

Appendix A: Basic Application for Exterior Alteration

VIRGINIA RUN ARCHITECTURAL REVIEW BOARD (ARB) APPLICATION FORM

To: Virginia Run – Architectural Review Board (ARB), 15355 Wetherburn Court, Centreville Virginia 20120

From: Name: _____ Address: _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ E-Mail: _____ Lot #: _____

Lot on Pipestem Y/N Lot Adjacent to Pipestem Y/N Date Accepted: _____

THIS APPLICATION MUST INCLUDE THE FOLLOWING:

1. **Description of Project (s).** List each project separately (reference instructions page 2). Continue on additional sheet (s) of paper if necessary.

2. **A photograph of your house and/or yard and a drawing, or detailed plan to include specific location, all dimensions and elevations.**

3. **Attach a property plat showing the location and footprint of the exterior alteration.**

4. **If making color changes, please include a “Property Color Comparison Chart” and a sample color swatch.**

5. **Include all other information required by specific standards for this alternation.**

6. **Estimated Start Date _____ Estimated Completion Date _____**
 (Project must be completed within 6 months of approval date or it will be necessary to re-apply)

7. **Neighbors’ acknowledgments. (See Below)**

*****NEIGHBORING OWNERS ACKNOWLEDGMENTS*****

Please obtain the signatures, addresses, phone numbers, and lot numbers of all neighboring owners who are most affected by this proposed improvement because they are adjacent to or have a direct view of the change.

The signature below does not indicate approval or disapproval of the proposed improvement - it merely indicates awareness of the application. All affected neighboring owners are encouraged to bring any concerns or objection to the proposed alteration to the attention of the applicant and the ARB (through Management) immediately.

Signature	Printed Name and Address	Phone Number	Lot Number

I have read the ARB Standard(s) provisions relevant to this application and agree to abide by them. I understand that approval of this application by the ARB is not final for 10 days after ARB action has been taken to allow for the appeal process. In addition to complying with the Architectural and Design Standards, the change must also be in compliance with the applicable Fairfax County Laws and Ordinances.

Signature of Applicant: _____ Date: _____

VIRGINIA RUN HOMEOWNERS ASSOCIATION
BASIC APPLICATION – EXTERIOR ALTERATION
INSTRUCTIONS FOR COMPLETING THE BASIC APPLICATION

“To and From” Information Include Lot # if known.

Item 1 Provide a complete explanation of the proposed change to the exterior of the homeowner’s residence. It is important to refer to the Standards and ensure all points are adequately covered to ensure acceptance by the ARB of the proposed change.

Item 2 A **picture** of the existing area to be changed is **required** for each project. Also, attach a sketch, construction drawing, or a detailed plan to allow the Board to review the entire project – remember that a picture is worth a thousand words.

Item 3 Attach a plat from when the home was purchased. At the sale of the home, each homeowner received a plat from the County that describes location, dimensions of the lot, relationship to street and adjacent homes. When additions to the home, decks, patio, etc are considered the plat provides the Board with a visual description of the exterior.

Item 4 When making color changes to the exterior of the residence, the “Property Color Comparison Chart” allows the Board to review your existing colors and proposed new colors as well as the existing colors used on adjacent residences. Providing this color information allows the Board to monitor color combinations and minimize the duplication of colors, color combinations and patterns.

Item 5 Include a description of all materials to be used including color/material samples when possible and any other information, which you as the homeowner think may be relevant.

Item 6 To the best of your knowledge, what are your estimated start and completion dates.

