

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**



**Village Shires Community Association
3001 East Village Road
Holland, Pennsylvania 18966
Phone: 215-968-0618**

**ARCHITECTURAL CONTROL
GUIDELINES**

Date: March 31, 1983
Revised: March 31, 1985
Revised: February 24, 1986
Revised: July 7, 1986
Revised: December 17, 1986
Revised: March 7, 1988
Revised: August 21, 1991
Revised: November 20, 1991
Revised: January 15, 1992
Revised: April 15, 1992
Revised: May 19, 1993
Revised: June 16, 1993
Revised: September 22, 1993
Revised: November 17, 1993
Revised: March 16, 1994
Revised: September 21, 1994 (privacy dividers)
Revised: November 16, 1994 (pebble board, deck, patio)
Revised: January 18, 1995 (privacy dividers)
Revised: May 17, 1995 (propane tank)
Revised: June 26, 1995
Revised: November 15, 1995 (bay window)
Revised: June 19, 1996 (paint information)
Revised: February 19, 1997
Revised: August 18, 1997
Revised: January 21, 1998
Revised: May 29, 1998 (window replacements)
Revised: April 28, 1999 (double hung windows)
Revised: October 6, 1999 (Buten Paints now Duron)
Revised: April 11, 2002

Revised: May 11, 2005 (pebbleboard)
Revised: May 11, 2005 (pebbleboard)
Revised: September 20, 2006 (PVC fencing)
Revised: March 19, 2008 (sidewalks/steps/railings)
Revised: January 21, 2010 (awnings)
Revised: November 17, 2011 (center picture window)
Revised: February 21, 2013 (roof colors)
Revised: September 19, 2013 (aluminum fences)
Revised: May 21, 2014 (pent roof)
Revised: January 21, 2016 (siding)
Revised: February 18, 2016 (decks)
Revised: June 14, 2016 (roof maintenance)
Revised: June 14, 2016 (shed construction)
Revised: October 17, 2016 (steps/railings)
Revised: November 16, 2016 (shed construction)
Revised: July 19, 2018 (gate for post & rail fence)
Revised: April 17, 2019 (window colors in townhomes)
Revised: August 12, 2019 (patio covers for single homes)
Revised: July 21, 2021 (trex railings in single homes)
Revised: January 9, 2023 (decking colors)
Revised: January 31, 2024 (Windows grouped together)
Revised: June 19, 2024 (Sidewalks)
Revised: July 17, 2024 (Painting schematic)
Revised: October 16, 2024 (fines for no ACC approval)
Revised: January 15, 2025 (vinyl fence color single homes)

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

- I. FOREWORD – Page 3
 - II. HOMEOWNERS CAUTION – Pages 3 & 4
 - III. PROCESSING PROCEDURE – Page 4
 - IV. APPEAL PROCEDURE – Page 4
 - V. COMMITTEE GUIDELINES – Page 5 through 23
-
- 1. GENERAL INFORMATION – Page 5
 - 2. ANTENNAS – Page 5
 - 3. ATTIC FANS AND VENTILATORS – Page 5
 - 4. AWNINGS – Pages 5 & 6
 - 5. BASKETBALL COURTS – Page 6 & 7
 - 6. BUILDING ALTERATIONS AND ADDITIONS – Page 7
 - 7. CLOTHES LINES AND CLOTHES TREES – Page 7
 - 8. DECKS – Page 7 & 8
 - 9. FENCES – Pages 9 through 13
 - 10. GARAGE DOORS – Page 14
 - 11. KEROSENE HEATERS – Page 14
 - 12. LANDSCAPING – Page 14
 - 13. LATTICE – Page 14
 - 14. LIGHTING – Page 15
 - 15. PAINTING – Pages 15 through 17
 - 16. PATIO AND PATIO COVERS – Page 18 & 19
 - 17. PENT ROOF – Page 19
 - 18. POOLS – Page 19
 - 19. PROPANE TANKS – Page 19
 - 20. PROPERTY MAINTENANCE – Page 19
 - 21. ROOF MAINTENANCE – Page 19
 - 22. SATELLITE DISHES – Page 19
 - 23. SHEDS – Pages 19 & 20
 - 24. SIDEWALKS – Page 20
 - 25. SIDING – Page 20
 - 26. SKYLIGHTS – Page 21
 - 27. SPAS AND POOLS – Page 21
 - 28. STEPS/RAILINGS – Page 21
 - 29. STORM WINDOWS, STORM DOORS AND SCREENS – Page 21
 - 30. SWING SETS – Page 22
 - 31. WINDMILLS – Page 22
 - 32. WINDOW REPLACEMENTS – Page 22 & 23
 - 33. WOOD STOVES – Page 23

ARCHITECTURAL CONTROL COMMITTEE ARCHITECTURAL GUIDELINES

FOREWORD:

The architectural character of our community has been established by the architects and planners who originally designed Village Shires. The Architectural Control Committee (ACC) is responsible for preserving the architectural integrity of that design. It establishes architectural control standards and is responsible for informing all homeowners about the standards. Those standards are not intended to stifle the imagination or creative desires of our residents, but rather assure them that protective restrictions are in effect which will help maintain the appearance and value of their property. Duties of the Architectural Control Committee include:

- Informing homeowners that all visible changes to their property, including outside painting, must be approved in advance by the committee.
- Approval or disapproval of all visible exterior alterations to the homeowner's property. A request form must be submitted and ACC approval received in writing by the homeowner before work on the change is started, except as noted in these guidelines.
- Developing architectural guidelines and standards and distributing them to all homeowners.
- Reviewing violations, attending hearings and implementation of fines to owners who fail to comply with ACC Rules and Guidelines.

I. HOMEOWNERS ARE CAUTIONED:

II.

DO NOT begin any project without ACC approval. Any homeowner who begins a project without ACC approval will incur a \$250.00 non-refundable fine. You must wait for approval from the Architectural Control Committee as it *cannot* be assumed that your request will be approved.

