15) days after the second notice is dated, a notice informing the resident of the time and place of a Board of Directors hearing concerning the violation will be sent by certified mail.
- D. The Board of Directors has the authority to levy monetary penalties, revoke privileges, take other actions to safeguard the association, and seek legal action through the SFCA attorney.

**ARTICLE V**  
**ITEMS NOT ALLOWED IN SALEM FIELDS**

- A. Chain-link fences (except around community pool/amenities)
- B. Carports
- C. Exterior clotheslines and other clothes drying apparatus
- D. Permanent, freestanding flagpoles
- E. Above ground swimming pools
- F. Window air conditioning units
- G. Plantings around mailboxes that hinder mail delivery
- H. Alterations to garages in villas (attached and detached) and townhouses that would not allow parking the intended number of vehicles for which it was built
- I. Alteration by homeowners to the common area, either plantings or structures
- J. Tents, trailers, shacks, barns, pens, kennels or stables
- K. Pens and cages for livestock, poultry, and reptiles



**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

**ARTICLE VI**  
**ALTERATIONS NOT REQUIRING APPLICATIONS**

- A. Deviations to items listed below require an application (See Guideline Index).
- B. Villa residents must insure that any alteration does not impede lawn care.
1. **Birdbaths:** One standard birdbath, 36” high or under, located in front mulched area or in rear yard. All others require an application.
  2. **Birdhouses** that are attached to or suspended from trees, decks, or the inside of homeowner’s fence posts (three of standard size). All others require an application.
  3. **Birdfeeders** placed in the backyard. Side or front yard locations require an application.
  4. **Benches:** One concrete, wooden, vinyl or wrought iron bench in front yard. On porches, decks, and patios, benches are considered furniture. An application is not required.
  5. **Bunting:** Patriotic bunting is allowed from May 15<sup>th</sup> through September 15<sup>th</sup>.
  6. **Small garden flag** hung on wrought iron post or from mailbox post.
  7. **Exterior alterations** that replace like with like, e.g.,
    - a. Repainting houses, mailboxes, doors, shutters, or trim original color or resurfacing trim with materials that replicate the original in appearance and color.
    - b. Resurfacing existing patio with brick, slate/rock, concrete block, or concrete stamping.
    - c. Replacing approved awnings.
    - d. Replacing air conditioning unit with like-sized unit in the same location.
    - e. Replacing existing front light fixtures. All fixtures must match.
  8. **Exterior decorative items less than 10 inches** in height placed in front foundation planter beds.
  9. **Exterior decorative items, from 10 inches to 36 inches** in height (limited to three) placed in the front yard. (See section 7.7)
  10. **Heavy plastic toddler play equipment** located in the rear yard, not visible from the street (limited to two). May remain original color.
  11. **Fences in attached villas and townhouses:** must match existing fence and be on the rear property line. On the side of end units, the fence



**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

- may be installed either at the rear plane of the house or extended so that the air conditioning unit and/or gas meter are enclosed.
12. **Firewood**, less than 2 cords, neatly stacked in rear of house.
  13. **Flowerpots or hanging baskets**.
  14. **One temporary flagpole staff**, not exceeding 6 feet in length and attached at an incline to the front of house.
  15. **Painting foundation** of house to match vinyl siding.
  16. **Holiday decorations**. However, they cannot be displayed until 30 days prior to holiday and must be removed not later than 30 days after the holiday.
  17. **Limited landscaping and gardening:**
    - a. Foundation plantings.
    - b. Nonpermanent borders surrounding flowerbeds.
    - c. Single plantings (i.e., one tree, one shrub, etc.) that are isolated in nature, and landscaping around the inside of fence lines.
    - d. Hedges less than 2 feet in height and 8 feet long at full maturity (one per lot).
    - e. Solar accent lights that are less than 18” in height and are placed at least 3 feet apart in foundation beds or bordering sidewalks.
    - f. Wrought iron shepherd’s hook, less than 6 feet in height (limited to 2) in front foundation bed.
    - g. Gazing ball (limited to one) in front foundation bed.
  18. **Leaf or gutter guards**.
  19. **Mailbox vinyl overlays**: Tasteful and appropriate vinyl overlays are permitted.
  20. **Outside water faucet** on attached villas and townhouses installed next to garage door.
  21. **Picnic tables, benches, portable grills, and umbrella tables** placed in the rear yard.
  22. **Portable moving containers** that are placed on homeowner’s property for less than 15 days.
  23. **Resin deck, storage box or small resin shed** is permitted in back yards of Villas and Townhouses but they must be shorter than the fence.
  24. **Resin hose hideaways**.
  25. **Retractable cloth awnings** installed to cover patio in attached villas and patio/deck in single-family houses, townhouses or detached villas.
-

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

Retractable cloth awnings are allowed over decks and patios. Awnings shall be of straightforward design without decorative embellishments such as fringes and contrasting colored stitches. Awnings shall not be located on the front of the house. Colors must remain neutral, such as tan, brown, white or green. No bright colors are permitted. Solid colors are preferred but stripes are permitted.

26. **Satellite dish.** However, it is preferred that the dish be installed on the rear roof or on townhouse and attached villa fences, if possible.
27. **Solar tubes** provided vent is installed on rear of house.
28. **Sprinkler Systems.** Must be installed inside property lines and in accordance with county regulations.
29. **Storm doors.** Storm doors on front of houses are permitted if they comply with Guideline (Section 7.24) and Design Appendix B. In the rear there are no restrictions.
30. **Storm and screen windows** that match window trim (usually white or off-white).
31. **Toddler pools** not larger than 6 feet in diameter. Must be stored out of public view when not in use.
32. **Temporary party equipment** (not longer than 36 hours) (e.g., moon bounce, tent, tables and chairs, etc.)
33. **Weatherproofing/sealant** (clear only) for wooden fences and decks.

**ARTICLE VII**  
**MODIFICATIONS/CHANGES REQUIRING APPLICATION**

**SECTION 7.1: CHIMNEYS AND METAL FLUES**

- A. Chimneys must be masonry or enclosed in the same material as the exterior of the building.

**SECTION 7.2: COMPOST PILES**

- A. Compost piles must be constructed of a wooden outside frame with wire or block interior. (See Design Appendix "C")
- B. Compost piles are allowed only in single-family homes and detached villas. Compost piles must not exceed four (4) feet in height, must be located at least ten (10) feet from a lot line, and must be in the rear of the lot.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

- C. All active compost piles must have a six (6) inch layer of straw over top of them at all times to prevent odors from escaping. All compost piles must be maintained and turned periodically to ensure the proper destruction of bacteria and weed seeds by heat.
- D. Failure to maintain a satisfactory compost pile and/or the point at which the compost pile becomes a public nuisance shall indicate abandonment of the compost pile and a violation of these Guidelines.

**SECTION 7.3: DECKS AND PATIOS**

Applicants must review the fence and shed design criteria with respect to visibility, privacy and materials. When patio or deck schemes include other exterior changes, such as fencing, lights, planting, etc., other appropriate sections of these Guidelines will also be applicable.

- A. Location: Patios and decks must be located in rear yards. If because of the lay of the land, other locations are desired, an application will be evaluated on its individual merits. All elevated decks must be located and built so that they are in compliance with the Spotsylvania County Building Code. Additional landscaping or lattice to hide support beams is recommended. Decks may be left to weather naturally, be sealed with clear weatherproofing, or be stained or painted a natural wood color.
- B. Under Deck Usage: When using an under deck area for informal storage, the impact on neighbors must be kept in mind. Storage shall be maintained so as to present a neat, uncluttered appearance. Special under deck storage screening or landscaping will be required. Screening area is allowed with application and supporting documentation. In addition, it is suggested landscaping or lattice be used to hide tall, spindly deck supports.
- C. Drainage: Changes in grade or other conditions, which will affect drainage must be indicated on the application. Approval will be denied if adjoining properties are adversely affected by changes in drainage. Changes in drainage must comply with the Spotsylvania County Building Code.
- D. Townhouse Decks: Townhouse decks must have a vertical-picket railing with a height of 36” to 42”. Rail height greater than 42”, requests for decorative panels, and requests for railings made of vinyl or non-wood materials shall be considered on an individual basis.
- E. Wooden Gazebos and Pergolas: Permanent wooden gazebos are allowed on decks. Pergolas are allowed on decks or patios. Location on property showing relationship to home, dimensions including height, detailed drawings or pictures, colors, and materials list must be submitted with the application.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

- F. Decks. An application is required for all decks. Please refer to all appropriate sections of the Architectural Guidelines prior to completing application. The only exceptions are builder option decks. (See Committee Exceptions, Article III, Section 3.3)
- G. Application Contents. An application is required for all patios and decks. The only exceptions are builder option patios and decks (See Committee Exceptions, Section III). Application requires the following information:
1. Site plan showing the relationship of the alteration to the house, lot and adjacent properties.
  2. A description of materials to be used, color, grading and drainage changes.
  3. Dimensions of railing, posts, stairs, steps, benches, and other details as required that clearly describes the proposal. In the event lattice is used to enhance the privacy of the occupants, the lattice may not exceed three feet, for a total of no more than six feet in height when combined with the deck railing. The applicant must also demonstrate compliance with applicable Spotsylvania County Building Code, which governs the enclosure of elevated decks.
  4. Include the color of stain or paint that is to be used. However, only stains or paints of natural wood colors will be permitted.
  5. Drawing showing details/location of any gazebo, pergola or other features requested, also changes to windows and doors, if applicable.
  6. For all raised structures (above four feet off the ground), the Committee strongly recommends using 6" x 6" vertical deck supports and landscaping around those supports.
  7. Indicate whether or not under deck area will be used for storage. If so, a landscaping or screening plan is required and approval must be obtained for under deck storage.
  8. Estimated start and completion date.

