



Tuscan Estates Association, Inc.

88 Tuscan Estates Drive, Finleyville, PA 15332

Date: July 15, 2019

Subject: Architectural Guidelines (Community Standards)

Please find attached a copy of our updated Architectural Guidelines for our community. Some changes have been made to clarify areas that were brought to our attention by our residents.

We want to make sure that all residents understand that these guidelines were created to ensure continuity and have been designed to enhance aesthetics and to make our community a wonderful place to live.

Thank you!

The TEA Board of Directors

Please note: All fines noted herein will be administered on a monthly basis until the issue is rectified. Please note that all guidelines that require an AR form, before any work commences, will be fined the initial amount of \$100.00 as noted on the AR instructions/form.

Table of Contents

AWNINGS	3
CLOTHESLINES	4
DECKS/PATIOS/PORCHES/ ROOFS /ENCLOSURES	5
DECORATIVE FENCING, PRIVACY BARRIERS AND SCREENS (PERMANENT & REMOVEABLE)	6-7
DOORS – FRONT/REAR/GARAGE/STORM	8
DRIVEWAYS, FOUNDATIONS, SIDEWALKS AND STEPS	9
EXTERIOR DECORATIVE OBJECTS	10
EXTERIOR LIGHTING	11
FENCES/RETAINING WALL	12-13
FIREWOOD STORAGE AND STACKING	14
GARDEN, LANDSCAPING AND TREES	15
HOME ADDITIONS/GARAGES	16
HOT TUBS, SPAS AND SWIMMING POOLS	17
HOUSE NUMBERS	18
MAILBOXES AND MAILBOX POSTS	19
PLAY EQUIPMENT	20-21
RAIN BARRELS	22
RENEWABLE (ALTERNATIVE) ENERGY SOURCES (SOLAR ROOF PANELS)	23
SATELLITE DISH AND ANTENNAS (HAM OR CITIZEN BAND)	24
SHEDS	25
SHUTTERS	26
SIGNS AND BANNERS	27
SKYLIGHTS, SOLATUBES AND SUN TUNNELS	28
WINDOW REPLACEMENT, WINDOW SCREENS AND TREATMENTS	29

AWNINGS

SCOPE

This policy includes all retractable and permanent awnings.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

Awnings are permitted over doors and windows on decks or rear patios.

SPECIFICATIONS

Colors should coordinate with the colors of the dwelling.

MAINTENANCE

Awnings that are torn and/or badly faded must be replaced or removed.

CONSIDERATIONS - PATIO HOME AND TOWNHOMES

The owner will be responsible for any repairs or maintenance caused by the installation of the awnings. If the Association incurs additional costs for normal maintenance of the dwelling due to the awnings, i.e. contractor must use a lift instead of a ladder to reach the roof, the additional costs will be the responsibility of the owner.

AR REQUEST

An AR request is required for all awnings.

FINE: \$50.00

CLOTHESLINES

SCOPE

This policy includes the use and placement of clotheslines or other apparatuses used to dry clothes.

DWELLINGS IMPACTED

This policy applies to all dwellings.

NOT PERMITTED

The hanging of clothes on a permanent line is prohibited.

PERMITTED

Temporary apparatuses used to dry laundry are permitted. The drying of items on a deck railing is permitted as long as the items are not left out for more than 24 hours.

AR REQUEST

Not required.

FINE: \$25.00

DECKS/PATIOS/PORCHES/ROOFS OR ENCLOSURES

SCOPE

This policy includes new and replacement decks/patios/porches, roofs and enclosures.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

The addition and replacement of patios/decks/porches, roofs or enclosures are permitted. The owner must provide a survey/drawing and necessary zoning permits.

SPECIFICATIONS

Decks/patios/porches, roofs or enclosures may be constructed of the following materials:

- Cement
- Pavers and Bricks
- Vinyl
- Wood
- Composite Wood
- Powder Coated Metal

Acceptable colors include:

- White
- Gray
- Brown
- Bronze
- Black

Steps (Cement or Wood) can be erected, replaced or repaired. The enclosure should be consistent with the dwelling's style. Siding and roofing materials should match the dwelling

MAINTENANCE

Decks built with wood must be stained/painted at a minimum of every three (3) to five (5) years or as needed, depending on wear. Composite wood does not require painting. Decks/patios/porches or steps should be free of mildew and algae.