DO NOT buy materials or enter into a binding contract for exterior alterations or changes until approval is received in writing from the Architectural Control Committee (ACC). **ALL ACC APPROVALS ARE GOOD FOR A MAXIMUM OF ONE (1) YEAR FROM DATE OF APPROVAL.** If a permit from the township is required, that too, should be obtained prior to signing a contract or purchasing materials. Send copy of the permit, when received, to the VSCA office to remain on file.

DO NOT patch the roof or install siding in an area of your unit without obtaining approval of the Architectural Control Committee. Generally, new roofing or siding materials will not match existing materials and the Architectural Control Committee may require that the entire exposed surface of the roof or the entire exterior wall where there is damage to the siding be replaced in order to assure the integrity of the architectural design of the building and to assure that the roof and the exterior walls present a uniform appearance.

Obtaining a municipal permit does not waive the need for ACC approval.

Approval of any project by the ACC does not waive the necessity of obtaining the required municipal permits. If township permit is required, send a copy of permit, when received, to the VSCA office to remain on file.

ARCHITECTURAL CONTROL COMMITTEE ARCHITECTURAL GUIDELINES

Abiding by deed restrictions, such as not obstructing pedestrian easements, is the responsibility of the homeowner. All costs and damages incurred as a result of not complying with the restrictions will be borne by the homeowner.

Any violation of the ACC Guidelines shall cause the Association to enact the enforcement policy (request Enforcement Policy at VSCA office).

The ACC will not knowingly approve a project which is in violation of the municipal building or zoning codes.

Any structure to be built must be submitted to the township for building permits.

The township limits the coverage of the property to 45% impervious construction.

Your township taxes may be increased if a structure connected to the home is added.

III. PROCESSING PROCEDURE:

1. The ACC will consider only written requests using Permission Request Forms, obtainable from the Village Shires Community Association office (VSCA office) at 3001 East Village Road, Holland, PA 18966 (Clubhouse I).
2. The description of the project should include all information necessary for the ACC to take action. Necessary data would include, but is not limited to, the height, width, length, size, shape, color, location of the proposed improvement, and neighbors' signatures on the Neighbor Notification Form when needed. Photographs or sketches of similar completed projects would aid in the ACC's consideration. If the alteration affects the existing drainage pattern, the proposed drainage pattern must be included.
3. When Permission Request Forms are received by the VSCA office, they will be date stamped and reviewed for completion. If the ACC fails to reply to the applicant within 45 days from the date stamped, then the request is considered to have been approved. Certain requests may be forwarded to the Chairperson's Committee and the Board of Directors for final approval.

IV. APPEAL PROCEDURES:

1. If a proposal is rejected, the applicant is free to request that the ACC reconsider its position and is encouraged to present new or additional information which might clarify the request or demonstrate its acceptability.
2. If the applicant is not satisfied with the ACC's decision, an appeal may be made to the Grievance Committee (request Enforcement Policy from VSCA office).
3. For final appeal, a certified letter (return receipt requested), describing the proposed improvement should be sent to the Management office to the attention of the President of the Board of Directors.

Variations to these guidelines will be considered by the ACC when a petition is presented and signed by a majority of the homeowners in the area. Housing areas are: Bridleridge, Country

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

Place I, Country Place II, Heather Valley I, Heather Valley II, Heather Valley III, Mill Pond and Natura.

V. COMMITTEE GUIDELINES:

1. General Information:
 - a. Any addition to an existing building and/or grounds, any exterior alteration, modification or changes to an existing building, including patching or replacing the roof or patching or replacing siding, sidewalk, driveway or parking area, or any new detached structure must have the approval of the ACC before any work is undertaken. Examples of such projects include: a deck, greenhouse, shed, fireplace, fences, retaining walls, etc.
 - b. Only the exterior materials existing on the parent structure or compatible with the architectural design character of the community will be approved.
2. ANTENNAS are not allowed to be erected or maintained on any building or lot.
3. ATTIC FANS AND VENTILATORS that come through the roof do not need ACC approval.
4. AWNINGS:
 - a. Only lateral arm retractable awnings are permitted for single homes and townhomes.
 - b. The purpose of the awning is to shade decks or patios only. No window awnings.
 1. Owners are cautioned not to use barbecues under cover of awnings.
 - c. The retractable awning sunscreen material must be made of a cloth material such as canvas, mesh or comparable soft material. Rigid aluminum, vinyl or polyethylene shade materials are not permitted.
 - d. Only one retractable awning is permitted per single home and townhome.
 - e. Side or drop arm awnings are prohibited.
 - f. ACC Request Form must be submitted prior to the installation of the retractable awning. At a minimum, the ACC Request Form must include.
 1. A detailed drawing of the installation location from the back, side and top of the retractable awning when fully open.
 2. Installation measurements.
 3. Brochure of the unit type/model with information on the manufacturer and installation company with insurance certificate.
 4. Anchor/fastening system details.
 5. A copy of the Northampton Township electrical permit (if awning is a powered model).
 - g. Retractable awnings must be installed on the rear or side of the house out of the site line from the street.
 - h. The color of the support system (frame) must be white or match the color of the shade material.

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

- i. The color of the retractable awning sunscreen must complement the siding or trim color of the single home as determined by the Architectural Control Committee (earth tones only solids or stripes. Stripes can run horizontally or vertically.)
- j. The size of the retractable awning may not exceed the width of the patio or deck.
- k. The maximum height of the retractable awning sunscreen shall not exceed 10 feet above the elevation of the patio or deck.
- l. The retractable awning sunscreen material cannot drape around the perimeter more than 12 inches below the protective hood or trim valance.
- m. All retractable awnings must be retracted each evening at sundown and/or when not in use.
- n. If the retractable awning or relevant fixtures are not in good working order or are allowed to degrade or to become unsightly, broken, faded, torn, moldy or tattered and are not replaced within thirty (30) days after a written request by the VSCA, the VSCA will request the owner to remove the entire retractable awnings within fourteen (14) days or face a fine.
- o. Under any circumstances related to the use or removal of retractable awning, the homeowner will be responsible for any damage to structure, to the exterior of the home, the adjoining properties, adjoining common elements and will be required to restore the structure, the exterior of the unit and/or the adjoining common elements to their original condition. If the unit owner fails to remove the retractable awning or relevant fixtures or to restore the structure, exterior of the unit, adjoining properties and/or the adjoining common elements to their original condition with the time designated in the request letter from the VSCA, the unit owner shall be subject to fines, fees, and other penalties as permitted under the Maintenance Charges under the By-Laws of Article V.
- p. All applications must be approved by ACC and VSCA Executive Board.

