

WORTHINGTON MEWS  
(CROMWELL FOUNTAIN)

HOMEOWNERS ASSOCIATION  
ARCHITECTURAL GUIDELINES

FEBRUARY 1997

## WHAT ARE THE COVENANTS?

The Declaration of Covenants, Conditions and Restrictions are the documents you received at the point of sale of your home. They are the legal binding documents between the Homeowner's Association (HOA) and each member (you) to which all parties must abide. Our covenants assure owners of certain minimum standards for land use, architectural design and property maintenance throughout the community. They also provide for your membership in the HOA and establish a mechanism for the operation of the HOA on a daily basis.

The covenants "run with the land" as a part of your deed of ownership. The covenants are a contractual obligation between the homeowner and the HOA, and every homeowner is obligated to abide by them. It is our hope and intent to assist you in every way to obtain the fullest enjoyment of your property and the commonly owned property consistent with your obligations to the other homeowners and the HOA.

## HOW DOES THE ARCHITECTURAL CONTROL PROCESS WORK?

Every effort has been made to make this process as simple and efficient as possible. Homeowners making exterior alterations or additions to their lot using these guidelines may simply complete the application, enclosing a picture or drawing of the proposed alteration. Approvals will be automatic provided all requirements and guidelines are met. No construction may begin until your lot is in compliance with the construction site plans per County requirements. Owners who proceed to construct exterior alterations prior to final Architectural Review Committee (ARC) approval or final site approval on their lot do so at their own risk.

Please be reminded that it is the homeowner's responsibility to apply for and obtain all permits required by the County. A building permit for decks is normally required by various counties.

Approval or denial of any architectural alteration submitted to the ARC is based on the HOA's criteria. Property owners have the sole responsibility for compliance with County codes and regulations.

### **ITEMS NOT COVERED IN THE GUIDELINES**

Any alteration which is not included in the guidelines requires submission of a fully completed application. Approval or denial of the application shall be based on the HOA's criteria. The decision of the ARC will be final and shall set the standards for similar alterations for the community.

Although the HOA documents allow sixty (60) days for the process of review and decision of applications, every effort will be made to complete and return your application as quickly as possible. Incomplete applications will be returned to the homeowner without further review.

### **HOW DO I DETERMINE MY PROPERTY LINES?**

It is your responsibility to obtain a survey and permanent stakes for your property corners. You may use the contractor of your choice to perform the work, or you may feel free to call the contractor used by your builder. Caution should be used in this issue, as you need to verify with your builder that the fine grade and stabilization is completed on your lot before it is surveyed and construction of any exterior alteration begins.

It is your responsibility to ensure the proper installation of all exterior alterations on your lot within the property line boundaries and as defined in these guidelines.

## **GUIDELINES**

### **AIR CONDITIONERS**

Window air conditioners are strictly prohibited.

### **ANIMALS**

Please refer to your covenants regarding prohibited use and nuisances. The maintenance, keeping, boarding or raising of animals, livestock, or poultry of any kind, regardless of number, shall be and is hereby prohibited. The keeping of two (2) dogs, or two (2) cats, or two (2) caged birds or any combination thereof, as domestic pets, provided they are not kept, bred or maintained for commercial purposes and that such domestic pets are not a source of annoyance or nuisance to the neighborhood or other members, and provided further that any such pets are walked on any designated pet walking areas, is allowed. Pets shall be attended at all times and shall be registered, licensed and inoculated as may from time to time be required by law. Pets shall not be permitted upon the common area unless accompanied by a responsible person and unless they are carried or leashed. All pets are to be kept under the physical control of their owners and are to be cleaned up after immediately.

### **AWNINGS AND SUN TRELLISES**

Awnings and sun trellises are strictly prohibited in the front of homes and must be individually approved by the ARC in the rear of homes.

### **BOATS, TRAILERS, TRUCKS, RVs**

No junk vehicle, unlicensed or inoperable motor vehicle, trailer, camper recreational vehicle, van (except a 9 passenger or less van), camp truck (weighing 3/4 ton or more), house trailer, boat or other similar machinery or equipment of any kind or character (except for such equipment and machinery as may be reasonable, customary or usual in connection with the use and maintenance of any dwelling and except for such equipment and machinery as the HOA may require in connection with the maintenance and operation of the common and open areas) shall be kept upon the property nor shall the repair or extraordinary maintenance of automobiles or other vehicles be carried out thereon. Abandoned, stored, junked, or those vehicles without license plates are prohibited and subject to towing at the homeowner's expense.

