

Civic Association of Hollin Hills (CAHH)

Design Review Guidelines

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Introduction Philosophy and Overview

A prime quality attracting us and sustaining us in our Hollin Hills community over the years has been its unique design character—a virtue that both enhances our daily lives and contributes to the value of our property. Our basic premise is that Hollin Hills should never be permitted to become just another suburban subdivision.

As the Guidelines Study Committee began its work, we realized that, as a group, we shared this common philosophy. We felt that this philosophy was an extension of the commonly held beliefs of our neighbors.

The next step was to determine the means by which this philosophy could be revitalized and updated with a more comprehensive understanding of the community values on the critical design questions.

The Guidelines Committee accepts the presence, need and importance of the protective covenant and its enforcement. In addition the only acceptable means of utilizing the covenant to achieve its purpose fairly, consistently and comprehensively is the use of a community Design Review Committee (DRC).

The protective covenants and the DRC process, despite their long-established legal basis, will only succeed with broad-based community support. It is the opinion of this

committee, that such support can only be created and maintained through a continuing process, which tests community values and opinions on key design questions and review committee operations and adjusts the implementation of the covenant accordingly. The specific purpose then of this committee is a first step in that process.

With this in mind, considerable effort was given to surveying community opinion on basic architectural review issues and applying these results in revised guidelines and recommendations. Community input, in addition to the survey results, included comments at CAHH meetings and written suggestions addressed to the Committee. Based on these inputs and committee discussions, the following conceptual framework evolved which we hope accurately reflects the views of the majority of Hollin Hills homeowners. This framework includes:

Some type of architectural and/or design review, primarily of additions to existing homes, is necessary to maintain and/or enhance property values and to maintain the quality of our environment, i.e. the attractive ambiance which results from a unique combination of architecture, topography, woodlands and landscape.

Maintaining the quality of life normally associated with living in Hollin Hills involves some matters which are not the proper subject for a Guidelines Study Committee but, nevertheless, may require community attention, e.g. landscape, unkempt yards, ongoing buildings and site maintenance practices.

The basic Goodman design features, i.e. roof shapes, wall types, window shapes, color palettes, siting concepts and construction details should be used as the starting point for new design which can be sympathetically adapted to meet contemporary needs and technological advances while not maintaining complete adherence to the original design.

The design review function and process should be as open and facilitative as possible. This can be accomplished by providing homeowners with information and assistance, creating a community awareness, starting the review process at an earlier conceptual stage, and by providing the DRC with both subjective and objective guidelines with which to function.

Greater efforts toward avoiding and resolving grievances between homeowners and the DRC must be made by providing an additional avenue for appeal as well as changing the image and substance of the DRC's role from one of adversarial control to one of advice and control. The DRC should basically be seen as assisting homeowners in developing residential designs that reflect the applicant's individual needs and desires as well as the community's objectives.

The composition of the DRC should reflect a broader representation of the community with professional design membership in balance with membership at large.

Specific design features of critical importance identified by the community are building scale, siting, and materials.

The Design Review process and the covenants which support that process are essential elements in ensuring that Hollin Hills remains a visually attractive place in which to live and in maintaining our property values.

Section 1 - The Covenant

The legal basis for the existence of a design review process lies in our Deeds of Dedication which include several covenants. A restrictive covenant is basically a contractual agreement to refrain from building without prior approval of the DRC, formerly, known as the Architectural Review Committee.

In our case, the authority of the DRC comes from the covenant included in each deed. A sample of the covenant is shown in Appendix A., Sec c.

The covenant further allows that both community and individual landowners have the right to enforce this covenant.

The authority of the DRC is automatic for all sections of Hollin Hills except homes in Sections 13-18 whose owners chose not to renew the covenant as it applies to their property. This means that the covenant is automatically extended for successive periods of ten years, unless by vote of a majority of the then owners of the lots it is agreed to change said covenants in whole or in part.