TOWNHOUSES:

- 1. There will be only one awning color per row of townhouse. The awning color selection will be made by the majority of townhouse owners in each building.
- 2. Solid colors only (see pages 15 and 16 for approved colors).

5. BASKETBALL COURTS:

- a. TOWNHOUSES are not allowed to have basketball courts.

- b. SINGLE HOMES:

- 1. Location must be submitted, adjacent and adjoining neighbor signatures must be on the Neighbors Notification Form attached to the Request Form, and sent to the VSCA office. The ACC will then need to submit the form to the Chairperson's Committee and the Board of Directors for a final decision.

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

2. Basketball courts must be screened with trees or shrubs.
3. Only backboards of fiberglass and/or metal construction will be allowed. Rusting or deteriorated equipment must be removed or repaired.
4. Portable units are recommended, but **must be taken down each evening** and ACC Request Form must be submitted with location and Neighbors Notification Form attached.

c. Usage and playing of basketball is permitted between 9:00 A.M. and 9:00 P.M.

6. BUILDING ALTERATIONS AND ADDITIONS:

- a. Any additions, exterior alterations, modifications or changes to an existing building and/or grounds (other than landscaping), shall be compatible with the design character of the original building. Any new detached structure shall be compatible in material and color with the parent structure.
- b. ACC Permission Request Form is required with the description of work to be done, diagrams, plot plan and adjacent property owners' signatures on the ACC Neighbors Notification Form.
- c. All building additions must be approved by the Chairperson's Committee and the Board of Directors.
- d. Township permits may be required and are the homeowner's responsibility. If Township permit is required, send copy of permit, when received, to the VSCA office to remain on file.

7. CLOTHES LINE AND CLOTHES TREE:

- a. Exterior clothes line or clothes tree of any type are not permitted except in Heather Valley II and Heather Valley III under the following restrictions:
 1. ACC Request Form required showing location in yard. Only collapsible clothes lines/trees are permitted.
 2. Collapsible clothes lines/trees are to be taken down at the end of each day.
 3. Collapsible clothes lines/trees shall not be used on the following holidays: Christmas Day, New Year's Day, Memorial Day, Fourth of July, Labor Day, and Thanksgiving Day.
 4. Collapsible clothes lines/trees shall not be used when adjoining property owners are having an outside function.
 5. Abuse to the above restrictions is subject to penalty under the Enforcement Policy.

8. DECKS:

- a. This section concerns all decks for single family homes and only decks on the second floor and above in townhomes. For decks on ground floor in townhomes, refer to Guideline N. PATIO AND PATIO COVERS.
 1. ACC Permission Request Form must be submitted with construction plans, footings, and plot plans.
 2. ACC Neighbor Notification Form must be submitted with all adjoining neighbors' signatures.

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

3. Check with the township on the zoning requirements and any restrictions for your property.
4. Decks must be approved by the Chairperson's Committee and the Board of Directors.
5. Skirting, if desired, shall not include lattice or metal fencing.
6. Railing, if desired, shall consist of 4 inch x 4 inch corner posts, 2 inch x 2 inch balusters and 2 inch x 4 inch or 2 inch x 6 inch top rails. Railing may be up to 36 inches in height.
7. Before submitting an ACC Request Form, contact the township for a deck package to be submitted along with ACC Request Form.
8. Deck materials must be uniform and match in color, i.e. railings, deck boards, steps, etc. Composite materials may be used.
9. Trex railing guidelines: complementary colors or white post and rail. Optional railings for composite decks: white posts, railing and baluster or white posts, railing and black round spindles.

9. FENCES:

a. General information:

1. Every effort will be made by the ACC to keep all fencing as harmonious as possible with the architectural character of the community.
2. ACC permission Request Forms must show location and the description of type of fence.
3. Any fence must have the approval of the ACC before installation is undertaken. The types of fence that have been sanctioned for our development are board on board privacy fence and post and rail, utilizing two (2) or three (3) rails. Additional fence styles may be approved by petition through the ACC to the Board of Directors.
4. No fence will be approved if its installation will obstruct sight lines of vehicular traffic.
5. The ACC will not approve an application for the installation of any type of fence except the three (3) styles listed. Chain link or other galvanized metal fencing is specifically prohibited under any circumstances.
6. It is recommended that fences be set four (4) inches inside the property lines unless there is a pedestrian easement. If there is a pedestrian easement, four (4) feet in width, normally two (2) feet of the easement will be on each of the two (2) owners' properties. Fences must be set in compliance with the individual deed retractions, i.e., two (2) feet from the property line where there is a pedestrian easement.
7. Survey responsibility is the homeowners. If the fence is not positioned properly, the cost of removal and any damage caused thereby is the responsibility of the homeowner (some certified surveying companies have offered discounts to groups of two (2) or more homeowners when the group has common boundaries).
8. All permits and/or licenses are the responsibility of the homeowner. If the township permit is required, send copy of permit, when received, to the VSCA office to remain on file.
9. All fencing should have finished materials on both sides.
10. The fence will be unstained. Clear preservatives can be used.

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

11. Fences cannot extend beyond the front building line. This is a township regulation.
12. a. **TOWNHOMES:** Owners in each building will select either one of the two (2) types of fence, post and rail or board on board. The fence type selection will be made by the majority of the townhouse owners in each building, in writing. Once selected, the one type of fence will be the only type of fence authorized for that building.
b. **TWINS (Sturbridge Common only):** Owners in each twin will select either one of the three (3) types of fence: post and rail, board on board or prefinished metal fence. The fence type selection will be made by the first twin homeowner to install a fence. Once selected, the one type of fence will be the only type of fence authorized for that twin.

b. **BOARD FENCES:**

Board-on-board fences will be approved with the following limit: fencing will be limited to four (4) feet in height with the first ten (10) foot section extending out from each side of the building to be limited to five (5) feet in height. The fence will then taper down to four (4) feet in the next two (2) feet of fence. Height shall be uniform between posts, with alternating boards on each side of the fence. (See Figure 1.)