AR REQUEST

An AR request is required for all additions and replacements of decks/patios/porches, roofs or enclosures. An AR request is not required for paint or repair if the same materials, color, paint or stain is used.

FINE: \$100.00

DECORATIVE FENCING, PRIVACY BARRIERS AND SCREENS

SCOPE

This policy includes decorative fencing, privacy barriers and privacy screens.

DWELLINGS IMPACTED

This policy applies to all dwellings.

EXAMPLES

Decorative Fencing (space between slats):

- A single split rail post and rails that form a triangle and typically placed in the corner of a yard.
- A gate or other open fencing used in landscaping.

Privacy Barrier or Screen (no space between slats): (Permanent or Removable)

- A panel installed between two (2) dwellings, either on the ground or on a deck, for visual privacy.
- A screen used as a background for landscaping.
- A screen used to hide from sight something not visually appealing, i.e. garbage cans or utility boxes.

PERMITTED

Decorative Fencing, Privacy Barriers and Privacy Screens are permitted.

It is the owner's responsibility to ensure that property lines are established and that no encroachment onto a neighbor or common area occurs by retaining survey and necessary permits.

SPECIFICATIONS

Decorative fencing, privacy barriers or screens may not be more than four (4) feet in height in the front yard and not more than six (6) feet in height in the side yard.

The decorative fencing or privacy barriers/screen may be constructed of the following materials:

- Vinyl
- Wood
- Composite Wood
- Powder Coated Metal

Acceptable colors for decorative fencing include:

- White
- Cream
- Brown
- Bronze
- Black

Acceptable colors for privacy barriers/screens: White or tan

CONSIDERATIONS - PATIO HOME AND TOWNHOMES

Townhome and Patio Homes: If the lawn care contractor adds a charge for cutting and weed whacking around a decorative fence, privacy barrier or privacy screen, the cost will be passed to the owner requiring the extra maintenance. If decorative fencing, privacy barrier or screen creates an enclosure, owner is responsible for all lawn maintenance.

MAINTENANCE

Decorative fencing and privacy barriers/screens made of wood must be stained or painted at a minimum of every three (3) to five (5) years or as needed, depending on wear. Composite wood does not require painting.

Decorative fencing and privacy barriers/screens made of metal must be maintained.

Decorative fencing and privacy barriers/screens made of vinyl and other materials should be cleaned regularly and be free of moss and mildew.

AR REQUEST

An AR request is required for all permanently installed decorative fencing, privacy barriers and privacy screens.

REFERENCE OTHER GUIDELINES

See Union Township Ordinances for guidelines regarding specifications and restrictions.

FINE: \$100.00

DOORS - FRONT/REAR/GARAGE/STORM

SCOPE

This policy covers the painting or replacement of front doors, garage doors and storm doors.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

The painting or replacement of front doors and garage doors are permitted.

The addition, painting or replacement of a storm door is permitted.

SPECIFICATIONS

Front Door

The painting or the replacement of the front door of a townhome or patio home should conform to the style and color of the dwelling and the adjoining dwelling. The size of the door frame may not be changed on a townhome or patio home.

Garage Door

The painting or the replacement of the garage door of a patio home or townhome should conform to the style and color of the dwelling and adjoining dwellings. Windows are permitted, but only on the top panel of the door.

Front Storm Door

The front storm door must be in a color that matches the door color or the door trim. For example, if the dwelling has white trim and a black door, the storm door can either be white or black. The hardware on the storm door must match the hardware on the main door in color. For example, if the hardware on the door is brass, then the hardware on the storm door must be brass. The storm door must be a full glass or half glass and half screen in style. A half solid storm door is not permitted.

AR REQUEST

An AR request is required for all additions and replacements of any doors and for the painting if color different from the original. A paint chip should be submitted with the AR request for the evaluation of the requested color.

