

TUSCANY ESTATES ASSOCIATION, INC.
ARCHITECTURAL GUIDELINES

AWNINGS

SCOPE

This policy includes all retractable and permanent awnings.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

Awnings are permitted over doors 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 to the vinyl siding caused by the installation or removal of the awnings. If the Association incurs additional costs for normal maintenance of the dwelling due to the awnings, the additional costs will be the responsibility of the owner.

DOCUMENTS REQUIRED

1. AR Request – including size of awning and color scheme.

DECKS/PATIOS/PORCHES/ROOFS OR FRAMED ENCLOSURES

SCOPE

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

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

The addition and replacement of patios/decks/porches, roofs or framed enclosures are permitted.

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, algae and in working condition.

DOCUMENTS REQUIRED

1. AR Request
2. Survey
3. Drawing to show location
4. Necessary township permits

NOTE: 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, PRIVACY PANEL AND SCREENS

SCOPE

This policy includes decorative fencing, privacy barriers and privacy screens. Permanent fencing enclosing a rear yard please refer to Fencing guideline on page # 9.

DWELLINGS IMPACTED

This policy applies to all dwellings.

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.
- It is the owner's responsibility for the repair, maintenance and replacement for their decorative fencing, privacy barriers and privacy screens.

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.

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 rear 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.

DECORATIVE FENCING, PRIVACY BARRIERS AND SCREENS (Continued)

CONSIDERATIONS - PATIO HOME AND TOWNHOMES

Townhome and Patio Homes: The lawn care contractor is not responsible for cutting and weed whacking around a decorative fence, privacy barrier or privacy screens. If decorative fencing, privacy barrier or screen creates an enclosure, owner is responsible for all lawn maintenance inside the enclosed area.

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 but must be clean and free of dirt and mildew/algae.

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

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

DOCUMENTS REQUIRED

1. AR Request
2. Survey
3. Drawing

REFERENCE

See Union Township Ordinances for guidelines regarding specifications and restrictions.

See Permanent Fencing & Retaining Wall guideline page # 9.

DOORS - FRONT/REAR/PATIO/GARAGE/STORM

SCOPE

This policy covers the painting or replacement of front doors, garage doors, patio and storm doors or the replacement or addition of any new door to any part of the frame of a dwelling.

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. An additional door to any part of the frame of a dwelling 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 must be white. 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.

Enlargement or Additional New Door or Patio Door - The addition or enlargement of any new door to any part of the frame of any dwelling is permitted and a drawing showing location is required.

DOCUMENTS REQUIRED

1. AR Request
2. Drawing (Enlargement or Addition)
3. Necessary township permits (Enlargement or Addition)

NOTE: When painting if color different from the original, a paint chip or sample should be submitted with the AR Request for the evaluation of the requested color.

FINE: \$100.00

DRIVEWAYS, SIDEWALKS, WALKWAYS, FOUNDATIONS AND STEPS

SCOPE

This policy covers driveway, foundations, walkways, 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 and addition or enlargement of the driveway, walkways, sidewalks, foundations and steps following the specifications below is permitted.

SPECIFICATIONS

- Driveways will be constructed with asphalt. Driveways cannot be extended beyond the front wall line of the dwelling.
- Sidewalks, walkways, and steps should be constructed with concrete. Steps may also be constructed with wood.

MAINTENANCE

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

Sidewalks are the responsibility of the unit owner. Snow and ice must be removed from sidewalks within 24 hours of precipitation, see Rules and Regulations rule # 19.

Foundation digging for water infiltration or french drain installation/repair requires AR approval.

DOCUMENTS REQUIRED

1. AR Request
2. Drawing
3. Survey
4. Necessary township permits

REFERENCE

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 numbers, name plates, sculptures, flag poles, window flower boxes, wagon wheels and weather vanes.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED-ALL DWELLINGS

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

- Bird baths and feeders. Note, bird feeders tend to attract rodents and snakes.
- Landscape stones within a mulch bed.
- House numbers or nameplates with the owner's surname.
- Landscape fountains or sculptures, less than 36 inches in height and a width of 36 inches wide.
- Wagon wheels and weather vanes.

An AR Request is not required for items that are listed above.

CONSIDERATIONS

PATIO/TOWN HOMES--Flag pole brackets, and window flower boxes when mounted on the exterior of a patio home and townhome are permitted. The unit owner will be responsible for all damage and repairs to vinyl siding caused by any mounting or removal.