HEATHER VALLEY I, HEATHER VALLEY II, AND HEATHER VALLEY III has an alternate design to Board on Board wood five (5) foot fence. A domed privacy fence will be approved with the following limits: fence shall not exceed five (5) feet in height from the ground line to its highest point. The two (2) inch horizontal board shall face the homeowner's house. Post shall be four (4) inches x four (4) inches and shall be placed on eight (8) foot centers. The vertical board next to the post shall be four (4) feet in height and gradually increase to five (5) feet at the midpoint of the sections and decrease to four (4) feet in height at the next post, causing a scalloped effect along the fence line. Domed fences constructed adjacent to four (4) foot fence shall taper down to four (4) feet in the last two (2) feet of fencing (see Figure 2).

SINGLE HOMES AND TWINS: Alternatives to wood privacy fences:

1. PVC (Singles ONLY) has been approved for new privacy fences and/or replacement privacy fences. The PVC must be **white or tan** in color and contain no accent pickets or lattice. Tan colored fences are only permitted for single homes. The privacy fence and the post toppers must be flat across the top (i.e. no doming of the fence or decorative post toppers). The height of the privacy fence must be consistent at either 4 feet or 5 feet (i.e. no tapering down or up). The maximum space between the boards will be $\frac{3}{4}$ ". The minimum width of each board in section must be at least 4" up to 8". The privacy fence must be set in concrete.
2. Pre-finished metal fences (black only) have also been approved. The height of the fence is not to exceed 5 feet for single homes and not to exceed 4 feet for twin homes. Fence must be set in concrete. There will be no doming or decorative post toppers. Square pickets only with stringer; pickets to not

ARCHITECTURAL CONTROL COMMITTEE ARCHITECTURAL GUIDELINES

extend through bottom rail; spacing to be 3 to 4 inches between pickets; 2” posts (see pictures).

c. POST AND RAILS:

1. Post and rail fence can be either two (2) or three (3) rail. The maximum height of the top rail will not exceed four (4) feet and post shall not exceed four (4) feet six (6) inches.
2. Wire mesh, if used, will be of green plastic coated wire. The mesh shall be no smaller than two (2) inches and two and one-half (2-1/2) inches. The mesh shall be on the inside of the fence and shall not extend above the top of the fence.
3. Gate must match the post and rail design of either (2) or three (3) horizontal rail boards (see pictures below). If needed for added strength, max vertical boards three (3) as shown.



d. PRIVACY DIVIDERS:

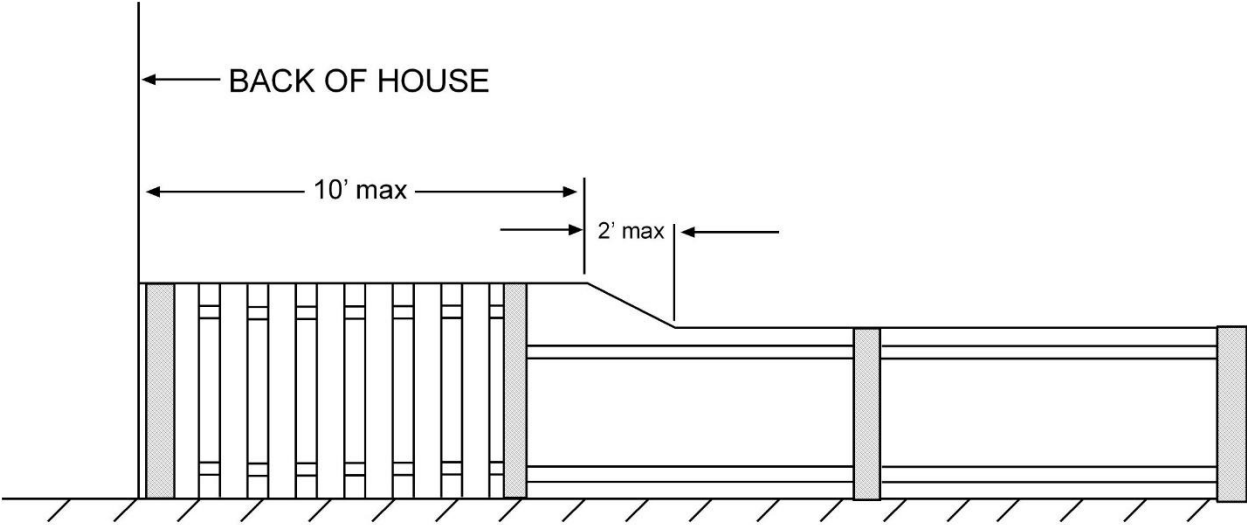
1. Interior townhomes are permitted to have privacy dividers if they meet the following criteria.
 - a. The townhome cannot have the extended utility room.
 - b. Construction will be board on board and limited to one eight (8) foot section and cannot be more than five (5) feet high. Divider will follow the same requirements as the board on board fences (see Figure 1 on page 12). Board on board privacy dividers will be limited to a maximum height of five (5) feet, maximum length of eight (8) feet from each side. The top of the posts and the fencing boards are to be flat, as per sketch Figure 1 on page 12.

