

DECATUR FARM
TOWNHOUSE CONDOMINIUM
ASSOCIATION

Architectural Standards

A Manual for the Council of
Unit Owners of the
Decatur Farm Townhouse Condominium

DECATUR FARM TOWNHOUSE CONDOMINIUM ASSOCIATION
Architectural Review Standards

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Purpose of the Manual

The primary purpose of this manual is to familiarize homeowners at Decatur Farm with the objectives, scope and application of design standards and guidelines which are intended and will be employed to maintain the aesthetic appearance and environmental quality of the Decatur Farm community. Familiarity with the architectural standards and guidelines should assist homeowners in the preparation of applications for modifications to their homes or lots which are consistent with the guidelines and therefore approvable.

The manual enumerates specific architectural standards and guidelines which have been adopted by the Community Board of the Decatur Farm Townhouse Condominium Association. It also explains the application and review process which must be adhered to by unit owners seeking approval for any exterior modifications or changes to their units which are subject to approval by the Association.

This manual will serve as a valuable reference source and will assist homeowners in preparing acceptable applications for review by the Association's Architectural Committee. All homeowners are encouraged to familiarize themselves with its contents and to retain the manual for future use.

Basis for and Objectives of Protective Covenants

The legal documents for the Decatur Farm Townhouse Condominium Association contain covenants and use restrictions, including those pertaining to design standards. Legally, these covenants are a part of the deed for each townhouse and are binding upon all initial unit owners and their successors in ownership, irrespective of whether or not the owners are familiar with such covenants.

The primary purpose of design covenants is to maintain environmental and architectural design standards for the entire community. The promulgation and enforcement of design standards is intended to achieve the following objectives:

- Maintain consistency with the overall design concept for the community;
- Promote harmonious architectural and environmental design qualities and features;
- Promote and enhance the visual and aesthetic appearance of the community.

The enforcement of architectural standards not only enhances the physical appearance of a community but protects and preserves property values. Homeowners who reside in association communities which enforce design covenants are protected from actions of neighbors which can detract from the physical appearance of the community and, in some cases, diminish property values. In fact, surveys of homeowners living in association communities consistently reveal that this was an important consideration in their decision to purchase a home.

Role and Authority of the Architectural Committee

All homeowners at Decatur Farm are automatically members of the Decatur Farm Homeowner's Association, Inc. The Association is responsible for the upkeep and maintenance of all common properties within the community. Furthermore, all unit owners at the Decatur Farm Townhouse Condominium are automatically members of the Council of Unit Owners of the Decatur Farm Townhouse Condominium Association.

The Association is also responsible for the administration and enforcement of all covenants which are applicable to property owners, including architectural standards and restrictions. The By Laws for the Association (Article V) provides that responsibility for the enforcement of architectural standards shall be exercised through an Architectural Committee, the members of which shall initially be appointed by the Declarant.

The Architectural Committee is composed of three (3) or more representatives appointed by the Declarant. The Declarant retains the right to appoint committee members until the end of the Development Period. Since the Association's legal documents provide that the Declarant may maintain control of the Community Board during most of the development phase of the community, there may initially be overlapping membership for the Community Board and the Architectural Committee.

The Committee is responsible for enforcing the Association's Architectural Standards with respect to exterior modifications to homes and lots proposed by lot owners. The Committee does not have approval authority over initial construction by the Declarant or any Participating Builder. The Committee shall review and approve (or disapprove) applications submitted by lot owners for visible exterior additions, alterations or modifications to a home or lot. The review process shall be governed by the Architectural Standards promulgated by the Declarant until the end of the Development Period and thereafter, by the Architectural Committee.

The legal documents for the Decatur Farm Townhouse Condominium enable that association to establish architectural standards and to review requests submitted by condominium unit owners for design changes, either by the Condominium Board or by an Architectural Committee established by the Condominium Board.

The Decatur Farm Townhouse Condominium is enabled to establish architectural standards which exceed the requirements of the Decatur Farm Homeowners Association. However, any architectural standards approved for the Decatur Farm Townhouse Condominium must comply with the Architectural Standards of the Decatur Farm Homeowner's Association.

Alterations Requiring Review and Approval by the Architectural Committee

Essentially, all changes, permanent or temporary, to the exterior appearance of a building or lot are subject to review and approval by the Architectural Committee. The review process is not limited to major additions or alterations, such as adding a room, deck, or patio. It includes such minor items as changes in color and materials. Approval is also required when an existing item is to be removed.