Section II – Standards of Original Design

The purpose of this section is to describe some of the characteristics and reasons why Hollin Hills has attracted attention throughout its history. These “Standards of Original Designs” set an historical benchmark against which future changes can be measured. They can also serve as a brief guide for homeowners interested in the original appearance of their house. A more complete history is *Hollin Hills: A History into the 4th Decade*, compiled by Marion Tiger and is available from the Civic Association of Hollin Hills.

Hollin Hills houses have distinctive features that define the character of our community and set it apart from other developments. The character defining features for any house

include the site, plan arrangements, facade designs, windows and doors, roofs, and materials. By examining these features on Hollin Hills homes, you can begin to see similar features appearing again and again. The unique character of Hollin Hills is defined by our collective perception of these features. An important fact to remember is that the various designs for Hollin Hills homes evolved over the twenty year construction history of the community. There are basic features common to all Hollin Hills houses, but there are variations in the way the elements fit together. The earliest homes were simple rectangular and split level plans with low-slope gable roofs. Some of the split levels had low slope shed roofs. Later, square plans with flat roofs were added as well as butterfly roofs on existing plans. Later homes of all plan types were constructed from standardized modular wall panels, further giving design cohesiveness to the community. Thus, any evaluation of the "harmony and conformity" of proposed changes to a Hollin Hills home must take into account both the design similarities and the design dissimilarities that have existed in our community from the beginning. Design features that occur, or, conversely, do not occur, in a significant percentage of Hollin Hills homes are of primary importance in evaluating proposed changes.

SITING Hollin Hills houses are sited to take advantage of the topography and sun. They do not site in orderly rows, each parallel to the street. The topography was not well suited to subdivision development, placing extra demands on the developer, his architects and landscape architects. Certain house plans evolved, for instance, in response to the topography to allow a minimum of regrading in order to retain a natural appearance. Views from our homes "borrow" vistas from adjacent yards, making our yards appear more spacious. Driveways were gravel to reduce their visual impact. The plantings are lush and mature, a benefit of living in thirty year old homes. There is variety in the placement of the different house plans, further diminishing the similarities to other subdivisions. Hollin Hills is distinctly different from other subdivisions, whether one is driving through or flying overhead. That distinctiveness is an important benchmark in evaluating proposed changes.

PLAN ARRANGEMENT The plan arrangements are "open" with the public spaces flowing into one another rather than always being separated by doors. In many homes you can walk from the kitchen through the dining rooms and into the living room without passing through a door. The bed and bathrooms, by contrast, all have doors for privacy. The spaces requiring water - bathrooms, kitchens, washing machines, water heaters - are clustered together in utility cores to minimize the plumbing required to serve them. Frequently, the utility spaces are located in the center of the house, where skylights substitute for bathroom windows and a roof monitor contains the furnace flue and whole house fan. While interior changes are not considered in reviewing plans, owners should understand that interior arrangements are invariably reflected in the window and door pattern. One cannot plan the interior of a proposed addition without considering the size and placement of exterior openings.

BUILDING SCALE, FORM AND ROOFLINE Hollin Hills houses are small scale, in keeping with typical house sizes in the 1950s. They take the form of rectangular boxes that sit lightly in the landscape. They are neither heavy nor imposing. The large windows give the houses an open and transparent quality, literally allowing one to look through them.

Garages, which by their very nature are not light or transparent, originally were virtually unknown. Carports, also not original, have been a successful compromise that provides shelter from the elements while maintaining a light and open character. The rooflines provide a strong horizontal emphasis that, especially in the single story plans, make our homes seem to hug the ground.

