

ARCHITECTURAL REVIEW - GENERAL REVIEW GUIDELINES

1. The Executive Board encourages communication between neighbors. Please contact your neighbors when planning any of the improvements or additions listed in these guidelines. We believe this practice will greatly reduce the number of complaints the Executive Board will have to address in the future.
2. Any change or addition to the exterior of the home or lot must have the prior written approval of the Executive Board before any work is started or committed to. Examples of items requiring prior approval include decks, patios, screened rooms and additions, in-ground pools, windows and skylights, fences, trees, plants, free standing or permanent basketball backboards and poles, fountains, playsets, etc. Location of these items must be specified on the plot plan and application, as some items are restricted to the side and rear of the unit.
3. **NOTE:** Approval of any project by the Board does not waive the necessity of obtaining the required municipal permits. It is the homeowner's responsibility to adhere to local building requirements. Please note that obtaining a municipal permit does not waive the need for Board approval as outlined in Article XVI. Architectural Review.
4. All Requests must be sent to the Association at 975 Easton Rd, Suite 102, Warrington, PA 18976. Please submit 2 copies of your request.
5. The request should include an "As Built" plan with a scale of 1" equals 20 feet. This plan can be obtained by calling Upper Makefield Township or the Management Office. The plot plan should show the location at scale of the change. Project plans should show the nature, kind, shape, height, materials, finish, colors and location of the Owner's proposed changes or additions to the Lot or Dwelling.
6. Plans for any structural changes or additions must be completed by a registered architect/engineer. Plans for any deck installations may be completed by a qualified deck contractor. In both cases, the installation must comply with local building codes and you must obtain all applicable building permits. If the Board has approved your plan and the Township then revises the alteration or construction, you must resubmit this information to the Board. The Board is not responsible for approving construction design or layout.
7. Any addition or exterior alteration to an existing home or lot shall follow the same design character of the original home. Whenever possible, style of proposed exterior materials should match those existing on the original home and be compatible with the architectural design character of the community.
8. You will be notified of the Board's decision within 30 business days from receipt of your request. Failure of the Association to respond within the specified time periods DOES NOT constitute approval of the application.
9. If the proper information is not submitted with the original request, you will be asked to send additional information to the Board. Notification for the need for clarification

- will occur within as short a period as possible. Incomplete requests will not be submitted to the Board.
10. Should the request be denied, the owner may appeal the decision to the Executive Board.
 11. An architectural review request received from a property on which there are outstanding fees or other Association charges shall be considered denied until the amount is paid in full or otherwise resolved.
 12. If an owner does not follow the review procedure or has outstanding violations, the Board will not consider or approve any additional requests until the original alteration complies with the approved guidelines.
 13. Violation of these rules should be directed in writing to the Association at 975 Easton Rd, Suite 102, Warrington, PA 18976. Failure to adhere to these rules may result in a fine assessed against the Owner.

SPECIFIC REVIEW GUIDELINES

The Board of Directors or the ARC with the approval of the Board of Directors shall have the right to establish design criteria and standards for alterations, additions and improvements within the property. The following guidelines do not intend to list all of Article XV -Use Restrictions, but to elaborate and clarify some of these restrictions. The items covered in this section are:

1. Prohibited Items
2. Maintenance of Individual Lots and Homes
3. Decks & Patios
4. Sheds
5. Fencing
6. Landscaping
7. Lighting
8. Playsets
9. Basketball hoops and backboards
10. Storm Doors
11. Security Signs/Real Estate Signs
12. Mailboxes
13. Firewood Storage
14. Decorative Flags
15. Garage Doors
16. HVAC Units
17. Generators

1. **PROHIBITED ITEMS**

The following items are prohibited for homes and properties in Dutchess Farm Estates:

- A. Window air conditioning units or similar units that extend through the home's exterior walls.
- B. Above ground swimming pools.
- C. Dog houses, dog runs, kennels or animals pens.
- D. Clothes lines.
- E. Overhead utility lines.
- F. Vegetable gardens.
- G. Excessive displays of exterior sculptures or lawn ornaments, birdbaths, standing bird feeders, or other similar items. **Further, no fountains, birdbaths, standing bird feeders or similar items are permitted in the front or on the sides of the unit.**
- H. Basketball hoops and backboards that are attached to the house.
- I. Signs, other than specified.
- J. Snow mobiles may not be driven within the Community

2. **MAINTENANCE OF INDIVIDUAL SINGLE FAMILY HOMES**

- A. It is the responsibility of the individual owners to maintain their homes and lots according to the standard set by the Association to ensure that the appearance and value of all properties are maintained.
- B. Owners are responsible for maintenance and repair of their home and lot for items such as roofing, siding, gutters and down spouts, chimneys, windows, doors, decks, patios, home and lot lighting, wrought iron or anodized aluminum fences, pools, driveways, and sidewalks.