e. Poles & Posts

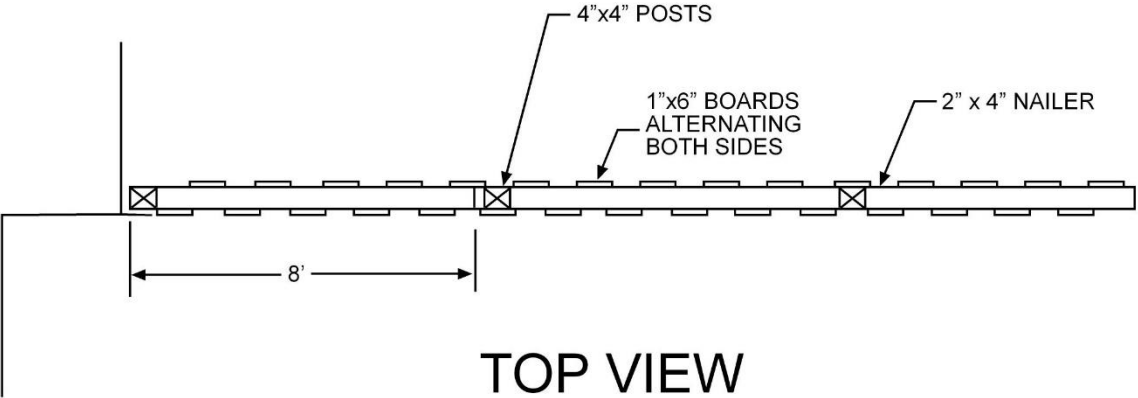
- a. Wooden posts are not permitted in the front or rear of the property, to hold lights or other items.
- b. Shepherd's hooks are permitted to hold string lights per the following specifications: must be steel or aluminum, must not exceed a ½ inch in diameter, and must not exceed 8 feet in height from the ground, black in color and may be set in the ground or attached to the inside of the fence.

FIGURE 1

ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES



SIDE VIEW



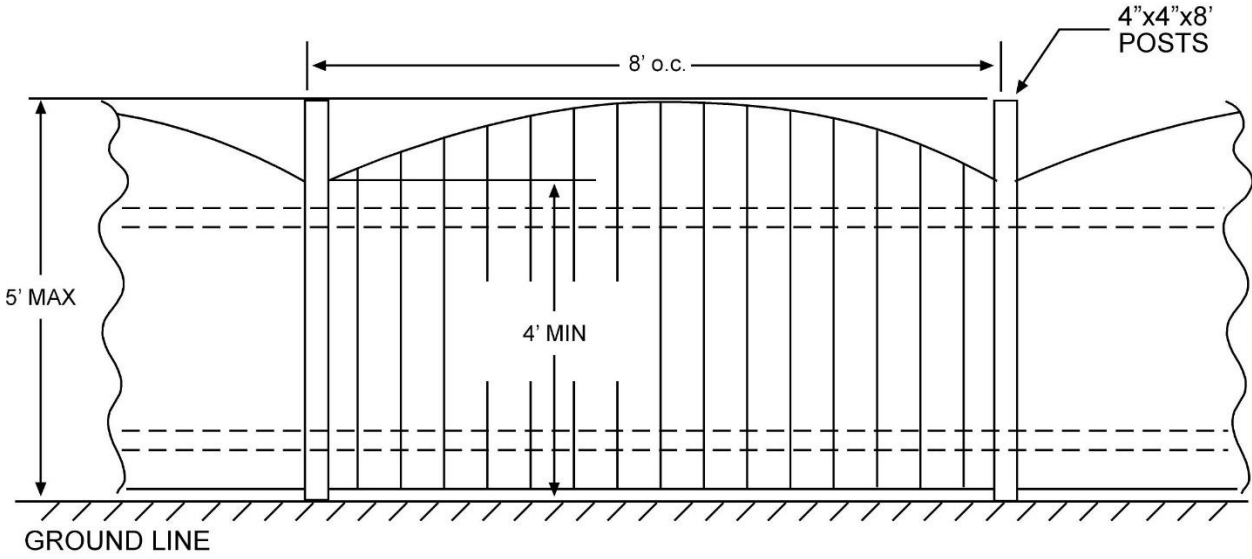
TOP VIEW

BOARD ON BOARD WOOD FENCES

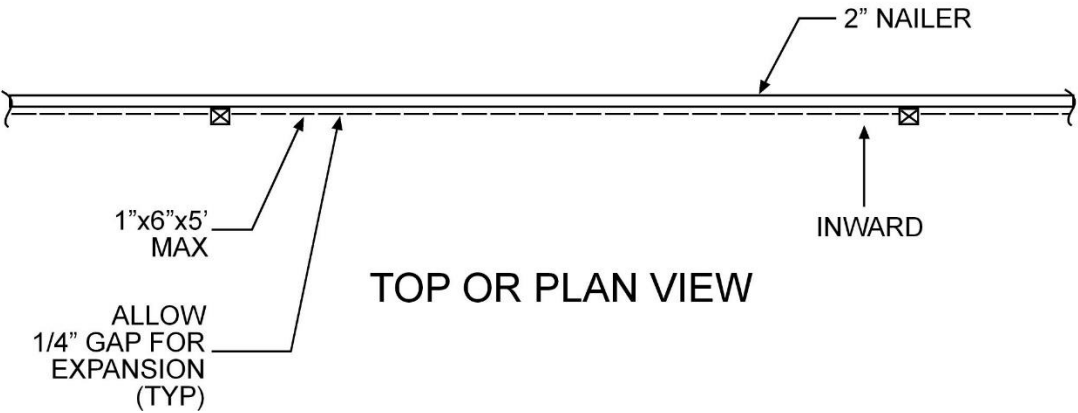
FIGURE 2

ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES

Alternate Design to Board on Board 5' Fence



OUTSIDE VIEW



TOP OR PLAN VIEW

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

PVC FENCE



ALUMINUM FENCES



**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

13. GARAGE DOORS:

- a. Garage doors must match existing doors, style, and color. Upgrades are allowed as long as everything conforms to existing color and style.
- b. In Natura, garage doors must be replaced with the embossed panel doors (16 panel, four (4) section for single doors, and 32 panel, four (4) section for double doors) in lieu of the original smooth doors. Repairs may be made to the smooth doors. ACC approval is required prior to replacement.

10. KEROSENE HEATERS:

- a. ACC permits are not required for heaters.
- b. U.L. approvals are required for many insurance policies.
- c. Only five (5) gallons of kerosene may be stored inside a house or garage.
- d. Only ten (10) gallons of kerosene may be stored outside a dwelling.
- e. ACC approval is required for outside storage tanks.
- f. Township permits are required for outside storage. Send copy of permit, when received, to the VSCA office to remain on file.
- g. TOWNHOUSES are not permitted to have outside storage.
- h. CONDOMINIUMS ARE NOT ALLOWED TO HAVE KEROSENE HEATERS because of insurance policies.