EXTERIOR WALLS Hollin Hills houses are very simply detailed. There are no brackets or cornices or elaborate moldings around window or door frames. The resulting clean, uncluttered lines are characteristic of the entire community. The walls of Hollin Hills houses are unornamented, planar surfaces with tall, rectangular openings. Early plans gave little indication on the exterior of interior partitions. The small, atypical windows in the bathrooms hinted at the function of the room inside for instance, but there was no exterior manifestation of the placement of interior partitions. Later plans utilized modular wall panels, manufactured on site, that were twelve feet long, most commonly in a window panel-window arrangement. Interior partitions were invariably placed to coincide with the joint between adjacent modular panels, making a strong correlation between the interior plan and exterior fenestration. The facades are primarily wood with used brick fireplace walls and some used brick or concrete block panels without windows. The fireplace walls and masonry panels serve a secondary function of providing bracing against lateral (wind) loads. The short wing walls at the fireplace end of the first floor of some two story homes serve the same purpose. Foundation walls, where they are visible above ground are generally concrete block. What have become known as Hollin Hills windows are a fixed upper light of plate glass with a lower operable sash, both set in thin (two inch wide) wooden frames or muntins. They are approximately three feet wide by eight feet high. Some plans use banks of these windows, actually using the muntins for structural support of the roof. Where banks of windows are used on the first floor of two story houses, the muntin width is increased to three inches to support the extra weight of the second. Key elements of the esthetic design of Hollin Hills windows are the thin profile of the frames and muntins and the fixed upper and operable lower sash.

WINDOWS AND DOORS The windows are universally large, most frequently with a large fixed upper sash and a lower, operable sash. The upper sash are glazed with a single thickness of plate glass. The operable sash is approximately 25" high, although some window walls have taller lower sash to line up with the sill height of the kitchen windows. The lower sash were either steel casement windows (early) or steel awning

windows (later). The switch to awning windows removed the vertical bar from the center of the lower sash, giving the windows a cleaner design. A key aspect of the window design is that the frames are unusually thin and unobtrusive. The rabbeted wooden frames are just two inches wide, while the steel lower sash only projects 1-1/4" from the wooden frames, minimizing the change in the window profile. Exterior doors are flush, without panels or small glass lights. Where glass doors are used, they are either one full size glass opening or two, with the horizontal cross bar the same size as and aligned with the cross bar in adjacent windows.

ROOFS Hollin Hills roofs are either low-slope or flat. The low-slope roofs are most commonly gable roofs with some butterfly and shed roofs. Gutters, if any, are simply rectangular box gutters that seem to be a part of the roof edge rather than attached ornament. The roofs typically have large overhangs that provide shade for our large windows in the summer but allow the low winter sun to penetrate deeply into our homes. A second important feature of the overhangs is to keep rainwater off our wooden walls, prolonging their lives. The large overhangs are supported by thin outriggers, 2" by 3" extensions of the roof joists, that allow the roof edge to appear to thin and light. The full structural thickness of the roof is thus hidden. Compare the size of the space above both the inside and outside of a Hollin Hills window to see the difference. Not all house plans have large overhangs, however. The square, flat roof plans have no overhangs, making them more susceptible to damage from splashed water and to heat gains from the summer sun. The original built-up roofs were asphalt, felt and slag/cinders with few penetrations such as skylights.

MATERIALS AND COLOR The most common exterior material is painted wood: tongue-and-groove siding (vertical butted boards), T-1-11 panels (plywood with grooves cut every 4"), and some clapboard, wood window and door frames that are also structural, solid panel wood doors, etc. The original palette of exterior colors were earth tones in keeping with the setting. Interestingly, interior colors were similar: warm gray, gray-brown, deep brown, clay red, black, gray-green and cadmium yellow. Trim, window and door frames, eaves and soffits, was white. The white trim around the windows provided a seemingly unbroken plane from the interior to the exterior, further minimizing the window detail. The lack of ornament is another distinguishing characteristic. Instead of applied ornament, the texture of the building elements gives variety to the various planar surfaces as in the used brick and painted concrete block panel walls and used brick fireplaces, the regular pattern of T-1-11 or clapboard siding, and the gravelly texture of the built-up roofs. Exterior hardware was simple and modern, following the overall design philosophy.

Section III – What Needs Approval?

All new construction and all alterations of existing structures and topography requires approval by the Design Review Committee. Since all such construction must be approved "as to conformity and harmony of external design with existing structures in the subdivision", it is necessary that all alterations that affect the visual appearance of the house and its topography should be reviewed. Although the covenant refers to "building" and "structure" this is interpreted to mean "that which is built or constructed" (Fairfax Zoning Code). Accordingly, fences, decks, detached, accessory structures (sheds, carports, pool/tennis enclosures, greenhouses, etc.) gazebos, trellises, awnings and retaining walls and free-standing walls should be included as constructions that require approval. In-kind replacements of the parts of the structures do not have to come before the Design Review Committee. However, when considering, for example, replacement windows, the size and proportion of original Hollin Hills windows should not be changed without design review approval.

