

BOOK COPY

MEADOW RIDGE
HOMEOWNERS ASSOCIATION

Rules and Restrictions
And
Architectural Standards

Administered By:

Architectural Review Committee (ARC)
MRHA Board of Directors (BOD)

Property Management Agent:

Continental Property Management (CPM)
975 Easton Rd. Suite 102
Warrington, Pa. 18976
Phone Number: 215-343-1550

All current standards included have been approved by the Board of Directors

Effective: May 1, 2007

MEADOW RIDGE HOMEOWNERS ASSOCIATION

**RULES AND RESTRICTIONS
AND
ARCHITECTURAL STANDARDS**

TABLE OF CONTENTS

<u>SECTION I, ASSOCIATION GOVERNANCE</u>	4
ANTENNAS AND SATELLITE DISHES	5
AWNINGS	5
BASKETBALL NETS	5
BIRD BATHS	6
BIRD FEEDERS	6
CLOTHS LINES	6
COMMON COURTESY & RESPONSIBILITY	6
DECKS AND PATIOS	6
DRAINAGE EXTENSIONS	6
EASEMENTS / COMMON AREA	6
FENCES	7
FIREARMES, HUNTING & TRESPASSING	7
FLAGS	7
FLAMMABLE STORAGE	7
GARDEN HOSE STORAGE	7
HOLIDAY DECORATIONS	7
HOT TUBS	7
LAWNS & LANDSCAPING	7
LAWN ORNAMENTS	8
LEASING OF UNITS	8
MOTOR & RECREATIONAL VEHICLES	9
NUMBERS - HOUSE	9
PARKING & SPEED LIMITS	10
PET CONTROL	10
RECREATIONAL & PLAY EQUIPMENT	11
RESIDENTIAL USE ONLY	11
SIDEWALK LIGHTING	11
SIGNS	11
STORAGE SHEDS	12
TRASH COLLECTING & DISPOSAL	12
WINDOW AIR CONDITIONERS	12
<u>SECTION II, ENFORCEMENT PROCEDURES</u>	13
AECHITECTURAL REVIEW COMMITTEE	14
*FAILURE TO SUBMITT AN ARC REQUEST	14
FINES & PENALTIES	14
HEARING	13
INVESTAGATING	13
NON-COMPLIANCE	14
PET FINES	14
REPORTING VIOLATIONS	13
VIOLATION NOTICE	13

MEADOW RIDGE HOMEOWNERS ASSOCIATION

RULES AND RESTRICTIONS AND ARCHITECTURAL STANDARDS

TABLE OF CONTENTS

<u>SECTION III. ARCHITECTUAL STANDARDS</u>	15
OVERVIEW	16
ARC CHANGE REQUEST FORMS (BLANK)	23
ARC COMMITTEE OBJECTIVES AND REQUEST PROCESS	17
CHIMNEY CAPS	18
DECK/PATIO	18
-REPLACEMENT MATERIALS	18
-STAIN/SEALER	19
-PAINTED	19
DECK/PATIO AWNINGS	19
GARAGE DOORS	19
HOUSE NUMBERS	20
HOUSE PAINT & STAIN	20
LANDSCAPING	20
LIGHTING	20
-OUTSIDE FIXTURES	21
-WALKWAY LIGHTING	21
PERMITS	21
PRIVACY FENCE/LATTICE	21
RADON PUMP SYSTEM	21
STARBURST (OVER FRONT DOOR)	22
STORM/SCREEN DOORS	22
TIME FRAME FOR PROJECT COMPLETION	22
WINDOWS/MULLIONS	22
VIOLATION	22
VIOLATION APPEAL PROCESS	22

MEADOW RIDGE HOMEOWNERS ASSOCIATION

RULES AND RESTRICTIONS

SECTION I, ASSOCIATION GOVERNANCE

The Association's Declaration, Bylaws and Architectural Standards are very important documents. If you have not reviewed them, you should, as they contain the basic information which governs the operation of the Association.