- C. Owners are permitted to paint the exterior siding, trim, doors and shutters without the prior written approval of the Executive Board if the color is the same as the original color of the home. The colors must comply with the approved Exterior Color Selections. If the owner desires another color, this request must be submitted to the Board for approval prior to the start of any work. Only colors that are similar in color and shade to the original exterior siding, trim, shutters and doors in the neighborhood will be approved.
- D. If the lawn area of any home exceeds 6" in height, one warning letter will be sent to the owner allowing five (5) days to mow the lawn. If the lawn area is not mowed to a proper length after the five-day period, the Association will retain its own contractor to mow the grass and the amount paid will be placed on the owner's account along with a significant service charge. The total amount due must be paid within 30 days notice of said bill. If the amount is not paid in full, it will be deemed delinquent and collectable under the assessment section of the Declaration.

3. **DECKS AND PATIOS**

- A. Plans for decks and patios must be completed by a qualified contractor. All decks must have Board approval before any work is committed to or started. Adherence to local building and permit requirements, height requirements for railings, engineering standards for footings, spans, and other structural elements are the responsibility of the homeowner.
- B. **Decks and patios are restricted to the rear of the home and are not permitted in the front or on the side of the unit.**
- C. The architectural requirements for decks are:
 - 1. Standard pressure treated wood, redwood, or cedars can be used. The wood can be stained to blend with the color scheme of the home and/or treated with water repellent or preservative. Trex Decks or composite decking may also be used provided the color selection is in keeping with the color scheme of the home.
 - 2. All decks not associated with a walkout basement must have an opening in the railing or a gate (and steps were appropriate) which can be opened so that there is access to the lawn area from the deck.
 - 3. All decks must have railings at least 36" (and no more than 42") in height, made of 2" x 2" spindles spaced six inches (6") on center (leaving a 4" space between rails).

- D. The architectural requirements for patios are:**
- 1. Patios must be manufactured of pavers or natural stone provided the color selection is in keeping with the color scheme of the home.**
- E. The following information should either be stated or be evident on the deck plans when they are submitted:**
1. A plot plan showing deck location on the lot at 1"/20' scale.
 2. Dimensional plans of deck and improvements.
 3. Deck and railing style and materials.
 4. Where and how the deck attaches to home.
 5. Elevation of deck level(s) and steps in relation to the home.
 6. Proposed color if deck is to be stained or finished with a product other than clear water repellent or preservative.
 7. If decks are composite, such as Treks or Timbertech, the color must be compatible to siding.

4. SHEDS

Each shed request will be reviewed by the Board on an individual basis. The following guidelines were adopted to provide homeowners with practical sized storage sheds that blend in with the open backyards of our development. Metal sheds are not permitted under any circumstances.

(a) All sheds must have the approval of the Board before any work is committed to or started. Adherence to local permit requirements is the homeowner's responsibility

(b) The architectural requirements for sheds are:

- (1) Material: Similar to Dwellings constructed (i.e. stucco, vinyl siding, cedar or similar wood) The style, type, and color of the shed's roof shingles also should match that of the house.
- (3) Style A-Frame Roof or Carriage House styles only.
- (4) Size Maximum exterior size of 10 feet by 12 feet.
- (5) Height: Maximum exterior height of 9 feet.
- (6) Distance: Minimum distance of 6 feet from all property lines; a distance 8

to 10 feet is recommended.

(c) The following information should either be stated or be evident on the plans:

- (1) A plot plan showing the location of proposed shed on the lot and distance from property lines.
- (2) Shed materials, color, style, size and height.

5. FENCING/ LATTICE

- A.** All fences must have Executive Board approval before any work is committed to or started. The Board will review each fence request on an individual basis and approval will be granted or denied based upon location, height and style. One of the major factors considered by the Board is preservation of the open look of our development. Special consideration will be given to corner and irregularly shaped lots. Adherence to federal, state and local regulations. Obtaining the local permit requirements is the homeowner's responsibility.
- B. No fencing or lattice is permitted in the front of the unit.**
- C.** The architectural requirements for fences are:
 1. The fence may be built only from the rear wall of the home back toward the rear of the house, or perpendicular to the rear wall extending to the property line on either side of the property.
 2. A fence may be installed up to the side property line of the home in the rear of a home. On corner homes a fence may not inhibit the line of sight of traffic in any direction.