Only routine vehicle maintenance is permitted. Tools, supplies, parts, etc. must not be left on private property or common areas. Oil and other vehicle lubricants must not be dumped or discarded on private property or common areas and should be properly disposed of in accordance with state and federal guidelines.

## CLOTHES LINES

No clothing or any other household fabric shall be hung in the open on any lot.

## COMMON AREAS

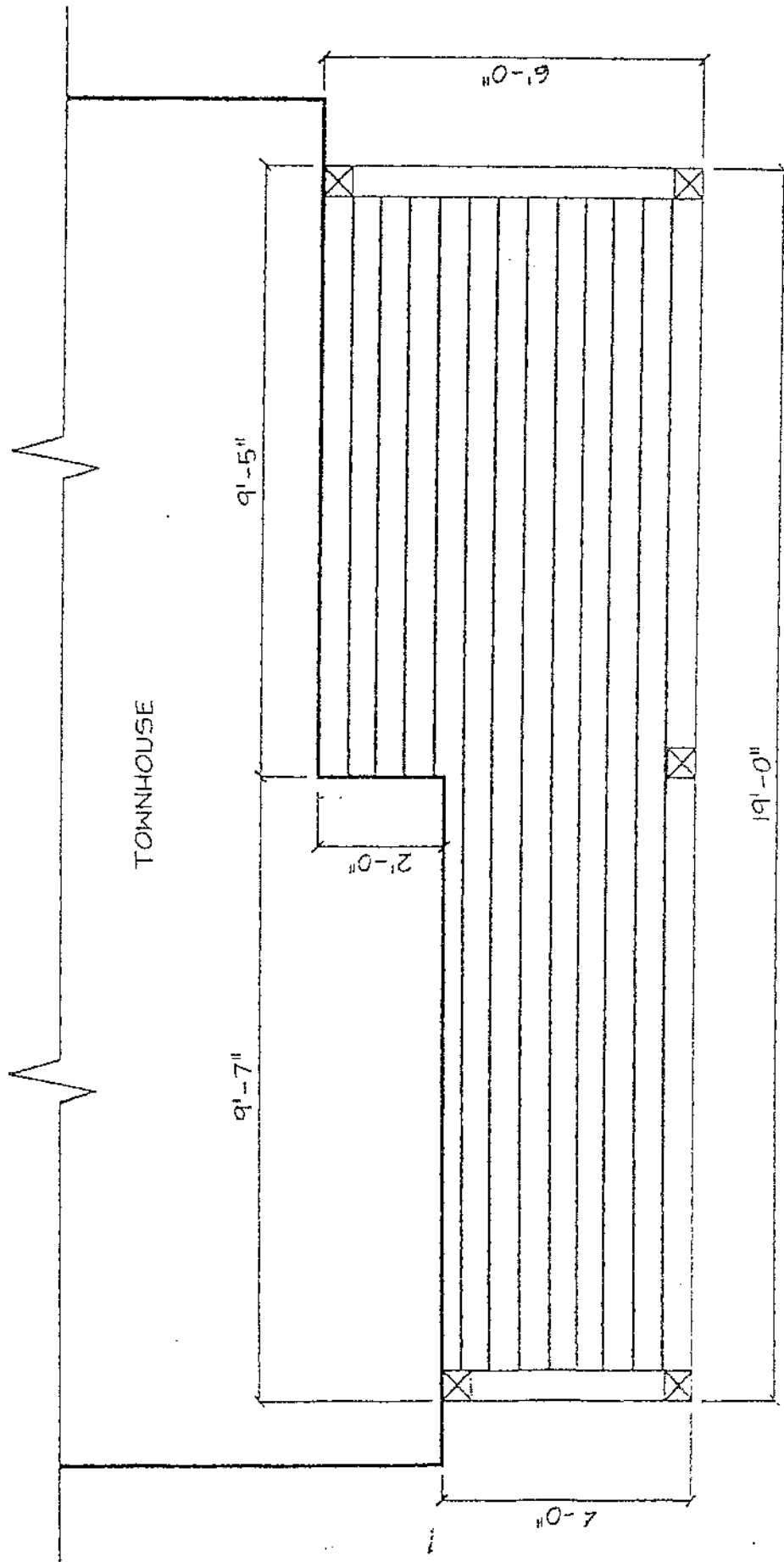
No dumping of trash, grass clippings, weeds or gardening debris is allowed on any of the common areas. No noxious or offensive activity is permitted within the community.