In addition to DRC approval, there are Fairfax County Codes which relate to decks, fences, sheds and other accessory structures which must be met. It is the homeowners responsibility to be aware of such Code requirements and to comply with them.

No DRC approval is needed in matters of minor exterior lighting from incandescent sources (normal bulbs). Satellite dishes and free-standing antennae towers require approval.

Where minor construction is occurring, the DRC Chairman may use his/her discretionary authority to waive submission of an application for approval. This authority to waive review should encourage applicants to inquire prior to action if there is any question of applicability.

One purpose of guidelines such as those contained in this report is to encourage homeowners to meet and strive toward community design standards. Obviously there are many examples in Hollin Hills of departures from these recommendations. You don't need to feel compelled to tear down all your ogee gutters or replace expensive doors, sheds, etc. But, when the opportunity for replacement of gutters, windows, roofs, fences does occur, you should move toward the guidelines. As these improvements are made, the appearance of our community is maintained and enhanced.

Section IV – Procedures for Approval

The DRC can serve as a valuable resource for Hollin Hills homeowners interested in altering their homes. Homeowners who are planning to make changes on the exterior of their homes or property, are encouraged to submit concept sketches prior to official

submission of their full application package. This could be done informally prior to the development of the design and specifications.

APPLYING FOR APPROVAL

The following procedures are for homeowners who are applying for change:

1. Applicants will be encouraged to present their design to the committee with a two-stage process: (The applicant is encouraged to have his/her architect or designer present at these discussions.)

Stage 1: The early concept sketch presented informally.

Stage 2: The more formal presentation of a schematic and final package.

2. The homeowner should submit two sets of building plans, specifications and plot plan showing the location of the proposed structure with respect to topography, street and neighbor's structures. One set will be returned to the homeowner and one set is kept by the DRC.
3. The DRC must meet a minimum of every 30 days to review all applications. The DRC will decide if any additional meetings are necessary. With prior arrangement with the homeowner, any or all committee members may visit the premises of an applicant for a site review.
4. The DRC should inform the responsible party of approval or non-approval by a written letter dated no more than 30 days after receipt of the final building plans, etc. The letter shall indicate whether the plans are approved, approved as noted or disapproved with some notation about where the applicant's submission fails to comply with the design guidelines covenants. A sign similar in size to the building permit but of a different color shall be provided to the homeowner by the DRC when the design has been approved. During construction this sign must be posted near (or adjacent) to the building permit clearly visible from the street.
5. The DRC should maintain a record of its actions for each application. This should be part of the public record.
6. The homeowner may submit, at any time, a revised submittal package that takes into account the DRC concerns. The DRC may review resubmissions prior to the next scheduled meeting and make approvals or rejections. If not received by that cut-off day, the resubmission must be considered by the following regularly scheduled meeting.
7. The homeowner's adjacent (contiguous) neighbors and those directly across the street shall be notified by postcard or letter BY THE HOMEOWNER at least 3 days prior to the project's review by the DRC. The letter needs only a brief description of the scope of the project, its location, and the date it will be reviewed. It is simply to inform the neighbors and provides them with the opportunity to voice an opinion if they have one.

The DRC should develop and disseminate procedures for design review based on this report as endorsed by CAHH.

ACTIONS REQUIRED PRIOR TO CONSTRUCTION

1. The homeowner is responsible for obtaining all required local building permits.
2. Building materials may not be placed on the premises nor grading or construction begun unless DRC approval has been made.
3. The record shall indicate where the applicants submission fails to comply with the guidelines and when the applicant resubmits a revised package. At no time within two years from the original application may the DRC reverse itself on any unchanged feature previously approved.
4. Building construction should commence within two years of design approval or a resubmission of the application must be made.

