

# FOUR SEASONS ESTATES HOMEOWNER ASSOCIATION, INC

**FSEHOA-ARC-001**

## I. Introduction

The Architectural Review Committee (ARC) has been established by the Board of Directors as a committee to fulfill the duties as described in the HOA Documents. The ARC is composed of community members, all of whom are volunteers and open to all residents. Applications for volunteers who want to be on the committee will be accepted annually, and the members will be appointed by the Board of Directors. An ARC request normally will be reviewed within twenty (20) days of receipt; expedited requests are discussed later herein. Appeals of a committee decision will be before the Board of Directors.

The architectural character of the community was established by the builder architects who coordinated the colors and designed the community. These guidelines are a supplementary document to the restrictions outlined in the Declaration. As part of its responsibilities, the committee strives to preserve the integrity of the original design. In accordance with the governing documents, the Board of Directors and its committee establishes Architectural Guidelines and Standards. These guidelines and standards are not intended to stifle the imagination or creative desires of residents, but rather to ensure the protective restrictions in effect will help maintain the appearance and value of the property and community as a whole.

Whereas, Four Seasons Estates Homeowners Association, Inc. is a duly created association by virtue of the recordation of its Articles of Incorporation, the Declaration and By-Laws in the Land Records of Anne Arundel County, Maryland.

Whereas, Article VII, Section 1C of the By-Laws states that the Board of Directors shall exercise for the Association all powers, duties, and authority vested in or delegated to the Association and not reserved to the Members by other provisions of the By-Laws, the Articles of Incorporation or the Declaration; and

Whereas, Article VII Section 1A of the Amendment of the By-Laws empowers the Board of Directors to adopt and publish rules and regulations governing the use of the Common Areas and the Lots and the personal conduct of the Members and their family members and guests thereon, and to establish reasonable penalties for the infraction of said rules and regulations and the Association's Declaration and By-Laws, including the imposition of monetary fines which shall become a continuing lien upon the Lot and shall be collectible in the same manner as an assessment; and

Whereas, Article IV, Section 5 of the Declaration provides that the right of each Owner to use the Common Area shall be subject to the terms, conditions, and provisions as set forth in the Declaration and to any rule or regulation now or hereafter adopted by the Association for the safety, care, maintenance, good order, and cleanliness of the Common Areas. All such terms, conditions, provisions, rules and regulations shall inure to the benefit of the and be enforceable by the Association and the Company, or either of them, their respective successors and assigns, against any Owner, or any other person, violating or attempting to violate the same, either by an action at law for damages or a suit in equity to enjoin a breach or violation, or to enforce performance of any term, condition, provision, rule,

or regulation. The Association, the Company, and the Builders shall each have the right, summarily, to abate and remove any breach or violation by any Owner at the cost and expense of the Owner; and

Whereas Number 6, Section 1, of the Amendment to the By-Laws, outlines the Dispute Resolution Procedure. Number 6, Section 2 outlines Sanctions, Number 6, Section 3 Legal Proceedings and Number 6, Section 4 Costs and Attorney's Fees.

Now therefore, be it resolved the Board of Directors of Four Seasons Estates Homeowner's Association Inc. hereby establishes, effective March 1, 2021, the following Rules, Regulations and Restrictions and Architectural Guidelines.

## II. General

Prior to commencing any exterior change and/or alteration, owners must complete an architectural alteration application complete with details to the Board of Directors or its designated Committee and obtain written approval. Unapproved alterations are considered a violation and run the risk of disapproval. Disapproved alterations will be the owner's responsible to remove and restore the home and/or Lot to its original state.

Applications should be submitted to the HOA through the management office. The normal review period is up to 30 days. Requests for expedited reviews will be considered by the committee but, are not guaranteed.

Work on approved projects must start no later than six (6) months from date of approval. Approved projects must be completed and pass final inspection no later than one (1) year from date of approval. Failure to do so will result in having to reapply for approval.

Applications will include all information necessary for the ARC to take action. Necessary data includes, but is not limited to, height, width, length, size, shape, style, color, materials, location, and drawing or sketch of the proposed improvement

Where county permits are required, the ARC will grant conditional approval, contingent upon the homeowner obtaining necessary permits. Work contemplated in permits will agree exactly with work specified in ARC applications. Homeowners will furnish copies of required permits before the ARC grants final approval before actual work can commence.

**Approval by the committee shall in no way be construed as comment or judgement on the correctness of location, structural design or integrity, or suitability of alteration. Owners MUST contact MISS UTILITY prior to any excavation or digging. Change in water flow or drainage due to the project will be the responsibility of the owner to ensure the drainage does not negatively impact adjacent property. – NO Exceptions. ARC approval is not a substitute for local government approval or permit.**

## **A. Appeals**

When proposals are rejected, homeowners may request that the ARC reconsider its decision, and may present new or additional information to clarify the request or demonstrate its acceptability.