There are a number of exceptions to this otherwise inclusive review requirement.

1. Building exteriors may be repainted or restained provided that there is no color change from the original. Similarly, exterior building components may be repaired or replaced so long as there is no change in the type of material and color.
2. Minor landscape improvements will also not require an application. This includes foundation plantings, or single specimen plantings. In general, landscape improvements of a small scale which do not materially alter the appearance of the lot, involve a change in topography or grade and which are not of sufficient scale to constitute a natural structure will be exempt from the design review process.
3. There are several modifications referenced in the Design Guidelines where approval is not required, provided that the modification conforms to the Design Guidelines. For example, installation of a storm door which conforms to the Design Guidelines does not require prior approval.

If there is any doubt as to whether or not a proposed exterior change is exempt from design review, and approval, unit owners should first seek clarification from the Architectural Committee before proceeding with the improvement.

Design Review Criteria

In reviewing applications for modifications, additions or improvements to homes and lots, the Architectural Committee will examine the conformance of applications to the adopted Architectural Standards, as well as any covenants or use restrictions in the recorded Declaration. There will be instances where applications are approvable or not based on specific permitted or prohibited actions or uses.

However, the Architectural Standards cannot envision every type of improvement for which an application can be submitted and, as such, there must be latitude for the Architectural Committee to review applications based on certain criteria. Judgments of acceptable design are based on the criteria listed below which, depending on the particular application, may not be all inclusive. The latitude to evaluate applications based on appropriate design criteria should not result in the imposition of personal opinion or taste by the Architectural Committee. However, it does mean that the Architectural Committee can evaluate each application based on its individual merits and specific circumstances, such as characteristics of the housing style, the individual site and relationship to environmental features. As such, what may constitute an acceptable design and approvable application in one case may not in another.

1. Relation to Environmental Conditions and Community Open Space — Harmony of a design with its surrounding natural environment is an important factor. Other factors, such as the removal of trees, disruption of the natural topography, vegetation and changes in rate or direction of storm water run-off, also adversely affect the environment in terms of aesthetics or functionality.
2. Validity of Concept — The basic idea must be sound and appropriate to its surroundings.
3. Design Compatibility — The proposed improvements must be compatible with the architectural characteristics of the applicant's house, adjoining houses, and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials, color and construction details.
4. Location and Impact on Neighbors — The proposed alteration should relate favorably to the landscape, the existing structure and the neighborhood. The primary concerns are access, view, sunlight, ventilation, and drainage. For example, decks or larger additions may cause unwanted shadows on adjacent patios or infringe on a neighbor's privacy and view. For another example, an "ill-planned" landscape scheme may also affect existing neighbors.
5. Scale — The size (in three dimensions) of the proposed alteration should relate well to adjacent structures and its surrounds. For example, a large addition to a small house may be inappropriate.
6. Color — Color may be used to soften or intensify visual impact. Parts of an addition that are similar in design to an existing house, such as roofs and trim, should match in color and

composition. A sample board of exterior materials, finishes, and colors may be required as the sole discretion of the Architectural Committee.

7. Materials — Continuity is established by use of the same or compatible materials as were used in the original house. The options may be limited somewhat by the design and materials of the original house. For instance, vertical wood siding on the original house should be retained on an addition. On the other hand, an addition with wood siding may or may not be compatible with a brick house.

Application and Review Procedures

Application and review procedures which will be used by the Architectural Committee are detailed below.

1. Applications. All applications for proposed improvements must be submitted in writing using the application form authorized by the Architectural Committee. A copy of this form is included as an exhibit to this manual. Applications must be complete in order to commence the review process. Incomplete applications will be returned to the applicant with a statement of deficiencies which must be remedied in order to be considered for review.

Application fee of \$15.00 should be attached to each application when submitted. The check should be made payable to "Decatur Farm Townhouse Condominium Association".