ACTIONS DURING CONSTRUCTION

1. Approval may be followed by inspection for compliance. The applicant will be notified in advance of such an inspection.
2. When construction is started at variance with approval or without approval, the DRC should report to the Board with its recommendations for action.
3. If an apparently unauthorized building gets under way, any homeowner can notify the DRC at once.

APPEAL PROCEDURE

It is important for the community to provide its members with a process for dealing with grievances or disagreement with DRC's rulings. Accordingly, if a building plan is denied by the DRC, an appeal process consist of the following:

1. DRC - the homeowner has the right to present his/her case before the DRC with his/her architect or building contractor attending.
2. CAHH BOARD - should the DRC reject a homeowner's building plans, the homeowner has the right to present his/her case to the Board of Directors of the Civic Association. A 2/3 vote of Board members present is required to overturn a DRC decision. The Board is empowered to uphold or overturn a DRC decision both in matters of procedure as well as design content.
3. ARBITRATION - should the CAHH Board uphold the DRC's decision, Arbitration would be the next step in the appeals process. An arbitrator supplied

- by the American Arbitration Association should be made available and expenses shall be shared equally.
4. THE COURTS - are the final means of enforcing the covenants. While lawsuits may on occasion be necessary, they are the last resort.

Section V – Design Guidelines

Design Guidelines The following standards are meant to give direction to homeowners and the Design Review Committee in evaluating whether proposed designs are in harmony and conformity with other structures in Hollin Hills.

A. SITING

Placement

The placement on the site of any occupied or accessory structure(s) should achieve a natural extension of the original conditions of the site and existing house.

Grading and Drainage

Avoid any extensive grading, cut or fill. Use existing elevations of the ground as the floor elevations of any structures to the extent possible. Structures should blend with the slope of the topography. Structures should step with the slope to fit the natural terrain. Contain runoff water drainage to the site or adjacent streets. Use of site retaining walls should be minimized.

Orientation

Orientation of the structures should be made to achieve privacy, views, good sun exposure for the site under consideration as well as protecting all the same features for the neighbors' site

Sensitivity to Neighbors: Sensitivity of the above issues for the neighboring sites' needs are critical particularly in relation to meeting the needs of any public right-of-ways (e.g. sidewalks, paths) to achieve a harmonious blend of the woodland spaces that characterize the entire community as well as each house site. For example, property boundaries which are clear legal demarcation lines and have precise set backs to establish construction position, do not in Hollin Hills establish design and spatial intent and are not noticeable in the Hollin Hills siting patterns. This results in free-flowing spaces of a semi-cleared woodland character that should be conserved. Additions, fences, accessory structures, decks, etc. should avoid reinforcing property lines or any other geometric pattern not associated with the house.

Patios

Patios should be distinguishable from sidewalks, parking pads, or driveways. Care should be given to maintaining the unpaved quality of the Hollin Hills landscape. Any one patio should not be bigger than 50 percent of the square footage of the first floor of the house even if the patio has several split levels.

Driveways and Parking Pads

Such car areas should be kept to a minimum size.

Garden Structures

Such structures as arbors attached or detached from the house are encouraged if their specific design and size of members, etc. conform to the house design and appear as a natural extension of the house.

Other

Other subjects such as mail boxes, certain minor exterior lighting, overhead vs. underground utility lines, flagpoles, tennis courts or pools do not require guidance; however, in the future the community may feel a need to address these items. See recommendation for Landscape and Maintenance Program Committee in Section VII.

Decks: Decks are an excellent design solution to integrate the house with the ground immediately adjacent. Care should be taken in the following areas of deck design:

- .Avoid second floor decks on the front of the house which are visible from the street.
- .Any one deck (counting any split levels) should not exceed in size more than 50 percent of the floor area of the first floor of the house.
- Planting should be provided at post foundations and on low decks to screen structural elements and to soften visual impact.
- The materials in terms of color and size of members should appear as a natural extension of the house.
- Deck railings should be of a minimal size and, if possible, be integrated with a continuous bench. If the deck is low to the ground, which is preferred, railings can be eliminated totally. County codes must be met.
- Other deck features such as hot tubs should not be visible to neighbors or from streets.