When proposals are rejected a second time, homeowners may request review by the Board of Directors. Such reviews will be completed within two weeks and will be considered final.

## **B. Emergencies**

From time to time, acts of nature may cause unsafe conditions on lots. In these situations, homeowners should contact a member of the ARC or the Board as soon as possible. Early communication with the Board about emergencies will avoid unnecessary confrontation and may result in expedited decisions.

## **C. Enforcement**

Violation of the covenants or these guidelines may result in a fine of up to \$500.00 and \$50.00 a day for continued violations or occurrence. Disapproved alterations will be the owner's responsibility to correct or remove.

# **III. Guidelines**

## **A. Structural**

### **1. Decks**

Only wood or wood composite decks will be considered. Decks will be constructed only on the back of the primary dwelling. Railing options will be considered on a case by case basis.

### **2. Sheds/Playhouses**

Only wood or wood composite, or mixed composite sheds/playhouses will be considered. Sheds/playhouses will be constructed only on the back or side of the dwelling. If shed is on the side of the dwelling, then it must not be any closer to the front of the dwelling than by half the distance of the side of the dwelling. Shed/Playhouse size is restricted to less than 171 square feet and no higher than 12 feet. Rubber / Vinyl prefabricated storage sheds of less than 36 square feet in area do not require ARC approval but must follow placement guidelines stated above.

### **3. Fences**

The enclosing of the backyard area with a section of fence and gate must be approved. Wood or wood composite fences with natural wood tone; wood tone stain; color consistent with dwelling color; white or off white stain only. Fencing may be even with the front face of the primary dwelling & but may not extend beyond the front face of the primary dwelling. Wood toned vinyl fencing options will be considered. White vinyl stockade style fencing is discouraged but, may be considered on a case by case basis. All fencing must be maintained free of stains and visible rot.

### **4. Gates**

Gates for exterior basement entrance may be black iron rod or wood composite gates with natural stain color consistent with dwelling color or white stain only.

## **5. Primary Dwelling Additions/Alterations**

Primary considerations will be conservation of architectural design and color schemes of the community.

## **6. Storm Doors**

Primary considerations will be conservation of architectural design and color schemes of the community.

## **7. Awnings and Covered Porches**

Primary consideration will be conservation of the architectural and color scheme of the community. No soft covered awnings or porch cove will be considered.

## **8. Flag Poles**

Primary consideration will be placement and conservation of the architectural and color scheme of the community. Nighttime illumination should be provided.

## **9. Satellite Dishes**

Approval of satellite dishes will be based on size, placement, and applicable FCC regulations.

## **10. Hot Tubs/Jacuzzi**

Owners must obtain the necessary permits for construction. The primary consideration will be placement and size. Hot tub/Jacuzzis will be restricted to the rear of the primary dwelling. In ground pools are not permitted.

## **11. Play Equipment and Lawn Furniture**

No play equipment will be allowed within 10 feet of the front of the primary dwelling or higher than 13 feet. When installing play equipment, homeowners should consider safety, and should review their homeowner insurance for adequate liability coverage. Children's play pools may temporarily be set up and must be emptied daily. All play equipment, including bicycles, toys, pools etc. must be removed from the front of home nightly and stored either indoors or in a fence enclosed rear yard. Lawn furniture may be temporarily placed on the driveway while in use but, must be removed nightly from the front and stored in either the rear yard or garage.

## **12. Roof Alterations**

Primary consideration will be conservation of the architectural scheme of the community. No attic windows will be allowed. Architectural shingles are permitted. If proposing to change the color of the roof, owners must provide a physical sample of the shingle in the proposed color.

## **13. Roof Repair (Original or Approved Structure)**

Due to the amount of material that maybe needed Board notification is required. Replacement shingles must match the existing shingle color.

## **14. Rain Gutters and Drainpipes**

Primary considerations will be conservation of architectural and color schemes of the community.

Rain barrels are limited to the rear corner of the home and require an architectural application and written Architectural Committee approval.

## **15. Patios**

Primary consideration will be placement and size. Brick, wood, aggregate, concrete, slate, flagstone, patio block, etc. are all acceptable with approval.

## **16. Windows**

Duplex (Carriage) style homes must maintain the window grid pattern in the their windows. Detached single family homes are not required to have moulins (window grids) in the windows.