## DECKS

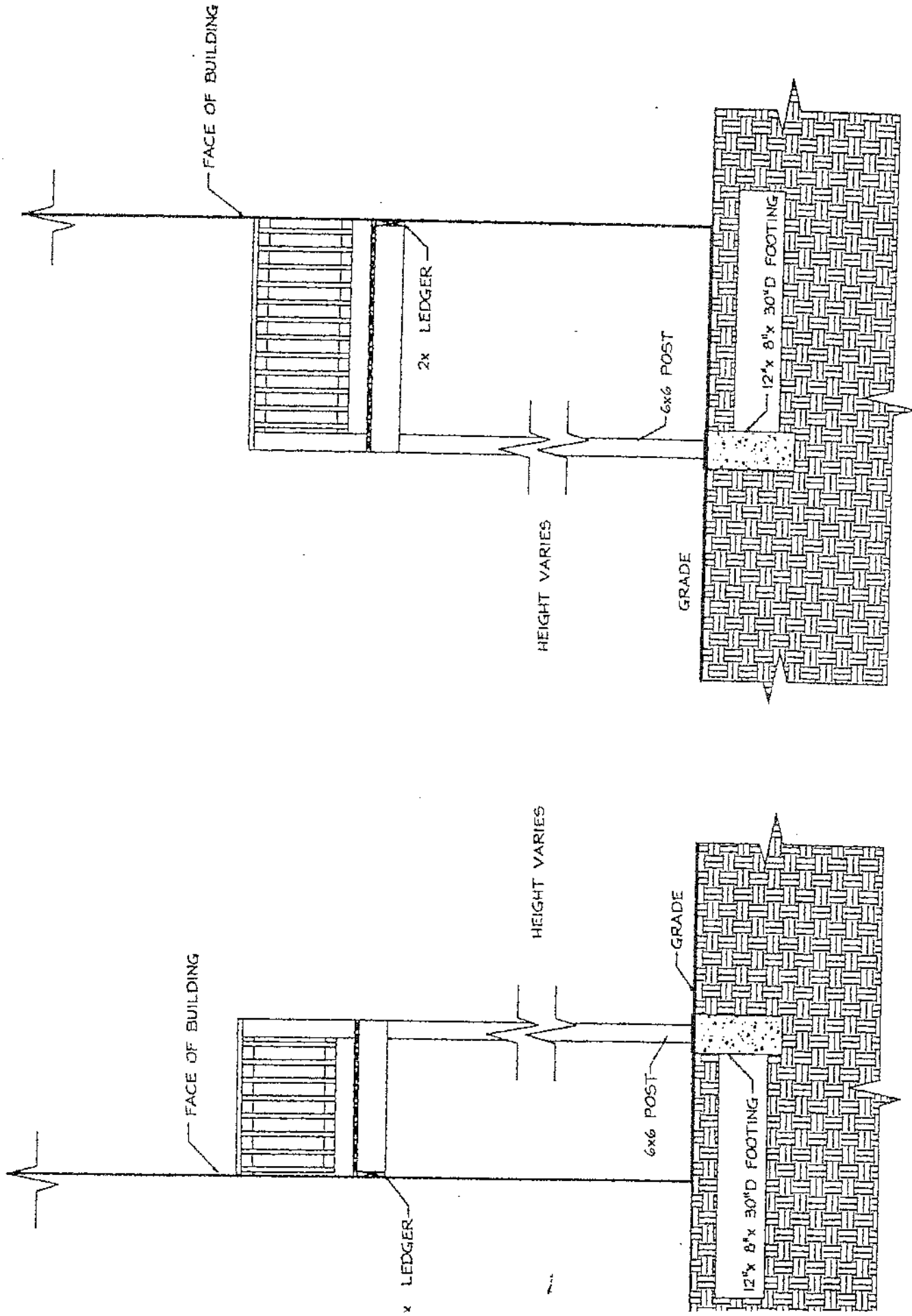
All decks require a completed application and a county building permit.