ALL DWELLINGS- Free standing flag poles located on the exterior of any dwelling is permitted

DOCUMENTS REQUIRED

1. AR Request – (free standing flag poles, flag pole brackets and window flower boxes)
2. Drawing with location of items noted in considerations above.

REFERENCE

Holiday or seasonal decorations (see Rules and Regulations rule # 11).

Decorative fence (see guidelines page # 3/4).

House numbers on dwellings (see guidelines page # 14).

Mailbox and mailbox post (see guideline page # 15).

EXTERIOR LIGHTING

SCOPE

This policy covers all lighting attached to or in the front yard or rear yard of a dwelling, this includes wall lighting, lamp post lights, flood lights and holiday lighting.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

- The replacement or addition of exterior wall lighting, lamp post or flood lights.
- Exterior lighting is a source of street/security lighting after dark. It is always important that all light fixtures within the scope of this guideline be properly maintained.
- Temporary seasonal holiday lighting is permitted and encouraged, however, after the period of use all temporary holiday lighting and decorations should be removed. (See R & R #11).

CONSIDERATIONS - PATIO HOME AND TOWNHOMES

- Replacements or additions of any lighting fixtures noted herein should be compatible in scale, style and color with the surrounding units within the same structure.
- Flood Lights or any other types of 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 temporary seasonal holiday lighting.

MAINTENANCE

- The unit owner is responsible for the repair or replacement of all exterior lighting. Exterior lighting is constantly exposed to the elements and keeping them maintained is important to the appearance of the outside of the unit.
- The unit owner is responsible for routine cleaning, repair or replacement of the exterior lighting due to breakage, fading, rust and must be in working condition. This also applies to the caps, posts and any rust or water run off marks on siding.

DOCUMENTS REQUIRED

1. AR Request

Note: If replacing with same size, color or style an AR Request is **NOT** required.

REFERENCE

Holiday Decorations (see Rules and Regulations rule # 11.)

FENCES/RETAINING WALLS

SCOPE

This policy includes enclosure fencing/retaining walls.

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-can be no higher than six (6) feet in height and may begin on the rear wall line of the dwelling.
- Fencing cannot be located on the front wall line of the dwelling.
- A retaining wall is a structure used to stabilize sloping ground and to prevent erosion. The most common materials in retaining wall construction are poured concrete and concrete block.
- Gates must match the material used in the fencing.

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

FENCES/RETAINING WALLS (Continued)

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.
- Retaining walls can have a short life cycle of 10 years and some can last up to many decades. It is the homeowner's responsibility to maintain and repair any retaining walls on their property.

DOCUMENTS REQUIRED

1. AR Request
2. Drawing
3. Survey
4. Necessary township permits

REFERENCE

See Union Township Ordinances for guidelines regarding specifications and restrictions.

See also Decorative Fencing guideline page # 3/4.

FINE: \$100.00

GARDENS, TREES, LANDSCAPING & GRADING

SCOPE

This policy includes any gardens, including vegetable, flower/herb gardens, grass, weeds or similar vegetation and trees, and any form of ground grading.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

Gardens, landscaping, trees and grading are permitted under the following specifications.

SPECIFICATIONS

Gardens

- 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 more than 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

- Trees on any unit's property are the responsibility of the homeowner.
- Trees and shrubs must also be maintained in accordance with common landscape standards.
- 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.

Grading

- Ground grading of any side of the unit's yards requiring excavating (digging for water infiltration or french drain installation/repair) and grading equipment is permitted with AR approval.

MAINTENANCE

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

DOCUMENTS REQUIRED

An AR Request is not required if the above specifications are met except for grading. Grading requires an AR request, survey and necessary township permits.

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.

SPECIFICATIONS

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

DOCUMENTS REQUIRED

1. AR Request
2. Drawing
3. Survey
4. Necessary township permits

REFERENCE

See Union Township Ordinances for guidelines regarding specifications and restrictions.

FINE: \$100.00

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

- Hot tubs, in ground swimming pools, and spas are permitted provided they meet the definitions above and the specifications and considerations listed below. Kiddie pools are permitted at all dwellings. Kiddie pools must be covered when not in use.

SPECIFICATIONS

- The owner must provide a drawing specifying location of hot tub, swimming pool or spa.
- Damage to personal or common property caused by installation or removal of hot tubs, pools or spas must be repaired and brought back to its original condition.
- Hot tubs, spas and swimming pools must include protective safety barriers in compliance with township ordinances.