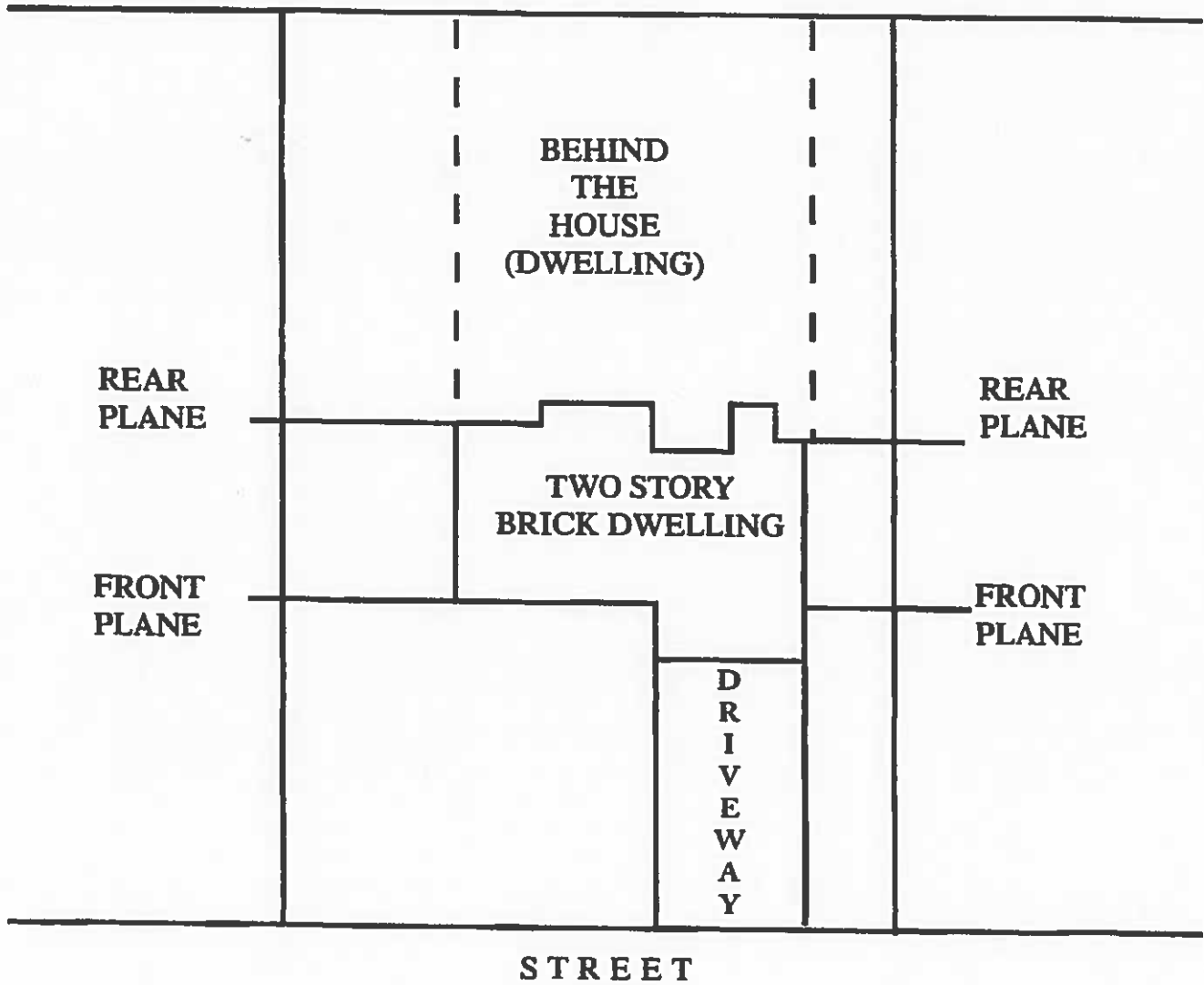
Item 7 Obtain the signatures of all neighbors who are most affected by this proposed improvement.

Acknowledgments All applications require signature(s) of affected neighboring owners before the application process can be completed. This includes neighboring owners behind you who will be affected by any back yard alterations.

Signature All applications are required to be signed by the applicant before the ARB is permitted to proceed with the approval process. A signature signifies the homeowner’s understanding of the Standards and the appeal process.