Fences and Walls

Fences are discouraged. If absolutely necessary, the more transparent or open the fence the better. Fences are especially discouraged in the front yard or side yards next to streets. Chain link, stockade, western, split rail, snow, chicken, or wind gate fences are not compatible with Hollin Hills design. The open grid metal farm fence variety is better, but all fencing is discouraged. When fences are permitted, the following guidelines apply:

fence posts should be on the inside face of the fence; planting should be used in conjunction with the transparent fence to minimize the appearance; retaining walls should be kept to a minimum; and screen or garden walls - typical of the original Hollin Hills design are acceptable if kept in short distances and low in height. If fences are required for dog runs, they should be sited as not to be border fences or visible from the street.

B. BUILDING SCALE, FORM, AND ROOFLINE

Proposed additions should not overwhelm the scale of the original house.

Proposed building designs should be composed of simple geometric shapes, following the small scale, light and transparent character, and strong rooflines used in the original houses.

Proposed plans should accommodate site constraints, that is, not every kind of addition can go on every lot.

The design of alterations and additions should be in harmony and conformity primarily with the particular plan type (Customline, Decca, etc.) of the house being modified.

C. MATERIALS, CONSTRUCTION DETAILS, AND COLOR

Wood siding should be either vertical tongue and groove, vertical T-1-11 plywood or horizontal clapboard. Wood siding should be painted or stained.

Brick walls should maintain the visual appearance of existing brick used in the house.

The material and color of roofs should be in harmony with the rest of the house.

Exterior colors should be earth tones or white. Loud or highly contrasting colors are discouraged.

Construction details such as door and window frames, joints between adjacent surfaces and other trim should be simple and without ornament

D. EXTERIOR WALLS

Walls should be unornamented, planar surfaces with tall, rectangular openings.

The use of modular wall panels is encouraged in additions and alterations to houses that were originally constructed with modular wall panels.

E. WINDOWS AND DOORS

Window and door frames should be rabbeted 2x6's with the glass, sash or, door set in. Other door and window frame treatments are permissible as long as they maintain harmony and conformity with the existing windows and doors.

The predominant window type in Hollin Hills is three feet wide and extends from floor to ceiling. It features a single fixed upper light and an operable lower sash approximately 25" high. For reference, this will be called a "Hollin Hills window."

The size and proportion of original Hollin Hills windows should not be changed without design review approval. This is not to suggest that in new construction the size and proportion of the original Hollin Hills windows must be used.

The exterior doors should be either flush (a flat surface not broken into smaller panels or windows) or fully glazed.

F. ROOFS

Roofs should be either flat or low-slope gable, low-slope butterfly or low-slope shed.

Large roof overhangs with thin edge profiles are encouraged except on the flat roof plan.

Roofing materials that retain the visual appearance of the original built-up roofs are encouraged.

Gutters should be plain box gutters with a rectangular profile.

G. GARAGES, CARPORTS, AND NONATTACHED STRUCTURES

Garages are not encouraged. Carports and garages are permissible when they can be integrated with the house and site. All non-attached structures should be in harmony with house and site.

Section VI – Composition and Role of the Design Review Committee

The name of the building reviewing committee shall be the Design Review Committee (DRC) (formally the Architectural Review Committee).

The DRC shall consist of five members - It should be a balanced group of men and women. All members must be Hollin Hills homeowners and non-members of the CAHH Board. DRC should represent a cross section of the community. There shall be up to 3 members who are either architects or design professionals, one of which must be an architect. Members of the DRC shall serve two-year terms, staggered to assure continuity, and no member may serve for more than two consecutive terms. The CAHH Board shall appoint members to the DRC to the extent possible based on these criteria.

The DRC shall elect its own Chairman. No member of the DRC may participate in the deliberation of his/her own or client's building plans. All DRC members shall serve at the pleasure of the Board. The role of the DRC should consist of the following:

- Provides advice on design concepts;
- Approves Design Plans and monitors construction
- Recommends Action when non approved construction is commenced or departs from approval;
- Updates Guidelines for community approval; and revises procedures as necessary.