- A. Materials: Decks may be constructed of pressure-treated lumber only.
- B. Finish: Natural or clear wood finish only. No stain or paint of any type is permitted. Use of a clear water repellant sealer is recommended.
- C. Placement:
  - 1. Decks must be attached to the dwelling, but be self-supported. No free-standing decks will be permitted.
  - 2. Decks built off the second floor of a home may not have a roof, rafters, overhead beams or joists of any kin and may not be closed in.
- D. Size and Style:
  - 1. Decks size must be exactly as shown on the attached drawing.
  - 2. Railings may be one of the following types (see attached drawings). Railing type must be consistant throughout entire deck.

- Permitted railing types:
- 1. Vertical Pickets - 2" x 2"  
(spaced no more than 4" apart)
  - 2. Sunburst - 2" x 2"
  - 3. Chippendale - 2" x 2"

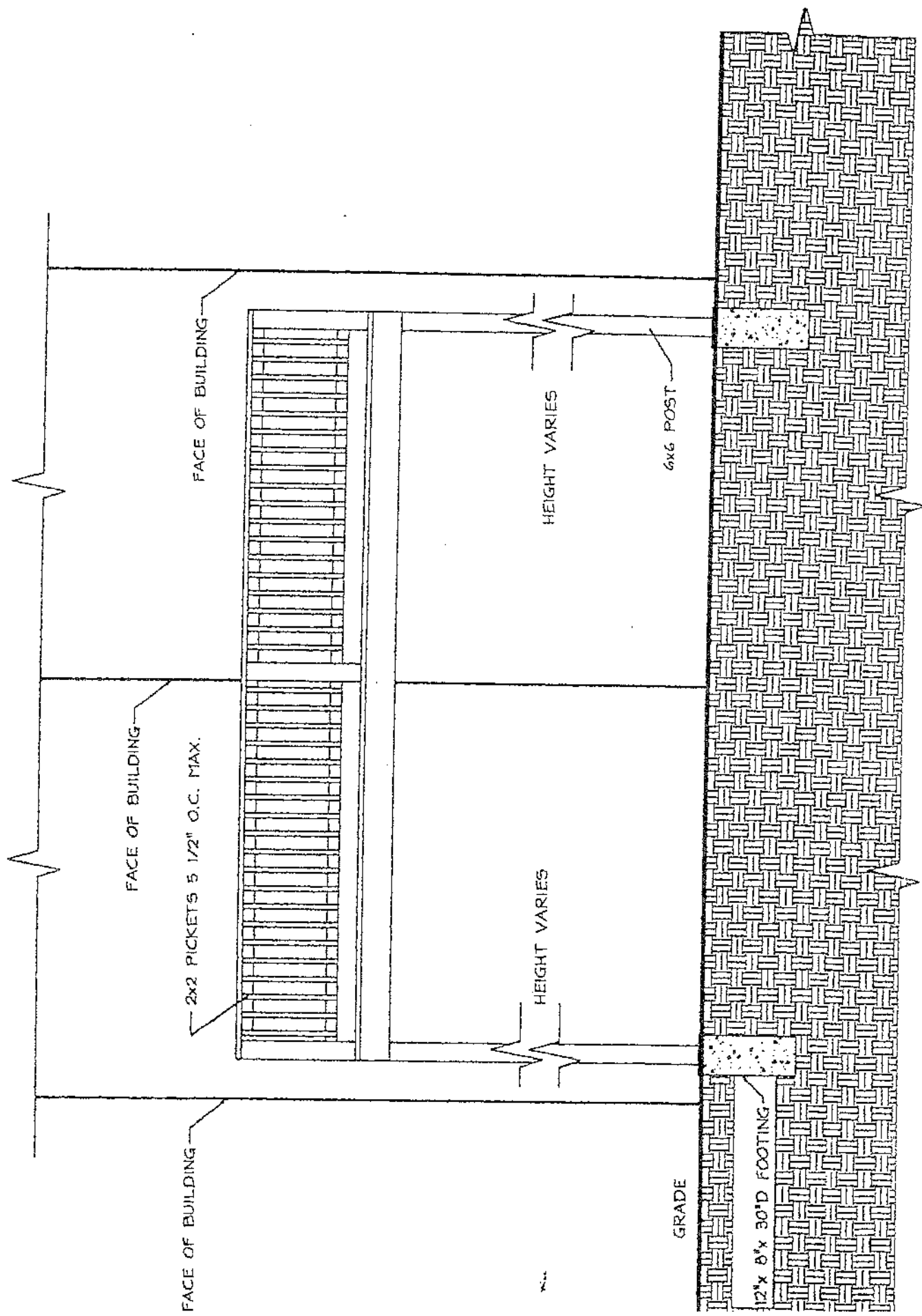


PLAN VIEW



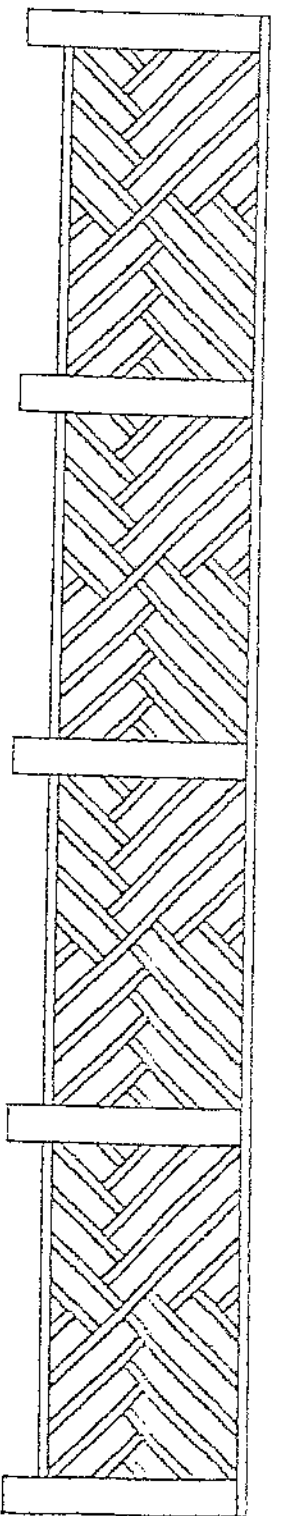
LEFT ELEVATION

RIGHT ELEVATION

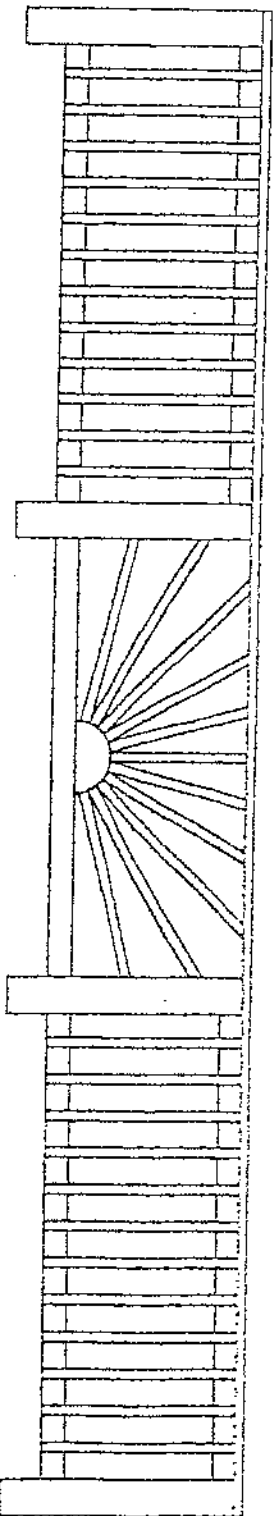


ELEVATION

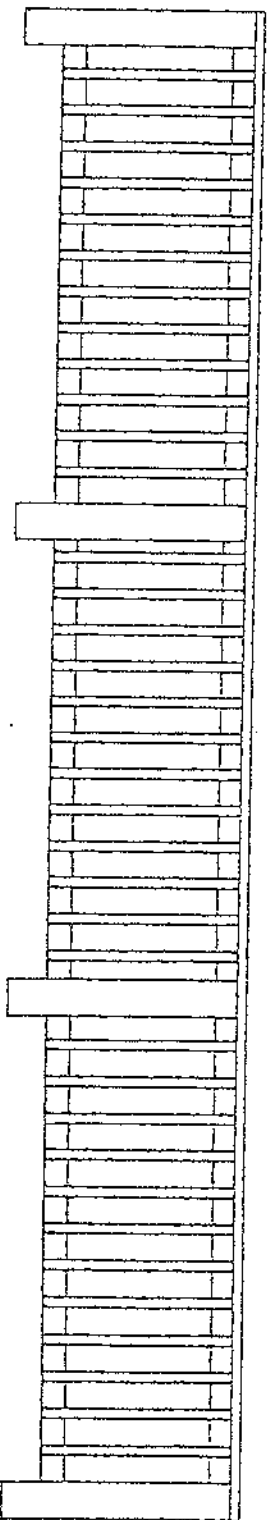




CHIPPENDALE



SUNBURST



PICKETS

DECK - EXH. 4D

ALTERNATE RAILING STYLES

## **DOG HOUSES AND RUNS**

Not allowed.