Appendix B: Illustrations of Common Plat Definitions

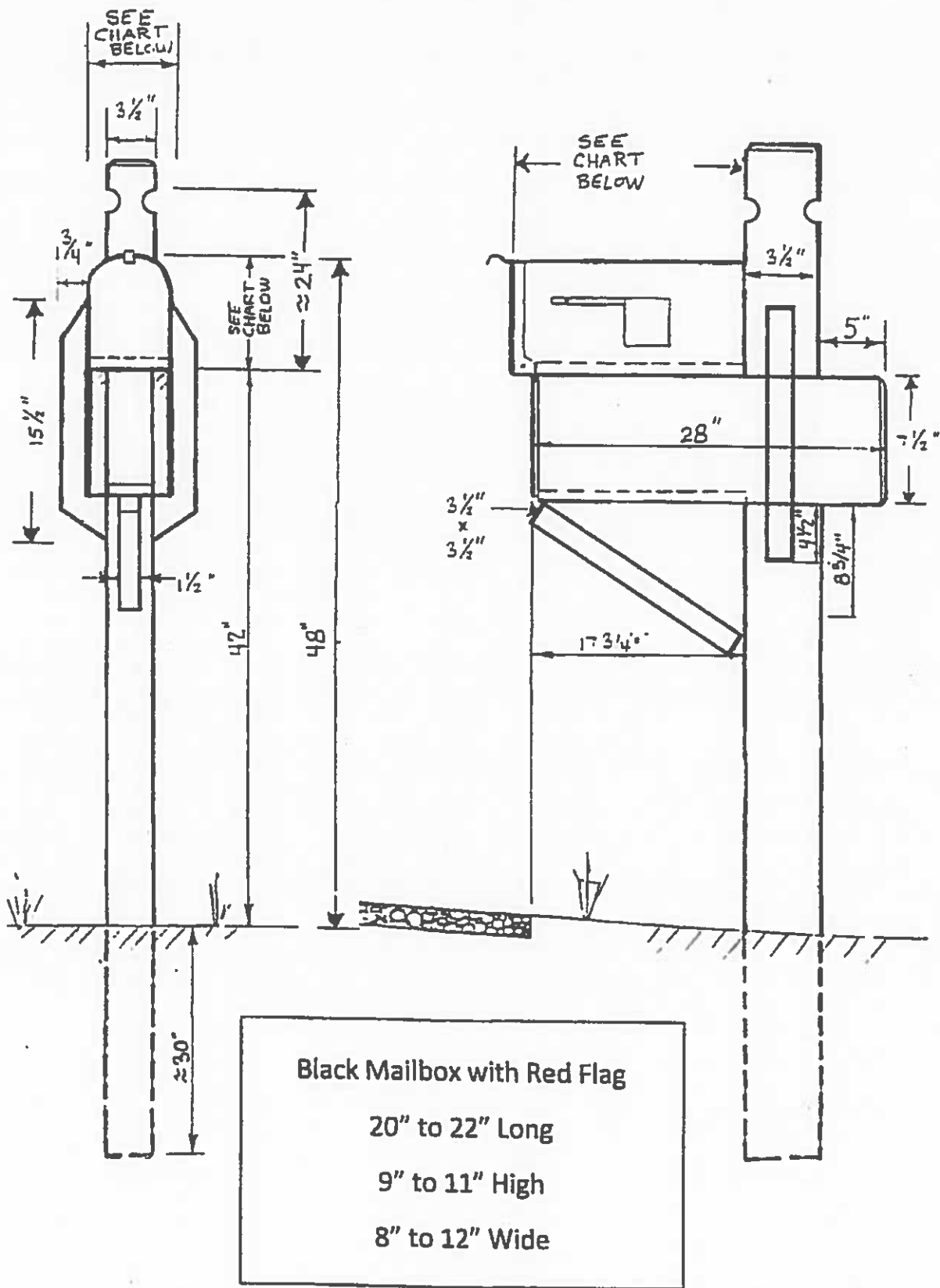
ILLUSTRATION OF COMMON DEFINITIONS



APPENDIX C

Appendix C: Mailbox and Post Definitions

MAILBOX AND POST SPECIFICATIONS



APPENDIX C

Appendix D: Property Color Comparison Chart

“PROPERTY COLOR COMPARISON CHART”

Dear Applicant,

To better serve you, the Architectural Review Board (ARB) has created this chart to assist in the collection of adjacent neighbors color schemes. As a minimum, adjacent homes may include next door on both right and left, directly or diagonally across and to the rear of the applicant. Please complete the following table when changing the color of brick, siding, roof materials, trim, front door, shutters, or garage doors on your house.