## **17. Exterior Painting, Shutter Color Change, or Siding Change**

Primary consideration will be conservation of the architectural and color scheme of the community. Homeowners may request changes in the color scheme of their houses. Requests to change exterior colors will not be approved if the requested color is the same *as* the color of either adjacent home. Siding changes are subject to the above color scheme rules. If proposing a change in the color of the siding the owner must provide the committee with a physical sample of the siding in the proposed color. Vinyl and aluminum mixing on the primary structure will not be approved. All corner and J-channel pieces must match the color of the siding.

## **18. Steps/Stoop/Railings**

Primary consideration will be placement, size and conservation of the architectural scheme of the community. Railings in front of the home will be considered on a case by case basis.

## **19. Sidewalk Repair/Replacement**

Anne Arundel County will establish guidelines.

## **20. Driveway**

The main consideration here is size and composition of driveway.

## **21. Gazebos**

Wood or wood composite gazebos with natural wood stain, color consistent with dwelling color, or white stain only. No gazebos will be allowed within 10 feet of the front of the primary dwelling.

## **22. Solar Panels**

Solar panels are permitted with prior Architectural Committee approval. A licensed contractor must install. All necessary permits must be obtained by the owner and/or the contractor. Any conduits that run down the front of the home must be concealed by trim, a gutter or encasing that matches the color of the trim or siding.

## **23. Garage Additions**

A garage addition will be considered if the following conditions are met:

- a. The County approves the permit and the Lot setbacks make the addition feasible

- b. The proposed garage addition is similar in design and appearance with existing homes of the same type within the community.
- c. The finished garage addition closely matches the existing home roof, colors, siding and trim.

## **24. Electric Car Charging Stations**

Exterior electric car charging stations require an Architectural application and Architectural Committee approval.

## **25. Composting**

Composting barrels and/or containers require submission and approval of an architectural application. Barrels and/or containers must have lids. They are permitted in the rear yard only. They must be properly maintained so as not to detract from the appearance of the lot or negatively impact adjacent lots.

## **26. Trash Can and Recycle Bin Storage**

Trash can and recycle bins must be stored out of plain view. They may not sit in front of the home or be visible from the road. Please be considerate of your neighbors and refrain from dumping trash and recycling items into your receptacles late at night or dragging trash and/or recycling receptacles to curb late at night. The noise from both is disruptive to neighbors.

## **B. Landscaping**

### **1. Trees- Planting**

No trees may be planted within 5 feet of property lines. Trees within that space currently may not be replaced within the 5foot barrier.

### **2. Bushes, Shrubs, Hedgerows**

Generally, no permission is needed unless the planting is within 5 feet of any property line. Large plantings position and height will be reviewed for bushes, shrubs, and hedge rows.

### **3. Flower Beds/Planter Boxes**

The Board does not require ARC approval for the addition of flower beds. Front yard hardscape requires approval. All landscape beds must be maintained and weed free. No vegetable gardens are permitted in the front yard. Planter boxes and large container plantings placed in front of the home require written approval and must be maintained in a neat, well-kept fashion. If not maintained, the association will request their removal from the front of the home.

### **4. Water Gardens**

The primary consideration will be placement and size. Water gardens will be restricted to the rear of the primary dwelling. When installing a water garden, homeowners should consider safety, and should review their homeowner insurance for adequate liability coverage.

### **C. VEHICLE PARKING**

In accordance with the Declaration of Covenants, Conditions and Restrictions, Article VIII, section 11, "No commercial vehicle, trailers, boats, buses, camper, recreational vehicle, tractors, or any other vehicle other than private passenger vehicles (including vans and mini-vans) in regular operation shall be maintained regularly on any Lot unless garaged. No carports are permissible.

### **D. PROHIBITED IMPROVEMENTS**

**Prohibited improvements are listed below:**

- 1) No garage additions are permitted on the carriage homes
- 2) No exterior antennas
- 3) No satellite dish with a diameter greater than 1 meter (-3 feet)
- 4) No window awnings
- 5) No exterior bars on windows or doors
- 6) No above ground or in ground pools
- 7) No rod iron, chain link, or wire fences
- 8) No enclosed front yards
- 9) No painting of brick walls or siding
- 10) No plastic animals/flowers/plants
- 11) Holiday decorations must be removed no later than 21 days after the holiday
- 12) No window unit or mounted air conditioning or fans (there are air conditioning units that sit indoors and use a small window vent to operate.

Any improvement not listed in the Guidelines Sections A and B are prohibited until reviewed by the Board of Directors.

### **E. ANNE ARUNDEL COUNTY PHONE NUMBERS**

General Information	311
Health Requirements	410-222-7727
Permit Status	410-222-7700
Residential Review	410-222-7710
Site Review	410-222-7720
Utility Requirements	410-222-7720
Inspection Services	410-222-7700