Unless notified to the contrary, unit owners should mail applications to the following address:

Architectural Committee
Decatur Farm Townhouse Condominium Association
c/o Legum & Norman
7904 Coastal Highway
Suite 2
Ocean City, MD 21842

2. Supporting Documentation. The application must include a complete and accurate description of the proposed improvement(s). In order to permit evaluation by the Architectural Committee, supporting exhibits will frequently be required. Examples include: a site plan showing the location and dimensions of the proposed improvement; architectural drawings or plans, as applicable; landscape plan; material and/or color samples, etc. The design guidelines and application form provide guidance with respect to the supporting documentation required for various types of improvements.
3. Time Frame for Completion of the Review. The Architectural Committee is required to approve or disapprove any proposed improvement within sixty (60) days after the receipt of a properly completed application. However, the review period will only commence upon the receipt of a complete application form, including any required exhibits. It is therefore advisable for unit owners contemplating substantial improvements to first ensure that they are aware of all required supporting documentation prior to submitting a design review application. In the event that the Committee fails to act within the sixty (60) day period, the application shall be deemed approved.
4. Notice of Approval/Disapproval. Unit owners who have submitted design review applications will be given written notice of the decision of the Architectural Committee. Approval of the Committee shall in no way be construed as to pass judgment on the correctness of the location, structural design, suitability of water flow or drainage, location of utilities, or other qualities of the item being reviewed, nor shall such approval be substituted

in lieu of applicable governmental approvals and permits or be deemed to constitute a determination as to compliance with local zoning ordinances, governmental guidelines or restrictions.

5. Appeals Procedure. A unit owner may appeal a decision of the Architectural Committee by submitting a written request to the Community Board within ten (10) days after the date of an action by the Architectural Committee. This request should include any new or additional information which might clarify the requested change or demonstrate its acceptability. The Board may, at its discretion, conduct an informal hearing related to the appeal. Such hearing may be convened at a meeting of the Community Board which occurs more than ten (10) days after receipt of the appeal by the Board. Two thirds (2/3) of the board of Directors shall be required to reverse the decision of the Architectural Committee. The Community Board must consider an appeal and respond in writing to the applicant within forty-five (45) days following the receipt of an appeal.

6. Completion of Approved Changes. Construction or alteration in accordance with plans and specifications approved by the Board of Directors or the Architectural Committee pursuant to the provisions of this Article shall be commenced within six (6) months of such approval and completed within twelve (12) months of such approval, or within such longer time period as the Board of Directors or the Architectural Committee may specify in its approval. In the event construction is not commenced within the period aforesaid, then approval of the plans and specifications shall be conclusively deemed to have lapsed and compliance with the provisions of this Article shall again be required.

Enforcement Procedures

The Declaration and Bylaws of the Association empower the Community Board to enforce compliance with the Association's Architectural Standards. The following enforcement procedures will be used to ensure compliance.

1. A violation may be observed and reported to the Architectural Committee by a member of the Committee, the Community Board, the managing agent, or a unit owner. In the case of unit owners wishing to report a potential violation, a written notification should be transmitted to the Associations or managing agent.
2. The alleged violation will be confirmed by a site visit by a member of the Architectural Committee or the managing agent.
3. The Architectural Committee will contact the resident in violation by letter advising them of the violation and requesting appropriate action to remedy the violation. Notice will be sent by certified mail where the violation is deemed to involve an immediate emergency or where such violation, if not remedied, will increase or enhance with the passage of time.
4. If the violation continues for thirty (30) days after notification to the resident in violation (or if no substantial progress is made in curing the violation, where such remedy would require more than thirty days) a letter will be sent by certified mail to the resident in violation. This letter will provide notice that the violation must be remedied within fifteen days from the date of mailing of the letter (or alternatively, that the resident in violation must submit to the Architectural Committee a written plan, including timing, for the abatement of the violation within a reasonable period of time, where such violation cannot be cured within the fifteen day period).
5. If the violation is not abated within fifteen (15) days from the date of mailing of the certified letter (or if progress is not being made to abate such violation in accordance with a plan agreed to by the resident in violation and the Architectural Committee) the Committee will refer the violation to the Community Board for enforcement of the Association's Architectural Standards in accordance with the provisions of Article VII, Section 7.1 of the Declaration. If the violation is not abated after forty-five (45) days, a fifteen dollar (\$15.00) per day violation fee will be assessed.
6. The above procedures do not preclude the Architectural Committee or the Community Board from taking accelerated measures in the case of a violation which constitutes an emergency situation, provided that the resident in violation has been properly notified by certified mailing and that the action is consistent with the provisions of the Association's legal documents. Likewise, the Architectural Committee or the Community Board may establish shorter notification periods for the correction of violations of the Architectural Standards where the unit owner shall not be disadvantaged by a shorter notification period for compliance.