3. **No stockade, chain link or similar fence will be permitted under any circumstance.** Post and rail fence and picket fences (with spaces between the vertical picket posts) no greater than four feet high are permitted. Fences exceeding four feet high may be permissible in instances where the fence is enclosing an in-ground pool subject to Board Approval. All fencing must be level.
- D. The following information should either be stated or be evident on the plans:
 1. A plot plan at 1"/20' scale showing the exact position of the fence on the lot including footage from the house, roads, property lines, etc.
 2. Fence style and materials.
 3. Where and how the fence attaches to the home.
 4. Height of the proposed fencing and gate(s).

5. LANDSCAPING

- A. **Landscaping plans must be completed on a 1"/20' scale plot plan.** Homeowners may plant and replace flowering annuals, small perennials, shrubs, bushes or small trees with like material (type, size, maturity, color) in established beds without prior Board approval.
- B. All other new plantings (in new locations), or other additions or changes to the landscape must be approved by the Board in advance and plant material must be listed on the landscaping palette. Projects of particular importance to the Board include, but are not limited to, the following:
 - All major landscaping projects.
 - Planting or removal of trees.
 - The grading of any unit is not be changed by a Unit Owner in any manner that will cause an adverse effect on adjacent units..
 - Landscaping changes that potentially affect other homeowners.
- C. The following information should be either stated or be evident on the plans:
 1. A plot plan at 1"/20' scale showing the location of proposed or existing landscape beds and plant materials on the lot.
 2. Types of trees, shrubs and plants.
** Request Township-approved landscaping plant palette*
 3. Type, style and height of landscaping materials to be used as such as landscape timbers, rock walls, bricks, stone cover, etc.

- D. All plantings, especially trees and hedges, should be installed on the owner's property with a setback from the property line that takes the plantings' shape and size at maturity into consideration. All trees are to be planted at a setback greater from the road than the street trees. Plantings, both as they grow and at maturity, should not encroach adjacent homeowners' property lines, the sidewalks, and/or streets. For this reason, plantings' shape and other proper placement on the lot, not pruning will be the primary factors considered in the review process. Under no circumstances may any hedge (more than three feet high) or mass planting of any type be erected or planted in front of the wall line of the main house structure.
- E. **Boulders and hardscaping may only be used in the front of the unit as part of a retaining wall.**

6. SITE LIGHTING

- A. Owners will likely receive approval to install exterior spot lighting in the rear of the home and on front lawn areas.
- B. Low voltage or accent lighting will usually be considered favorable as part of landscape, deck and/or patio approvals, or as a separate request.
- C. The following information should be submitted for review:
 - 1. Plot plan at 1"/20' scale showing position and number of light fixtures on the house or lot.
 - 2. Specifications of the light fixtures such as style, type and wattage.
- D. Please avoid leaving bright spotlights on all night (if security is an issue, consider using a spot light and motion detector or timer combination to turn lights on/off). Should the use and installation of the lights disturb a neighbor, the Board can request the removal or change in placement of the lights. Any complaint concerning the installation of lights must be received in writing by the Association.

7. PLAYSETS

- A. Playsets must be constructed of natural wood or vinyl with a natural wood brown appearance, with minimal, if any, brightly colored plastic or awning material (**awnings must be earth tones, i.e. tan, dark green, brown**).
- B. The following information should be either stated or evident on the plans:
 - 1. A plot plan at 1"/20' scale showing the position of the playset on the lot and distance from property lines.
 - 2. Style and height of playset. A catalog picture is preferred, as the Board wants to be able to determine whether the playset is of an appropriate size and color.

8. **BASKETBALL BACKBOARDS**

- A. Basketball hoops and backboards cannot be attached to the homes.
- B. Free standing or permanent backboards may be placed at the top of the driveway closest to the house. Backboards must be made of clear Plexiglas. Should an owner desire to install a permanent pole and backboard, the pole must be set in concrete. All poles must be painted black or white.
- C. Owners are responsible for keeping the pole and backboard in good condition and the Board has the right to request maintenance or the removal of a pole and hoop should they become unattractive.