FINE: \$100.00

DRIVEWAYS, SIDEWALKS, FOUNDATIONS AND STEPS

SCOPE

This policy covers driveway, foundations, sidewalks (this includes personal and street abutting sidewalks) and steps (concrete or wood).

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

The replacement/repair of the driveway, sidewalks, foundations and steps following the specifications below is permitted.

SPECIFICATIONS

The driveway may be constructed with asphalt or concrete. If you wish to enlarge your driveway, sidewalks and steps, you must provide survey/drawing and necessary permits.

MAINTENANCE

Driveways, sidewalks, foundations or steps which are crumbling or have large cracks or holes must be repaired/replaced by the owner.

AR REQUEST

An AR request is required for all replacement/additions of a driveway, sidewalk or steps.

Foundation repairs/maintenance that require extensive digging requires an AR request.

REFERENCE OTHER GUIDELINES

See Union Township Ordinances for guidelines regarding specifications and restrictions.

FINE: \$100.00

EXTERIOR DECORATIVE OBJECTS

SCOPE

This policy covers all permanent large and small exterior objects, which includes, but is not limited to, the following: bird baths, bird feeders, fountains, house or name plates, poles of all types, sculptures, wagon wheels and weather vanes. This policy does not include holiday or seasonal decorations (see Rules and Regulations) or decorative fences (see page 9).

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

The placement of permanent large and small decorative objects is permitted under the following circumstances:

- Bird feeders are permitted. For those in patio home or townhomes, the impact of bird seed and waste on the neighbor's property must be considered and also bird feeders tend to attract rodents and snakes.
- Flag pole brackets located on the exterior of a single family home.
- Flag pole brackets located on the exterior of a patio home and townhome but must not be mounted on siding.
- Landscape stones within a mulch bed. House numbers or the owner's surname on the stone is permitted.
- Landscape fountains or sculptures, less than 36 inches in height and a width of 36 inches wide.

AR REQUEST

An AR request is not required if the exterior decorative items comply with the conditions above.

An AR request is required for all other exterior decorative items such as flag poles, wagon wheels, weather vanes, sculptures, ~~mailbox~~ or fountains larger than 36 inches in height or outside of a mulch bed, and all other decorative objects not previously mentioned.

REFERENCE OTHER GUIDELINES

See mailbox guideline page 19.

FINE: \$25.00

EXTERIOR LIGHTING

SCOPE

This policy covers all lighting attached to or in the yard of a dwelling.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

The replacement of exterior lighting and the addition of new lighting are permitted.

Note: Lighting must not interfere with the neighbor's peaceful enjoyment of their property, i.e. lighting must not shine into the windows of the neighbor's dwelling. This also applies to holiday lighting.

CONSIDERATIONS - PATIO HOME AND TOWNHOMES

An owner may be responsible for the repair or replacement of siding, or other exterior parts of the dwelling, if stained due to rust and water runoff from the new lighting.

AR REQUEST

An AR request is required for all replacements and/or additions of new lighting.

FINE: \$25.00

FENCES/RETAINING WALLS

SCOPE

This policy includes enclosure fencing/retaining walls. (See guideline pages 6 & 7 for decorative fencing, privacy barriers and privacy screens.)

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

It is the owner's responsibility to ensure that property lines are established and that no encroachment onto a neighbor or common area occurs. The owner must provide a survey/drawing and necessary permits.

Enclosure fencing is not permitted in the front yard.

SPECIFICATIONS

The fencing/retaining wall can be no higher than six (6) feet in height and may not extend beyond the rear wall of the dwelling toward the front of the dwelling.

Fences/retaining wall may be constructed of the following materials:

- Vinyl
- Wood
- Composite Wood
- Vinyl Covered Chain Link
- Powder Coated Metal
- Stone

Acceptable colors include:

- White
- Cream
- Brown
- Bronze
- Black

Gates must match the material used in the fencing.

MAINTENANCE

Fences built with wood must be stained/painted at a minimum of every three (3) to five (5) years or as needed, depending on wear. Composite wood does not require painting.