## **FENCES**

Not allowed.

## **FRENCH DOORS**

A completed application is required. The exterior of the door must be white or match exactly the trim color of the house.

## **GRILLS, FIREPLACES**

Permanent outdoor cooking grills or outdoor fireplaces are strictly prohibited. Portable grills may not be used in the fronts of homes. Fireplaces that are not installed by the builder require a completed application and must meet all local building codes.

## **GUTTERS, DOWNSPOUTS**

The drainage patterns on adjacent property shall not be adversely affected, and no direct drain onto common or neighboring sidewalks is allowed. A factory applied finish is required and color shall be either white or match the trim of the home.

## **HEAT PUMP UNITS**

May not be relocated.

## **LANDSCAPING**

A complete application is required for, but not limited to, the following instances:

- A. Any plantings used as a hedge, windbreak or for screening purposes. Hedges will be considered on an individual basis.
- B. Landscaping which involves a change of grading or slope, or installation of a retaining wall or other structure on common area.

- C. Installation of any permanent walkway of stone, brick or flagstone.

An application is not required for the planting of:

- A. Individual shrubs (unless used as a hedge), foundation plants, small annual or perennial beds, ground covers or single specimen trees which, at maturity will be in scale with the house size.
- B. Stepping stones flush with the ground.
- C. The owner will be responsible for correcting any water damage to adjoining property as a result of redirected flow of ground water resulting from the installation of any landscaping.

Plantings which would require the removal or change in location of any builder installed fencing, sheds, etc. are strictly prohibited.

## LAWNS

Proper lawn maintenance is expected of all homeowners. Front lawns and back may not be allowed to grow more than 4 inches high. If an owner does not comply with this requirement, the HOA may take action to have the lawn mowed at the owner's expense. Homeowners shall prune any shrubs, trees, plantings, etc. on their lot so as to remain attractive and not interfere with neighbors enjoyment of their homes.

## LAWN FURNITURE

Allowed only on decks.

## SNOW REMOVAL

Each homeowner is responsible for the removal of snow from their driveway and the sidewalk in the front of their home.

## LAWN ORNAMENTS/ORMENTAL GARDENS & FISH PONDS

Not allowed.

## **PAINTING, STAINING**

No change in color, shade or tint of the trim, shutters or door of any structure is permitted. Please ensure that the paint you use is adequately matched to the color of the structure being painted. An application is not necessary if the structure is painted exactly the same color as the original structure's color.

Brick and aluminum siding may not be painted or replaced with that of a different color. Decks may not be painted or stained. (See deck guidelines.)

## **PERMANENT EXTERIOR LIGHTING**

Permanent exterior lighting and wiring require a completed application. All exterior lighting will be installed so as not to shine on an adjacent property or common area. Permanent party lights are prohibited. Florescent lights used outdoors are prohibited. A completed application is required for the following:

- A. A change in style, size, shape, color or positioning of any existing light fixture. An application is not required for the replacement of an existing light fixture if replaced with a fixture that closely resembles the original fixture in size, shape, color and location.
- B. Installation of any new exterior lighting.
- C. Installation of low-level lighting such as front walk light, accent lights and deck lights.
- D. Proposed landscaping and screening plans.

## **PATIOS**

Not allowed.

## **RECREATIONAL EQUIPMENT**

Portable items including, but not limited to, children's wading pools, sand boxes, play houses, gym equipment and swing sets are permitted in rear yards only. All such items must be removed from public view or stored within the garage when not in use.

## **SHEDS**

Not allowed.

## SIGNS

External signs on homeowner lots, except for temporary "For Sale" or "For Rent" signs not exceeding 4 square feet, are prohibited. Real estate signs must be removed after the sale or rental of the home is complete. No signs shall be permitted on the common area, except those approved by the Board of Directors.

