

BOARD OF ARCHITECTURAL REVIEW

COTTAGES AT STONE MILL

Procedures for requesting approval for constructing a structure on a lot within the Cottages of Stone Mill, and for approval for modifying, altering, or improving the external structure or appearance of any lot

These procedures align with Article VI (Improvements and Maintenance/Architectural Board) of the Declarations of Covenants, Conditions, and Restrictions of the Cottages at Stone Mill

Approved by the Architectural Board

April 9, 2025

Applications for construction of structures on lots within Cottages at Stone Mill:

Approval shall be granted or denied by the Architectural Board based upon compliance with the provisions of the Declaration, the quality of work and materials, harmony of external design with surrounding structures, the effect of the construction on the outlook from surrounding Property and Lots, and all other factors which in the sole opinion of the Architectural Board will affect the desirability or suitability of the construction.

Approval or disapproval of applications to the Architectural Board shall be given to the applicant within sixty (60) days.

The written application shall include the following in detail:

1. The expected beginning construction date
2. The expected date of construction completion
3. A complete set of blueprints or architect's drawings
4. The number of bedrooms
5. The number of bathrooms
6. The number of garage doors (garages are required)
7. Whether or not the structure will be built on basement, crawl space, or slab
8. Materials and colors used for covering the exterior walls
9. Materials and colors used for all exterior trim
10. Materials and colors used for roofing and shutters
11. Description of heating and cooling systems

Exterior heat pump units shall be located at the rear of the structure.

Electric service meters shall be installed on the side or rear of the structure

Black asphalt paving shall be used for the driveway.

Front, rear, and side structure setbacks shall be in conformity with other developed lots and with all local code requirements.

Foundation plantings shall be in conformity and harmony with other developed lots.

A mailbox consistent with the "cottage" style shall be installed with white post.

Log-burning fireplaces are not to be installed in any structure.

If gas log fireplaces are to be installed, propane tanks shall be buried at the side or rear of the structure.

It shall be the applicant's responsibility to ensure that adjoining property and landscaping is not disturbed by construction. The applicant must repair any damage to adjoining property.

The lot owner shall ensure that construction equipment or vehicles do not block adjoining driveways or mail delivery access.

Requests for any fencing, lawn or structural decorations, solar panels, landscaping, etc. that do not harmonize or align with the surrounding structures and developed properties must be listed in the application.

It shall be the property owners responsibility to provide a written request to the Architectural Board for any modifications to the exterior of the structure while it is under construction. The Board will approve or deny such requests in writing within fifteen (15) days.

Applications, questions, or clarifications shall be submitted to the contact person for the Architectural Board - Richard Hartley, 540-238-3551.

Application for modifying, altering, or improving the external structure or appearance of any lot:

Approval shall be granted or denied by the Architectural Board based upon compliance with the provisions of the Declaration, the quality of work and materials, harmony of external design with surrounding structures, the effect of the construction on the outlook from surrounding Property and Lots, and all other factors which in the sole opinion of the Architectural Board will affect the desirability or suitability of the construction.

All modifications, alterations, or improvements to the exterior of any property in the Cottages at Stone Mill shall comply with the Declaration of Covenants, Conditions, and Restrictions of The Cottages at Stone Mill, filed March 20, 2025.

Proposed changes shall adhere to all requirements listed in Section 3 of Article VI of the Declaration, pages 18 – 22 (Restrictions on Use of Lots and Common Areas).

Approval or disapproval of applications to the Architectural Board for modifying, altering, or improving structures or landscaping shall be given to the applicant within fifteen (15) days.

1. Applications shall detail in writing the proposed changes, modifications or improvements, including a detailed description of plans for exterior modifications and landscaping by providing blueprints, architect's renderings, drawn landscape plans, etc.
2. Applications shall include the proposed project start date and completion date.
3. Applications shall include a listing of materials, colors, ground preparation, plantings, or other items proposed to be included in the project. Photos and drawings are acceptable supplemental materials.
4. The applicant shall notify adjoining property owners of any possible ground disturbance, noise, heavy equipment required.
5. The applicant shall repair any damage done to adjacent property as a result of the project.
6. The applicant shall notify the Architectural Board in writing of any changes in the plan during the project work.

Applications, questions, or clarifications shall be submitted to the contact person for the Architectural Board – Richard Hartley, 540-238-3551.