11. LANDSCAPING:

- a. If more privacy is needed, there are many varied and beautiful landscaping techniques which may be employed. Landscaping work and plantings, in general, do not require approval of ACC. If stones are used and the cumulative area of stones exceeds 100 square feet, then ACC approval is required.
- b. Planting of trees, shrubs or hedges does not require approval of the ACC; however, care should be exercised in placement of such landscape so it does not interfere with your neighbor, intrude on their property, or restrict sight lines of vehicular traffic. Trees, hedges, shrubs, which restrict sight of vehicular traffic shall be cut back or removed.
- c. Retaining walls and grading alterations which change the contour of earth and/or water drainage patterns must be submitted with complete details, including sketches for approval (flower beds that are less than one (1) foot high and do not affect drainage patterns are considered landscaping).

12. LATTICE:

- a. Lattice is not permitted anywhere in the community.

13. LIGHTING:

ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES

- a. Exterior lighting shall not be directed in such a manner as to create annoyance to your neighbor.
- b. Exterior Decorative lighting such as string lights with clear bulbs may be hung in the rear of the property. Please refer to Wooden Posts/Shepherd's Hooks on page 11.

14. PAINTING:

- a. ACC request forms are required for exterior painting.
- b. Those areas that are painted may be repainted; only those areas that are stained may be restained; unpainted surfaces and unstained areas such as brick shall remain unpainted and unstained. The exception to this rule is as follows:
 - 1. Exposed basement concrete walls can be painted with masonry paint which matches the color of the exterior siding of the house. This is encouraged to enhance the aesthetics of the community. Prior approval by the ACC is required.
 - 2. Pebbleboard on townhomes can be replaced. All is to be replaced at the same time. The approved replacement material can be purchased at Lowe's Home Improvement Center, Langhorne (other dealer names available in the office). The material is HardiePlank vertical siding. It must then be painted Cobblestone Ivory (samples in office).
- c. Exterior color changes will be approved only if the proposed color is in harmony with the other existing homes in the community or if the color is similar to the original color.
- d. Remember: Paints fade with age and different manufacturers' colors will not match exactly. Sherwin Williams paints are approved.
- e. Capping of wood must match existing trim color. ACC request form must be submitted.
- f. SINGLE HOMES may use flat, semi-gloss or gloss paints.
 - a. Single home colors for windows, trim and doors are as follows:
Belmont Blue, Brown, Butternut Gold, Cobblestone Ivory, Country Path, Eggshell Ivory, Irish Linen, Jamestown Red, Rittenhouse Gold, Lace Shawl, and Swiss Chalet.
- g. NATURA colors are as follows:
 - a. Siding – Certainteed Savannah Wicker
 - b. Trim – Brown
 - c. Doors – Brown
 - d. Roof – Certainteed Burnt Sienna
 - e. Awning – Cream or oyster

ARCHITECTURAL CONTROL COMMITTEE ARCHITECTURAL GUIDELINES

Other Natura siding colors see 13j.

- h. TOWNHOMES in COUNTRY PLACE I and COUNTRY PLACE II may use flat or semi-gloss paints for trim. See the following list for the color scheme of your building. Example, if the roof is brown and the mortar between the bricks is light, you live in section 5, so your doors and trim should be brown with Certainteed Autumn Yellow siding. The paints listed are Sherwin Williams:

1. Section #1:
 - a. Siding – Certainteed Savannah Wicker
 - b. Trim – Brown
 - c. Doors – Jamestown Red
 - d. Brick – Old York – Light Mortar
 - e. Roof – Certainteed Resawn Shake
 - f. Awning – Cream or oyster
 - g. Window color- Terratone

2. Section #2:
 - a. Siding – Certainteed Savannah Wicker
 - b. Trim – Irish Linen
 - c. Doors – White
 - d. Brick – Old York – Light Mortar
 - e. Roof – Certainteed Resawn Shake
 - f. Awning – Cream or oyster
 - g. Window color- Terratone

3. Section #3:
 - a. Siding – Certainteed Autumn Yellow
 - b. Trim – Brown
 - c. Doors – Rittenhouse Gold
 - d. Brick – Old York – Dark Mortar
 - e. Roof – Certainteed Burnt Sienna
 - f. Awning – Cream or oyster
 - g. Window color- Terratone

*2186-2189 E. Village Road changed door color to almond.

4. Section #4:
 - a. Siding – Mastic Sandtone
 - b. Trim – Brown
 - c. Doors – Brown
 - d. Brick – Old York – Dark Mortar
 - e. Roof – Certainteed Burnt Sienna
 - f. Awning – Cream or oyster
 - g. Window color- Terratone

5. Section #5:
 - a. Siding – Mastic Sandtone
 - b. Trim – Brown
 - c. Doors – Brown
 - d. Brick – Old York – Light Mortar

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

- e. Roof – Certaineed Burnt Sienna
- f. Awning – Cream or oyster
- g. Window color- Terratone

i. TOWNHOMES IN BRIDLERIDGE – Sherwin Williams, 2050 S. Eagle Road, Newtown, PA 18940:

1. Doors #1:

- Doors – Hampton Blue latex semi-gloss
- Shutters - #5915 Iron Gate Black latex semi-gloss
- Scallop, Rails & Trim - #5820 White latex semi-gloss
- Awning – Natural or cream
- Window color- White

2. Doors #2:

- Shutters & Doors – Independence Red latex semi-gloss
- Scallop trim – Bridleridge Grey latex semi-gloss
- Rails & Trim - #5820 White latex semi-gloss
- Awning – Cadet grey or slate gray
- Window color- White

3. Doors #3:

- Shutters & Doors – Forest Green latex semi-gloss
- Scallop trim – Bridleridge Yellow Gold latex semi-gloss
- Rails & Trim - #5820 White latex semi-gloss
- Awning – Oyster or cream
- Window color- White