**SECTION 7.4: DOGHOUSES**

- A. Doghouses 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. The same criteria apply to doghouses, as to storage sheds. It is recommended that landscaping be used to complement and screen the structure.
- B. Application Contents. A complete application requires the following information:
1. Site plan showing the relation of the doghouse to the house, property line and adjacent neighbors.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

2. Signatures of all affected property owners.
3. Picture and/or detailed drawing of doghouse to include dimensions.
4. Description of materials used. Color of house and doghouse.
5. Architectural style of owner's house.
6. Landscape plans to complement and/or screen the doghouse.
7. Estimated start and completion date.

**SECTION 7.5: DOORS**

- A. Screen or storm doors at the rear of homes are permitted and do not require an application provided:
- B. Screen or storm doors on front of single family homes or townhouses are permitted provided:
  1. They are full view or self-storing with one bar across the middle. They may have internal blinds.
  2. They do not have a large bottom panel. A standard kick panel is acceptable.
  3. The glass is clear or tinted (no stained glass or leading).
  4. There is etching only around the exterior of the glass.
- C. Front Entry Doors.
  1. Single-family home and townhouse owners are permitted to change the type and/or color of the front entry door. Colors must be compatible with those originally used by the developer (Williamsburg colors—examples available in the office). An application is required that includes a photo of the door and the color selected.
  2. Attached villa owners are permitted to replace the front entry door with one identical to the door installed by the developer. The color must be the same as the shutters or painted to match the door trim (either white or off-white).

**SECTION 7.6: DRIVEWAYS**

- A. An application is required to change the size and/or location of driveways. In villas and townhomes, the driveway may not eliminate a sizeable portion of the front yard.
- B. Paving stones are permitted parallel to driveways where needed for access to and from vehicles.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

C. Application Contents:

1. A site plan showing the exact placement of the modification in relation to the house, property line, and existing driveway.
2. Drawings or plans including dimensions and method for construction of substructure.
3. Materials to be used.
4. Description of grading requirements and impact on adjoining property.
5. Description of landscaping changes, deletions, or improvements including types and number of plants.
6. An explanation of the need for the change.

**SECTION 7.7: ELECTRONIC INSECT TRAPS**

Electronic insect trap regulation will be based on the same criteria as exterior lighting. In addition, no device shall 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.

**SECTION 7.8: MAJOR EXTERIOR CHANGES**

(Including Sun Porches and Screened Porches)

- A. Major alterations are those that substantially alter the existing structure either by subtraction and/or addition. However, other site changes such as driveway modifications are also included in this definition. Major building alterations include, but are not limited to, construction of driveways, garages, porches, greenhouses, rooms, fireplaces, chimneys, other additions to home, etc. All applications must comply with the Spotsylvania County Building Codes.
- B. The design of major alterations must be compatible in scale, materials and color with the applicant's house and adjacent homes.
- C. New windows and doors shall match the type used in the applicant's house and shall be located in a manner which is harmonious with the location of exterior openings in the existing house.
- D. 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.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

E. Please review all appropriate sections of the Architectural Guidelines prior to completion of the application (i.e., landscaping, lighting, fencing, etc.).

F. Application Contents. The application requires the following information:

1. Site plan showing location of proposed structure and relationship to property lines and adjacent houses.
2. Detailed drawings and plans including exterior elevations and dimensions. A full set of architectural drawings must be included.
3. Detailed description of materials including type of siding on dwelling and proposed structure, color of proposed structure and trim, exterior lighting arrangements etc.
4. It is required that the final application shows the relationship of the alteration to the applicant's house and adjacent houses where necessary.
5. Landscaping plans.
6. Estimated start and completion date.

**SECTION 7.9: EXTERIOR DECORATIVE OBJECTS**

- A. Exterior decorative objects not listed in ARTICLE VI cannot be installed or placed on a lot without prior approval from the Association. Exterior decorative objects include but are not limited to items such as birdbaths, wagon wheels, sculptures, fountains, pools, stumps, driftwood, freestanding poles of all types, and items attached to approved structures.
- B. There may be no more than three (3) decorative objects between 10 inches and 36 inches in height in the front yards. The height exceptions are one wooden, concrete or wrought iron bench, two wrought iron shepherds hooks that may be under 6 feet high, and one standard birdbath that may be 36 inches high. Applications are required for all other exterior decorative objects.
- C. Holiday decorations cannot be displayed until 30 days prior to the holiday and must be removed not later than 30 days after the holiday.
- D. In the attached villas, exterior decorative objects should be restricted to the mulched areas so that they do not impede the lawn mowers.

**SECTION 7.10: EXTERIOR LIGHTING**

- A. No exterior lighting shall be directed outside the applicant's property.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

- B. Light fixtures proposed to replace the original fixtures must be compatible in style and scale with the applicant's house. All fixtures on the front of house and garage must match.
- C. In attached villas, replacement of exterior light fixtures is permitted. All front lights must match and must be brass or black.
- D. All exterior lighting should be clear, white, or amber.
- E. Application Contents. A complete application must include the following information:
  - 1. A site plan that shows the relation of the light fixture to the dwelling and property line.
  - 2. A picture and/or detailed drawing of the light fixture to include all dimensions and height of the fixture above ground.
  - 3. Description of the fixture's lighting characteristics, e.g., down lighting, spotlight, walkway lighting, bulb wattage, etc.

**SECTION 7.11: EXTERIOR PAINTING**

- A. The color of doors and shutters must be compatible with the colors used by the developer (Color examples are available in the office).
- B. Change of exterior color for detached houses should relate to the color of the houses in the immediate area.
- C. Change of exterior colors in attached houses should be in conformance with the existing neighborhood colors and schemes.
- D. Painting the foundation of the house to match the vinyl siding does not need approval.
- E. In attached villas front doors may be painted to match shutters or the doorframe (usually white or off-white).

**SECTION 7.12: FENCE GUIDELINES**

- A. Impact on Neighbors and Neighborhoods. Unquestionably, neighbors share fences even if the neighbors have only to look at its opposite side. Installation and removal of fences require Committee approval.



**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

B. General Guidelines:

1. For both attached and unattached houses:
  - (a) Fencing shall never be located outside of the property line.
  - (b) Corner lot fencing shall not extend closer to a street than the closest point of adjacent houses to the street. Relationships to adjacent houses and other site factors will be considered in determining acceptable fence locations.
  - (c) Gates shall be compatible to fencing in design, material, height, and color.
  - (d) Fencing which is finished on one side only shall be constructed with the finished side facing out from the property. Posts shall be on the side facing in.
  - (e) Fence boards must be installed parallel to plumb level.
  - (f) Various fences have been approved for use in Salem Fields. See Design Appendix D.
  - (g) Since lots with reverse frontage on major roadways are highly visible, the following “Special Privacy Actions” will be considered by the Committee:
    - i. Plant a natural screen or hedge.
    - ii. Install patio or small-section fencing screens.
    - iii. Install a property line fence as per the guidelines with landscaping
  - (h) Fences approved prior to the adoption of these Guidelines are not subject to the provisions contained herein.
2. For unattached houses:
  - (a) Fences will be restricted to the rear yard and are not to extend beyond the rear plane of the building. Fencing used for privacy screens should be in short segments immediately adjacent to the house or patio and must not exceed six (6) feet in height. Side yard fences may be considered if site conditions warrant. Corner lot fencing must not extend closer to either street than the closest point of the house to that street. Relationship to adjacent houses and other site factors will also be considered in determining fencing locations.
  - (b) Property line fencing will not exceed six (6) feet in height.
  - (c) Several fence types (wood, vinyl, aluminum or composite) have been approved for use in Salem Fields. These are shown in Design Appendix D.
  - (d) Wood fences may be allowed to weather naturally or may be stained or painted. Vinyl fences should be white. Aluminum fences may be white or black.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

