

## **Rules and Regulations**

# **Waterford at Powhatan Secondary Community Association Inc.**



Waterford at Powhatan Secondary Community Association, Inc.  
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Williamsburg, VA, 23185  
Phone: 757-706-3019/ Fax: 757-345-6532

August 2, 2016

Owners

Waterford at Powhatan Secondary Community Association  
Williamsburg, VA 23188

Re: Updated Rules & Regulations / Shutter & Door Paint Colors

Dear Owners,

After much effort and research, we are very excited to say that the Waterford Board of Directors has assembled and adopted an updated Rules, Regulations and Architectural Policy Handbook, which is enclosed in this packet. The primary change to these documents is an update to the shutter and door paint color options in the community. Previously, there was only one permitted shutter and door color option for owners based upon what was set up by the developer. The board has now established new prototype color options that are again house specific. These are the only permitted color options for the community. Moving forward as owners paint their shutters and doors, the new color palette needs to be used. If you are changing from the current color to another color option, you MUST submit an Architectural Control Committee (ACC) form for review and approval prior to making any change (ie: if you currently have red doors and shutters, there is a red color option for you to use. However, if you wish to change to another color, for example, black, you will need to submit an ACC form for review by the Architectural Control Committee). All homes in the association will need to utilize the new paint colors sometime during the next 3 years so that the full color update will be complete.

The management office has scanned and posted a copy of this document and the color palette on the association's website at [www.smartstreet.org](http://www.smartstreet.org) for you to view the color options (note: some monitors/printers may cause slight variations to the appearance). We also have samples at the management office located at 287 McLaws Circle, Suite 1, Williamsburg if you prefer to come by and see them. The specific Sherwin Williams paint colors and numbers are also listed on the attached information so that you may take it with you directly to the paint store.

Please review this information carefully and keep a copy with your other important governing documents for your home. Should you have any questions please do not hesitate to contact the management office at 757-706-3019.

Sincerely,

Anne Ingram, CMCA®, AMS®

Waterford at Powhatan Secondary Community Association, Inc.  
Managing Agent

**WATERFORD AT POWHATAN  
SECONDARY COMMUNITY  
ASSOCIATION, INC.**

**RULES, REGULATIONS  
AND  
ARCHITECTURAL POLICY  
HANDBOOK**

**Waterford**

**September 2008  
Revised July 2012 (Awnings)  
Revised September 2013 (Appendix E – Prototype Landscape Plantings)  
Revised June 2016 (Appendix D – Exterior Paint Colors)**

Order: 0430YJLGG  
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## **INTRODUCTION**

Waterford at Powhatan Secondary is a community of people from various places who have decided to make Williamsburg their home. Having come from diverse backgrounds, each individual has something to offer the community as well as expectations from it. Waterford should be a place that offers beauty, tranquility and safety for all residents while preserving all the qualities of independence to which most have become accustomed.

We can, with proper motivation, preserve the character of the neighborhood not only for our own enjoyment, but to maintain our property values well into the future. This can best be accomplished by the enthusiastic cooperation of each homeowner in observing the covenants and restrictions which appear in our deeds as well as all adopted rules and regulations to handle situations not otherwise provided for.

It is entirely possible that you will be asked to serve on a committee of the Homeowners Association. The more homeowner involvement there is the more the majority sentiment will be reflected in all decisions. It is important that all actions have the support of the majority of those who will be affected. It is equally necessary to make sure that the burden of operating the Association does not fall upon the shoulders of only a few. Please volunteer or consider a positive response if asked for your services.

The following pages will provide you with useful information regarding procedures and guidelines when making alterations, modifications or improvements to your property. Included also are the Association Rules and Regulations which, while not strictly architectural, involve the spirit of cooperation which makes for good neighbors. These policies and procedures should be followed in order to accomplish our mutual goals in the most efficient and acceptable manner.

Should you have any questions or wish to discuss any item listed in this document, please contact our Association Manager at Chesapeake Bay Management. The telephone number for Chesapeake Bay Management is 534-7751.

# Table of Contents

<b>Section</b>	<b>Page</b>
<b>Introduction</b>	<b>2</b>
<b>Table of Contents</b>	<b>3</b>
<b>Definitions</b>	<b>4</b>
<b>Responsibilities</b>	<b>4</b>
<b>Architectural Control Committee (ACC)</b>	<b>5</b>
<b>Rules Enforcement</b>	<b>5</b>
<b>ACC Guidelines</b>	<b>5</b>
<b>Applying for Exterior Alterations</b>	<b>5</b>
<b>Process</b>	<b>6</b>
<b>Rules and Regulations</b>	<b>7</b>
<b>Leasing or Rental of Homes</b>	<b>7</b>
<b>Animals</b>	<b>7</b>
<b>Antennas</b>	<b>8</b>
<b>Solar Collection Devices</b>	<b>8</b>
<b>Improvements and Alterations</b>	<b>8</b>
<b>Decks</b>	<b>9</b>
<b>Deck Maintenance</b>	<b>9</b>
<b>Deck Screening</b>	<b>10</b>
<b>Vehicles</b>	<b>10</b>
<b>Parking</b>	<b>10</b>
<b>Maintenance of Lawns</b>	<b>11</b>
<b>Masonry</b>	<b>12</b>
<b>Debris</b>	<b>12</b>
<b>Repair of Buildings</b>	<b>12</b>
<b>Trash Containers</b>	<b>13</b>
<b>Clothes Drying Facilities</b>	<b>13</b>
<b>Right of Way</b>	<b>13</b>
<b>Machinery and Equipment</b>	<b>13</b>
<b>Signs</b>	<b>13</b>
<b>Easement</b>	<b>14</b>
<b>Fences</b>	<b>14</b>
<b>Exterior Lighting</b>	<b>15</b>
<b>Feeding Water Fowl</b>	<b>15</b>
<b>Flags</b>	<b>15</b>
<b>Garage Sales</b>	<b>15</b>
<b>Gutters and Downspouts</b>	<b>15</b>
<b>Seasonal Decorations</b>	<b>16</b>
<b>Solicitation</b>	<b>16</b>
<b>Storm Doors</b>	<b>16</b>
<b>Awnings</b>	<b>16</b>

## **Appendix:**

- A – Lighting Fixtures**
- B – Roof Shingles**
- C – Siding**
- D - Exterior Colors**
- E – Prototype Landscape Plantings**

## **DEFINITIONS**

The following definitions are taken from your **Declaration of Covenants, Conditions and Restrictions for Waterford at Powhatan Secondary.**

Any of the items in this document that are in **Italics** are a reprint from the actual Waterford governing documents. All notations in this document to ARTICLE and/or SECTION refer to the Declaration of Covenants, Conditions and Restrictions.