APPENDIX A - Covenants

APPEARING OF RECORD IN LIBER 754 PAGE 482, RECORDED 4/4/1950,
FAIRFAX COUNTY, VIRGINIA SECTION_(SAMPLE)_, HOLLIN HILLS

This dedication, is made, however upon the express conditions that each and every part thereof shall be subject to the following conditions, limitations and restrictions, which shall be construed as covenants running with the land and which shall be binding upon all parties and all persons claiming under them until (Note 1 at which time said covenants shall be automatically extended for successive periods of ten years, unless by vote of a majority of the then owners of the lots it is agreed to change said covenants in whole or in part. If the parties hereto, or any of them, or their heirs or assigns, shall violate or attempt to violate any of the covenants herein, it shall be lawful for any other person or persons owning any real property situated in said development or subdivision to prosecute any proceedings at law or in equity against the person or persons violating or attempting to violate any such covenant and either to prevent him or them from so doing or to recover damages or other dues for such violation.

Invalidation of anyone of these covenants by judgement or Court Order shall in no wise affect any of the other provisions which shall remain in full force and effect.

(a) All the numbered lots in the subdivision shall be known and described as residential lots. Facilities for community use may be provided on sites indicated on recorded plat at "reserved for drainage and utility easements and community park purposes and services," but party of the first part for itself, its successors and assigns expressly reserves the right to extend any street or widen any street upon and over this area so marked "Reserved for drainage and utility easements and community park purposes and services," and further also reserves the right to lease or sell portions in fee of this area so designated as "Reserved for drainage and utility easements and community park purposes and services," where it is necessary in the opinion of party of the first part, its successors or assigns that such portion so leased or sold in fee be used to provide or aid in providing location for some one or several public utility services, such as, but not limited to gas, water, sewer disposal plant, electricity, either in main or substation.

(b) No structure shall be erected, altered, placed or permitted to remain on any residential building plot other than one detached single-family dwelling and a private garage for not more than two cars and other structures incidental to residential use.

(c) No building shall be erected, placed or altered on any building plot in this subdivision until the building plans, specifications and plot plan showing the location of such building have been approved in writing as to conformity and harmony of external design with existing structures in the subdivision, and as to the location of the building with respect to topography, and finished ground elevation, by a committee composed of Morris Rodman, Samuel J. Rodman, and Robert C. Davenport, or by a representative designated by a majority of the members of said committee. In the event of death or registration of

any member of said committee, the remaining member or members shall have full authority to approve or disapprove, such design and location, or to designate a representative with like authority. In the event such committee or its designated representative fails to approve or disapprove such design and location within thirty days after said plans and Specifications have been submitted to it, or in any event if no suit to enjoin the erection of such building or the making of such alterations has been commenced prior to completion thereof, such approval will not be required and this covenant shall be deemed to have been fully complied with. The powers and duties of such committee, and of its designated representative, shall cease on and after (Note 1) Thereafter the approval described in this covenant shall not be required unless, prior to said date and effective thereon, a written instrument shall be executed by the then record owners of a majority of the lots of this subdivision and duly recorded, appointing a representative or representatives, who shall thereafter exercise the said powers previously exercised by said committee.

(d) No building shall be located on any residential building plot nearer than 25 feet to the front lot line, nor nearer than 10 feet to any side street line. No building, except a detached garage or other outbuilding located 60 feet or more from the front lot line, shall be located nearer than 5 feet to any side lot line.

(e) No residential structure shall be erected or placed on any building plot, which plot has an area of less than 7,000 square feet with sewer, or an area of less than 14,000 square feet with septic tank and a width of less than 60 feet at the front building setback line.

(f) No noxious or offensive trade or activity shall be carried on upon any lot nor shall anything be done thereon which may be or become an annoyance or nuisance to the neighborhood.