- (e) Fences shall be wood, vinyl or aluminum using nails, screws or bolts as fasteners. Aluminum fences must be power-coated or treated so that the finish will not rust, chip, peel or crack.
- 3. For attached houses (includes Townhouses and Villas): The fence style must match in all relative details to those that were provided by the builder. Replacement fences may be matching wood or wood-like vinyl in the same style as provided by the builder.
  - (a) For interior units, fences shall be on the rear property line only.
  - (b) For end units rear fences shall be on the property line only. Side yard fences may be installed level with the rear plane of the house or may be extended only as far as needed on the side of the house to enclose the air conditioning unit and gas meter.
  - (c) Changes in elevation shall be made by “stepping.”
  - (d) Two fence types (wood, wood-like vinyl or composite) are allowed in attached villas and townhouses. The wood may be allowed to weather naturally, treated with clear weatherproofing, or stained in a natural wood color.
- C. Application Contents. A complete application must include the following information:
  - 1. A final survey showing the location of the proposed fence, and its distance measurements relative to property lines and front and rear planes.
  - 2. Detailed drawings or picture of the proposed fence including a representation of the style, materials, and color and dimensions (height, run lengths, board widths).
  - 3. Description of any associated landscaping plans.

**SECTION 7.13: FLAGPOLES**

Vertical free standing or permanent freestanding flagpoles will not be approved. A vertical flagpole has been approved only for the Recreation Center. Temporary flagpole staffs, which do not exceed (6) feet in length and are attached at an incline to the front wall or pillar of the house or dwelling unit, need not submit an application. Approved flagpoles will be limited to one placed in the front and one placed in the rear of the house. On the following days of the year: Memorial Day, July 4, Flag Day, and the birthdays of each major branch of the armed Forces (Army, Navy, Air Force, Marine Corps, Coast Guard), two (2) flags may be flown from all units in Salem Fields so desiring, one being the U. S. Flag and the other the flag of the particular military branch preferred by the homeowner. It is recommended that all property owners who fly the American flag follow the “American Flag Rules and Regulations” to include how to properly display and illuminate the flag.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

**SECTION 7.14: GARAGES IN ATTACHED AND DETACHED VILLAS AND TOWNHOUSES**

No garage shall be converted to living space or altered or used for purposes, which would prevent the use of the garage for the parking of the intended number of vehicles for which it was constructed without the prior written approval of the Committee and the appropriate officials of Spotsylvania County. This covenant may be enforced by the County and may not be modified without the County's consent.

**SECTION 7.15: GREENHOUSES AND DETACHED SOLAR COLLECTORS**

- A. Detached greenhouses and solar collector panels will be reviewed under the same criteria as storage sheds with consideration for the special requirements of sun orientation.
- B. Attached greenhouses will be reviewed as room additions with special attention given to visibility of interior activities. Please see "Major Exterior Changes" for application contents for attached greenhouses.

**SECTION 7.16: IN-HOME BUSINESS**

Spotsylvania County 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. Customer-oriented businesses are not allowed. In this instance, a customer-oriented business is defined as one that produces an increased amount of traffic or vehicles within the community, whether by reason of visits by patrons, delivery services, or otherwise. In addition to compliance with the County's Home Occupation Regulations, the following special regulations shall apply:

- A. No sign or other advertising device of any nature shall be placed upon any lot.
- B. The number of nonresident workers is limited to one.
- C. The exterior storage of business-related materials in not allowed.
- D. Customer vehicles must be parked off the street.

**SECTION 7.17: LANDSCAPING AND VEGETABLE GARDENS**

- A. Location. Care shall be exercised in the planting and maintenance of trees and shrubs to prevent obstruction of sight lines required for vehicular traffic. The view of neighboring units and shade patterns of larger trees shall always be considered.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

- B. Maintenance. All gardens must be neatly maintained.
- C. Changes NOT Requiring Application: Refer to Article VI.
- D. Changes Requiring Application:
1. Hedges. If, when fully grown, proposed hedges are more than 2 feet in height or 8 feet in length.
  2. Retaining Walls. Walls constructed of railroad ties, garden timbers, brick, stone, or other materials if the wall is over 12 inches in height or 16 feet in length.
  3. Garden Structures. These include items such as arbors, archways, trellises, and similar structures. The wood may be allowed to weather naturally; or be painted white, natural stain or paint tones to blend in with the original wood color. Renewal coats of the same clear sealants, weather proofing, or natural colors do not require additional covenants approval.
  4. Rock Gardens. To consist of large stones intermingled with plants. All rocks will remain their natural color.
  5. Vegetable Gardens.
    - a. Location. Must be located in rear yard.
    - b. Water Runoff. If built on a hill, the garden must be terraced so as to minimize the effects from runoff.
  6. Mulch. In single-family homes and town houses, wood and synthetic wood-like mulch or natural colored stone is permitted in front yards. In attached villas, mulch in front yards is limited to wood or synthetic wood-like materials.
    1. Tree/Bush Removal. With approval of the Committee, homeowners may:
      - a. Remove live trees with a diameter greater than 4 inches, measured 12 inches above ground.
      - b. Remove live flowering trees or broad leaf evergreens with a diameter in excess of 2 inches, measured 12 inches above the ground.
      - c. Remove live vegetation on slopes greater than 20% gradient.
      - d. Replace trees or bushes.
      - e. Removal of dead trees or bushes does not require Committee approval.
- E. Application Contents. A complete application must include the following information:
1. Site plan showing the location of new plantings or trees to be removed, and their relation to the house and property lines.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

2. Detailed description of landscaping dimensions.
3. Description of the types and sizes of plantings and/or materials.
4. Description of grading changes, if any.

**SECTION 7.18: PERMANENT GRILLS**

Permanent grills shall be placed in the rear of the house, must not be visible from the street and must be located in accordance with Spotsylvania County Building Codes.

**SECTION 7.19: RECREATION AND PLAY EQUIPMENT**

- A. Location and Size. Equipment must be located in rear yard directly behind the dwelling. Equipment size must be compatible with lot size and cannot be in the common area. Basketball goals are detailed below. Equipment must be located in rear yard directly behind the dwelling.
- B. Materials and Color.
  1. Wood play equipment is encouraged but not required.
  2. Wood swing sets may be allowed to weather naturally; or may be painted in white or natural stains or paint tones to blend in with the original wood color. Renewal coats of the same clear sealants, weather proofing, or natural colors do not require additional covenants approval.
  3. The color of metal swing set kits may remain as purchased or painted in earth tone colors.
  4. Playhouses are allowed and should be built to conform to Storage Shed requirements in Section 7.22.
- A. Application Contents. A complete application must include the following information:
  1. Site plan showing relation of proposed play equipment to the house and property lines.
  2. Photograph and/or sketch of proposed play equipment including dimensions, colors, and materials.
  3. Type and location of any associated landscaping.

**SECTION 7.20: BASKETBALL GOALS**

- A. Due to noise and space issues, basketball goals are only allowed on unattached house lots. Basketball goals are NOT allowed in the attached villa and townhouse sections. WE REQUEST THAT PLAYING BE RESTRICTED TO THE HOURS OF

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

9 AM TO 8 PM AND THAT NO ONE PLAY IN THE STREETS AND CUL-DE-SACS. Only one goal per lot is allowed.

- B. The support post shall be black in color or painted dark earth tones to blend with the surroundings. If located adjacent to a dwelling, it shall be black in color or painted to match the background or screening material. A contrasting colored rectangular outline may be painted on the backboard behind the goal.
- C. The base, stand, poles, backboard, rim, net, and related parts shall not be permitted to fall into disrepair.
- D. Basketball goals shall be placed in a side yard, the rear yard, or the driveway.
  - 1. For Portable Basketball Goals:
    - a. Portable goals are not permitted on any common or limited common property.
    - b. Bags of fertilizer, sand, lime, seed, and weed killer, and other materials are not permitted as added ballast or counterweight on stand. All ballast and counterweight material shall be internal to the stand.
  - 1. For Permanent Basketball Goals.
    - a. Permanent goals shall be built over grass or a hard surface such as concrete or asphalt. If built over grass, the grass surface must be maintained and not allowed to die off.
    - b. Backboards may be secured to the house or garage provided that proper consideration is given to colors as noted above.
- E. Application Contents. A complete application must include the following information:
  - 1. Site plan showing relation of proposed basketball goal to the house and property lines.
  - 2. Photograph and/or sketch of proposed play equipment including dimensions, colors, and materials.
  - 3. Type and location of any associated landscaping.