Applicant's House	Brick Color (if applicable)	Siding Color	Roof Color	Trim Color	Front Door Color	Shutter Color	Garage Door Color	
Existing Colors								
Proposed Colors								
Affected Neighbor's House Address	Brick Color (if applicable)	Siding Color	Roof Color	Trim Color	Front Door Color	Shutter Color	Garage Door Color	Location related to applicant's House – example left or right from front of applicant's house/rear/diagonally across/directly across.
1								
2								
3								
4								
5								
6								

Thank You, *The Virginia Run Architectural Review Board*

Appendix E: Shade Tree, Evergreen & Privacy Screening Recommendations

Appendix E

Appendix E

Shade Trees for Virginia Landscapes

Source: Virginia Cooperative Extension

No species or variety of tree is sufficiently superior to be called "best" without some qualifications but the relative ratings table includes trees that grow well in Virginia. However, there are many excellent varieties. Choosing a variety with the characteristics that will provide the greatest satisfaction in a given situation requires careful consideration as your selection may last for over 100 years.

A good approach to tree selection is to decide where a tree is needed and what that tree should do in the landscape. After the desired type of tree has been decided upon and the selected site's soil and microclimate conditions determined, then it is appropriate to select a species that will grow well in that site and fulfill the determined landscape need.

Avoid trees that are susceptible to storm damage, ones that are hosts to destructive insect and disease pests, and those that produce an over-abundance of objectionable seed or fruit. The choice will generally depend on existing conditions at the planting site. These include room for top and root growth, soil type, subsurface drainage, and the kind of plants you will be able to grow under the tree.

Relative Rating for Eight Factors of Selection of Trees								
Legend: ++ excellent + good - poor -- very poor								
Common Name	Scientific Name	Freedom from Insect Pests	Freedom from Disease Problems	Resistance to Storm Drainage	Will Grow on Poorly Drained Soil	Will Grow in Hot Dry Areas	Easy to Transplant	Withstand City Conditions
Norway maple*	<i>Acer platanoides</i>	+	+	+	-	-	+	+
Red maple	<i>Acer rubrum</i>	+	+	-	++	-	+	-
Sugar maple	<i>Acer saccharum</i>	-	-	+	-	-	+	--
Silver maple	<i>Acer saccharinum</i>	+	+	--	++	-	+	-
Horse chestnut	<i>Aesculus hippocastanum</i>	+	+	-	-	-	-	-
Green ash	<i>Fraxinus pennsylvanica</i>	--	+	+	+	++	+	+
White ash	<i>Fraxinus americana</i>	--	+	+	+	-	+	+
Honey locust	<i>Gleditsia triacanthos</i>	--	+	+	+	++	+	+
Sweet gum	<i>Liquidambar styraciflua</i>	+	-	+	++	-	-	+

Tuliptree	<i>Liriodendron tulipifera</i>	+	+	-	--	--	-	+
Sycamore	<i>Platanus occidentalis</i>	+	--	+	++	+	+	+
White oak	<i>Quercus alba</i>	+	++	++	-	++	--	+
Red oak	<i>Quercus rubra</i>	+	+	++	+	+	-	+
Pin oak	<i>Quercus palustris</i>	+	+	++	+	-	+	+
Chinese pistache	<i>Pistacia chinensis</i>	++	++	+	+	++	++	++
Bald cypress	<i>Taxodium distichum</i>	++	++	+	++	+	--	+
River birch	<i>Betula nigra</i>	+	++	+	++	-	+	+
European white birch	<i>Betula pendula</i>	--	+	+	+	-	+	-
Yellowwood	<i>Cladrastis lutea</i>	++	++	+	-	+	--	+
Ginkgo	<i>Ginkgo biloba</i>	++	++	++	-	+	+	++
Black gum	<i>Nyssa sylvatica</i>	++	++	+	+	-	--	-
Japanese pagodatree	<i>Sophora japonica</i>	++	+	+	-	+	+	++
Linden	<i>Tilia sp.</i>	+	+	+	-	+	+	++
Japanese zelkova	<i>Zelkova serrata</i>	+	+	+	+	+	+	++
Amur maple	<i>Acer ginnala</i>	+	+	+	+	++	++	++
Lacebark elm	<i>Ulmus parvifolia</i>	++	++	++	+	++	++	++
Japanese maple	<i>Acer palmatum</i>	+	+	+	-	--	+	-

Your local nursery will probably not stock all of the species included in this list. However, they will generally be able to obtain a specimen for you if given enough time.

*Though commonly available, this plant is considered to be an invasive alien species.