*“Association” shall mean and refer to WATERFORD AT POWHATAN SECONDARY COMMUNITY ASSOCIATION.*

*“Common Area” shall mean all real property owned by the Association from time to time for the common use and enjoyment of the owners.*

*“Owners” shall mean and refer to the record owner, whether one or more persons or entities, of any Lot.*

*“Visible from Neighboring Property” shall mean, with respect to any given object, that such object is or would be visible to a person six feet tall, standing on any part of such neighboring property at an elevation no greater than the elevation of the base of the object being viewed.*

*“Single Family Residence” shall refer to a structure containing dwelling units where each dwelling unit is located on a separate lot and shall include, where the context is appropriate, a duplex building or an individual dwelling unit located in a duplex building.*

## **RESPONSIBILITIES**

The Board of Directors is responsible for managing the finances of the Association, arranging for common services (lawn care, garbage collection, etc.), establishing and enforcing rules and regulations, and monitoring the budget process in order to maintain adequate reserves for future costs of replacing our roads and common properties.

The Declaration of Waterford at Powhatan Secondary Homeowner Association provides certain covenants and restrictions that govern each owner’s responsibilities regarding modifications to his/her property. Each owner was given a copy of the Declarations prior to purchase and therefore is bound by them by virtue of his/her purchase. Article IV, Section 2.E. specifically charges the Association with the duty to control and enforce the provisions relative to changes, modifications and alterations affecting the exterior appearance of individual properties. This is to be done by the Architectural Control Committee, the establishment of which is required by the Declaration.

## **Architectural Control Committee**

The Bylaws of the Waterford Homeowners Association (Article X) provide for the establishment of the Architectural Control Committee (ACC) with the duties as described in the Declaration. The Association has established guidelines and standards to be used in considering homeowners applications for modifications, alterations or improvements.

It is understood that the architectural review guidelines are only guidelines. The terms and provisions of the Declaration prevail. The ACC may exercise its sole discretion in determining whether to approve or disapprove any plans.

### **Rules Enforcement**

The Board of Directors shall determine whether or not a violation of the governing documents has occurred based upon the available information received. If the Board of Directors determines that a probable violation has occurred, a letter will be sent to the property owner with the details of the alleged violation and a time frame, of not less than 10 days, in which to abate such violation without sanction.

If the violation has not been resolved within the grace period, a second and final notice will be sent.

In the event the alleged violation has not been resolved following receipt of the second notice, a formal hearing will be scheduled and notice sent to the property owner via regular and certified mail stating the nature of the alleged violation and the time and place of the hearing. The purpose of the hearing is to determine, based upon the evidence presented, whether or not a violation of the governing documents exists. If a violation is found by the Board of Directors to exist, it could result in the levying of charges of up to \$10.00 per day for on-going violations or \$50.00 per occurrence, or other legal action as determined by the Board of Directors. If the matter is turned over to an attorney to secure compliance, all costs incurred to have the violation corrected could be assessed against the property owner.

All members of Waterford at Powhatan Secondary Community Association are also subject to the provisions and requirements for Powhatan of Williamsburg Secondary. Violations of the governing documents or unapproved changes may be subject to enforcement based upon the established policy of the master association. In addition to approval by the Architectural Control Committee (ACC), all exterior changes to any property within the Waterford Community require approval by Powhatan Secondary's Architectural Land Preservation Board (ALPB).

## **ACC GUIDELINES**

### **Applying for Approval of Exterior Alterations**

Requests for any improvements or alterations should be made to the Architectural Control Committee through the Association Manager's office. These requests are to be submitted on the standard Request for Approval forms available from the Association Manager's office. All

exterior changes are also subject to Powhatan Secondary Community Association (PSCA) review and approval. Our Association Manager will forward your application and the ACC's decision to the PSCA for their action. The Association Manager will be responsible for advising you of the decisions of both committees.

**Process**

1. Homeowner obtains application from the Association Manager.
2. Owner returns completed application and supporting documents to the Association Manager. Upon receipt the management company will date stamp the application and that will be deemed the start of the thirty (30) day period.
3. Association Manager checks application for completeness and advises owner of additional requirements, if needed.
4. Association Manager forwards all documents to the ACC.
5. ACC will act on each application within 30 days of receipt of completed application.
6. The Association Manager will forward the Application to Powhatan Secondary's Architectural Land Preservation Board (ALPB) and will notify the applicant of the decision for both the Waterford ACC and ALPB.



## **RULES, REGULATIONS, AND ARCHITECTURAL POLICY**

The purpose of the Rules and Regulations is to provide each owner with a better understanding of the land use classifications, permitted uses and restrictions as provided for in the governing documents of the Association. Each owner was provided with a copy of these documents prior to closing. The following Rules and Regulations are based upon these documents as well as any adopted Rules and Regulations approved by the Board of Directors.

These Rules and Regulations are not all-inclusive and are intended to be a useful resource for the homeowner. You should first refer to the Association documents for clarification of the Rules and Regulations or you can contact the Association Manager when you have any questions.

### **Single Family Residential Use – (Article IV, Section 2.A.)**

- 1. All property...shall be used, improved and devoted exclusively to Single Family residential Use.*
2. No gainful occupation, profession, trade, or other nonresidential use, except for such home occupations as the County ordinances may allow in residential areas, shall be conducted on any such property.
3. Home occupations and hobbies that create a nuisance to neighbors shall be prohibited.