The desire for swings, basketball hoops, tot lots, etc. on detached lots or neighborhood property is frequently expressed. Creatively designed equipment is encouraged. The guidelines listed above are provided in an effort to reconcile the need for play equipment with the goal of minimizing its visual impact. Careful thought should be given to location and kinds of equipment to be installed. Yards will be limited to 3 pieces of play equipment. Review Amended and Restated Declaration, Article 8, Section 8.2, (K), (pg. 36) for more information.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

**SECTION 7.21: SHUTTERS**

- A. An Application is required to change the style, size or color of existing vinyl shutters. In the attached villas, the color of the shutters in a 4-pod building row must match. If faded, they may be replaced, cleaned or painted the identical, original color. Cleaning or painting may void any warranty. For replacement shutter information call 1-800-521-8486, ask for Mid America.
- B. An application is also required to install new vinyl shutters where none were previously installed. Include style, size, material, color, and exact location of shutters on house with the application.

**SECTION 7.22: SIDEWALKS, PATHWAYS AND DRIVEWAYS**

- A. Stone and brick pathways, sidewalks, or driveways shall be set back from the property line in accordance with county code and generally be installed flush to the ground.
- B. Application Contents. A complete application must include the following information:
  - 1. Site plan showing the exact location of the pathway, sidewalk, or driveway modification.
  - 2. Materials to be used, including color.
  - 3. Type of installation and description of any grading changes.

**SECTION 7.23: SOLAR PANELS, LIGHT TUBES, WATER HEATERS AND ATTIC VENTALATORS**

- A. Must be mounted on the rear roof. If elevated, they will not extend above the roof peak such that they are visible from the yards of facing houses across streets or pipe stems. (See Design Appendix E)
- B. No other mounting locations are acceptable.

**SECTION 7.24: STORAGE SHEDS**

- A. Design Criteria. The view of neighboring units shall be considered.
  - 1. Unattached Houses:

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

- a. Design. The architectural design of the shed must be compatible with the design of the house. It may be freestanding, built below an elevated deck, or integral with a fence.
  - b. Materials. Exterior finish must be vinyl siding or wood painted to match the house
  - c. Colors. The color scheme must be the same as that of the house. Trim on the shed door must be the same color as the shed door.
  - d. Roof. Most shaped roofs, other than barn-like, will be considered. All roofs must be shingled to match the roof of applicant's house.
  - e. Size. While sheds must provide sufficient volume for their intended use, they must be of a size which is appropriate for the size of the property and which is architecturally compatible with the applicant's house. In attached villas and townhouses, the highest point of the shed must not exceed the height of the fence.
  - f. Location. Sheds shall be located in the rear yard behind the dwelling unless extenuating circumstances exist, in which case, other locations may be considered. Setbacks must comply with county ordinances.
2. Attached Houses:
- a. Small resin sheds are permissible.
  - b. Sheds must be shorter than the fences.
- B. Application Contents. A complete application must include the following information:
1. Site plan, showing the relationship of the shed to the house and property lines.
  2. Picture and/or detailed drawing of the shed to include dimensions.
  3. Description of materials used.
  4. Color of shed and house.

**SECTION 7.25: PORTABLE STORAGE UNITS**

- A. Portable storage units will be allowed in Salem Fields in only two circumstances.
1. Moving. During the process of a move, portable storage units may be placed on the homeowner's property for a total of fifteen consecutive days.
  2. Renovations. During renovations, a portable storage unit is permitted on the homeowner's property for a total of three months. If renovations are still not complete, a homeowner may resubmit for an additional three months. No extensions will be given after six months.



**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

**SECTION 7.26: SUN CONTROL DEVICES**

- A. Trellises and pergolas are allowed over decks and patios; however, an application that includes the dimensions, materials, color and location relative to the home is required.
- B. Permanent wooden gazebos are allowed in rear yards of unattached houses only. If roof is other than wood, shingles to match the house must be used.
- C. Permanent wooden pergolas are allowed on decks and over patios in both attached and unattached houses.
- D. Cloth gazebos are allowed in the rear yard only. They must be bolted down to a substantial foundation and be inspected for compliance after installation. When the gazebo is completed, the applicant shall call the on-site office for an inspection.
- E. Cloth gazebos must be of straightforward design without decorative embellishments such as fringes and contrasting colored stitching. Colors must be natural, such as tan, brown, white or green. Solid colors are preferred but stripes are permitted if limited to three shades of the same color.
- F. Application Contents. A complete application must include the following information:
  - 1. Site plan showing the size and shape of the gazebo or pergola and its location as it relates to the house.
  - 2. A drawing or picture of the gazebo or pergola.
  - 3. Detailed description of the materials, color, and any grading or drainage impact.
  - 4. Estimated start and completion date.

**SECTION 7.27: SWIMMING POOLS AND WATER AREAS**

- A. Salem Fields is designed to provide swimming opportunities for all residents. Lots enclosing single-family areas are generally too small for compatible development of a swimming pool.
- B. Only in-ground pools will be considered. Above ground pools will not be permitted.
- C. Pools for swimming will be located in the rear of the house.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

- D. A fence six (6) feet high is required to enclose a pool used for swimming and related pool equipment. Fence may be installed around pool or on property line.
- E. Fences surrounding pools that were approved prior to the adoption of these Guidelines are not subject to the provisions contained herein.
- F. Application Contents. A complete application requires the following information:
  - 1. Signatures of all property owners affected by the pool (in the event that more than the usual four are affected).
  - 2. A site plan showing location and dimensions of the pool, other related equipment, fences, etc., in relation to the applicant's house, property lines, and adjacent dwellings.
  - 3. Detailed drawings and plans of the pool, deck area, lighting arrangements, walkways, fences, etc., and pertinent information concerning the water supply system, drainage and water disposal system.
  - 4. Landscaping plan for outside fencing.
  - 5. Estimated start and completion date.

**ARTICLE VIII**  
**MISCELLANEOUS GUIDELINES**

**SECTION 8.1: ANTENNAS**

See Declaration Article 8, Section 8.2 (m), (page 37).

**SECTION 8.2: ATTIC VENTILATORS**

Attic ventilators and turbines must match the siding or trim on the house if mounted on a gable end or be painted to match the color of the roof. Equipment shall be located on a rear roof section of the house with consideration for minimizing visibility.

**SECTION 8.3: EXTERIOR UNIT AIR CONDITIONING**

- A. Air conditioning units extending from windows are prohibited.
- B. Replacing present units with like size and location does not need an application.
- C. Exterior units shall be oriented so as not to discharge hot air onto neighbors' property.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

- D. Adding, relocating or enlarging a unit requires an application.

**SECTION 8.4: FIREWOOD**

- A. Firewood shall be kept neatly stacked and located to the rear of the residence, within owner's property line.
- B. Piles larger than two (2) cords are not permitted without prior written approval. Piles longer than six (6) feet must be 2 rows deep minimum.
- C. Piles must not exceed four (4) feet in height for safety.
- D. Firewood piles must contain firewood only, no storage of debris.
- E. Location must be in such a manner as to minimize visual impact. In certain cases, screening may be required.

**SECTION 8.5: GUTTERS AND DOWNSPOUTS**

All gutters and downspouts must match those existing in color and design and must not adversely affect drainage on adjacent properties.

**SECTION 8.6: MAILBOXES**

Except where post office boxes are provided, mailboxes shall be black metal or hard black vinyl and mounted on a white wooden or molded white vinyl post. Either type must have a newspaper slot located under the mailbox. Mailboxes must be installed so that they do not obstruct sidewalks or sight lines and be in accordance with postal regulations. (See Design Appendix F for mailbox diagram and measurements for wooden posts.)

**SECTION 8.7: REAL ESTATE SALES/RENT SIGNS**

- A. Real estate signs must meet Spotsylvania County regulations with respect to size, content and removal. One sign per lot may be placed in the front yard of the property available.
- B. All signs must be removed 24 hours after property closing.

**SECTION 8.8: SATELLITE DISHES**

Satellite dishes do not require an application. However, it is preferred that the dish be placed on the rear of the home or on a fence or a post in the rear of the yard so as to lessen the visual impact of the dish.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

**SECTION 8.9: STORM AND SCREEN WINDOWS**

- A. Some homes in Salem Fields have been designed so that the addition of storm windows on the outside would seriously disrupt architectural continuity. Often installation of storm windows on the inside or the use of insulating glass is a viable alternative. It is preferred that storm and screen window frames match the trim of the house, but white is acceptable.
- B. An application is not needed for storm and screen windows meeting the above criteria.