Each townhouse owner in Meadow Ridge is a member and stakeholder in the Association. The rights and privileges of membership are subject to the payment of assessments levied by the Association, as well as adherence to all community rules, restrictions and standards.

The business affairs of the Association are managed by a five-member Board of Directors, each of who volunteers his/her time and makes decisions on behalf of the Association membership. Board members are elected to two-year terms by the Association membership. Elections are held at the annual membership meeting, which is conducted in May of each year. Officers of the Association are elected by the Board of Directors at the first meeting of the Board following the annual membership meeting.

The Board of Directors meets monthly in regular sessions. Board members are required to attend at least 50% of the meetings in a 6-month period and may not miss consecutive meetings. This minimum commitment is necessary to ensure effective governance of the Association. Consideration will be given to extenuating circumstances at the Board's discretion. Association members are welcome to attend meetings with advance notice and approval and should contact a Board member or Continental Property Management (CPM) Company to make their request.

In accordance with the Declaration and Bylaws, the Association's management agent, Continental Property Management, Inc., is responsible for maintaining the property and enforcing all covenants, rules and restrictions under the direction of the Board of Directors. Failure by the Association, management agent, or by any owner to enforce any covenant or restriction shall in no event be deemed a waiver of the right to do so thereafter.

Each unit owner shall pay the common expenses and further assessments pursuant to the provisions of the Bylaws, Article XI. Requests from owners including but not limited to exterior changes will not be considered if an owner is delinquent in their payments to the Association.

MEADOW RIDGE HOMEOWNERS ASSOCIATION

RULES AND RESTRICTIONS

This summary of the rules and use restrictions is based on the Declarations, Bylaws and Architectural Standards of the Meadow Ridge Homeowners Association (MRHA) as well as actions of the Board of Directors. These source documents should be consulted for any topics not covered below.

ANTENNAS AND SATELLITE DISHES:

- **Due to the effect of satellite dishes on the exterior of a dwelling, homeowners must submit an Architectural Review Committee (ARC) change request prior to installation of same.**

Exterior antennas of any kind are not permitted, except as follows. Pursuant to federal law (Telecommunications Act of 1996) and adoption of applicable rules by the Federal Communications Commission, satellite dishes not exceeding one (1) meter in diameter may be erected under the following conditions:

Satellite dishes must be placed in the least obtrusive location possible, (see priority below) consistent with obtaining an acceptable quality signal:

- 1) Roof installation provided the satellite dish cannot be seen from the street.
- 2) Within landscaped beds to the rear, side or front of the residence,
- 3) On deck or porch surface if the deck/porch is surrounded by a railing or on the inside of the railing if below the rail line,
- 4) Satellite dishes must be located a minimum of ten feet (10') from any adjoining property

Satellite dishes must match the color of the home structure or landscaping if placed at or near the ground, and of the roof color if mounted on the roof. Satellite dish wiring must also match the color of the home structure, be neat and secured to the structure and concealed if possible. Satellite dishes must be for the personal use of the owner of the residence, and are subject to review and approval in all respects by the Board of Directors.

Owners must remove satellite dishes and wiring upon request of the Association to allow for scheduled replacement of roof shingles at the end of their useful life. If federal regulations change, the Association reserves the right to require the owner to remove the satellite dish at the owner's expense.

AWNINGS:

Awnings are permitted for rear decks only. They must be retractable and stored in the closed position (retracted) when not in use. See the Architectural Standards for approved product specifications.

BASKETBALL NETS:

Basketball nets (both portable free standing and unit attached) are not permitted.

BIRD BATHS:

Bird baths are allowed in the following locations: the mulched landscaped beds in front or side of your townhome, on the deck, or on the front step/porch. Bird baths should be of a concrete or "cast" stone material, appropriate in size and their color should be natural or of a subtle color so as not to stand out from the rest of the landscaping. Bird baths must be kept clean and maintained at all times.