Fences built with metal must be maintained.

Fences built with vinyl and other materials should be cleaned regularly and be free of moss and mildew.

Town/patio home dwelling owners will be responsible for all lawn maintenance along exterior fencing and in the enclosed area. This does exclude privacy fencing.

AR REQUEST

An AR request is required for all fences & retaining walls.

REFERENCE OTHER GUIDELINES

See Union Township Ordinances for guidelines regarding specifications and restrictions.

FINE: \$100.00

FIREWOOD STORAGE AND STACKING

SCOPE

This policy covers the storage and stacking of firewood.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

The storage or stacking of firewood is permitted only in the rear yard of the dwelling.

SPECIFICATIONS

The storing or stacking of firewood should be located at least 3 feet from all property lines.

The wood should be stored or stacked in a safe and orderly manner and the stack should be no higher than 4 feet and kept at least 10 feet from the dwelling as a safety precaution.

MAINTENANCE – TOWNHOME AND PATIO HOMES

If the storage or stacking of firewood impedes the mowing of the lawns and the Association incurs a fee, the fee will be passed along to the owner.

CONSIDERATIONS – TOWNHOME AND PATIO HOMES

Stacking the firewood against or very near the dwelling can attract unwanted termites or carpenter ants. The Association will assume that any infestation of ants or termites, where wood is stacked against or very near the dwelling, is caused by the wood and the owner will be responsible for extermination costs.

AR REQUEST

An AR request is not required unless a special storage unit, i.e. shed, will be used to store the firewood.

FINE: \$25.00

GARDENS, TREES AND LANDSCAPING

SCOPE

This policy includes any gardens, including vegetable, flower and herb gardens; grass, weeds or similar vegetation and trees.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

Gardens and landscaping are permitted under the following specifications.

SPECIFICATIONS

Garden

- The garden is located between the sidelines of the dwelling and the rear property line.
- The garden does not cause water flow issues to the properties next to or behind the dwelling.

Landscaping

- Any grass, weeds, or similar vegetation not generally considered edible nor planted for some useful or ornamental purpose, to grow to a height in excess of six inches and is not to remain on the premises in such condition. All such vegetation is hereby declared to be a nuisance and detrimental to the health, safety, cleanliness and comfort of the inhabitants of the community, is not acceptable and must be maintained. Trees and shrubs must also be maintained in accordance with common landscape standards.

Trees

- Removal of dead trees on common property that are in danger of falling and harming unit, property or people, will be evaluated for cutting. Please contact Management Company.

MAINTENANCE

The garden/landscaping must be maintained and free of debris and weeds.

AR REQUEST

An AR request is not required if the above specifications are met.

FINE: \$25.00

HOME ADDITIONS/GARAGES

SCOPE

This policy is for rear room additions and garages.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

The building of home additions/garages is permitted. The owner must provide a survey/drawing and necessary permits.

SPECIFICATIONS

The addition/garage should be consistent with the dwelling's style. Siding and roofing materials should match the dwelling.

MAINTENANCE – TOWNHOME AND PATIO HOMES

The Association will not be responsible for maintaining or repairing the structure or roof of the addition.

CONSIDERATIONS – TOWNHOME AND PATIO HOMES

- If the addition impedes the Association's ability to repair, maintain or replace the townhome or patio home's original structure and roof, and incurs additional costs to do so, the additional cost will be the responsibility of the townhome or patio home owner.
- To maintain the standard appearance of the townhome or patio home, the siding and roof of the addition will be replaced by the association when the original structure's siding or roof is replaced. The cost to replace the siding or roof of the addition will be the responsibility of the townhome or patio home owner and all future homeowners upon resale and will be noted on resale certificate.
- Upon resale of the dwelling, the new buyer will assume all responsibility for the repair, maintenance or replacement of the addition and is owner's responsibility to let the buyer know.

AR REQUEST

An AR request is required for all home additions.

REFERENCE OTHER GUIDELINES

See Union Township Ordinances for guidelines regarding specifications and restrictions.