**SECTION 8.10: TRASH AND RECYCLING CONTAINERS**

- A. Trash containers are provided to all residents by the Association's trash contractor and remain the property of the contractor.
- B. Containers shall be placed for pickup no earlier than 6:00 p.m. of the prior evening and must be stored by 10:00 p.m. the evening of trash days. Trash containers must be stored so that they are not visible from the street. Screening for containers on side yards will be considered by the Committee upon application with supporting explanation and documentation.
- C. Trash must be placed in the provided containers. Overflow trash shall be placed to minimize the potential for debris. Residents must consider the effects of weather and animals when placing trash on the street for pickup.
- D. Recycling containers are subject to the same time and storage rules governing trash containers.
- E. Trash is to be placed for pickup in containers manufactured for trash storage purposes only. Paper products (in grocery bags) are not sufficient.
- F. Woods, open spaces and ponds are not dumping grounds for organic or inorganic debris such as furniture, tires, leaves, grass clippings and branches.

**ARTICLE IX**  
**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 structural maintenance. Violations of

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

maintenance standards are violations of the Covenants: Declaration Article VII, Section 7.2.

**SECTION 9.1: EROSION CONTROL**

Each resident is responsible for seeing that his lot area is protected from erosion and that storm drain structures are not blocked so as to cause additional erosion problems, which will promote silt in ponds and stream valleys.

**SECTION 9.2: UPKEEP OF PROPERTY**

A. General Rules:

Residents are responsible for maintaining the exterior of their dwellings and any other structures on their lots such as decks, fences, sheds, playground equipment, and driveways. The following is intended to be a minimum standard for Salem Fields homeowners. It is not intended to list all requirements for good order, condition and repair of individual lots.

1. Grounds:
  - a. Maintain a lawn height not greater than (6) inches.
  - b. Establish and maintain lawns to include seeding, weeding and mowing in order to maintain good grass cover and appearance year round.
  - c. Remove leaves and yard debris from property as needed.
  - d. Control weed and grass growth in the flower and tree beds.
  - e. Remove dead and decaying plants and bushes as soon as possible.
  - f. Prune and trim shrubs and trees year-round.
  - g. Keep yard neat and orderly. Toys and other items stored nightly.
  - h. Keep pressure treated wood, vinyl siding and stained surfaces free of mold or stains.
  - i. Keep playground type equipment in good repair.
  - j. Maintain fences to include removing mold and replacing missing or broken pieces.
  - k. Remove or otherwise clean oil residue from driveways.
2. Residences and Outbuildings
  - a. Keep exterior surfaces clean and mold free.
  - b. Maintain wooden areas.
  - c. Maintain mailboxes and newspaper tubes and posts.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

- d. Maintain concrete or masonry block foundations by cleaning or painting as needed.
  - e. Clean, replace or repaint faded shutters.
- B. Precise criteria of unacceptable conditions are difficult to define. However, the following cases represent some of the conditions which would be considered a violation of the Covenants:
- 1. Peeling paint on exterior trim.
  - 2. Dented mailboxes or mailboxes and/or posts in need of repair or repainting.
  - 3. Playground equipment which is either broken or in need of repainting.
  - 4. Fences with either broken or missing parts, or in need of weatherproofing or repainting.
  - 5. Sheds with broken doors or in need of painting or other types of repair.
  - 6. Decks with missing or broken railings or parts, or parts in need of re-staining or painting.
  - 7. Concrete or masonry block foundations and in attached units, party fences in need of repair.
  - 8. Driveways in need of repair or cleaning.
  - 9. Mold on entry walkway, siding, gutters, fences, and storage structures.
  - 10. Faded shutters
- C. Most residents, undoubtedly, would not allow any of the above conditions to exist, as they seek to preserve and protect their investment in their homes and to limit their personal liability by keeping all improvements on their lots in good condition. The Association expects that all residents will do this necessary maintenance to prevent any of the cited conditions from occurring in Salem Fields.

**SECTION 9.3: LAWN AND GARDEN FERTILIZATION**

- A. All soil must be tested before fertilizer is added especially in areas where drainage will flow into ponds. Special care must be taken not to over fertilize or to fertilize lawn and gardens where there is the least chance of runoff. In areas adjacent to ponds and waterways, fertilize in a manner to avoid runoff. Soil test kits are available at the Spotsylvania County Extension Office.
- B. Planted beds must be kept in a neat and orderly fashion.

**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

---

**SECTION 9.4: GRASS MAINTENANCE**

- A. Turf areas (including culverts and area between sidewalk and the street) need to be mowed at regular intervals. A maximum height of six (6) inches and a minimum of two (2) inches shall be maintained.
- B. Homeowners shall make every effort to maintain a healthy lawn. This includes, but is not limited to, removal of weeds, annual seeding, and fertilizing as needed.
- C. Grass clippings shall be removed from streets, sidewalks, and driveways.

**SECTION 9.5: PESTICIDES AND HERBICIDES**

Pesticides and herbicides must 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 along ponds and waterways, near neighborhood play areas and tot lots, and near adjacent residences. Avoid the use of pesticides and herbicides if at all possible, but when necessary, use with caution and follow instructions.

**ARTICLE X  
AMENDMENTS TO THE ARCHITECTURAL GUIDELINES**

The Committee will conduct a yearly evaluation of the Architectural Guidelines to determine if amendments are necessary. The Board of Directors will adopt the actual amendments, as were the original Guidelines.

**ARTICLE XI  
ESTOPPEL CERTIFICATE**

As required by the Covenants, an Estoppel Certificate is to be completed and issued to your settlement attorney prior to the closing of the sale of your home. This certificate provides current information on (1) the status of assessment payments and (2) the existence of any nonconforming exterior architectural changes/modifications to your home (this includes any changes or modifications made after the builder completed his approved plan).

The Estoppel Certificate protects the future buyer of a home from unknown problems of the past owner's architectural changes or past-due assessments. If everything is in

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

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

The information necessary to complete an Estoppel Certificate is on file at the Salem Fields Community Association on-site office management. The current status of your assessment payments and any Exterior Alteration Applications approved by the Committee will be in the lot file for your address. To obtain your Estoppel Certificate for your property, call the Salem Fields Community Association on-site Management Office as soon as you know your settlement date. The Association may charge you a fee for the preparation of an Estoppel Certificate and transfer package. The Association will determine the amount of the fee.