MAINTENANCE

Single Family Homes-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

- Must meet the definitions and specifications above.
- Must conform to township specifications.
- Must be installed out of site from front of building and must not encroach neighbor's property or common property.
- 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 around the pool. It will be the owner's responsibility to control grass and weeds around a pool.

DOCUMENTS REQUIRED

1. AR Request - Kiddie pools as defined above do not require an AR Request.
2. Drawing w/location
3. Survey
4. Necessary township permits

REFERENCE

See Union Township Ordinances for guidelines regarding specifications and restrictions.

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.
- Additional house numbers can be placed in center of outside garage door frame.

DOCUMENTS REQUIRED

1. AR Request

REFERENCE

Mailboxes (See guideline # 15).

Exterior Decorative Objects (see guideline # 7).

MAILBOX AND 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. However, the repair and maintenance are the responsibility of the unit owner.

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

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

MAINTENANCE

Single Family maintenance, repair and replacement of mailboxes and posts (the structures upon which they are affixed) are the responsibility of the unit owner. All mailboxes must be in working condition and free of rust.

SPECIFICATIONS

Patio and Town Homes.

- Numbers should be affixed to the side or front of the mailbox.
- The home owner's association will monitor the maintenance and repair of the **cluster** mailboxes and mailbox posts. Single mailboxes purchased by homeowner are the homeowners responsibility.
- The individual owner of a mailbox replacement will be billed the cost of the repair or replacement.
- Each owner in the cluster will share of the cost of a repair or replacement of mailbox posts. If homeowner notices a need for repair or maintenance, please call and advise our Management Company.

CONSIDERATIONS-PATIO/TOWN HOMES

- Single mailboxes are allowed but when changing from cluster mailboxes to a single mailbox. **An AR Request is required.**
- Any single mailbox installed by a unit owner is the unit owner's responsibility to maintain and replace.
- 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 AR Request.

DOCUMENTS REQUIRED

1. AR Request

REFERENCE

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.

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.

Note: Play equipment is not permitted on side yards of corner lots.

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 another 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/algae and mold.

PLAY EQUIPMENT (Continued)

MAINTENANCE – PATIO/TOWN HOME

The contractor and the contractor's employees hired to cut and trim the lawns are not responsible for cutting or weed whacking around any play equipment. Maintenance in these areas is the homeowner's responsibility.

DOCUMENTS

1. AR Request
2. Drawing
3. Survey
4. Necessary township permits

Note: If play equipment is removable and not a permanent structure, an AR Request is **NOT** required.

REFERENCE

- See policy for Swimming Pools for additional guidance on portable or permanent swimming pools. (page # 13)
- See Union Township Ordinances for guidelines regarding specifications and restrictions.

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.

DOCUMENTS REQUIRED

1. AR Request
2. Drawing w/location
3. Survey
4. Necessary township permits

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 because 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.

DOCUMENTS REQUIRED

1. AR Request
2. Drawing w/location

REFERENCE

See Union Township Ordinances for guidelines regarding specifications and restrictions.

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 if township rules/regulations and the following specifications are met.

SPECIFICATIONS

- The shed shall be 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.
- Sheds are not permitted on the side yards of corner lots.

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 will be notated on the resale documents.

DOCUMENTS REQUIRED

1. AR Request
2. Drawing w/location
3. Survey
4. Necessary township permits

REFERENCE

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

See “Responsibility Matrix” as shutters are responsibility of HOA.

Notify current management company when maintenance or replacement is needed.

CONSIDERATIONS

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

DOCUMENTS REQUIRED

An AR Request is required for the painting or replacement of shutters if changing color, size or style.

Fine: \$100.00

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.

DOCUMENTS REQUIRED

1. AR Request
2. Drawing w/location
3. Survey
4. Necessary township permits

FINE: \$100.00

WINDOW REPLACEMENT/WINDOW SCREENS AND TREATMENTS

SCOPE

This policy covers window replacement, window screens and window treatments (window flower boxes see reference below.)

DWELLINGS IMPACTED

This policy applies to all dwellings.

PERMITTED

- Window replacement is permitted, and maintenance is recommended.
- The addition of a new window or the enlargement of an existing window to any part of the frame of a dwelling is permitted, however, an AR Request is required.

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.

DOCUMENTS REQUIRED

1. AR Request
2. Drawing (w/location of addition or enlargement)
3. Necessary township permits.

Note, the replacement of existing windows with the same material, size, style or color does **NOT** require an AR Request.

REFERENCE

- Window flower boxes (see exterior decorative objects page # 7).

FINE: \$100.00