## STORAGE OF MATERIALS AND TRASH REMOVAL

- A. Visible storage of lumber, building materials, wheelbarrows, vehicle parts or other discarded items in the front, rear or side yards is prohibited. Temporary storage of lumber and building materials for ARC approved exterior alterations is allowed for a reasonable time in order to construct the alteration but shall not be stored at length for future construction. All materials remaining following the completion of an approved alteration must be removed in an expedient fashion.
- B. Trash disposal rules and regulations:
  - 1. Trash, in plastic bags only, shall not be permitted to remain in public view from the front or rear of the home except on trash pick-up days.
  - 2. Trash is to be left at the pick-up areas designated by the HOA (normally the intersection of your group driveway and the main road) and all homeowners shall abide by any recycling and regular trash pick-up days designated by the County or other authority.
  - 3. Trash should be placed out for pick-up on regular pick-up days before 6:00a.m. Trash may be placed out the previous evening, but only after dusk.
  - 4. Heavily gauged bags are required and must be tied.
  - 5. Please be courteous and help keep your community free of litter.
- C. Bulk trash removal is the responsibility of the homeowner. Should bulk pick-up days be available by the County, it may only be placed at the designated location on the day of the pick-up.

It is County law that Builder and developer supplied trash dumpsters cannot be used by homeowners for household trash and garbage, lawn debris or bulk trash. Appropriate measures will be taken against any homeowner found to be abusing this rule.

## **STORM DOORS/WINDOWS**

Installation of storm doors does not require an application if all guidelines are adhered to:

- A. Materials: Storm doors may be solid wood or backed aluminum only. No galvanized, raw metal, or natural wood finishes are acceptable.
- B. Color: Storm doors must match the trim of the home or be white. Black storm doors will not be approved unless the trim or shutters of the home are black. No other colors will be permitted.
- C. Style: Storm doors may be of the "full view" style only. No half-view, partial-view, crossbuck, grids or other styles will be permitted. A diagram of the generally accepted "full view" storm door is attached. Storm doors and windows with bars, ornamental metal work or other exterior grids/bars are prohibited.

## **SWIMMING POOLS**

Not allowed.

## **TEMPORARY EXTERIOR LIGHTING/HOLIDAY DECORATIONS**

Decorative holiday and festival lighting requires ARC approval prior to its placement. It should be used in good taste and not to an extreme. Holiday lighting shall not be operative prior to the 26th of November in any year, nor later than the following 15th of January and must be totally removed by the 22nd of January. Decorations and lighting must be removed completely. Homeowners who decorate for the holidays are asked to remove decorations in a timely manner.

## **TENANTS/RENTERS**

The owner of any house that is leased to a tenant and not owner-occupied must provide a copy of the lease agreement to the HOA Management Company within 30 days from the date of that tenant's occupancy. The lease agreement must state that the tenant shall abide by the conditions set forth in the HOA Declaration of Covenants, Conditions and Restrictions and any rules, regulations and guidelines adopted by the HOA and that failure to do so shall constitute a breach of the lease. All lease agreements and tenant arrangements shall comply with the laws and ordinances of the County and the State of Maryland.

## Storm Doors



At *Garage*, we build craftsmanship into every detail of our doors. What does that mean? It means every little thing counts. From the smooth operation of self-lubricating hinges, to the shine on the solid brass handle of our Prestige-Core® storm doors. And it's been that way for more than 40 years. Inside and out, *Garage* doors combine the best qualities of remarkably durable construction and exceptional fit and finish. And *Garage* offers eight distinctive series to provide you with a variety of choices that fit your house and your budget. When you buy a *Garage* door, you're getting an addition to your home that's as durable as it is good-looking. It's also an incredible value. With all that, no wonder *Garage* is the best-selling storm door in America.

Unfold to choose your storm door.

### Full-Lite



Model No.

Classic-View™  
Groove Border  
Full-View

Description

Ultra-sturdy construction, 1 1/2" aluminum frame filled with insulating foam. Beveled glass window and screen easily switch for seasonal ventilation.

Handle

Solid brass lever and lock. Lock can be keyed to match your primary entrance door.

Closers

Two color-matched, heavy-duty pneumatic closers.

Colors

White, almond, earth-tone brown, hunter green, wedgwood blue.

Warranty

Lifetime Plus Warranty