### **Leasing or Rental of Homes – (Article IV, Section 2.A)**

- 1. Nothing herein shall be deemed to prevent the leasing of all such property, for a period of not less than six (6) months, to a single family from time to time by the Owner thereof, subject to all of the provisions of The Declaration.*
2. The Owner is responsible to notify the Association Manager of an intention to lease their residence and to certify in writing prior to the lease that they will provide the tenant with copies of these Rules and Regulations and other Association documents. A copy of the current signed lease must be provided to the management company.
3. Owners who lease their property are responsible to insure the lessee is aware of the Associations governing documents and that the lessee is obligated to abide by the Association Declaration and Rules and Regulations. The Owner is ultimately responsible for any violation or infraction.

### **Animals – (Article IV, Section 2.B)**

- 1. Only...a reasonable number of generally recognized house or yard pets, shall be maintained on any property within This Community, and then only if kept, bred or raised...as domestic pets and not for commercial purposes.*
2. Only traditional household pets like dogs, cats, birds, and fish are permitted. The total number of dogs, cats and their offspring per residence is limited to three (3). All required

licenses and inoculations shall be maintained. James City County animal regulations are to be observed.

3. Loose pets are deemed to be a nuisance. All dogs and cats must be on a leash at all times while outside of your home or fenced yard. Pets are not allowed to run free as they can cause property damage and can be a threat to other pets or residents.

4. *No animal shall be allowed to make an unreasonable amount of noise or to become a nuisance.*

5. *No structure for the care, housing or confinement of any animal shall be maintained so as to be Visible from Neighboring Property.* All doghouses and runs must be within a fenced back yard and not visible. If the yard is not fenced, Architectural Control Committee (ACC) approval is required.

6. No animal may be walked in another homeowner's yard. When walking pets, pet owners must clean up properly after them.

#### **Antennas – (Article IV, Section 2.C.)**

External television and radio antenna and satellite dishes are not allowed except as follows:

1. Satellite dishes of one meter (39.37 inches) or less in size are permitted. If satisfactory reception can be obtained by placing the dish in the rear of your property, not visible from neighboring properties, the Association requests that you do so. FCC rule 47 C.F.R. sec 1.4000 will govern.

2. Satellite dish location other than the rear of the property requires ACC approval.

#### **Solar Collection Devices**

Solar Collection Devices, when used, must be installed in such a manner as to blend as closely as possible into the surrounding architectural elements in relation to color, size, and location and aesthetically not detract from the overall appearance of the community. Any device installed will preferably be on the rear roof of the structure. All proposed solar collection devices require ACC and ALPB approval prior to installation.

#### **Improvements & Alterations – (Article IV, Section 2.E.)**

1. *No improvements, alterations, repairs, change of paint colors, excavations or other work which in any way alters the exterior appearance of any property within (The Waterford) Community...shall be made or done without the prior written approval of the Architectural Control Committee...*

2. *No building, fence, wall, residence or other structure shall be commenced, erected, improved, altered, made or done without the prior written approval of the Architectural Control Committee...*

3. Numbers 1. and 2. above refer to permanent fixed changes to the property. Bird feeders, planters, garden ornaments and other such modest exterior decorations are not considered permanent.

4. House numbers are standardized and can only be changed with the Board of Directors approval.

5. Except for seasonal decorations, any statue, fountain, or ornament (including but not limited to birdbaths, artificial lawn people, and other yard ornaments) may not exceed 30 inches in height nor three (3) in number. This does not apply to such items located in rear yards except those rear yards that are visible from the interior roadways within Waterford.

6. *Lot Owners shall have the responsibility not to alter the grade on their Lot and not to do anything that will adversely affect the drainage of their Lot or any other Lot.*

### **Decks, Declaration, Article IV, Section 2E.**

#### **Decks:**

1. Construction of a new deck or replacement of an existing deck requires ACC approval. Such construction may also require a building permit from James City County. The property owner is responsible for acquiring all necessary permits prior to construction.

2. Homeowner applicants must provide the ACC with building plans for any new (not yet existing) deck. Homeowner applicants replacing an existing deck must also provide the ACC with building plans if the replacement deck varies, in any way, from the original deck. Applicants for new or replacement decks must advise the ACC with materials to be used. (eg: pressure treated lumber, other wood, natural / synthetic composites, etc.).

3. Since new building materials come in a variety of colors, applicants should choose a color that matches, as closely as possible, the primary color of the house siding or white. Any color other than natural wood or white requires approval of the ACC and the applicants must submit a sample to the ACC.

#### **Deck Maintenance**

1. Application of a clear sealant, such as Thompson's Water Seal, to an existing wood deck does not require ACC approval.

2. Unpainted pressure treated lumber decks may be allowed to weather naturally.

3. Application of a colored stain or paint to an existing or new deck requires ACC approval and the homeowner / applicant must submit a sample of the color to the ACC.

### **Deck Screening**

1. Installation of any form of deck privacy screening requires ACC approval.
  2. No solid screening is permitted on decks.
  3. Lattice style screening, either natural wood or white, may be installed to provide some degree of privacy. It is preferable that the lattice and deck color match.
  4. The combined height of the deck railing and lattice structure should not exceed 7' in height as measured from the surface of the deck floor.
- 

### **Vehicles – (Article IV, Section 2.G.)**

1. *No recreational vehicle, boat, utility trailer, truck over ¾ ton or commercial vehicle, except a truck or van or the equivalent not over ¾ ton and used as a principal means of transportation to work, shall be kept or placed, maintained, constructed, reconstructed, or repaired upon any property or street within This Community.*
2. No maintenance work shall be performed on any vehicle that shall be visible for more than a twenty-four continuous hour period. Work that cannot be completed within twenty-four hours of initiation is not permitted. Work shall only be performed in the owner's garage or driveway.
3. *No Owner shall cause or allow any toxic wastes or other material, which would be harmful to the environment within or without the boundaries of This Community to be discharged into the storm drains or upon any Lot or Common Area within.*
4. The maximum-posted speed limit on all Association roads is 15 MPH.

### **Parking**

1. It is essential for safety purposes that emergency vehicles have complete and unimpeded access to all areas of Waterford. Any parking which interferes with such access is prohibited.
2. Due to the narrow width of streets within Waterford, residents are urged, whenever possible, to utilize their driveways and garages rather than parking on the street or in alleyways for themselves and their visitors. For those vehicles that are parked on the street, residents should make sure they are parked as close to the curbing as possible so that other residents driveways are not impeded or blocked.
3. Parking on rounded curbing, sidewalks, or adjacent grass is not permitted.