(g) No trailer, basement, tent, shack, garage, barn or other outbuilding erected in the tract shall at any time be used as a residence, temporarily or permanently, nor shall any structure of a temporary character be used as a residence.

(h) The ground floor area of the main structure, exclusive of one-story open porches and garages, shall not be less than 700 square feet in the case of a one-story structure nor less than 500 square feet in the case of a one and one-half, two or two and one-half story structure.

(i) An easement is reserved over the rear and side five feet of each lot for utility installation and maintenance.

AMENDMENT

IN LIBER 1455, PAGE 271 TO RESTRICTIONS IN LIBER 754, PAGE 482, FAIRFAX COUNTY, VIRGINIA LAND RECORDS, APPLICABLE TO SECTION, HOLLIN HILLS SUBDIVISION.

Said restrictive covenants provide that no building shall be erected, placed or altered on any building plot in the aforesaid sections of this subdivision until the building plans, specifications and plot plan showing the location of such building have been approved in

writing as to conformity and harmony of external design with existing structures in the subdivision and as to the location of the building with respect to topography and finished ground elevation, by a committee composed of Morris Rodman, Samuel J. Rodman and Robert C. Davenport.

Said covenants provide that the powers and duties of such Committee shall cease on and after (Note 1), unless prior to said date and effective thereon, a written instrument shall be executed by the then record owners of a majority of the lots of Section of this Subdivision and duly recorded appointing a representative or representative who shall thereafter exercise the said powers previously exercised by aforesaid committee.

It is the desire of the undersigned record owners of lots in Section of Hollin Hills to continue the powers and duties of such committee by appointing a representative or representatives pursuant to the provisions of the covenant, as recited in the foregoing premise.

Now, therefore, we the undersigned record owners of a majority of the lots in Section Hollin Hills do hereby appoint the Hollin Hills Community Association, Incorporated, or any committee duly designated by it, to exercise, on and after (Note 1) the powers previously granted to and exercised by the aforesaid committee designated in the aforesaid restrictive covenants.

Note 1: Dates vary with Section

APPENDIX B – Potential Design Review Applicant Questionnaire

The following questions are designed to assemble information for the Design Review Committee and to help applicants to understand the relationship of a planned addition or alteration with their existing Hollin Hills house. Homeowners can consult *Hollin Hills: A History into the 4th Decade*, compiled by Marion Tiger and available from the Civic Association of Hollin Hills, for more detailed information on the development of the community.

BACKGROUND INFORMATION

1. What changes are you contemplating? Why?
2. Who is designing the addition/alteration? Has he/she been given a copy of the DRC guidelines and procedures?
3. Will the changes be visible from the exterior? (If not, you may not need Design Review approval, only appropriate Fairfax County building permits.)
4. What type of Hollin Hills house do you own? Do you know the plan type or name? Date of construction? Number of stories? Roof type?

5. Does your house have any previous additions, including any made by previous owners?

EXISTING HOUSE

Describe in your own words your existing house: 1) the way your house is sited on your lot, 2) the plan of your house, 3) the walls, 4) the windows and exterior doors, 5) the roof, and 6) the materials.

Describe any additions you listed above. Do you believe that the existing additions are in harmony and conformity with 1) the existing house and 2) the rest of Hollin Hills? (Note- the quality of any previous additions are not considered, only the merits of the present application as it relates to the existing house.)

How does your house relate to its neighbors? Does your house feel open or secluded? Do your bedrooms and other private spaces have privacy? Do you have vistas that cross a neighbor's property? Do your neighbors have vistas that cross your property? Is your home's design similar to or different than your neighbors?

Compare the following features between your existing house and proposed design

SITE

Open or secluded?

Follows topography of site?

PLAN ARRANGEMENTS

Open or Closed?

FACADE DESIGN

Repetitive elements?

Window and door placement?

WINDOWS

Window type(s)?

Window size(s)?

Window trim?

ROOF

Type?

Slope

Material? Gravel?

Gutter, if any?

DOORS

Type?

Trim?

MATERIALS

Wood Siding? Type?

Used Brick?

Concrete Block?

Please explain proposed features that differ from the existing house