7. The above procedures do not apply to the failure of an owner to maintain a lot in good order and repair and free of debris, as required by Article XI of the Declaration and the legal documents for the member condominium sub-association. All owners must maintain their lots in accordance with the general maintenance standards detailed below. In the event of non-compliance with maintenance standards, the Community Board may, after thirty (30) days written notice to the owner (or such shorter notice period as determined by the Board or Committee), authorize the Association to enter upon the owner's lot and to perform any required maintenance at the expense of the owner. In the case of persons who have trash or debris visibly stored on their lot (other than neatly stored construction materials for an approved improvement of the lot or home), the notice period shall be ten (10) days.

Property Maintenance Standards

- A. All portions of a lot which are not improved by an impervious surface or a structure must be maintained with grass (or other vegetation installed by a builder or approved by the Architectural Committee). No bare earth may be exposed on a lot (except for flower beds with appropriate approvals, as required).
- B. Grass and lawn areas which are within a fenced area must be maintained at an acceptable level by the unit owner. If the height of the grass exceeds eight (8) inches, then a violation letter, which will include information regarding local lawn service, will be sent notifying the unit owner to cut their lawn in a timely manner. If the grass is not cut, the Condominium Association will cut the lawn and charge the homeowner for this service.
- C. Turf areas and other vegetation should be watered during dry periods. Any dead plants, shrubs or trees should be immediately removed.
- D. No trash or debris may accumulate or be stored in a visible location on a lot. Construction materials required for the improvement of a home or lot should be neatly stored in as unobtrusive a location on the lot as possible when not in use.
- E. All hedges, trees and shrubs must be neatly trimmed and maintained and their size maintained in proportion to the lot and home through pruning.
- F. The exterior of a home must be maintained in an attractive manner. No significant blistering or peeling of exterior painted surfaces is permitted.

Any exterior building components (i.e., siding, gutters and downspouts, roof shingles, windows and doors) which are missing, broken or otherwise in a state of disrepair must be repaired as quickly as possible.

Design Guidelines

The specific Design Guidelines detailed below have been adopted by the Declarant. Any visible exterior improvement to a home or lot unless otherwise stated in these Guidelines requires application to and approval from the Architectural Committee.

Air Conditioning Units/Heat Pumps. The Committee will not approve applications for the installation of window or wall air conditioning units or fans. The relocation of exterior central air conditioning units and heat pumps requires approval and will be considered if there is no adverse visual or noise impact upon adjoining properties. Application and approval are not required to replace a heat pump or air conditioning unit in the original location.

Antennas and Satellite Dishes. Satellite dishes which are larger than one meter in diameter are prohibited. Satellite dishes which are one meter in diameter or less, television antennas and MMDS (multichannel, multipoint distribution) antennas are permitted. Antennas and satellite dishes are subject to the guidelines below and do not require prior approval from the Architectural Committee. However, unit owners are required to provide advance notice to the Association of the proposed installation of a conforming satellite dish or other permissible device at least one week in advance of the actual installation. The notice must include the proposed location of the receiving device on the home or lot.

- **Location.** Devices are not to be installed in the front of the lot or on the front facade of a residence so long as another location exists on the lot or residence from which an acceptable quality signal can be received. If a front or side yard location is necessary for a ground mounted satellite dish, the equipment should be installed near other utility equipment or among shrubbery. They are to be located so as to be as visually unobtrusive as possible, without unreasonably increasing the cost of installation, maintenance and use and without precluding the reception of an acceptable quality signal. Whenever possible, the devices should be located in the rear yard. If a device must be installed at roof level, it should be situated on the rear side of the roof ridge line, so as to have no, or minimal, visibility from the front of the home.
- **Screening.** To the extent possible, dishes and antennas should be screened so that they are not visible either from the street or to other lot owners.
- **Color.** In order to minimize any adverse visual impact, a device which is affixed to a residence should be painted to match the color of the portion of the house to which it is attached, so long as painting the device will not void the manufacturer's warranty.

Attic Ventilators. Attic ventilators and turbines should be mounted on the rear side of the roof ridge line so as to minimize their visibility from public areas and adjoining lots. Attic ventilators must be painted to match the color of the roof (if roof mounted) or the color of the house siding or trim (if mounted on a gable end).

Awnings. The use of awnings is discouraged. To be approved, awnings must be located on the rear side of the home, must be a neutral color or a color which matches the house trim, must be retractable, and should not have any decorative trim, such as scallops. Only fabric awnings will be approved.

Carpeting. Indoor/outdoor carpeting and synthetic grass on any exterior surfaces (for example, front stoops, decks, patios, etc.) are prohibited.

