

5.4 Architectural Guidelines.

5.4 General.

- A. The intent of these guidelines is to provide a framework by which the Covenant Committee will review all Property Improvement Requests (PIR). This section contains a list of the most common improvements and provides Requirements and Restrictions for each. **The following list is not all-inclusive and a PIR is required for ANY exterior modification to your home that is not pre-approved.**
- B. The modification standards listed in this section are characterized in four ways:
1. "Pre-approved"
 - a. Items that do not require submission of a PIR
 2. "Quick Track"
 - a. PIR submission required, however, these are items that can be approved by the Covenants Director and do not require review by the Covenants Committee;
 3. "Requirements and Restrictions"
 - a. Lists of specific requirements and restrictions regarding the particular item.
 4. "Information to be Included with PIR" – This can include any or all of the following:
 - a. Plat – required to identify where on the property the Improvement is being done.
 - 1.) A drawings, sealed by an engineer, showing your property lines and the footprint of your home located on it.
 - 2.) Typically issued to the owner when purchasing a home, or
 - 3.) Home owner may be able to get a copy from Prince William county, or have one provided by a civil engineer/surveyor
 - 4.) Owner to mark the location of any improvement on the plat and provide dimensions showing the location relative to the property lines.
 - 5.) This plat may also be required by the county, if the proposed improvement requires a building permit from Prince William County.
 - 6.) Owner to designate any proposed grading changes, if applicable to your improvement.
 - b. Description of color, and style of the improvement. (including samples, which can be photo or actual samples)
 - c. Description of all materials. (This includes samples, which can be photos or actual samples)
 - d. Drawings to indicate dimensions of the proposed improvement
 - 1.) For additions, decks, docks, and other permanent structures attached to the house, this shall include clear, accurate building plans showing all dimensions, including heights, which would be required by the county for a building permit.
 - 2.) Fences – provide length and height of proposed fences.
 - e. Estimated completion date.
- C. All pre-approved and "Quick Track" items must adhere to the requirements and restrictions contained in the guidelines for that item.
- D. Replacing a previously approved item with the exact same item does not require submission of a PIR provided it meets the current standards and is not the result of a variance request (see Section 5.8).
- E. Townhome and cluster home areas of Montclair may have additional Architectural Guidelines to supplement the MPOA guidelines. These townhome and cluster home guidelines may not conflict with MPOA standards, but may be more restrictive.
- F. **For all lots bordering the lake:** any construction or modification within 100 feet of Lake Montclair requires approval from the Prince William County Department of Public Works to build within the Chesapeake Bay Preservation Act Resource Protection Area, and the homeowner must submit a copy of the approval to the MPOA.

- G. In addition to any requirements and restrictions listed for items in this section, the Covenants Committee will review all submissions asking the following questions:
1. Is the improvement compatible with the existing house in terms of style, color, and materials?
 2. Does the improvement adversely affect the views, light, winter sun, or natural ventilation of adjacent properties or their views of the lake?
 3. Does the proposed improvement affect the flow of water on the property, and does the application demonstrate how the water flow will be directed, so as not to increase the flow of water on to adjacent properties.
 4. Is the improvement on “common property.” This is not allowed for any improvemen, with

Chesapeake Bay Preservation Act Resource Protection Area (RPA) Requirements. The Montclair Residential Planned Community is a lake community, and Lake Montclair is an integral part of the Chesapeake Bay waterway system. As such, provisions of the Chesapeake Bay Preservation Act of 1988 (the Act) apply to Lake Montclair and the creeks and streams feeding into and out of the lake. The Act established shoreline protection buffers termed Resource Protection Areas along all waterways that feed into the Chesapeake Bay. Prince William County adopted the Chesapeake Bay Preservation Act provisions into its local Ordinance in 1990. Within Montclair, RPAs include the land areas within 100-foot of both Lake Montclair shoreline as well as the shorelines of the creeks and streams feeding into and out of Lake Montclair.

Prince William County RPA restrictions apply to all homeowner improvements within the Montclair 100-foot RPA buffers along the shorelines of Lake Montclair and the associated creeks and streams. The homeowner is responsible for determining where the RPA is located on their property.

All PIRs within the RPA require County approval before submitting the PIR to MPOA for consideration. The Environmental Services Division of Prince William County Public Works is responsible for providing such approvals. The link to County Environmental Services RPA information is:

<http://www.pwcgov.org/government/dept/publicworks/environment/pages/resource-protection-area-requirements.aspx>.

County Environmental Services may also be reached by phone at 703-792-6819 or e-mail at publicworks@pwcgov.org.

Additionally, Prince William County provides an RPA Brochure detailing the activities within the RPA that require County approval: <http://www.pwcgov.org/government/dept/publicworks/documents/006995.pdf>.