Evergreen Trees for Virginia Landscapes

Source: Virginia Cooperative Extension

Evergreen trees are valued for their year-round beauty and shelter for wildlife, as well as providing other environmental benefits and screening unwanted views. A few species are also wonderful shade trees, such as Virginia pine. Tree selection and placement should be done carefully—trees are dominant features in the landscape due to their stature and potential for long life.

Common name	Latin name	Cultivars and Comments
False Cypress	<i>Chamaecyparis spp.</i>	Several narrow or pyramidal species and cultivar

Japanese Cryptomeria	<i>Cryptomeria japonica</i>	Pyramidal; fast growing
Leyland Cypress	<i>x Cupressocyparis leylandii</i>	Many cultivars -- tall and narrow; fast growing
Foster Holly	<i>Ilex x attenuata</i>	'Fosteri' Narrow, drought tolerant
Nellie Stevens holly	<i>Ilex x 'Nellie R. Stevens'</i>	Dense, narrow
American Holly	<i>Ilex opaca</i>	Many cultivars -- tall and pyramidal; tolerates wet soil
Chinese Juniper	<i>Juniperus chinensis</i>	'Torulosa' -- arrow; twisted branches
Rocky Mountain Juniper	<i>Juniperus scopulorum</i>	'Mountbatten', 'Skyrocket' -- narrow
Red Cedar	<i>Juniperus virginiana</i>	'Glauca' -- narrow; silver-blue
Hasse Magnolia	<i>Magnolia grandiflora</i>	'Hasse' -- upright
Dwarf Southern Magnolia	<i>Magnolia grandiflora</i>	'Little Gem' -- smallest; slow growing
Sweet Bay Magnolia	<i>Magnolia virginiana</i>	Tolerates wet soil
Japanese Red Pine	<i>Pinus densiflora</i>	'Umbraculifera' -- dwarf, umbrella-shaped
Eastern White Pine	<i>Pinus strobus</i>	'Fastigiata' -- upright
Virginia Pine	<i>Pinus virginiana</i>	Dense
Arborvitae	<i>Thuja spp.</i>	Dense, broad and species and cultivars
Hemlock	<i>Tsuga canadensis</i>	Pyramidal; not heat tolerant
Your local nursery will probably not stock all of the species included in this list. However, they will generally be able to obtain a specimen for you if given enough time.		

Recommendations for Privacy Screening

Source: Fairfax County Urban Forest Management Division

The following is a list of evergreen trees and large shrubs that can be used for landscape screening. They perform well in the Washington, D.C. area. Plants that are generally grown as shrubs are noted. Most of these plants prefer moist, well-drained sites but will tolerate dry sites. Light requirements, suggested uses, and special cultural requirements or tolerances are listed in the comments column. Species native to Virginia are highlighted in red and marked with an asterisk (*).

Common Name	Scientific Name	Max Size	Comments
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Glossy abelia	<i>Abelia x grandiflora</i>	5'	Semi-evergreen to partly deciduous, glossy foliage, pink-tinged white flowers. Bronze-purple fall foliage
Compact strawberry tree	<i>Arbutus unedo</i> 'Compacta'	5-10'	4 season evergreen shrub
Red Chokeberry	<i>Aronia arbutifolia</i>	6-10'	Red berries load shrub; eaten by mammals & birds
Black Chokeberry	<i>Aronia melanocarpa</i>	3-5'	Dependable showy orange/burgundy/purple fall color
Gold dust aucuba	<i>Aucuba japonica</i> 'Gold Dust'	6'	Glossy, dark green leaves spotted with gold. Berries on female plants. Various other cultivars available. Broadleaf evergreen
False cypress 'Gold Mop'	<i>Chamaecyparis pisifera</i> 'Mops'	5'	Weeping evergreen.
American beautyberry	<i>Callicarpa americana</i>	3-8'	Clusters of round, bead-like purple berries in fall.
Camellia	<i>Camellia spp.</i>	varies	Broadleaf evergreens with fragrant winter flowers. Many cultivars available
Sweet pepper-bush	<i>Clethra alnifolia</i>	5-8'	Small white fragrant flowers(Jul-Aug); yellow leaves in the fall
Redtwig dogwood	<i>Cornus stolonifera</i>	6-10'	Creamy white flowers (May-Jun); dark red stems in winter
Variegated hybrid daphne	<i>Daphne x burkwoodii</i> 'Carol Mackie'	4'	Fragrant white flowers (May), semi-evergreen, cream colored margins on green leaves
Black huckleberry	<i>Gaylussacia baccata</i>	1-3'	Edible fruit- ancestor of blueberries
Royal grevillea	<i>Grevillea victoriae</i>	8-10'	Broadleaf evergreen with pendant clusters of red-orange honeysuckle-like blooms; attracts hummingbirds
Variegated English holly	<i>Ilex aquifolium variegata</i>	10-20'	Dark green leaves with silver edges; evergreen; stays compact with pruning
Inkberry	<i>Ilex glabra</i>	4-8'	Evergreen shrub; forms suckering colonies
Chinese holly	<i>Ilex cornuta</i>	4-8'	Evergreen shrub; dark green glossy foliage. Red berries. Various cultivars
Japanese holly	<i>Ilex crenata</i>	4-8'	Evergreen shrub; dark green glossy foliage. Various cultivars
Little Red holly	<i>Ilex x 'Little Red'</i>	5'	Moderate growth rate and compact nature (5'x5'). Red berries.
Winterberry	<i>Ilex verticillata</i>	6-15'	Bright-red berries into winter; attracts birds
Virginia willow	<i>Itea virginica</i>	3-6'	Spectacular & long-lasting yellow/orange/crimson fall color
Marsh elder	<i>Iva frutescens</i>	8'	No fall color; inconspicuous flowers; evergreen
Juniper	<i>Juniperus spp.</i>	varies	Many small hardy cultivars available
Mountain laurel	<i>Kalmia latifolia</i>	5-12'	Evergreen foliage; pink-white showy flowers (May-Jun)