9. **STORM/SCREEN DOORS**

- A. An owner may install, without permission, a new front door exactly like their current door. If you desire a different door, you must first apply through the Executive Board and supply picture of desired door. The color of the front door can be changed, but must be in keeping with the shutters, if applicable.
- B. An owner may install a storm/screen door on the front or back as long as the door is a **“full view” or has a small metal strip in the middle, not to exceed 2” width**. Storm, screen or front doors with etched glass squares or lines are permitted as long as the lines are **straight lines**, no triangles, curves, circles, etc. will be permitted. In all cases the glass shall be clear (**not colored**) and if there are horizontal lines (mullions) they must be aligned between the primary door, storm door and side lights, if applicable.
- C. The color of the storm/screen door frame must **match the color of the front door or the color of the trim of the house**.
- D. Doors with scalloped edges or jalousie windows are not permitted. **Only straight lines are permitted. No decorations are permitted.**

10. **SECURITY SIGNS/REAL ESTATE SIGNS**

- A. An owner may install not more than one (1) security sign per Lot with a maximum size of 50 sq. inches. The sign must be provided by the security system installer.
- B. The sign must be installed in the ground in any front flower/ tree bed.
- C. Two signs only may be displayed in the windows on different sides of the unit that is for sale.
 - 1. **One realtor sign only** may be displayed **on the lot only** that is for sale, advising of an “Open House”. This sign may be **displayed only on the day of the “Open House” and should be removed same day**.

11. **MAILBOXES**

- A. *Mailboxes shall be restricted to one (1) type only, being provided and installed by the Declarant or meeting the guidelines set by the Executive Board.*

12. **FIREWOOD STORAGE**

- A. Firewood shall not be stored outside fenced areas or along rear lot lines of an Owner's lot.
- B. Firewood shall be maintained in a neat stack off the ground in a suitable storage rack.
- C. Not more than one cord of firewood shall be stored at any time. A clear tarp may be placed over the firewood to prevent the wood from getting damp.
- D. For safety considerations, it is recommended that firewood be stored on the rear deck, rear patio, or within 15 feet of the rear of the home. Firewood storage is not permitted on the side of any home.
- E. Firewood shall not be stored directly against the exterior home or garage due to the possibility of termite or fire damage.
- F. No firewood delivery vehicle can drive on the curb areas. Any repair due to damage of the curbing will be the financial responsibility of the Owner and will be assessed through the monthly assessment billing procedure and collectable through the Assessment Fee Collection Resolution.

13. DECORATIVE FLAGS

- A. One decorative flag and flag pole may be installed on the front and back of each single home and townhome. Written permission from the Executive Board is not necessary prior to the installation of the flag(s). However, multiple Holiday, including small national holiday, garden flags, should be put away three (3) days following the Holiday.

14. BASEMENT DOORS/ EGRESS WINDOWS

**Upper Makefield requires a letter from the Homeowners Association prior to inspection. The Board will need a copy of the permit before final approval of said project.*

- A. Site plan to scale, showing proposed door/egress window location
- B. Scope of work description and installation details
- C. Pictures of house side showing proposed location of door/egress window
- D. Pictures and specifications of door/egress window
- E. Approval from Horsham Township
- F. Installation by licensed contractor - (Name, Address, Lic. No.)
- G. Any other relevant information useful to the Executive Board

15. A/C UNITS

- A. Site Plan to scale
- B. Scope of work description
- C. Picture of existing units' location
- D. Picture and size of proposed new units.
- E. Installation by licensed contractor - (Name, Address, Lic. No.)
- F. Landscape design with approved plantings for screening

16. GENERATORS

- A. NO INTERIOR PERMANENT GENERATORS WILL BE ALLOWED**
- B. Permanent & Temporary/Portable**
 - 1. Description of Scope of work and location
 - 2. Plot plan with clearances to property lines
 - 3. Catalog cuts of proposed generator, to include:
 - 4. Size of unit and fuel type
 - 5. Electrical diagrams showing installation and wiring details
 - 6. Diagram and description of gas connection, venting, exhaust, etc.
 - 7. Installation by Licensed contractor (Name, Address, Lic. No.)
 - 8. Approval by Upper Makefield Township (HOA will furnish the Township a conditional letter for permit)
 - 9. Copy of each permit (gas, electric, etc.)
 - 10. Landscape design with approved plantings for screening must be submitted with Application (generator MUST be hidden from view)
 - 11. Installation is NOT permitted in the front of the home
 - 12. No permanent fuel storage device outside
 - 13. Provide noise level data (should not exceed 70DB at 10ft)
 - 14. Upon completion of installation, a copy of the Township's final Certificate of approval must be submitted to the Dutchess Farm Estates Community Association Executive Board to be filed.