4. Overnight parking on Waterford's streets and alleyways by residents, owners, or guests, including commercial vehicles, trucks, boats, trailers, or pickup campers is prohibited.
5. RV's owned by homeowners may be parked for 24 hours immediately before or after a trip to allow for preparation, loading and unloading.
6. **Vehicles in violation are subject to enforcement and the possible levying of charges.**

### Maintenance of Lawns, Plantings and Masonry

#### ASSOCIATION (Article IV, Section 2.H.(2).)

1. *The Association shall have the right and responsibility to maintain (but shall not be required to water) all shrubs, grass, trees and plantings of every kind in front of the front line of each house. This includes the landscaped areas outside of fenced in areas in the side and rear of any unit in the inner circle. No changes are to be made to lawns or plantings without prior written approval of the ACC, with the exception of supplemental homeowner planting of annuals and perennials.*

2. *No Owner shall remove, alter, injure or interfere in any way with any shrubs, trees, grass or plantings placed upon any such property by Declarant or the Association without the written consent of the Association having first been obtained.*

#### HOMEOWNERS (Article IV, Section 2.H.(1).)

1. *...each Owner of a Lot...shall be required to keep all shrubs, trees, grass and plantings of every kind located on their Lot and behind the line of the front of such Owner's house, neatly trimmed, properly cultivated and free of trash, weeds and other unsightly material...*

2. Owners shall be responsible for the removal and replacement of all dead plantings on their property including those plantings made by the builder that are past the builders warranty period. These replacements are to be in keeping with the general character of the neighborhood, and require ACC approval prior to removal and replanting. Any changes made prior to or without ACC approval are subject to replacement at homeowners expense.

3. Individual homeowners may opt to forgo Association landscape maintenance, provided they maintain their lawn and plantings in a timely fashion and at a level equivalent to that which is provided by the Association. This owner's decision will not be a basis for reducing their Waterford Association monthly fees.

4. Any additions or modifications to landscaping approved by the ACC in areas normally maintained by the association will require the home owner installing/modifying such landscaping to maintain these areas outside of the common area maintenance contract at their expense.

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5. No addition, modification, or structure may be constructed within areas maintained by the association which may impede the maintenance of such areas or make it impractical to return these areas to normal maintenance.

6. Retaining walls and edging installed by any property owner in areas maintained by the association and / or visible from the interior roadways within Waterford must not exceed 4' in height. ACC approval is required prior to installation.

7. Approval is not required for supplemental plantings of annuals or perennials in existing bedding areas.

**Masonry – (Article IV, Section 2.H.(1).(c).)**

1. *All masonry, including walls, driveways, and sidewalks located on a Lot shall be maintained, repaired and replaced by the Owner of the Lot, but...the materials and the color and texture of such materials shall at all times be subject to the rules and regulations of the Association.*

2. Owners are responsible for maintaining their respective driveways and walkways. No ACC application is required for driveway or walkway repairs, however, repairs must not alter driveway or walkway dimensions and the color and surface texture must be the same as the original driveway and /or walkway.

3. *...sidewalks which are located on easements owned by the Association and which are for the use and benefit of more than one Owner...shall be maintained, repaired and replaced by the Association.*

**Debris – (Article IV, Section 2.I.)**

*No rubbish or debris of any kind shall be placed or permitted to accumulate upon or adjacent to any property within this community and no odors shall be permitted to arise there from, so as to render any such property or any portion thereon unsanitary, unsightly, offensive or detrimental to any other property in the vicinity thereof or to its occupants.*

**Repair of Buildings – (Article IV, Section 2.J.)**

*No building or structure upon any property within this community shall be permitted to fall into disrepair, and each such building and structure shall at all times be kept in good condition and repair and adequately painted or otherwise finished.*

Color combinations within Waterford were established to provide some color continuity within the community. These color combinations may not be changed. If replacement or repairs of siding, trim, doors, etc. are required, the material and colors must duplicate the color and appearance of the original material as closely as possible. Any question concerning material or color should be submitted to the ACC for review.

**Trash and Recycling Containers and Collection – (Article IV, Section 2.K.)**

1. *No garbage or trash shall be placed or kept on any property within This Community except in...covered containers of a type, size and style which are approved by the...refuse collection company...*

2. *In no event shall such containers be maintained in the front or side yard of any Lot so as to be Visible from Neighboring Property except to make the same available for collection and then, only for the shortest time reasonably necessary to effect such collection.*

3. *It is recommended that trash / recycling containers not be placed curbside prior to 5 PM the night before collection and must be put away no later than the evening of collection.*

**Clothes Drying Facilities – (Article IV, Section 2.L.)**

*Outside clothes lines or other outside facilities for drying or airing clothes shall not be Visible from Neighboring Property.*

**Right of Way – (Article IV, Section 2.N.)**

*During reasonable daylight hours, Declarant, any member of the Architectural Control Committee, any member of the Board or any authorized representative of any of them, shall have the right to enter upon and inspect any property within This Community and the improvements thereon, except for the interior portions of any residence, for the purpose of ascertaining whether or not the provision of this Declaration have been or are being complied with and such person shall not be deemed guilty of trespass by reason of such entry.*

**Machinery and Equipment – (Article IV, Section 2.O.)**

*No machinery or equipment of any kind shall be placed, operated or maintained upon or adjacent to any property within this community except such machinery or equipment as is usual and customary in connection with the use, maintenance or construction of a residence, appurtenant structures, or other improvements, and except that which Declarant or the Association may require for the operation and maintenance of this community or its Common Area.*

**Signs – (Article IV, Section 2.Q. & R.)**

*No signs whatsoever (including, but not limited to, commercial, political and similar signs) which are Visible from Neighboring Property shall be erected or maintained on any Lot or parcel of Property within This Community except as follows:*

1. *Signs required in connection with any legal proceeding or proceedings of the Board of Supervisors, Planning Commission or other administrative body;*

2. *For Sale or Rent signs not to exceed four (4) square feet in size, to the extent and in the manner allowed by the rules and regulations of the Association. Only one sign per lot is permitted.*

3. Security signs for the protection of the home are permitted but are not to exceed one square foot in size.

4. Ornamental signs are not to exceed 11" x 17" in size. These signs may display house numbers, homeowner's name, or welcome. They shall be counted as ornamental and considered as one of the three permitted ornaments. Lighted signs are not permitted.