Mountain laurel "Freckles"	<i>Kalmia latifolia</i> "Freckles"	5-12'	Evergreen foliage; pink-white showy flowers (May-Jun)
Sweetbells	<i>Leucothoe racemosa</i>	4-8'	White to pink bell-shaped flowers borne in dense one-sided clusters. Mostly present in coastal plain.
Fringe flower	<i>Loropetalum chinensis</i>	4-6'	Evergreen, bronze-red new growth
Southern wax myrtle	<i>Myrica (Morella) cerifera</i>	15-20'	Leaves are fragrant when crushed; olive green in color
Northern bayberry	<i>Myrica (Morella) pennsylvanica</i>	5-8'	Semi-evergreen; transplants well
Holly tea olive	<i>Osmanthus heterophyllu s</i>	8-10'	Has many hardy and variegated cultivars
Japanese pieris	<i>Pieris japonica</i>	6-8'	Shade tolerant broadleaf evergreen; small, white, urn-shaped flowers
Red tip photinia	<i>Photinia x fraseri</i>	10-15'	Broadleaf evergreen; new growth is red
Common ninebark	<i>Physocarpus opulifolius</i>	6-10'	White to pink flowers. Exfoliating bark adds winter interest. Drought tolerant and adaptable
Pinxter flower	<i>Rhodo. periclymenoi des</i>	4-6'	Pale, pink flowers in late May
Fragrant sumac	<i>Rhus aromatica</i>	2-6'	Showy orange to reddish-purple fall color
Broad-leaved meadowsweet	<i>Spirea latifolia</i>	3-4'	White or pinkish flower clusters attract butterflies. Twigs purplish red.
Steeplebush, hardback spirea	<i>Spirea tomentosa</i>	3-6'	Some cultivars have white or red flowers
Yew species	<i>Taxus x media</i>	4-10'	Shade tolerant; many cultivars and varieties available
Highbush blueberry	<i>Vaccinium corymbosum</i>	6-12'	Excellent fall color; fruit edible for humans/wildlife
Deerberry	<i>Vaccinium stamineum</i>	3-16'	Tiny white-purple flowers in early summer and blue-black berries in September-October. Edible but sour.
Arrowwood viburnum	<i>Viburnum dentatum</i>	5-9'	Flowers (May-June); small blue-black berries in fall
Prague viburnum	<i>Viburnum x pragense</i>	up to 10'	Very hardy evergreen; white flowers in summer, red berries in winter
Black-haw viburnum	<i>Viburnum prunifolium</i>	12-15'	White flowers (spring); fruit attracts birds; edible
Leatherleaf viburnum	<i>Viburnum rhytidophyll um</i>	10-15'	Yellowish-white flowers (spring); red fruit matures to black