4. Bridleridge Roofs – GAF Timberline Williamsburg Slate

j. OTHER TOWNHOMES:

- **BRIDLERIDGE** (SEE BRIDLERIDGE ACC GUIDELINES)

EXISTING COLOR SIDING

White
Gold
Gray

NEW SIDING COLOR

Mastic White
Certaineed Autumn Yellow
Certaineed Sterling Gray

- **MILL POND:**

EXISTING COLOR SIDING

Light Tanish
Dark Tanish

NEW SIDING COLOR

Mastic Sandtone
Certaineed Savannah Wicker

- **NATURA:**

EXISTING COLOR SIDING

Gold
Light Tanish

NEW SIDING COLOR

Certaineed Autumn Yellow
Mastic Sandtone

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

Dark Tanish
Brown

Certainteed Savannah Wicker
Certainteed Savannah Wicker

15. PATIO AND PATIO COVERS:

a. Patios:

1. ACC request forms are required with description and location.
2. Townhomes need adjoining neighbors' signatures on the ACC Neighbor Notification Form, submitted with the request.
3. Township will only allow a specified percentage of your property to be covered by impervious construction. This is of particular importance to townhome owners. Check with township when planning a patio expansion. Block or brick construction only set in sand is not considered impervious construction but does require ACC Permission Request Form with the description, location, and Neighbors Notification Form.

b. Ground Floor Decks in Townhomes:

1. Decks must comply with Township Ordinance No. 298. Any variance from the requirements from Ordinance No. 298 must be approved by the Architectural Control Committee **prior to** the submission of a request for variance to the Northampton Township Zoning Board.
2. Skirting, if desired, shall not include lattice or metal fencing.
3. Railing, if desired, shall consist of four (4) inch x four (4) inch corner posts, two (2) inch x two (2) inch balusters and two (2) inch x four (4) inch or two (2) inch x six (6) inch top rails. Railing may be up to 36" in height.
4. Decks must be approved by Chairperson's Committee and Board of Directors.
5. Before submitting an ACC Request Form, contact the township for a deck package to be submitted along with ACC Request Form.

c. Patio Covers:

1. ACC request forms are required.
2. Structure materials used must be in keeping with those used on the existing home.
3. Minimum roof pitch of three (3) inches per foot. Roof shingles to match those on existing roof of home.
4. Siding and trim shall match that of existing home.

d. Patio (Porch) Covers for Single Homes:

3. Structure materials used must be in keeping with those used on the existing home.
4. Minimum roof pitch of three (3) inches per foot. As an alternative material roof option over porch, finished metal may be used. Color to complement roof shingle; i.e. gray roof, black metal; brown roof, brown metal.

16. PENT ROOF:

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

A straight pent roof over rear sliding glass doors (only) is permitted. Shingles are to match roof colors and capping on ends is to match the trim. The roof cannot extend more than 3” in width on either side of the sliding door frame (i.e. 60” sliding door, 3” on either side, roof not to exceed 66”) and cannot be more than 24” in depth.

17. POOLS:

- a. See SPAS and POOLS section below.

18. PROPANE TANK:

- a. Residents are permitted to have a propane fire unit that does not exceed 20# (lbs.).

19. PROPERTY MAINTENANCE:

- a. Yards and homes shall be maintained to provide a neat appearance to the development.
- b. Grass areas shall be mowed so that the grass height does not exceed six (6) inches or go to seed.
- c. All residents must maintain ground cover on their lots to avoid erosion into the streets or other properties.
- d. Residents will avoid conditions which may cause health risks in the community.

20. ROOF MAINTENANCE:

- a. In order to maintain the architectural design of the buildings, roofing materials which do not match the existing roof will not be permitted. If a leak develops and matching roofing materials are not available, a homeowner may be required to replace shingles on the entire roof, including pent roofs, in order to maintain a uniform appearance.

- 1. Natura Garages – common garage roofs, following existing guidelines. Shingles must match existing color and manufacturer.

21. SATELLITE DISHES:

Refer to separate published guidelines available in association office.

22. SHEDS:

- a. The erecting of sheds is discouraged so as not to obstruct the view of the surrounding neighbors and detract from the community.
- b. Application requests for sheds shall provide justification for the need of outside storage, show the exact placement on the property (which may not extend beyond a line extending from the back wall), include a description of the construction plans, and have adjacent neighbors’ signatures on the ACC Neighbor Notification Form. All shed requests must be approved by the Chairperson’s Committee and the Board of Directors.

c. TOWNHOME:

- 1. Interior units are not permitted to erect a shed.
- 2. End units must follow shed construction (found below) except the shed shall not exceed eight (8) feet x eight (8) feet x eight (8) feet (height is measured from the ground to the highest point).

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

d. SHED CONSTRUCTION:

1. A concrete pad or township approved concrete footer (circular) is suggested but not required. All foundations must meet township regulations and a building permit is required.
2. Barn type construction of wood or wood covered with aluminum or vinyl siding to conform to the main building.
3. Shall be the same color of the home.
4. Shingles to match the color of the roof.
5. Dimensions shall not exceed 12 feet x 12 feet x 12 feet in the single homes and eight (8) feet x eight (8) feet x eight (8) feet in townhomes (height is measured from the ground to the highest point). **A permanent floor is mandatory.**
6. Placement of the shed must be behind the back wall of the house and conform to the township requirements.
7. All sheds must be secured per manufacturer specifications and instructions.

e. MOLDED PLASTIC RUBBERMAID™ TYPE STORAGE BINS (TEMPORARY STRUCTURES):

1. Allowed on all properties (including interior townhomes).
2. Maximum size is five (5) feet wide, two and one-half (2-1/2) feet deep, four (4) feet high.
3. Application requests for sheds shall provide justification for the need of outside storage, show the exact placement on the property (which may not extend beyond a line extending from the back wall). Include a description of the construction plans and have adjacent neighbors' signatures on the ACC Neighbor Notification Form. All shed requests must be approved by the Chairperson's Committee and the Board of Directors.
4. Color must be earthtones.
5. Limited to one (1) unit per home.