FINE: \$100.00

Updated 07/15/2019

HOT TUBS, SPAS AND SWIMMING POOLS

SCOPE

This policy includes all types of hot tubs, spas, and swimming pools.

DEFINITIONS

Hot tub, Spa, Swimming Pool: Any body of water or receptacle for water having a depth at any point greater than two feet and a surface area greater than 100 square feet, used or intended to be used for swimming or bathing and constructed, installed or maintained outside any building.

Kiddie Pool: Water receptacle which contains water at a depth up to 2 feet.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

Single Family - Above and in ground hot tubs, swimming pools, and spas are permitted provided they meet township ordinances and the specifications listed below. The owner must provide a survey/drawing and necessary permits.

All Dwellings - Kiddie pools are permitted at all dwellings.

SPECIFICATIONS

Hot tubs, spas, and swimming pools must include barriers in compliance with township ordinances.

Kiddie pools must be covered when not in use. The covering should be difficult for children to remove and gain access.

MAINTENANCE

All pools and the area around the pool must be kept clean and free of debris.

All pools must be properly closed at the end of the season.

CONSIDERATIONS - PATIO HOME AND TOWNHOMES

Due to damage that may be caused to a plastic or inflatable pool, the lawn care provider will not be responsible for cutting the grass or trimming the weeds close to the pool. It will be the owner's responsibility to control grass and weeds around a pool.

AR REQUEST

An AR request is required for pools, hot tubs and spas (except for kiddie pools as defined above).

REFERENCE OTHER GUIDELINES

See Union Township Ordinances for guidelines regarding specifications and restrictions.

FINE: \$50.00

HOUSE NUMBERS

SCOPE

The replacement of house numbers and the addition of new house numbers.

DWELLINGS IMPACTED

This policy applies to all dwellings.
House numbers are required on all dwellings and mailboxes.

PERMITTED

The replacement of house numbers is permitted under the following circumstances:

- The replacement numbers shall be in the same color, size, and style as in the original numbers.
- The replacement numbers shall be placed on either side of the front door.

AR REQUEST

An AR request is required if the owner wishes to either move the location of the house numbers, add additional numbers, or change style, size or color.

REFERENCE OTHER GUIDELINES

See policy guidelines for mailboxes and exterior decorative objects for additional guidance on house numbers.

FINE: \$25.00

Mailbox & Mailbox Post

SCOPE

Homeowners need to be aware that even though they purchased and maintain the mailbox, the mailbox belongs to and is controlled by the United States Postal Service.

Please refer to the USPS "Installing a New Mailbox" guideline <https://www.usps.com/manage/mailboxes.htm> when installing or replacing a mailbox and/or post.

DWELLINGS IMPACTED

This policy applies to all dwellings.

MAINTENANCE

Maintenance, repair and replacement of mailboxes and the structures upon which they are affixed are the responsibility of the unit owner.

PERMITTED

Single Family homes are permitted to choose their mailbox & post design. Changes to existing mailboxes, however, **require an ARC request.**

SPECIFICATIONS

Patio and Town Homes

- Mailbox clusters shall be the small standard rural type, size T1 (as were originally installed by the builder.)
- The color of all cluster mailboxes shall be black. No deviations are allowed.
- Same type & color mailbox and post replacements are the owner's responsibility and do not require an ARC request.
- Numbers should be affixed to the side or front of the mailbox.
- The installation of top mounted guides for the display of the house numbers, names and/or addresses are prohibited.
- Cluster mailbox repair is each unit owner's responsibility for all costs associated with the mailbox repair.
- Mailbox posts is the clusters unit owner's responsibility and the association will assess each owner in the cluster for their share of the cost of a post replacement. Please call Management Company when needed to have a work order created.
- Single mailboxes are allowed but must abide by "Considerations" below.

CONSIDERATIONS

When changing from cluster mailboxes to a single mailbox. **An ARC request is required.**

Patio and Town homes residents must first get approval from the local post office and then all residents in the cluster. Post office and resident approvals must be submitted with the ARC request.

AR REQUEST

An AR request is required where noted above.