Chimneys. Chimneys are prohibited.

Clothes Lines. Clothes lines or similar apparatus for the exterior drying of clothes are prohibited.

Decks. ALL decks must be approved by the Architectural Committee and must conform to the guidelines detailed below.

Elevated and ground level decks are an extension of the house which can impact its exterior appearance and may affect the privacy of adjoining homes. Drawings submitted with the application do not need to be professionally done (although professional drawings are advised), but they must be to scale and show dimensions.

Any adverse drainage requirements which might result from the construction of a deck, patio, or screened porch should be considered and remedied. Approval will be denied if the Architectural Committee determines that adjoining properties are adversely affected by changes in drainage. Any drainage problems which result from a modification are the responsibility of the unit owner who makes a modification, irrespective of approval by the Architectural Committee. The following factors will be considered in the review of applications:

1. Location. Decks should generally be located in rear yards. Side yard locations will generally not be approved, but may be evaluated on their individual merit and may be considered when lot size or topography prohibit a rear yard location. The privacy of adjacent homes will be considered in evaluating the proposed location of a deck.
2. Scale and Style. Decks, particularly elevated decks, should be of a scale which is compatible with the home to which attached, adjacent homes and the environmental surroundings. Decks must meet any minimum local government setback requirements and should not be constructed across building restriction lines shown on individual site plans for lots.
3. Materials. Wood decks should be constructed of high quality pressure-treated wood (#2 southern yellow pine or better for structural members and #1 or better for deck railing and stair stringers) or cedar, which remains stable in exterior applications. Trex or equivalent composite material may be used for horizontal surfaces (deck floor and stair risers). Vinyl may be used for deck railing components and other structural components.
4. Railing Detail. Deck railings may include decorative design elements (i.e., sunbursts, starbursts, Chippendale) so long as the total design scheme is appropriate.

5. Accessory Structural Elements. In order to enhance the deck as an extension of a home's living space decks may be designed to include such features as a gazebo, bench-seating areas, built-in planter boxes, elevated shade trellises and plant hangers. Privacy screens on a deck are discouraged but may be considered when used to screen a hot tub or an undesirable view. Generally, privacy screens will not be permitted in the case of elevated decks but will be considered on a case-by-case basis for ground level decks. When permitted, privacy screens must not exceed three feet in height above the level of the deck railing, or a total height of six feet above the level of the deck floor, in cases of a ground level deck where the privacy screen is appended to the rear side of the railing or extends the full height above the deck floor with appropriate structural support. Privacy screens must be lattice or other open design and made of vinyl or wood. Solid privacy screens are prohibited. In addition, privacy screens must not exceed a total length which exceeds fifty (50) percent of the total perimeter of the deck (excluding the length of the side which is bordered by the exterior wall of the home).
6. Undercroft Screening. Decks which are greater than four feet above grade must be screened with lattice or landscape materials. Lattice must be painted or stained to comply with the color guidelines below. Lattice may be vinyl where vinyl material is used for the deck railing components. The use of landscape materials is encouraged to screen the undercroft of decks which exceed four feet in height. Landscaping is required to screen the undercroft of any deck which will be six feet or higher above grade. If landscape materials are to be installed in conjunction with a deck, the application must identify the items to be installed and their locations in relation to the deck.
7. Under-deck Storage. The storage of any items below a deck is prohibited.
8. Color. Decks may be sealed with a clear preservative or stained with a color approved by the Architectural Committee. An application should include a sample of the proposed stain color, if applicable. Similarly, an application which includes vinyl structural components should specify the color. All accessory structural elements should match structural components of the deck in color.

Dog Houses and Dog Runs. Dog houses and runs are prohibited.

Driveways. Extensions, modifications or additions to driveways will be considered only if there is no adverse aesthetic or drainage impact on adjoining lots. Driveway modifications must be constructed of the same material as found in the existing driveway. Driveway extensions must be of a size and scale which will compliment the property, rather than become a focal point. Replacement material is to be asphalt only. Extended driveways may not be used for parking inoperable, commercial, recreational or unused vehicles.

Exterior Decorative Objects. Approval will be required for all exterior decorative objects exceeding twelve (12) inches in height and eighteen (18) inches in width or depth, whether natural or man-made, which were not part of the original construction design, either as a standard or optional feature. Examples include but are not limited to: bird houses, bird baths, driftwood,

weather vanes, sculptures, fountains, free standing poles of all types, house address numerals, and any items attached to approved structures. Appropriate outdoor furniture and planters which are placed on a front porch do not require an application.

