

ARC APPROVAL GUIDELINES

- Any homeowner application that fully complies with the established guidelines will receive **automatic approval** by the Architectural Review Committee (ARC).
- Applications that fall outside of these guidelines will be referred to the **Board of Directors** for review and decision.

Submittal Requirements

To be considered complete, each application packet must include the following items:

1. **Current ARC Application Form** – fully completed and signed.
2. **Project Description** – detailed explanation of the proposed work, including materials and dimensions.
3. **Lot Plot Plan** – showing the actual house layout, setback lines, and easements.
4. **Visual Representation** – a picture, sketch, or drawing of the proposed project.

Incomplete Applications

- If any of the required items are missing, the application packet will be **automatically rejected**.
- Homeowners may resubmit once all required materials are provided.

DECKS:

1. Deck is to be of wood construction. Composite (Trex-like) material is also permitted.
2. Stained natural wood colors.
3. Permit must be pulled per the codes.
4. Built to meet all James City County Codes.
5. Cannot wrap around side of house.

FENCES:

1. Constructed of wood and/or vinyl material.
2. Maximum 6 feet tall and must be complete fences, no partials are allowed. If they have design caps, then they can be no more than 6" higher (6'6").
3. Fence is to remain behind the front of corner of the house.
4. Built 6 inches in from the perimeter of the property line.
5. Painted white or stained a natural wood color for wood color for wood fences. Vinyl fences white only.
6. Chicken wire and/or chain-link fences are prohibited.
7. Signed, notarized permission to tie into a neighbor's fence given with application.

ROOM ADDITIONS:

1. Meet all James City County Codes and permits.
2. The exterior siding is to match the existing color as closely as possible.
3. Roofline is to match existing style.
4. Shingles are to be as close to the existing shingles in color.
5. Windows must be of the same style and match the existing house.
6. Doors are to match the existing style of the house.

GARAGE ENCLOSING:

1. Meet all James City County Codes and permits.
2. The vinyl siding shall match existing siding.
3. Windows and/or doors to match existing as close as possible.
4. Landscaping should be placed in front to tie the area into the remaining of house.
5. HVAC to run from existing unit or new unit. Window units are not allowed.

SHEDS:

1. Sheds maximum size is 12ft x 16ft. (150 square ft and larger require James City County Permits).
2. Sheds must be built at least 5 ft. from any property line per James City County codes.
3. Roof peak maximum 10ft.-6" high.
4. Sheds must either be vinyl sided or painted to match the color of the house (as close as possible).
5. Trim should match the house as close as possible.
6. Roofing shingles should match existing roof shingles.
7. Doors are to be flat or paneled and painted to match trim, siding or front door of house.
8. The roof is to have a minimum pitch 4/12 with gable ends.
9. Must have a cinder block or concrete foundation.
10. Must be installed not to impede easements and drainage ditches.
11. Lots are limited to one outbuilding/accessory structure.

DRIVEWAYS/PATIOS:

1. Meet all James City County Codes and permits.
2. Meet all VDOT Road rules for construction.

PAINTING OF HOUSE:

1. Painted by a professional painting service only.
2. Painted with a paint that is specifically designed to cover vinyl siding.
3. Painted in a color that is complementary colors of the neighborhood.

POOLS:

1. In-ground pools only.
2. Must meet all James City County and State of Virginia codes/regulations.
3. The pool must have a fence around it.