PLAY EQUIPMENT

SCOPE

This policy covers all play equipment, including basketball hoops and poles, play sets and trampolines. The safety of children is of the utmost importance in considering play equipment.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED – SINGLE FAMILY HOMES

Play equipment is permitted in the backyard of the dwelling within the owner's property lines.

Basketball Equipment:

- Permanent basketball poles or backboards are permitted in the rear of the dwelling.
- Portable basketball poles or backboards are permitted and must be removed and stored indoors or in the rear of the dwelling during the winter.
- Basketball poles positioned to use the street as a playing surface are not permitted.

PERMITTED – TOWNHOME AND PATIO HOMES

Play equipment may be permitted in the backyard of the dwellings within the owner's property lines.

Basketball Equipment:

- Permanent basketball poles or backboards are not permitted in the front or rear of the dwelling.
- Portable basketball poles or backboards are permitted and must be removed and stored indoors or in the rear of the dwelling in the winter.
- Basketball poles positioned to use the street as a playing surface are not permitted.

Trampolines are not permitted.

Other Play Equipment:

- Small portable play equipment is permitted and is limited to two pieces.
- A portable sandbox is permitted.
- Gym, Jungle or other large playset is limited to one piece. It must be within the owner's property lines and must allow room for lawn services free access from one end of the building to the other end.

MAINTENANCE – ALL DWELLINGS

Play equipment built with wood must be stained or painted at a minimum of every four years or when needed. Composite wood does not require painting.

Play equipment built with metal must be maintained so that any rust does not exceed 25% of the surface of the metal.

Play equipment should be cleaned regularly and be free of moss and mold.

MAINTENANCE – TOWNHOME AND PATIO HOME

The contractor and the contractor's employees hired to cut and trim the lawns are not responsible for moving play equipment. If the lawn care contractor adds a charge for cutting and weed whacking around play equipment the cost will be passed to the homeowner requiring the extra maintenance.

AR REQUEST

An AR request is required for permanent poles, posts or large play sets that are not considered to be free-standing.

REFERENCE OTHER GUIDELINES

- See policy for Swimming Pools for additional guidance on portable or permanent swimming pools. (Page 21)
- See Union Township Ordinances for guidelines regarding specifications and restrictions.

FINE: \$25.00

RAIN BARRELS

SCOPE

Rain barrels or other water collection portals for the purpose of collecting rainwater and the use of said rainwater as an environmental initiative or a monetary savings initiative.

DWELLINGS IMPACTED

This policy applies to single family dwellings only.

PERMITTED-SINGLE FAMILY

The use of rain barrels or other outdoor water collection portals for the reuse of collected water is permitted under the following circumstances:

- The rain barrel or collection portal must be covered and locked at all times to prevent accidental access by children or pets.
- The rain barrel or collection portal must be located in the back of the dwelling and must not be visible from the street when standing in front of the dwelling.
- The rain barrel or collection portal must be on a level hard surface, such as a cement pad.
- The rain barrel or collection portal must be earth tone, i.e. tan, brown, terra cotta, gray, dark green, or black.
- The rain barrel or collection portal must be maintained to prevent standing or stagnant water.

NOT PERMITTED - PATIO HOME AND TOWNHOME

The use of rain barrels or other outdoor collection portals for the reuse of collected water is not permitted.

AR REQUEST

An AR request is required. If the dwelling is a patio home or townhome, permission from the owner's sharing a wall must be obtained and submitted with the AR request.

FINE: \$25.00

RENEWABLE (ALTERNATIVE) ENERGY SOURCES (SOLAR ROOF PANELS)

SCOPE

This policy includes Renewable Energy Sources such as solar roof panels.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

For our association to be environmentally conscience solar roof panels are permitted however, the conditions below will apply. The owner must provide a survey/drawing and necessary permits.

SPECIFICATIONS

- Solar panels must comply with the latest Pennsylvania Sunshine Guidelines for the Residential and Small Business Solar Program administered by the Pennsylvania Department of Environmental Protection.
- Solar panels shall be placed in locations that are not visible from the street or locations that minimize visibility from public view and which will minimize the visual effect of the equipment on the common areas and other residents.