**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

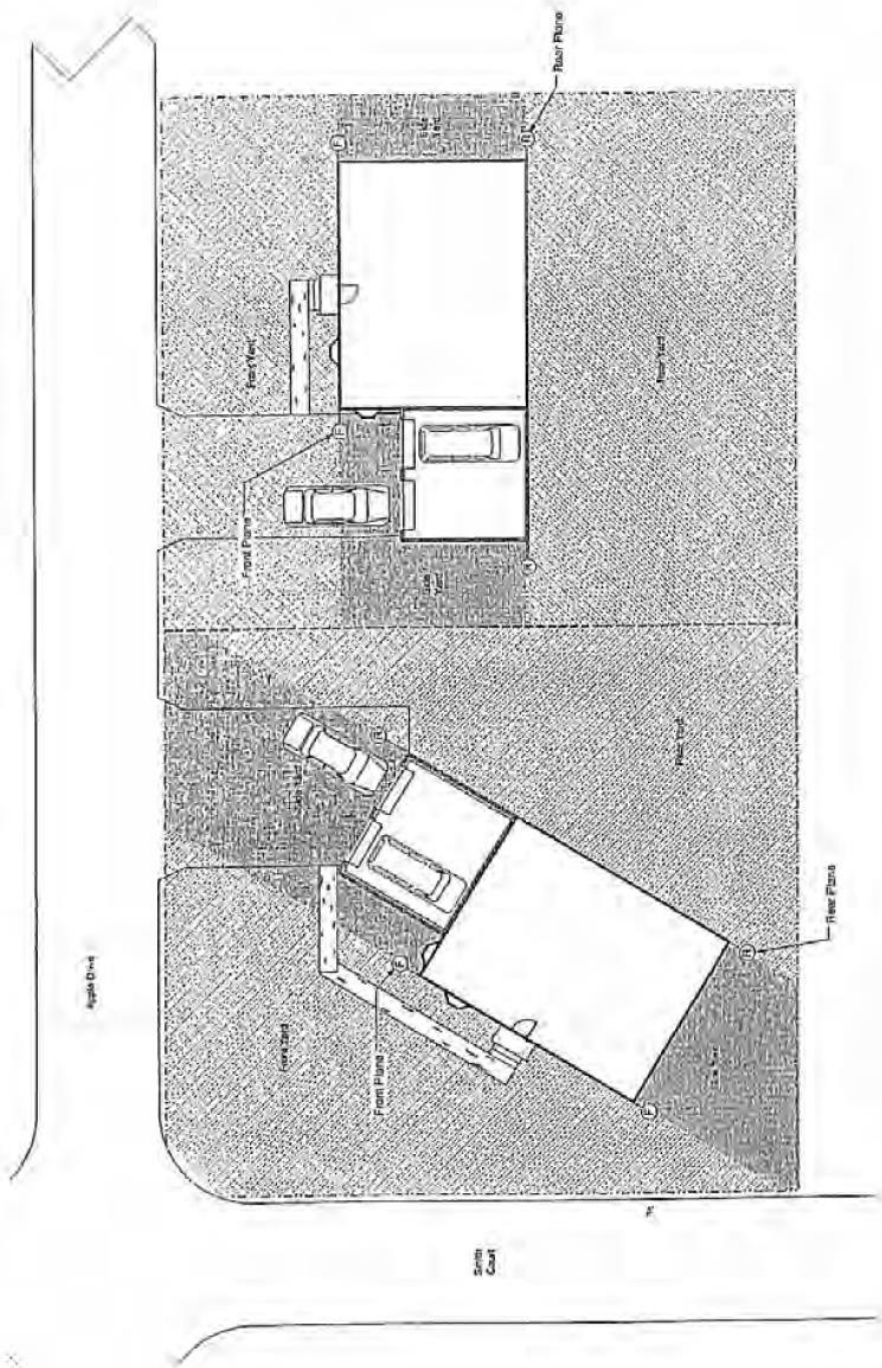
---

**APPENDICES**

---

# ARCHITECTURAL GUIDELINES SALEM FIELDS COMMUNITY ASSOCIATION 2016 Edition

DESIGN APPENDIX A – HOUSE PLANE AND YARD DIAGRAM

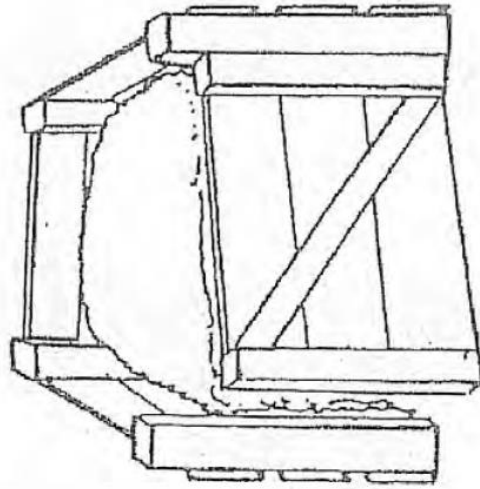


APPENDIX A, House Plan and Yard Diagram

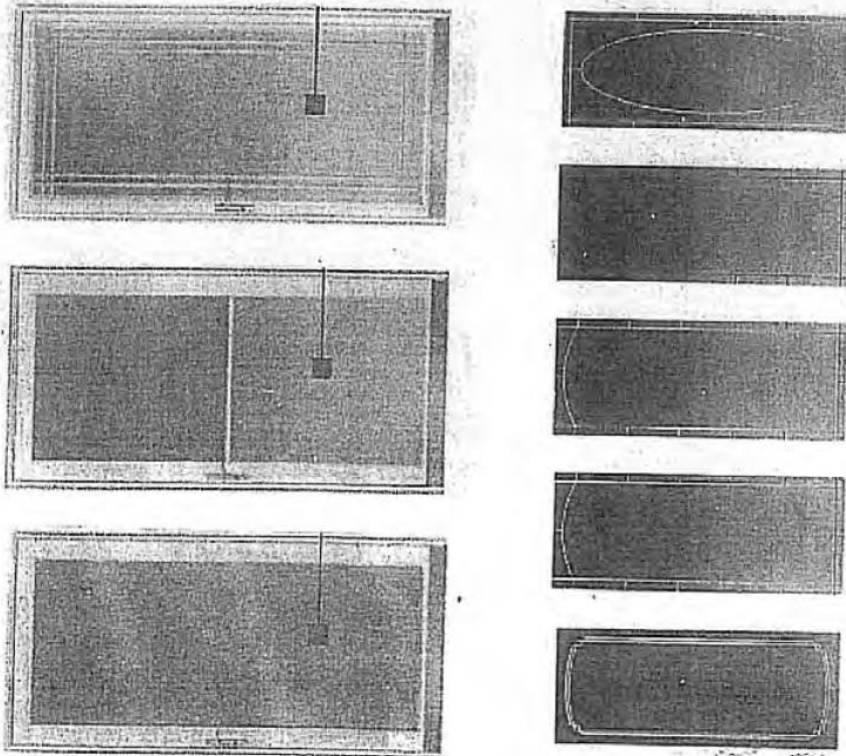
**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