BIRD FEEDERS:

Bird feeders are limited to one per home and must be located in the rear of a unit. It may be hung from a suitable tree or on a hanging stand located within a mulched bed.

CLOTHES LINES:

Clotheslines are not permitted outside the townhouse.

COMMON COURTESY & RESPONSIBILITY:

No resident of any unit shall participate in, or permit their children, guest or lessees to participate in, any practice which unreasonably interferes with the quiet enjoyment of another unit or the common areas; or which creates or results in a hazard or nuisance to other residents. The owner shall be required to keep the townhouse and unit in a reasonable, neat and well-appearing condition. Unit owners shall be responsible for the actions of their minor children, guest and lessees.

DECKS / PATIOS

Decks and patios in the rear of homes are permitted and are subject to guidelines approved by the BOD and ARC. See Architectural Standards.

DRAINAGE EXTENSIONS:

Down spout and sump pump extensions must be camouflaged or hidden if they extend beyond the normal two foot splash tray from the house. If an extension is required, no extension may extend more than four feet beyond the foundation of the home and must be camouflaged or hidden. An ARC request must be submitted for deviations from these standards.

EASEMENTS / COMMON AREAS:

The easements behind and between buildings throughout the community are for use by middle unit owners for pedestrian use only, and no vehicular access shall be permitted, to their backyards. The easements also enable access for inspection, maintenance and repair of utility and service lines/systems. The easements are not to be used for recreation or as walkways or "cut-through" for convenience.

Most of the property between neighboring units is privately owned, and there are only a few common areas between adjoining properties anywhere in the development. Easements are on private property and the rights of the individual homeowners are to be respected at all times.

Riding of bicycles between or behind buildings is prohibited.

FENCES:

No fences shall be permitted on or within any unit.

FIREARMS, HUNTING & TRESPASSING:

The carrying and (or) use of firearms is limited in accordance with Pennsylvania and Township ordinances. Other weapons including BB guns, pellet guns, paint ball guns and bow-and-arrow are not permitted to be carried or used on any Meadow Ridge properties.

FLAGS:

American flags are permitted to be displayed. One decorative flag per unit, not to exceed two (2) feet in height is permitted.

FLAMMABLE STORAGE:

No tank for storage of gas or flammable liquids may be maintained on any lot or unit, except as follows. A 20-pound tank of propane and/or a 5-gallon container of gasoline or kerosene may be kept on an owner's property and stored within the garage when not in use. During the outdoor season, propane tanks must be mounted in a grill.

GARDEN HOSE STORAGE:

Hose reels/boxes are permitted in front only if it can be buffered by landscaping; otherwise they are permitted on the side or back of the unit. If not stored in a reel/box, hose must be neatly coiled on a hose rack.

HOLIDAY DECORATIONS:

Holiday decorations and lights are permitted and must be removed within thirty (30) days following the holiday.

HOT TUBS:

Hot tubs are not permitted outside the townhouse.

LAWNS & LANDSCAPING:

Unit owners and lessees are responsible for maintaining their respective lot, including the lawns and landscaping, in a neat, well kept, orderly and attractive condition at all times.

1. Proposed changes to the landscaping of any unit must be approved by the Architectural Review Committee (ARC) and the Board of Directors (BOD).
2. Any addition, deletion or modification to the size of border beds, the number of plantings or the use of materials other than that put down by our landscaper must be formally submitted to the ARC and BOD for review and approval before starting the project.