23. SIDEWALKS:

Homeowners must maintain the section of sidewalk that leads up to the home and in front of the home. Unacceptable conditions include: tripping hazards, displacements of over 1/2 inch "out of level", large cracks over 1/2 inch in depth and 3 inches in diameter, spalled (deteriorated surface) concrete, and/or displaced curbs with poor drainage. **Drawing or sketch must be submitted with all ACC requests for work on sidewalks.**

24. SIDING:

Siding must present a uniform appearance. Even replacing the siding with the identical materials in most cases will not present a uniform appearance because of fading and other environmental effects on the existing siding. Therefore, when a section of siding has been damaged, has blown off, or otherwise requires replacement, it is necessary to replace siding on the entire exterior structure of the unit on all sides to ensure uniform appearance. For townhomes, the siding is Double 4 woodgrain clapboard.

25. SKYLIGHTS:

a. General:

1. May be fixed or movable.
2. Shall not exceed 5% of the roof area.

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

b. TOWNHOMES:

1. Flat skylights are allowed and the location shall be determined by majority of owners in each building, as to whether they will be located on the front or rear roof. All units in building must be notified; majority of unit owners must sign the ACC Neighbor Notification Form and submit with the Permission Request Form.

c. SINGLE HOMES:

1. May have flat or bubble skylights.
2. ACC approval is necessary.

26. SPAS AND POOLS:

- a. TOWNHOMES are not allowed to have spas or pools.
- b. Outside spas and pools are discouraged.
- c. Spas must be covered and locked.
- d. Detailed plans with adjoining neighbors' signatures on the ACC Neighbor Notification Form must be submitted with the Permission Request Form to the ACC. The ACC will then submit information to the Chairperson's Committee and the Board of Directors for their decision.

27. STEPS/RAILINGS:

The homeowner is responsible for any repairs or replacement to steps due to spalling or deterioration of concrete (same as above). Steps have to meet the concrete. Painting of concrete surfaces or steps is not permitted.

In general, repairs do not last and concrete replacement should be considered. Materials used to repair spalling or cracked concrete must be applied to maintain a uniform and neat appearance of the entire surface, end to end, front to back. If there is a repair to a step, the whole step must be repaired – no patches.

Wrought iron railings should be painted black and be free of rust. When replacing the railing, it has to be the same style and color.

28. STORM WINDOWS, STORM DOORS, AND SCREENS:

- a. ACC Permission Request Forms are required.
- b. Color must match front doors except for Heather Valley III where they may match door, trim, or siding color.

29. SWING SETS:

- a. TOWNHOMES are not allowed to have swing sets.
- b. SINGLE HOMES:

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

1. Must submit an ACC Permission Request Form showing type of swing set and location.
2. Swing sets must be maintained in good condition. Rusting or deteriorated equipment must be removed or repaired.

30. WINDMILLS:

Presently not permitted.

31. WINDOWS:

- a. Country Place II (only) may replace windows with double hung type as follows:
 - b. To ensure uniform appearance when changing to double hung windows, all windows must be replaced at the same time.
 - c. Windows can be vinyl, aluminum, wood or clad.
 - d. Windows must meet the following specific guidelines:
 1. First and second floor front four (4) panel slider must be replaced with three (3) equal size double hung OR center picture window and two (2) side windows can be double hung or casement windows.
 2. Second floor may be replaced with either two (2) or three (3) equal size double hung.
 3. Rear and side two (2) panel sliders must be replaced with one (1) double hung same size window.
 - e. Caution: all second floor windows must meet BOCA regulations for egress. All egress windows must have minimum net clearance opening of 5.7 square feet. The minimum opening height is 24 inches and minimum opening width shall be 20 inches.
 - f. No grilles, grids, or muntins will be permitted on double hung windows.

1. WINDOW AWNINGS:

- a. No window awnings permitted anywhere in the community.

2. BAY WINDOWS (Country Place I and Country Place II):

- d. To replace an existing three (3) or four (4) section flat front window in the townhomes CPI on East Gate Road, Stafford Place, Norwood Place, East Gate Place, Coventry Place, and CPII, Bedlington Place, Sheffield Place, East Village Court, Stockton Place, Durham Place, Burnley Place, Weymouth Place, and Springhouse Lane, specifications shall be as follows:
 1. The window may be replaced with the same style and color.
 2. The window may be replaced with 30 degree or 45degree angle bay window with equal-lite (sections), 12 inch or 14-inch projection, must match existing color and roof flashing and roof pent must be tin metal (color to match) or copper, removable grids/grilles in colonial or diamond patterns are optional (color to match),
 3. Window may be replaced with four (4) section equal-lite bow. All four (4) lights must be equalities.

**ARCHITECTURAL CONTROL COMMITTEE
ARCHITECTURAL GUIDELINES**

3. DOOR AND WINDOW GRILLES:

- a. Storm door and window grilles are permitted.
- b. Grilles to match color of trim.
- c. Storm door grilles to match approved color of front door and storm door, except that storm door grilles can be black if they match the existing black railings or they can be white if they match the existing white railings.
- d. Owners in each townhome building will select an approved grille color for their building (either color of door or color of railings existing in their building). Once selected, this color will be the only color allowed in that building.

4. WINDOW FLOWER BOXES

Flower boxes are permitted under windows. All boxes must be 48 inches wide, uniform in color, made of molded high grade polyethylene or other maintenance-free plastic.

- a. Hanging of window flower boxes is permitted; however, only in Bridleridge.
-Refer to the Bridleridge ACC Guidelines**

5. WINDOW REPLACEMENTS:

All window replacements must be as follows:

- a. Window can be vinyl, aluminum, and wood or clad.
- b. Replacement must be same style and appearance (i.e., three (3) section slider can be three (3) section slider or casement/picture). Double hung is not same appearance as sliders.

32. WOOD STOVES:

- a. ACC approval is not required if an external chimney already exists.
- b. Township permits are required and are the responsibility of the owner. Send a copy of permit, when received, to the VSCA office to remain on file.