---

DESIGN APPENDIX C -- COMPOST PILES



DESIGN APPENDIX B -- FRONT STORM DOORS

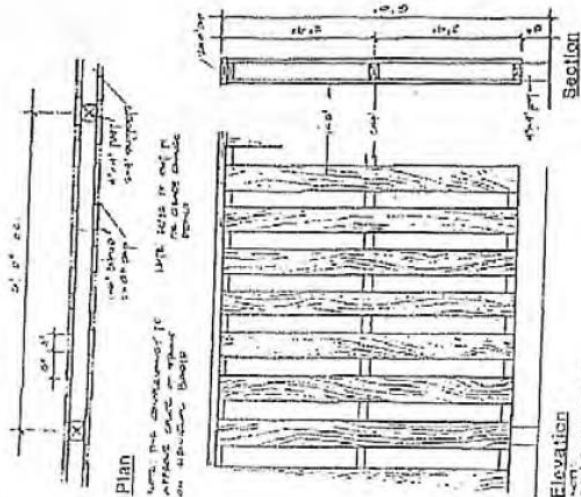


# ARCHITECTURAL GUIDELINES SALEM FIELDS COMMUNITY ASSOCIATION 2016 Edition

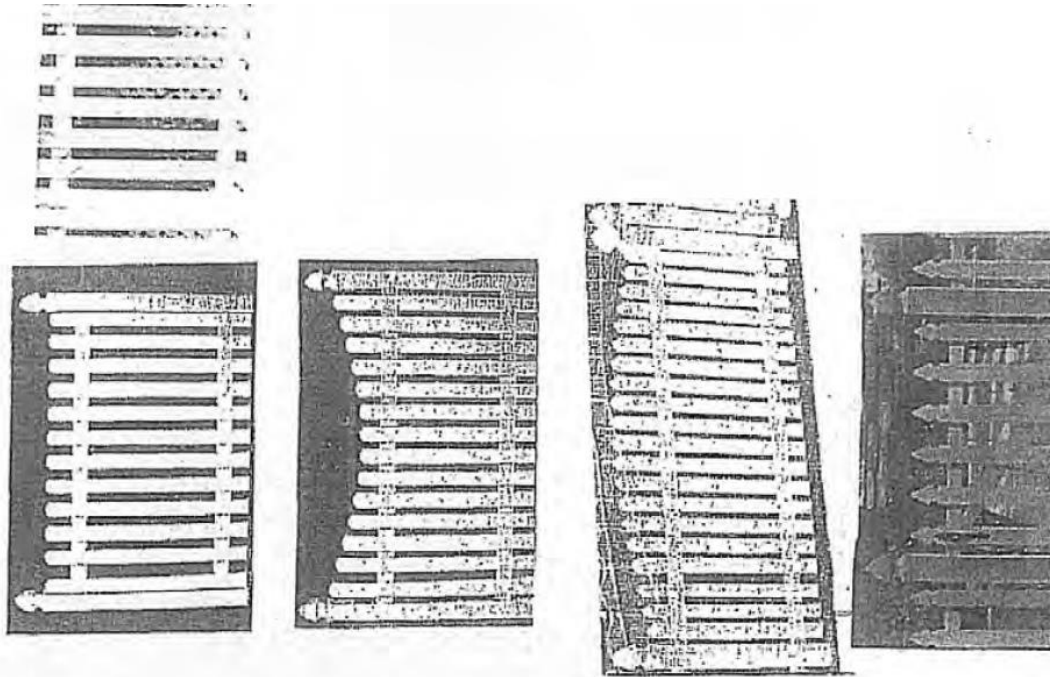
## DESIGN APPENDIX D - FENCES

### ATTACHED VILLA AND TOWNHOUSE FENCES

BOARD ON BOARD FENCE



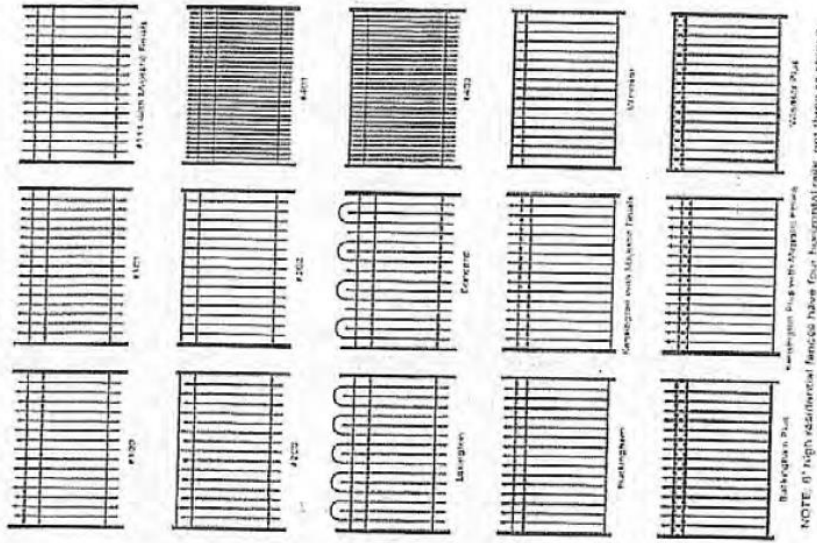
### SINGLE FAMILY 4' WOOD FENCES





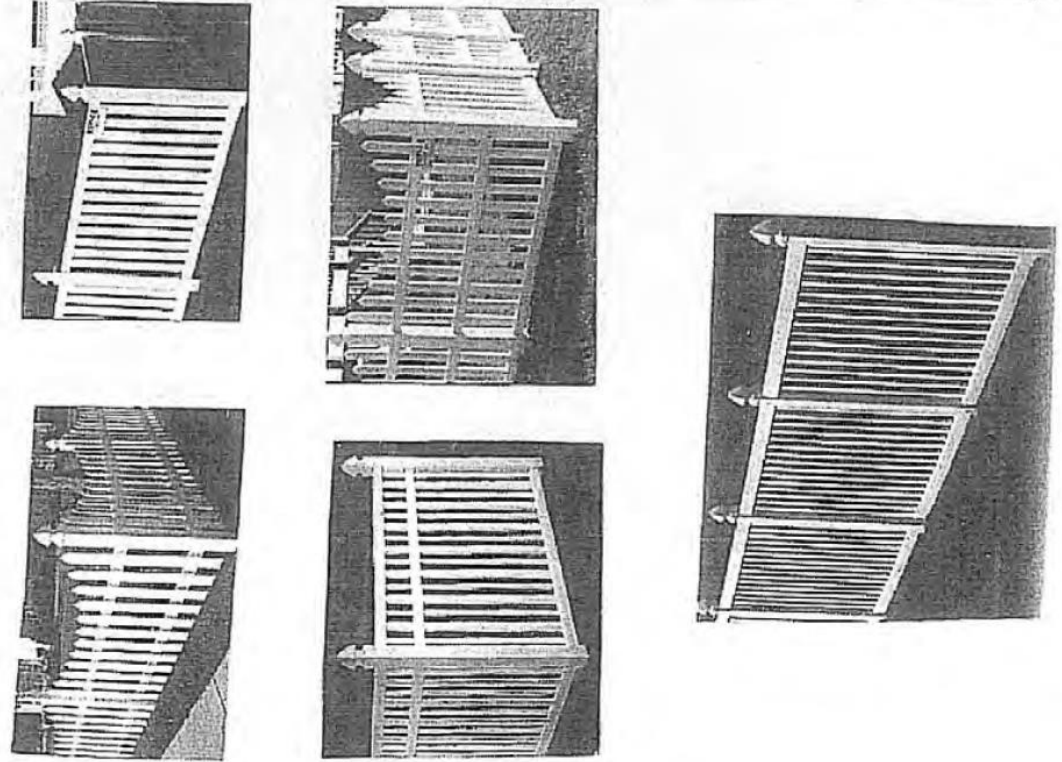
# ARCHITECTURAL GUIDELINES SALEM FIELDS COMMUNITY ASSOCIATION 2016 Edition

## SINGLE FAMILY 4' AND 6' ALUMINUM FENCES



NOTE: 6' High residential fences have four horizontal rails, not three as shown.