These will be evaluated in terms of their general appropriateness, size, location, compatibility with architectural and environmental design qualities and visual impact on the neighborhood and the surrounding area. Sculpture, garden statues, bird baths, bird houses and similar items are restricted to rear yard locations and should not be visible from the front yard or a street. Decorative flags may be displayed and do not require approval if the flagpole complies with the Design Guidelines.

Exterior Lighting. Lighting which is part of the original structure may not be altered without prior approval of the Architectural Committee. Proposed replacement or additional fixtures must be compatible in style and scale with the applicant's house.

Exterior lighting, including motion sensors, flood lights and entrance lights shall be directed downward and not outside of the applicant's property. The light source should not be visible outside of the applicant's property. Proposed additional lighting shall not be approved if it will result in an adverse visual impact to adjoining neighbors due to location, wattage or other features. Low voltage landscape lighting located along a walkway or among shrubbery will be considered so long as it does not distract from the overall appearance of the home.

Applications for replacement or additional exterior lighting should include the wattage, height of the fixture above ground, location on the property (shown on a plat map for the lot) and a description of the fixture(s) and/or a photograph or cut sheet from a catalogue.

Exterior Painting. An application is not required in order to repaint or restain an object to match the original color. However, all exterior color changes must be approved. This requirement applies to siding, doors, shutters, trim, roofing and other appurtenant structures.

Fences. All fences require written application and approval prior to construction. Applications for fences should include the fence type, height, materials, and location. Invisible fences may be installed by pet owners. Fences must meet the following guidelines:

1. Fences are only permitted in the rear yard. The location of fences on end Units shall be considered on a case by case basis.
2. No fence shall be more than six feet (6') in height.
3. Chainlink and other wiring fencing is prohibited; provided, however, thin wire fencing used in conjunction with a split rail or similar fencing for the purpose of enclosing pets is permitted with prior written approval.
4. All gates must open inward.

Flagpoles. Permanent, free standing flagpoles are prohibited. Flagpole staffs which do not exceed six feet in length and are attached at an incline to the wall or pillar of the dwelling unit are permitted and do not require approval by the Architectural Committee.

Gutters And Downspouts. All gutters and downspouts, including replacements, must conform in color and design to those installed originally. Any addition of new gutters or downspouts, or a change in location of an original gutter or downspout, requires approval. Gutters and downspouts must be located in such a manner as to not adversely affect drainage onto neighboring properties. Black tubing used for additional drainage purposes must be buried underground and directed away from adjacent properties. Splash blocks should be black or green plastic, or unpainted concrete.

Hot Tubs/Spas. Exterior hot tubs or spas must be located on the ground level of the rear yard adjacent to the dwelling unit and require approval. The incorporation of hot tubs as a design feature of a deck or patio is encouraged. The exterior finish of an elevated hot tub or spa should blend with the exterior finish of the home, deck or patio to which attached or most closely related. Hot tubs or spas which are recessed into decks are preferred over those which are free standing. If free standing, a hot tub or spa must be screened with landscaping materials in order to minimize its visibility. Hot tubs or spas which are incorporated into a deck must not extend above the top of the deck railing. Hot tubs or spas which are incorporated into a deck may be screened with lattice or other open-style design in accordance with the Architectural Standards for decks.

Landscaping. Application and review is not required for the following modifications:

1. Planting of annuals or perennials in existing beds.
2. Installation of new beds less than four feet wide around the perimeter of the house foundation (and deck or patio if present) and perimeter of the rear of the lot, provided that plants installed have a mature height of less than eight feet.
3. Installation of new beds less than three feet wide adjacent to walks from the driveway to the front of the home, provided that plants have a mature height of less than three feet.
4. Installation of new beds less than two feet wide around transformer/utility boxes, provided that plants have a mature height of less than three feet.

Any other landscaping modifications, including the following, require application and review by the Architectural Committee. Landscape materials may not be installed on ingress/egress easements shown on a site plan or plat map.

1. Removal of grass and replacement with mulch or landscape ground cover, except in the case of the pre-approved locations above. (This will be considered for limited areas; on steep slopes, for example.)