MAINTENANCE

Owner shall keep the solar panels in good repair and maintain said equipment to prevent it from becoming unsightly.

CONSIDERATIONS - PATIO HOME AND TOWNHOMES

- If the panels impede the Association's ability to repair, maintain or replace the townhome or patio home's roof, and incurs additional costs to do so, the additional cost will be the responsibility of the townhome or patio home owner.
- Upon resale of the dwelling, the new buyer will assume all responsibility for the repair, maintenance or replacement of the roof and is owner's responsibility to let the buyer know and will be noted on the resale certificate.

AR REQUEST

An AR request is required for all solar panels. The request will include the location and dimensions of the equipment, a description of the installation method, a drawing of the proposed installation.

FINE: \$100.00

SATELLITE DISH AND ANTENNAS (HAM OR CITIZEN BAND)

SCOPE

This policy includes all electronic antennas, radio and TV antennas and satellite dishes.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

Antennas and satellite dishes designed to receive direct broadcast or direct to dwelling satellite radio or television services are permitted as per FCC's rule 47 CFR # 25.104 and 1.4000, however, the conditions below will apply.

SPECIFICATIONS

- Antennas and satellite dishes must be 36" or less in diameter.
- Only (1) antenna/satellite dish per dwelling permitted.
- Antennas, dishes and outdoor wiring to these antennas or dishes shall be placed, to the extent feasible, in locations that are not visible from the street or locations that minimize visibility from public view and which will minimize the visual effect of the equipment on the common areas and other residents. Antennas, dishes and outdoor wiring to these antennas or dishes are **not permitted** to be attached to any part of the front or roof of any patio, town or single family home or anywhere in their front yard.

MAINTENANCE

All owners shall keep the satellite dish, antenna and wiring in good repair and maintain said equipment to prevent it from becoming unsightly or cause unnecessary damage to the roof or siding. Any satellite dish that is not in good repair or no longer in use, must be removed.

CONSIDERATIONS - PATIO HOME AND TOWNHOMES

- Antennas, dishes and outdoor wiring to these antennas or dishes are **not permitted** to be attached anywhere on the roof or side paneling front or back of a patio or town home.
- An owner shall note, that any said equipment previously installed to the roof or side paneling of patio or town home and has been "grandfathered in" (these residents were notified in November, 2018 by Management Company) said owner will be responsible for repair and maintenance and any damage caused by this equipment. This also applies to any damage that is done to an adjoining neighbor's unit as a result of the installation of said satellite dish. Owner will be required to remove said equipment prior to sale of their unit.
- In-ground installation or deck installation of antennas and satellite dishes are viable options.

AR REQUEST

An AR request is required for all antennas and satellite dishes and wiring.

REFERENCE OTHER GUIDELINES

See Union Township Ordinances for guidelines regarding specifications and restrictions.

FINE: \$50.00

Updated 07/15/2019

SHEDS

SCOPE

This policy covers all types of freestanding units; sheds/buildings, storage or tool.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

A shed is permitted as long as township rules/regulations and the following specifications are met. The owner must provide a survey/drawing and necessary permits.

SPECIFICATIONS

- The shed shall be located in the rear of the dwelling and within the sidelines of the dwelling and follow township code.
- Sheds should be of similar quality, color and style of the dwelling.

MAINTENANCE

- Painted or stained sheds must be touched up or repainted/stained every (3) to (5) years, or when needed, depending on wear.
- Routine cleaning of the shed exterior and roof must be done to maintain a quality appearance.

CONSIDERATIONS - PATIO HOME AND TOWNHOMES

- The owner will be responsible for extra lawn care costs incurred for cutting and weed whacking around a shed.
- Current sheds which do not meet the specifications and where written approval from the Board or the Township was not obtained, will be grandfathered in. When the dwelling is placed for the sale, the out of compliance shed must be removed before a resale certificate is issued.

AR REQUEST

An AR request is required for all sheds.