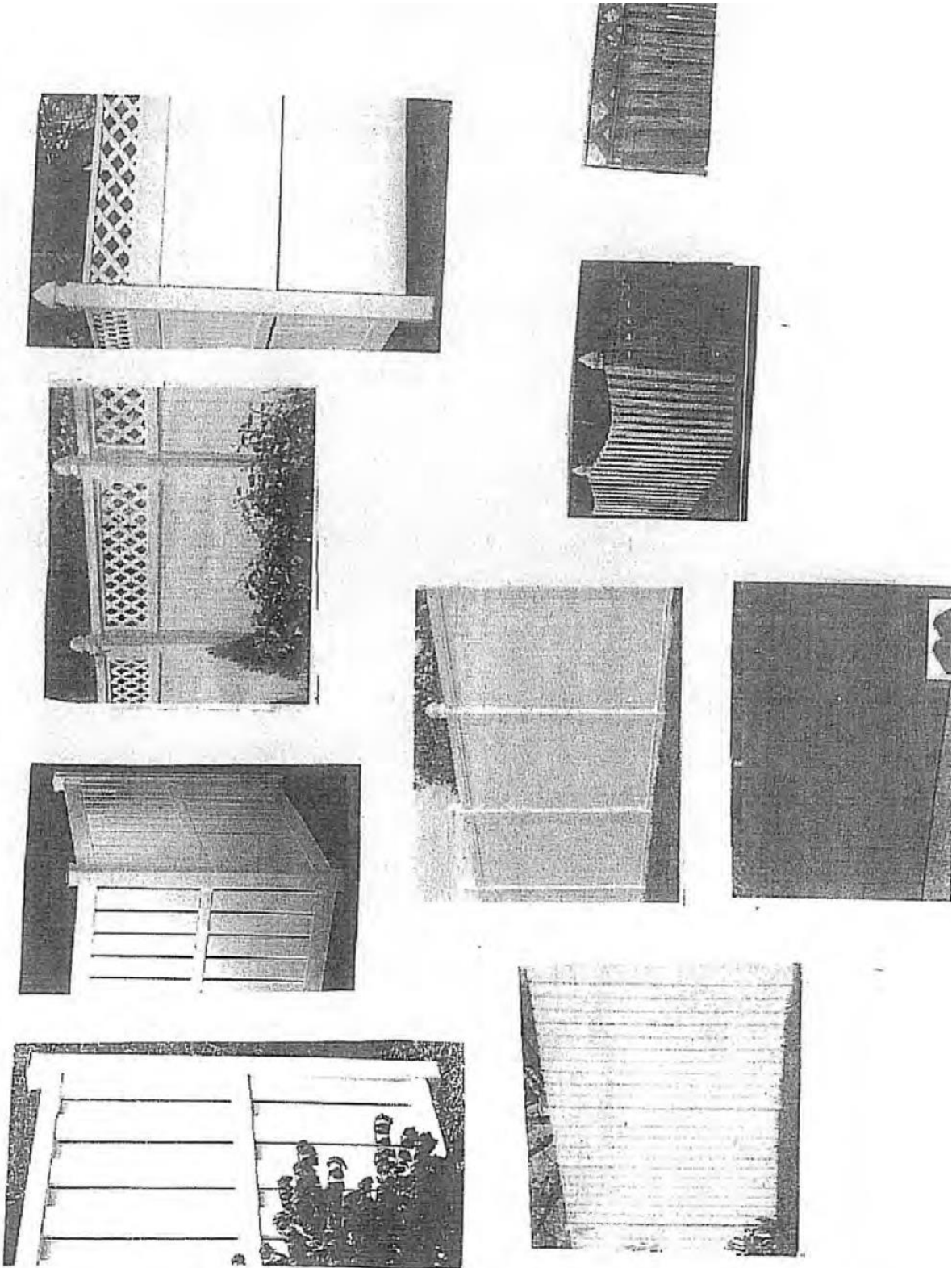
## SINGLE FAMILY 4' VINYL FENCES



**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

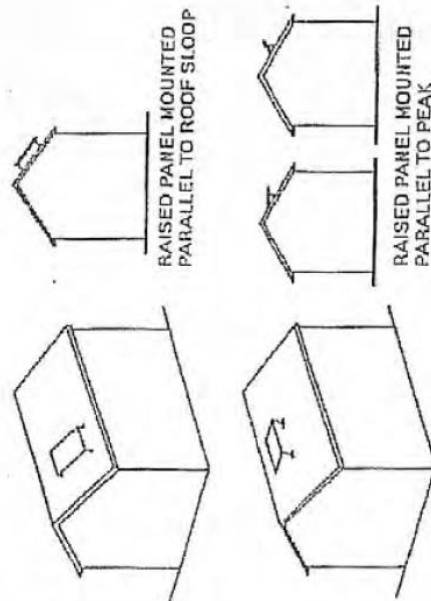
---

SINGLE FAMILY 6' WOOD OR VINYL FENCES

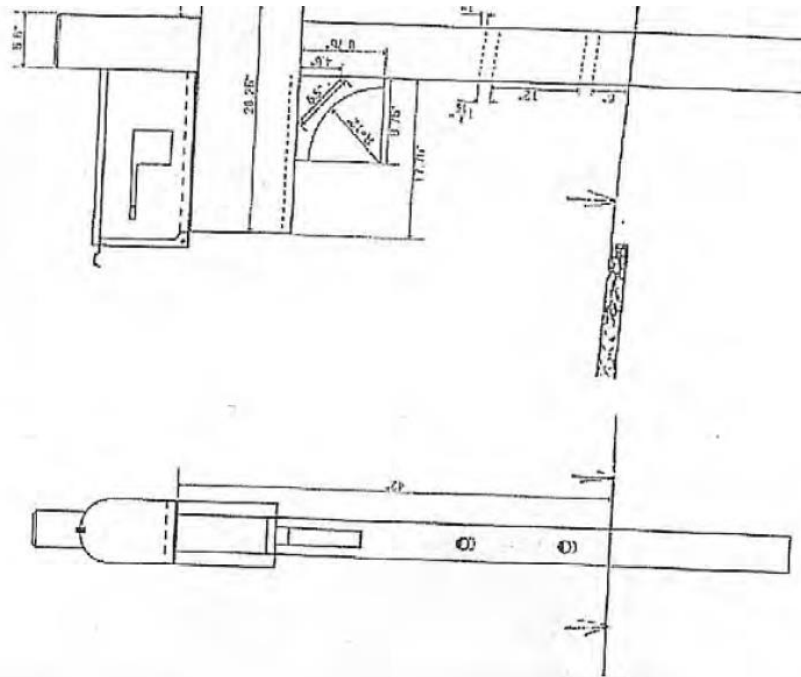


# ARCHITECTURAL GUIDELINES SALEM FIELDS COMMUNITY ASSOCIATION 2016 Edition

DESIGN APPENDIX E -- SOLAR PANELS



DESIGN APPENDIX F -- MAILBOXES



STANDARD BLACK MAILBOX AND WHIT  
PAINTED POST INSTALLED BY BUILDER

**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

---

**THIS PAGE INTENTIONALLY LEFT BLANK**

---



**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

---

**APPENDIX G: 2016 EXTERIOR ALTERATION APPLICATION**

For an electronic copy of the 2016 Exterior Alteration Application, ensure you are a registered user of the Salem Fields Community Association website, SalemFieldsCommunity.com and click on the following link:

<http://www.salemfieldscommunity.com/documents/forms-minutes/>

To register Salem Fields website, use the following link and follow the directions:

<http://www.salemfieldscommunity.com>

Otherwise, please go to the following page for a copy of the 2016 Exterior Alteration Application.

**ARCHITECTURAL GUIDELINES**  
**SALEM FIELDS COMMUNITY ASSOCIATION**  
**2016 Edition**

---

**OFFICE USE ONLY**

Address: \_\_\_\_\_ ARC Mod for what: \_\_\_\_\_

**Send/Deliver to:**

Covenants Committee  
Salem Fields Community Association  
11125 Rappahannock Dr.  
Fredericksburg, VA 22407  
Phone: 540.548.3487

This application **MUST BE COMPLETED IN ITS ENTIRETY** and turned in **NO LATER** than the **SECOND MONDAY** of the Month!

**INCOMPLETE APPLICATIONS WILL BE RETURNED WITHOUT ACTION/APPROVAL! NO APPLICATION WILL BE REVIEWED UNTIL ALL EXISTING VIOLATIONS ARE RESOLVED!**

**APPLICATION INSTRUCTIONS**

Please carefully review your Association Documents, Declarations, Architectural Guidelines, prior to completing form to ensure the proposed exterior alteration is within the guidelines. Exterior alterations applications must follow these guidelines:

1. Describe in full detail, your exterior change or modification and attach exhibits. Color samples, sketches, pictures, drawings, clippings, and catalog illustrations are acceptable. Any major change, such as decks, sheds, and fences should include drawings and a materials list from contractor and/or supplier.
2. Specify the start and completion dates.
3. Obtain the signatures of four (4) adjacent neighbors who are affected most by your request due to their view of the proposed project; this could include next door, rear, and front neighbors. If adjacent neighbors are not available, those on the same street will also work.
4. Show the location of the project on your property by providing a copy of your plat/site plan your title company provided to you at settlement. If you do not have your plat, Spotsylvania County has one on file you can purchase. Salem Fields Community Association Property Management Office does not have plats or site plans.
5. Nothing herein contained, shall violate any of the provisions or Building and Zoning Codes of Spotsylvania County, to which the above property is subject. Further, nothing herein contained shall be constructed as a waiver or modification of said restriction.
6. I understand that if construction requires a Building Permit per the Building Ordinance of Spotsylvania County, I must file plans with the Building Inspector in Spotsylvania County, Virginia.

**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

---

7. I understand that any construction or exterior alteration(s) undertaken by me, or, on my behalf, before approval of this application, is NOT allowed. Should alterations be made, I may be required to return the property to its former condition at my own expense, should this application be disapproved wholly, or, in part, and that I may be required to pay all legal expenses incurred.
8. I understand that the members of the Covenants Committee ("Committee") are permitted to enter my property at any reasonable time, for the purpose of inspecting the proposed project, the project in progress, and/or the completed project, and that such entry does not constitute trespassing.
9. I understand that any approval is contingent upon construction or alterations being completed in a workmanlike manner.
10. I understand that the application review process usually takes no longer than 15 days if a "conforming" application is submitted. I understand that a Committee decision is required on all completed applications within 45 days of the receipt of said application by the Committee.
11. It is understood that I am aware of Salem Fields Declaration of Covenants and Restrictions in regard to the review process established by the Board of Directors.
12. I understand that the alteration authority granted by the Committee will be automatically revoked if the change(s) and/or modification(s) requested have not begun within 180 days (6 months) of the approval date and/or been completed within 12 months by the date established by the Committee.
13. I understand that it is my responsibility to make sure that copies submitted with this application, are copied in their entirety, i.e. all information is legible, and that failure to do so, may result in increased costs to me to correct any action/result that does not conform to the standards set forth in the Covenants.

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

---

**\*\*\*INCOMPLETE APPLICATIONS WILL NOT BE REVIEWED AND RETURNED\*\*\***

Name of Homeowner: \_\_\_\_\_

Address of Homeowner: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Address of Proposed Change: \_\_\_\_\_

Project Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Description of Change/Modification: \_\_\_\_\_

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

**Neighbors' Signatures:** Your signatures indicate an awareness of the Applicant's intent and does not constitute nor indicate approval or disapproval.

**\*\*\*MUST HAVE FOUR (4) NEIGHBOR SIGNATURES FOR SUBMISSION OF APPLICATION\*\*\***

1. Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Street Address: \_\_\_\_\_

2. Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Street Address: \_\_\_\_\_

3. Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Street Address: \_\_\_\_\_

4. Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Street Address: \_\_\_\_\_

---

**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

---

**FOR OFFICE USE ONLY**

**Date Of Covenants Meeting:** \_\_\_\_\_

Date Received: \_\_\_\_\_ Date Entered into Connect: \_\_\_\_\_

Date Approved or Denied: \_\_\_\_\_

If Denied, Why: \_\_\_\_\_

Date Owner Contacted: \_\_\_\_\_ Time: \_\_\_\_\_

Talked to: \_\_\_\_\_

Date Approval Letter Mailed: \_\_\_\_\_

Date Scanned into Connect: \_\_\_\_\_

**Approved By:**

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Checklist:**

- ARC App Completed
  - Plat of Property with Diagram of where Modification will be
  - Drawing or Picture of Type of Deck, Shed, Fence, etc.
  - Materials List
-

**ARCHITECTURAL GUIDELINES  
SALEM FIELDS COMMUNITY ASSOCIATION  
2016 Edition**

---