2. Any installation of landscape timbers. Timbers should not define the individual front yards or walkways, and cannot be used on property lines. Landscape timbers are prohibited in front yard locations. Timbers may be used in rear yards to line flower beds. Timbers must be natural in color, not stained.
3. Stone or masonry landscape walls. Walls intended as a landscape feature should not exceed two feet in height. The use of natural stone is preferred. However, brick or cultured stone may be approved if consistent with design characteristics of the home and adjoining properties.
4. Any modifications that require construction (including retaining walls or garden structures, such as trellises, gazebos, etc.) or result in a grade change.
5. Approval is required for any shrubs or trees which are intended to form a hedge or natural screen which will be more than three feet in height. Landscape screens or barriers may be approvable in order to define private space or block undesirable views. However, the Committee will consider any adverse impacts on adjoining lots, including the disruption of sight lines for adjoining properties and interruption of designed drainage patterns. Landscape screens or barriers are not permitted on front yard lot lines.
6. Any proposed improvement which is of such a scale or type as to be potentially inconsistent with the scale and design features of the home, adjacent homes and the surrounding area.
7. The installation of individual trees or shrubs on the lot, provided that such plantings at maturity are in scale with the home and lot and do not interrupt designed drainage patterns and swales.
8. Installation of black plastic around existing or approved beds, provided that it is installed to be below the height of the top of the grass.
9. Removal of mulch and replacement with stone ground cover in foundation beds.

Patios. All patios require approval. Patios must be located in rear yards. Patios should be installed flush with the ground. The use of brick, flagstone, slate or decorative pavers is encouraged. Any adverse drainage requirements which might result from the construction of a patio should be considered and remedied. The use of a partially porous patio surface or the installation of mulch beds adjacent to the patio are techniques to minimize drainage concerns.

Play Equipment. Play equipment (e.g., sandboxes, climbing structures, swing sets, play houses, etc.) must be approved by the Architectural Review Committee. Location should be that visual and noise impact is kept to a minimum from neighboring properties. Front yard locations are not permitted.

Security Bars. In general, the use of security bars or grates on windows and doors will be prohibited. Exceptions may be made where the security apparatus will not be visible from the street and from adjoining properties. Unit owners concerned about the security of their residence are advised to consider alternatives, including alarms and sophisticated lock systems.

Signs. No signs, other than real estate signs or security signs, described below, are permitted on lots or common areas without the prior approval of the Architectural Committee.

1. Real Estate Signs. One real estate sign offering a property for sale or rent may be displayed on a lot. Signs may only be placed in the foundation bed parallel to the house and must be removed within one week following the sale or rental of a home.
2. Security Signs. Two security signs, each not exceeding a total of sixty-four (64) square inches, may be posted on the property. Only one such sign may be posted forward of the front plane of the home. The approved location shall be at the front door. A second sign may be posted in the rear yard.

Skylights. Skylights should be located such that they are not visible from the front of the dwelling unit or a street. Skylights are not permitted on the front side of the roof ridge line. Skylights which are constructed flush with the roof line are preferred. Bubble or elevated skylights are prohibited.

Solar Panels. Solar panels and solar collectors are prohibited.

Sheds. Storage sheds are prohibited.

Storm/Screen Doors. Only full view storm doors, defined as doors where the glass covers at least 80 percent of the door surface, are permitted. Provided that this criterion is met, there is latitude for a number of door styles. Approved door styles are illustrated in Appendix II. Doors with other decorative treatment, such as grills, are not permitted. Doors must be white or painted the same color as the unit entry door or trim. Installation of pre-approved doors which conform to the door styles in Appendix II does not require application and approval. The proposed installation of a door which is not pre-approved requires an application.

Tree Removal. No live trees with a diameter in excess of 4 inches, measured 12 inches above ground, nor flowering trees in excess of 2 inches similarly measured, no live vegetation on slopes of more than 20 percent gradient or marked "no cut area," "landscape preservation area," "tree preservation area," "conservation area," or "wetland" on approved plans, may be removed without the prior approval of the Architectural Committee. However, a lot owner may remove dead trees and certain objectionable plants, including poison ivy, poison oak, poison sumac, kudzu or other severely invasive plants. Protected wetland areas on a lot may not otherwise be disturbed. In no event shall live trees planted by the Declarant to comply with governmental requirements be cut or relocated without prior written approval from the Architectural Committee.

Walkways. Approval is required for a change in an existing walkway or the construction of a new walkway. Materials to be used should be compatible with existing materials in the community (e.g., flagstone, brick, or poured concrete). Long stretches of poured concrete should be avoided. Walkways of wood decking will generally not be approved.