#### **Easement (Article IV, Section 2.T.10)**

*The ... Owner and his guest and invitees may use the portion of the yard of the Adjacent Lot covered by the easement for their enjoyment, but shall not come in contact with the house on the Adjacent Lot, and shall not construct anything on the Adjacent Lot. Maintenance shall be of the grass and other plantings and shall be done in the manner and to the extent desired by the easement owner, or in accordance with standards established by the Association in its Rules and Regulations.*

Plantings may be done subject to the Rules and Regulations provided that these plantings do not inhibit the free access to the Grantor's house or backyard.

*The Owner of the Lot that is subject to said easement shall have the right to use a strip of land...for purposes of maintenance and repair of the house, but otherwise shall have no right to use the portion of yard that is subject to the easement shown on the subdivision plat(s) to be recorded. Said strip shall be of a width reasonably necessary to allow such maintenance and repair work to be done. This includes the ability to get lawn maintenance and other equipment to the backyard.*

The easement identified as "For the benefit of the adjacent Lot Owner" is not an exclusive easement. Although owners do not have the right to use their property that is subject to the easement for most purposes, the owners do have the right to use it for maintenance purposes and for the access necessary to perform home and lawn maintenance in their rear yards. Therefore, by planting shrubs on the property that obstructs their right of access is inconsistent with the scope of the easement and inconsistent with the intent of the Declaration.

#### **Fences – (Article IV, Section 2.U.)**

Fences will be allowed to weather naturally or treated with a clear preservative (such as clear Thompson's Water Seal). Color stain, paint, or clear preservative that alter the natural weathering appearance are not permitted. Power washing of white cedar fences may cause premature deterioration. Spraying with a mildew remover (such as J-Max) and washing the fence with a hose can remove most of the unsightly stains.

Fences can easily create an unattractive patchwork appearance. . If repair and/or replacement of existing fencing become necessary, the material and color must be identical in material, height, color and appearance as original fencing. Any modification to an existing fence, as well as any additional fencing requires an application to the ACC. Fencing materials such as chicken wire, chain link, metal, etc will not be approved



Fences are not permitted on properties abutting the lake; however, fencing such as goose fencing, not exceeding 24" in height may be permitted. Approval by the ACC is required prior to installation. No structure or plantings are permitted which may obstruct the view of the lake as visible from neighboring properties.

### **Exterior Lighting**

Replacement of an existing exterior light with a similar style to that of the original light fixture does not require ACC review. A change in the number, style, size, or pre-approved colors of exterior light fixtures (ie: brass, bronze, pewter, black or white) will require ACC approval. (See appendix A for pre-approved external lighting fixtures)

All exterior lighting must be installed so as not to shine on a neighboring property.

### **Feeding of Water Fowl**

Residents are reminded that the United States Fish and Wildlife Services discourages the feeding of waterfowl for the following reasons:

- 1) Regular feeding can cause dependency on people for food
- 2) Create wildlife/people conflicts
- 3) Spread disease.

This seemingly kind and generous act of feeding waterfowl can cause them to become a nuisance and become susceptible to serious diseases such as live avian cholera, duck plague and avian botulism and may be disastrous to the waterfowl population.

If you care for the waterfowl please do not feed them. Let the waterfowl remain wild. Observe and appreciate them from a distance.

### **Flags**

Residents may display a maximum of one flag externally, provided it is bracket mounted and the dimensions of the flag do not exceed four (4) feet by six (6) feet.

The above rule does not apply to small garden flags.

### **Garage Sales**

Yard sales, garage sales, auctions or any other kind of public sales event (except sale of the home) requires approval from the Board of Directors.

### **Gutters and Down Spouts**

Proper maintenance requires that gutters and down spouts be kept in good condition. When replacing existing gutters and/or down spouts with like materials & color, no approval is required. Any gutter guards must be of the same color as the gutters.

An application must be submitted to the ACC if changing location, color or adding to the gutter system that was installed at the time of original purchase. Downspouts should be located in such a manner that water is not diverted on to neighboring properties.

### **Seasonal Decorations**

Customary exterior seasonal decorations associated with a particular holiday may be displayed without ACC approval for a reasonable period of time (not to exceed 30 days). An exception to this rule is the traditional Christmas/Hanukkah/Kwanza holiday season when traditional decorations shall not be installed prior to Thanksgiving Day and must be removed by January 15<sup>th</sup> of the following year.

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### **Solicitations**

All door to door solicitations including those of a charitable or religious nature are prohibited.

### **Storm Doors**

Storm/screen doors on the front door will be “full view” glass. The color of the frame of the storm/screen door must match the existing trim to which it is attached, (which is normally white), or the color of the front door or the shutters. Any other color or design requires ACC approval.

### **AMENDMENT TO THE RULES AND REGULATIONS UNDER THE HEADING OF AWNINGS – Approved by the Waterford Board of Directors June 14, 2012 and approved by the Powhatan Community Services Association ALPB July 2, 2012.**

### **Awnings**

Application for the erection of awnings or similar structures on any property located within Waterford at Powhatan Secondary, Williamsburg, VA, will be considered for approval by the ACC after submittal of the required ACC application. Owners are encouraged to obtain written approval from the ACC and ALPB **prior to ordering or purchasing any awning for installation.**

The following guidelines are provided to assist applicants in the selection of proposed awning products and are hereby established as prototypes for use within the community following written approval of the ACC & ALPB:

- **The size of the awning should conform ONLY to the size of the deck or patio area to be shaded (not to exceed 18 feet in width)**
- **Awnings should be of durable fabric / material**
- **Awnings must be a solid color (no stripes, patterns, etc.) closely matching the siding color of the house and the mechanical portions of the awning unit (brackets, casing, etc.) must be white**

- **The following prototypes are established for use within the Waterford community as outlined below:**