REFERENCE OTHER GUIDELINES

See Union Township Ordinances for guidelines regarding specifications and restrictions.

FINE: \$100.00

SHUTTERS

SCOPE

This policy covers the painting and replacement of shutters.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED – SINGLE FAMILY

The painting or replacement of shutters is permitted.

SPECIFICATIONS

- The original style and acceptable color choices are available on the Ply Gem website (link to the exact page is listed below for your convenience):
<http://www.plygem.com/wps/portal/home/brands/mastic/siding/shutters/raised-panel/mastic-12-inch-raised-panel-shutter>

MAINTENANCE – PATIO AND TOWN HOMES

Notify current management company via ARC request when maintenance or replacement is needed.

CONSIDERATIONS

Single Family – Please note: the paint on repainted shutters can run down the side of the dwelling/siding and is the unit owner's responsibility to clean and remove.

Patio & Town Home – See "Responsibility Matrix" as shutters are responsibility of HOA.

AR REQUEST

An AR request is required for the painting or replacement of shutters.

\$100.00

SIGNS AND BANNERS

SCOPE

This policy covers the placement of signs and banners on the property of a dwelling.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

Small signs and banners, no larger than 3' x 3', may be placed on the dwelling's property for up to 2 weeks. For patio and townhome units, the sign cannot impede the landscapers. Therefore, will have to be removed on the days when grass is cut by landscaping company.

SPECIFICATIONS

Real estate "for sale" signs and the displaying of the American or State flags are exempt from this policy.

MAINTENANCE – PATIO AND TOWN HOMES

The sign or banner cannot impede the landscapers, therefore, will have to be removed on the days that they grass is cut by landscaping company.

CONSIDERATIONS

Signs or banners with crude or inflammatory language or artwork are not permitted. If the owner is unsure if the sign or banner contains crude or inflammatory language or artwork, the owner is encouraged to contact the current management company for guidance.

AR REQUEST

Not required.

FINE: \$25.00

SKYLIGHTS, SOLATUBES AND SUN TUNNELS

SCOPE

This policy includes roof top devices such as skylights, solatubes and sun tunnels.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

Skylights, solatubes and sun tunnels are permitted (see specifications & considerations.)

SPECIFICATIONS

- Skylights, solatubes and sun tunnels will be installed parallel to the plane or slope of the rear roof only.
- Devices may be fixed or vented style that presents a non-invasive appearance on rear exterior roof line.
- No more than two such roof devices shall be permitted per roof slope.
- Provide scaled drawings with roof details showing skylight device placement, dimensions type and color.
- Exterior portions of the skylights, solatubes and sun tunnels must be compatible with the roof color.

CONSIDERATIONS - PATIO HOME AND TOWNHOMES

- If the skylight roof top devices impede the Association's ability to repair, maintain or replace the townhome or patio home's roof, and incurs additional costs to do so, the additional cost will be the responsibility of the townhome or patio home owner.
- Upon resale of the dwelling, the new buyer will assume all responsibility for the repair, maintenance or replacement of the roof top device and is the owner's responsibility to let the buyer know and will be noted on the resale certificate.
- All problems or maintenance of the roof where the roof top skylight devices are installed are the responsibility of the home owner.

AR REQUEST

An AR request is required for all roof top devices such as skylights, solatubes and sun tunnels.

FINE: \$100.00

WINDOW REPLACEMENT/WINDOW SCREENS AND TREATMENTS

SCOPE

This policy covers window replacement, window screens and window treatments.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

Windows replacement is permitted and maintenance is recommended.

SPECIFICATIONS

The exterior color, size and style must match the existing windows. Different materials may be used such that vinyl windows may be replaced with fiberglass windows or vice versa.

MAINTENANCE

- Windows that have lost the vacuum seal, appear cloudy/fogged or are broken must be resealed or replaced.
- Window screens must be maintained and have no tears or holes which can be seen from the street.
- Window treatments (blinds, curtains etc.) must be maintained and have no tears in curtains or broken slats in blinds which can be seen from the street.

AR REQUEST

An AR request is required for all window replacements.

FINE: \$100.00