Windows. Architectural Committee approval is required to add new windows in walls. Windows must match the existing house windows. The size of the window trim and frame must match that of the other windows as closely as possible. All trim details must be duplicated. The color of the window frame and trim must match the existing windows. Approval is not required to replace existing windows provided that replacement windows are identical to the original windows. Application and approval is required for replacement windows which are not identical to the original windows.

Window Dividers. Window dividers installed in original windows must be retained and replaced with a comparable divider if damaged or missing.

Appendix I — Design Review Application

DECATUR FARM TOWNHOUSE CONDOMINIUM ASSOCIATION

Exterior Alteration Application

APPLICATION FEE: \$15.00

Mail to: DECATUR FARM TOWNHOUSE CONDOMINIUM ASSOCIATION /Arch. Review Committee
c/o Legum & Norman, Inc.
7904 Coastal Highway, Suite 2
Ocean City, MD 21842
PHONE: (410) 524-5577

Name: _____
Property Address: _____
Phone: _____
Mailing Address & Phone (if different): _____

Please provide a **full** description of desired changes, attaching additional sheets of paper, if necessary.

If applying for approval of paint or stain, please attach a paint/stain chip, type and color.

Please include a drawing of your proposed change(s), where applicable. Include dimensions, materials, location, etc. in sufficient detail to allow a decision.

Please note that this application does not exempt you from obtaining, where necessary, any county permits and contacting Miss Utility, if relevant to the change desired. If using a contractor for said work, please furnish us with the following information:

Name of contractor: _____
Phone: _____

If contractor causes damage to any common area – owner will be held liable.

It is necessary to advise the neighbors adjacent to your home of the changes you wish to make. Once you have apprised them of your intent, please have them complete the following section:

Name: _____	Name: _____
Address: _____	Address: _____
Signature: _____	Signature: _____

Unit Owner – Do not complete area below this line.

This application has been reviewed by the Covenant Committee and the Board of Directors of Decatur Farm Homeowner Association and has been:

- Approved as submitted.
- Approved with changes.
- Disapproved as submitted.

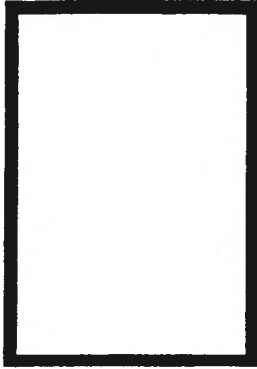
Association representative's signature Title Date

Please be advised that if your request is denied, you can file an appeal for the matter to be reviewed by the full Board of Directors. You will need to take this form for appeal consideration.

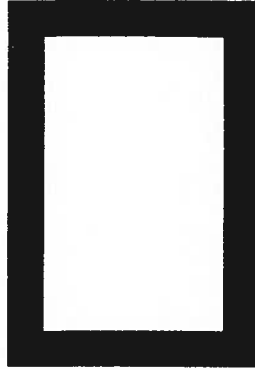
Appendix II — Approved Storm Door Styles

Storm Door Detail

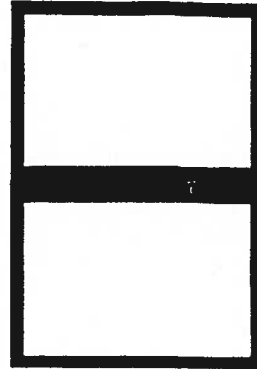
Five acceptable “full view” style storm doors are illustrated below. Door 1 is the preferred style. Door 2 has a wide border, Door 3 is a style which can either have removable glass and screen panels or which can have self-storage of glass or a screen in the lower panel, Door 4 has a kick plate and Door 5 has a wide border and a kick plate.



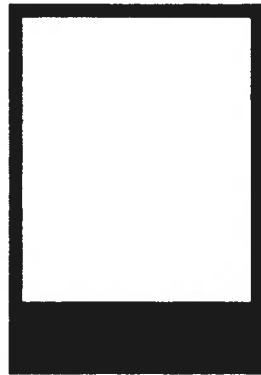
Door 1



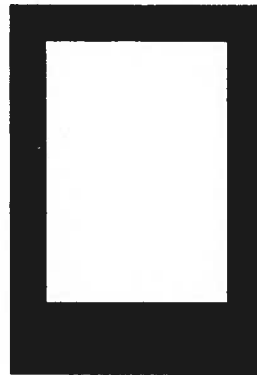
Door 2



Door 3



Door 4



Door 5