<u>Siding Color</u>	<u>Tempotest Para (Sunair)</u>	<u>Sunbrella</u>
○ Wicker	782-14	Silica Silver 4862-0000
○ Clay	407/16	Silica Silver 4862-0000
○ Mocha	407/962	Silica Silver 4862-0000
○ Herringbone	407/962	Silica Silver 4862-0000
○ Almond	782/14	Silica Silver 4862-0000
○ Ivory	4125/15	Silica Silver 4862-0000

The ACC / Management office has samples of the fabrics listed above (if needed)

- **If you would like to install a color/manufacturer awning other than what is listed above, you must provide a sample of the awning for review by the ACC**
- **Both the manufacturer of the awning as well as the installer should be of good reputation and skill**
- **Retractable awnings must be installed due to wind damage often seen with stationary awnings**
- **If an awning is deemed damaged/worn, including intense fading and overall disrepair, owner agrees to immediate removal (no more than 60 days) following written notice from the association.**

**WRITTEN APPROVAL FROM THE ACC & ALPB MUST BE OBTAINED PRIOR TO ORDERING OR INSTALLING ANY AWNING**

These Rules and Regulations were adopted by the Board of Directors on and are effective 1 March 2002.

An Amendment to these Rules and Regulations regarding Easements was approved by the Board of Directors on August 19, 2002.

These Rules and Regulations have been reviewed, updated and approved by the Board of Directors as of December 13, 2004.

These Rules and Regulations have been reviewed, updated and approved by the Board of Directors as of September 2, 2008.

Order: Q42CYJLGO  
 Address: 174 Water Edge Dr  
 Order Date: 05/01/2020  
 Document not for resale  
 HomeViewDocs

**Appendix A  
Exterior Lighting**

**Replacement Types:**

**Standard Garage and Front Porch Light**



**Standard Back Yard and Porch Light**



**Other Acceptable Front Porch and Garage Styles (accepted without ACC approval)**



**Back Porch and Garage**

Order: G42CYJLGO  
Address: 174 Waters Edge Dr  
Order Date: 05-01-2020  
Document not for resale  
HomeWiseDirect

## APPENDIX B

The roofing shingles required for **repairs** to old Waterford roofs that were installed by the original builder are:

**Manufacturer:** CertainTeed

**Color:** Weathered Wood

20-year

As of June 2018, the roofing shingles required for **replacing** all roofs in Waterford are:

**Manufacturer:** CertainTeed

**Color:** Weathered Wood

**Style:** Landmark Architectural Shingles

- The required shingles for replacing Waterford roofs are an upgrade from the shingles originally installed by the builder. They are the same color and produced by the same manufacturer, but incorporate improved shingle product technology developed over the past 20-years. Advantages include lifetime warranty, wind warranty to 110 MPH, algae resistant for 10-years against blue-green algae (can upgrade to 15-year algae warranty product), and a more pleasing architectural design.
- Installation Preparation – it is recommended to “tear off” existing shingles (vs. overlay or reroof) before replacing because:
  - Ability to identify and repair defects in the roof deck before applying shingles
  - Identify condensation problems in the attic
  - Allows waterproofing shingle underlayment to be installed before applying new roof (protects against leaks created by cyclical ice damage and wind-driven rain)
  - Results in smoother finish
- “Joint roof” recommendation where two property owners share a garage roof (i.e. no valley to separate):
  - Optimal situation is that both parties will have roof replacement done at the same time with each homeowner paying 50% of the shared garage roof installation
  - In the event there is a time difference between roof replacements between the two homeowners, the contractor could calculate the cost of the garage separately from the home. The person initially having their roof replaced would pay 50% of the garage cost and the neighbor delaying home roof replacement would pay 50% of the garage roof replacement at the time of complete joint garage roof installation. The shared roof space would be fully replaced and fully paid for as part of the initial home roof replacement.

Order: G42CYJLGG

Address: 174 Waters Edge Dr

Order Date: 05-01-2020

Document not for resale

HomeAdvisor.com

## APPENDIX C

### House Siding for Waterford:

Wolverine (Mfg)  
Colors (See chart below)

Waterford at Powhatan Secondary  
Updated February, 2015  
Information regarding where to find materials for siding

**Siding color** can be found at Allied Building Products, Williamsburg, VA. The phone number to contact this company is 757-564-6496.

Colors:

- Wicker is now called Savannah Wicker
- Clay is not called Natural Clay
- Mocha is no longer available
- Herringbone is still called Herringbone
- Almond is now called Desert Tan
- Ivory is now called Beige or Pale Ivory

Owners wishing to install another color for siding **must** submit the information, along with a sample of the proposed color to the ACC for review and approval prior to having any work performed.

## Shutter and Door Paint Color Options by Address

Street #	Street	Lot #	Siding Color	Trim Color	Color Option #1	Color Option #2	Color Option #3	Color Option #4
201	Crystal Lane	60	Mocha	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
203	Crystal Lane	59	Clay	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
205	Crystal Lane	58	Herringbone	One Coat White	Tricorn Black	Still Water	Hunt Club	Rugged Brown
207	Crystal Lane	57	Clay	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
209	Crystal Lane	78	Herringbone	One Coat White	Tricorn Black	Still Water	Hunt Club	Rugged Brown
211	Crystal Lane	77	Wicker	One Coat White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
213	Crystal Lane	76	Clay	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
215	Crystal Lane	75	Mocha	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
200	Gaslight Way	46	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
201	Gaslight Way	49	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
202	Gaslight Way	47	Almond	Colonial White	Tricorn Black	Deep Sea Dive	Griffin	Rugged Brown
204	Gaslight Way	48	Almond	Colonial White	Tricorn Black	Deep Sea Dive	Griffin	Rugged Brown
200	Vintage Court	24	Wicker	Colonial White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
201	Vintage Court	29	Ivory	Colonial White	Tricorn Black	Still Water	Hunt Club	Deep Sea Dive
203	Vintage Court	28	Wicker	Colonial White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
205	Vintage Court	27	Wicker	Colonial White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
207	Vintage Court	26	Clay	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
209	Vintage Court	25	Clay	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
100	Waters Edge Drive	1	Ivory	Colonial White	Tricorn Black	Still Water	Hunt Club	Deep Sea Dive
101	Waters Edge Drive	56	Clay	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
102	Waters Edge Drive	2	Ivory	Colonial White	Tricorn Black	Still Water	Hunt Club	Deep Sea Dive
103	Waters Edge Drive	55	Mocha	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
104	Waters Edge Drive	3	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
105	Waters Edge Drive	54	Clay	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
106	Waters Edge Drive	8	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
107	Waters Edge Drive	53	Mocha	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
108	Waters Edge Drive	9	Wicker	Colonial White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
110	Waters Edge Drive	10	Wicker	Colonial White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
112	Waters Edge Drive	11	Clay	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
114	Waters Edge Drive	12	Clay	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive

## Shutter and Door Paint Color Options by Address

Street #	Street	Lot #	Siding Color	Trim Color	Color Option #1	Color Option #2	Color Option #3	Color Option #4
116	Waters Edge Drive	13	Wicker	Colonial White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
117	Waters Edge Drive	61	Mocha	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
118	Waters Edge Drive	14	Wicker	Colonial White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
119	Waters Edge Drive	62	Clay	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
120	Waters Edge Drive	15	Ivory	Colonial White	Tricorn Black	Still Water	Hunt Club	Deep Sea Dive
121	Waters Edge Drive	63	Wicker	One Coat White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
122	Waters Edge Drive	16	Ivory	Colonial White	Tricorn Black	Still Water	Hunt Club	Deep Sea Dive
123	Waters Edge Drive	64	Clay	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
124	Waters Edge Drive	17	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
125	Waters Edge Drive	65	Mocha	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
126	Waters Edge Drive	18	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
127	Waters Edge Drive	66	Clay	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
128	Waters Edge Drive	19	Almond	Colonial White	Tricorn Black	Deep Sea Dive	Griffin	Rugged Brown
130	Waters Edge Drive	20	Almond	Colonial White	Tricorn Black	Deep Sea Dive	Griffin	Rugged Brown
131	Waters Edge Drive	67	Wicker	One Coat White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
132	Waters Edge Drive	21	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
134	Waters Edge Drive	22	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
135	Waters Edge Drive	68	Herringbone	One Coat White	Tricorn Black	Still Water	Hunt Club	Rugged Brown
136	Waters Edge Drive	23	Almond	Colonial White	Tricorn Black	Deep Sea Dive	Griffin	Rugged Brown
138	Waters Edge Drive	30	Ivory	Colonial White	Tricorn Black	Still Water	Hunt Club	Deep Sea Dive
140	Waters Edge Drive	31	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
142	Waters Edge Drive	32	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
143	Waters Edge Drive	69	Clay	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
144	Waters Edge Drive	33	Almond	Colonial White	Tricorn Black	Deep Sea Dive	Griffin	Rugged Brown
145	Waters Edge Drive	70	Wicker	One Coat White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
146	Waters Edge Drive	34	Almond	Colonial White	Tricorn Black	Deep Sea Dive	Griffin	Rugged Brown
147	Waters Edge Drive	71	Clay	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
148	Waters Edge Drive	35	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
149	Waters Edge Drive	72	Mocha	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
150	Waters Edge Drive	36	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club



## Shutter and Door Paint Color Options by Address

Street #	Street	Lot #	Siding Color	Trim Color	Color Option #1	Color Option #2	Color Option #3	Color Option #4
151	Waters Edge Drive	73	Wicker	One Coat White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
152	Waters Edge Drive	37	Ivory	Colonial White	Tricorn Black	Still Water	Hunt Club	Deep Sea Dive
153	Waters Edge Drive	74	Clay	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
154	Waters Edge Drive	38	Ivory	Colonial White	Tricorn Black	Still Water	Hunt Club	Deep Sea Dive
156	Waters Edge Drive	39	Clay	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
158	Waters Edge Drive	40	Clay	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
160	Waters Edge Drive	41	Wicker	Colonial White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
162	Waters Edge Drive	42	Wicker	Colonial White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
164	Waters Edge Drive	43	Ivory	Colonial White	Tricorn Black	Still Water	Hunt Club	Deep Sea Dive
166	Waters Edge Drive	44	Ivory	Colonial White	Tricorn Black	Still Water	Hunt Club	Deep Sea Dive
168	Waters Edge Drive	45	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
169	Waters Edge Drive	82	Clay	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
174	Waters Edge Drive	50	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
175	Waters Edge Drive	81	Mocha	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
176	Waters Edge Drive	51	Wicker	Colonial White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
177	Waters Edge Drive	80	Wicker	One Coat White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
178	Waters Edge Drive	52	Wicker	Colonial White	Tricorn Black	Deep Sea Dive	Fireweed	Hunt Club
179	Waters Edge Drive	79	Clay	One Coat White	Tricorn Black	Fireweed	Rugged Brown	Deep Sea Dive
200	Waterside Lane	4	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
201	Waterside Lane	7	Mocha	Colonial White	Tricorn Black	Fireweed	Rugged Brown	Hunt Club
203	Waterside Lane	6	Almond	Colonial White	Tricorn Black	Deep Sea Dive	Griffin	Rugged Brown
205	Waterside Lane	5	Almond	Colonial White	Tricorn Black	Deep Sea Dive	Griffin	Rugged Brown

**NOTE to owners who have installed storm doors: storm door MUST match either the door color or the trim color**

View Sherwin Williams paint colors at their web site: [Sherwin Williams.com](http://SherwinWilliams.com)

Samples are also available for viewing on the community website: [www.smartstreet.org](http://www.smartstreet.org)

or at the management office. 757-706-3019, 287 McLaws Circle, Suite 1, Williamsburg, VA 23185

\*\*\*Please note\*\*\* scanned colors may appear different on certain computer monitors

## Shutter And Door Color Options For Waterford At Powhatan

Siding Color	Paint Color Options	Color Number
Almond	Tricorn Black	SW6258
	Deep Sea Dive	SW7618
	Griffin	SW7026
	Rugged Brown	SW6062
Clay	Tricorn Black	SW6258
	Fireweed	SW6328
	Rugged Brown	SW6062
	Deep Sea Dive	SW7618
Herringbone	Tricorn Black	SW6258
	Still Water	SW6223
	Hunt Club	SW6468
	Rugged Brown	SW6062
Ivory	Tricorn Black	SW6258
	Still Water	SW6223
	Hunt Club	SW6468
	Deep Sea Dive	SW7618
Mocha	Tricorn Black	SW6258
	Fireweed	SW6328
	Rugged Brown	SW6062
	Hunt Club	SW6468
Wicker	Tricorn Black	SW6258
	Deep Sea Dive	SW7618
	Fireweed	SW6328
	Hunt Club	SW6468

