



FIRST COLONY  
COMMUNITY ASSOCIATION

ROOM ADDITIONS AND RENOVATIONS

Article VIII, Section 5 of the Declaration of Covenants, Conditions, and Restrictions for First Colony (the "Deed Restrictions") require that:

*... plans and specifications showing the nature, kind, shape, color, size, materials, and location of such modifications, additions, or alternatives shall be submitted to the Modifications Committee for approval. . .*

The following guidelines have been developed to assist Property Owners in complying with the above requirement of the deed restrictions. Approval must be received prior to commencing work or Property Owner may be subject to fines and will be in violation of the Deed Restrictions.

Room Additions and Renovations include, but are not limited to, enclosed porches (which are not screened enclosures), glass enclosures (such as "Rooms with a View"), expansions of living area, additions of dormers, windows and/or doors, and enclosing any portion of the house not previously enclosed, all referred to as "addition".

Design

The overall goal is that the Addition appear as part of the original house design, including roof pitches, overall massing, proportions, details, doors and windows and materials. Particular care should be given to any elevations visible to public view (streets, reserves, golf course, lake, etc.). All additions must be harmonious with the other homes within the neighborhood and should not create an "imposing" feeling in relation to the adjacent properties. Extension of a garage toward the street will not be allowed since it may create an inappropriate massing toward the street. Second story additions to detached garages will not be permitted. Garages are not to be used for living spaces.

All of the criteria set forth in the Supplemental Amendment and/or Development Guidelines will be part of the review, including any maximum lot coverage restrictions.

Location and Dimensions

The Addition may not extend beyond the rear or side building setback lines as indicated on the survey site plan and in the Supplemental Amendment and/or Development Guidelines for the Neighborhood.

If a rear building line is not indicated on either the survey site plan, the Supplemental Amendment or Development Guideline, single story additions shall be no nearer than ten feet (10') from the rear property line and two story additions shall be no nearer than fifteen feet (15') from the rear property line.

Materials and Color

All of the materials (including brick, paint color, roof, etc.) for the addition must match the existing home. Any changes in material on the same elevation must be logical and related to the overall style of the house, not merely economy of construction.

All of the criteria in the Supplemental Amendments and Development Guidelines must be adhered to, such as percentage of brick requirements, where siding can or cannot be used, etc.

For glass room enclosures, the structures can be wood, painted to match the house, or aluminum, electro-statically painted in bronze or white or to match the trim of the house. If the glass does not go all the way down to the base frame, the base material must match the material on the first floor of the house (i.e. brick, stucco, siding, etc.).

### Submittal Requirements

A signed Modification Application must be submitted along with:

1. Detailed plan and elevation drawings (1/4"), which indicate how, the proposed addition will relate architecturally to the existing residence;
2. Plot plan of the property (1/8") indicating the location of the addition in relation to all building lines and setbacks;
3. Specifications and/or samples on all materials;
4. Photographs of existing condition;
5. Comment Sheet from adjacent property owner(s). This is necessary due to the significance of the addition. If the addition is in the rear, a Comment Sheet will be required from all (both sides and rear) adjacent Property Owners. If the addition is only on one side, a Comment Sheet is only required from the Property Owner on that side. If the addition is to the front, a Comment Sheet will be required from the Property Owners on both sides and directly across the street.
6. Submittal Fee of \$150. Note: this fee includes the cost to inspect after the improvement has been made as required below.

All additions should meet any applicable government codes and it is the Property Owner's responsibility to ensure their contractor does so. Additionally, any required permits are the Property Owners responsibility.

Any changes from the approved application must be resubmitted for approval; otherwise the Property Owner will be in violation of the Deed Restrictions and may also be subject to fines.

### Inspection After Addition Complete

Due to the significance of this type of improvement, within 14 days after completion, the Property Owner must submit a written request for FCCSA to perform an inspection in order for FCCSA to ensure it has been built as approved. If the inspection is not requested it will be considered a deed restriction violation and the Property Owner may be subject to a fine.

**NOTE: Some neighborhoods may have more restrictive guidelines, which would supercede these guidelines.**

The FCCSA Executive Director approved these guidelines on the 25<sup>th</sup> of April, 2002 based on authority by the Board of Directors. Changes to these guidelines may be made at any time without prior notice.

  
Sandra K. Denton, Executive Director