All color choices are subject to approval by the Architectural Review Committee

View Sherwin Williams paint colors at their web site: [Sherwin Williams.com](http://SherwinWilliams.com)



Samples are also available for viewing at [www.smartstreet.org](http://www.smartstreet.org) or the management office

Order: 642541100  
Address: 174 Waters Edge Dr  
Order Date: 05-11-2020  
Document not for resale  
HomeVisaDres

**APPENDIX E**  
**AMENDMENT TO THE RULES AND REGULATIONS UNDER THE HEADING OF**  
**PROTOTYPE LANDSCAPE PLANTINGS**

**Approved by the Waterford Board of Directors September 12, 2013**

**Approved by the Powhatan Community Services Association ALPB October 7, 2013**

Landscaping -Replacement of existing landscaping with a similar style to that of the original plan in existing landscape beds does not require ACC review if the plant varieties from the approved shrubs and ornamental grasses listed in appendix E are used.

**Shrubs**

Little Boxwood  
Korean Boxwood  
Redosier Dogwood  
Winged Euonymus  
Dwarf Forsythia  
Dwarf Chinese Holly  
Inkberry  
Common Winterberry  
Creeping Juniper  
Mountain Laurel  
Spice Bush  
Mountain Andromeda  
Flame Azalea  
Japanese Spirea  
Sky Pencil Holly

**Ornamental Grasses**

Japanese Reed Grass  
Liriope  
Purple Fountain Grass  
Little Bluestem  
Prairie Dropseed

**WRITTEN APPROVAL FROM THE ACC & ALPB MUST BE OBTAINED PRIOR TO REPLACING OR ADDING PLANTINGS NOT INCLUDED ON THIS LIST.**

**APPLICATION FOR ARCHITECTURAL APPROVAL**  
**Waterford at Powhatan Secondary Community Association**

DATE: \_\_\_\_\_

APPLICANT'S INFORMATION:

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

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

Home phone: \_\_\_\_\_ Work phone: \_\_\_\_\_ Fax Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

BRIEF DESCRIPTION OF THE PROPOSED ADDITION, CHANGE, OR MODIFICATION:

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

ANTICIPATED WORK SCHEDULE:

Proposed start date: \_\_\_\_\_ Proposed completion date: \_\_\_\_\_

I / we submit this Application with a **set of plans and a copy of the plat identifying the improvements** for review by the Waterford at Powhatan Secondary Owners Association. I / we understand that building permits for these improvements may be required and the cost of any permits and the responsibility for obtaining said permits and subsequent City / County inspections will be the responsibility of the undersigned. I / we acknowledge that Architectural Approval is not intended to be, nor shall it be considered, a substitute for approval by the necessary and appropriate City / County agencies.

**ONCE A DECISION IS GRANTED BY WATERFORD AT POWHATAN SECONDARY OWNERS ASSOCIATION, THE APPLICATION WILL THEN BE SUBMITTED TO POWHATAN COMMUNITY SECONDARY ASSOCIATION (PCSA) FOR REVIEW AND CONSIDERATION ON YOUR BEHALF.**

**Note: No work may be started unless written approval from both associations is granted.**

I / we agree that **NO CONSTRUCTION** may begin until the approval of **BOTH** Associations has been received in writing pursuant to the Association's Declaration of Covenants, Conditions & Restrictions and the published Rules, Regulations, & Architectural Policy Handbook.

If the Waterford at Powhatan Secondary Architectural Control Committee fails to approve or disapprove a properly completed and submitted application within thirty (30) days after date of submission, the Architectural Control Committee's (ACC) approval of the plans will be deemed given.

The thirty (30) day period will not commence until a properly completed and signed Application for Association Approval has been submitted and accepted by the Association. The thirty (30) day period does not commence upon the submission of preliminary concept renderings, an incomplete application, or any other materials, which do not meet all submittal requirements in the Declaration of Covenants, Conditions & Restrictions, and the published Rules, Regulations & Architectural Policy Handbook.

Please submit the application to:

Waterford at Powhatan Secondary Community Association, Inc.  
c/o Chesapeake Bay Management  
287 McLaws Circle, Suite 1, Williamsburg, VA 23185  
757-706-3019 (office) 757-345-6532 (fax) [wbadmin@lcbm.com](mailto:wbadmin@lcbm.com) (e-mail)

I / we have read this application, and the Association's Declaration of Covenants, Conditions & Restrictions and the published Rules, Regulations & Architectural Policy Handbook which are incorporated herein by this reference, and I / we understand and agree to the terms and conditions of the Association's review of my / our application, plans, and specifications, as stated therein. I / we further agree that if this application is approved, the improvement shall be completed in compliance with the approved plans and specifications and **All work must be completed within twelve (12) months of the approval date of this application. Please notify the Association Manager upon completion.**

Signature of all Owners:

\_\_\_\_\_  
Name of Owner (please print)

\_\_\_\_\_  
Name of Owner (please print)

\_\_\_\_\_  
Name of Owner (please print)

**FOR ASSOCIATION USE ONLY (PLEASE LEAVE INFORMATION BLANK)**

Date received by the Association: \_\_\_\_\_

Plans submitted: Yes: \_\_\_\_\_ No: \_\_\_\_\_ Plat received: Yes: \_\_\_\_\_ No: \_\_\_\_\_

Further plans and / or other materials or information needed to complete this application:

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

Date further information requested: \_\_\_\_\_ Date further information received: \_\_\_\_\_

**ARCHITECTURAL CONTROL COMMITTEE (ACC) DECISION ON THE APPLICATION:**

Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Minutes Attached: Yes: \_\_\_\_\_ No: \_\_\_\_\_

Reason(s) for disapproval or Condition (s) of Approval:

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

Date of meeting: \_\_\_\_\_ Signature of Committee Secretary: \_\_\_\_\_

UPLOADED

5/4/2021

Updated ACC Request - 06/05