3. No artificial vegetation shall be permitted on the exterior of any portion of a Unit except tasteful silk flower arrangements on patios and home entranceways.
4. No natural plantings shall be removed, except for like replacement of diseased or dead natural plantings, without prior written approval of the ARC.
5. Vegetable gardens are not permitted; vegetables planted in pots on decks or patios are permitted
6. All owners shall be responsible for watering of grass, shrubs and trees on their unit at the expense of the owner of such unit.
7. All tree, shrub and grass replacement on a unit shall be at the expense of the owner of such unit.
8. Exterior furniture may only be located on the deck or patio of a unit.
9. Firewood shall be stored on a metal storage rack on the rear patio or deck of a unit only. A maximum of one-half (1/2) cord of firewood may be so stored. No firewood shall be placed or stored on any grass portion of the unit.
10. No pools shall be erected, constructed or installed on any unit.

The Association shall provide grass cutting of and turf application for lawns on units and mulch for builder/MRHA installed beds and trees. The homeowners shall be responsible for all replacement and reseeding of lawn areas, as necessary for their unit. It is also the responsibility of the Association to maintain the trees, bushes, lawn areas, etc. in the common areas, including pruning, landscaping, reseeding and chemical applications. No changes or improvements to common grounds can be made without prior express written permission of the Association's Board of Directors.

LAWN ORNAMENTS:

A limited number of tasteful lawn ornaments not exceeding 24 inches in height are permitted to be placed in mulched beds or front door porch areas.

LEASING OF UNITS:

Any lease of a unit shall be subject to all MRHA Documents and the owner and the tenant or occupant of the unit shall be obligated to abide by any and all rules adopted by the ARC and the BOD, along with the following covenants and/or procedures:

- 1) All leases shall be in writing for a term of not less than one (1) year.
- 2) Within fifteen (15) days after the execution of the written lease, a true and complete copy of the lease shall be supplied to the Secretary of the Association or the MRHA management company.

The owner of any rental unit must provide the tenant with a copy of all applicable rules and restrictions, and shall see to it that the provisions are followed at all times.

MOTOR & RECREATIONAL VEHICLES:

All motor vehicles shall be maintained in proper operating condition. Vehicles that may constitute a public hazard or nuisance (e.g., noise, exhaust emissions, or otherwise) are prohibited.

No owner shall store or permit to be stored any inoperable, unregistered and /or uninspected vehicle on the property.

No owner or resident shall park, store or keep on the street or on any area within the property any personal or commercial type vehicle as follows:

- trucks, including Pickup trucks
- commercial vans
- with visible equipment
- with lettering
- taxis
- limousines
- and any other vehicular equipment, mobile or otherwise, deemed to be a nuisance by the Board

or any recreational vehicle as follows:

- camper unit
- motor home
- truck
- trailer
- boat
- mobile home
- all-terrain vehicle
- snowmobile
- or other similar vehicle

No owner shall conduct repairs or restoration of any motor vehicle or recreational vehicle upon any portion of the property. This includes any noxious, unsightly, or offensive activity which is or may become a nuisance to other residents.

Vehicles may not be driven over any portion of the property other than paved roadways and parking areas. Motor-driven recreational vehicles of any kind, including motorbikes and snowmobiles, are strictly prohibited in the common areas and detention basin.

NUMBERS - HOUSE:

Per regulations issued by New Britain Township, house numbers must be 6" in height, standard black plastic, and mounted directly above the garage door frame (centered) for safety reasons. Numbers are available at Home Depot.

Decorative plaques or framed numbers may be located at the front door area (not on garage area) with numbers no larger than 4", and plaques no larger than 12" x 14".

PARKING & SPEED LIMIT:

The MRHA own, maintain, and control Hampton, Windsor and Chatham Courts as private roads. Parking is difficult in a densely populated community such as ours and the Association requests your cooperation.

Driveways, streets and other exterior parking areas on the property shall be used by owners and residents for licensed passenger vehicles only.

No motor bikes, motorcycles or other terrain vehicles shall be driven upon the property with the exception of licensed vehicles which shall be operated solely upon the streets and driveways for direct ingress and egress purposes only.

Residents should be considerate of their neighbors and park their vehicles primarily within their garage or driveway. Guest parking must only be used as a last option and on a temporary basis only.

There is no on street parking allowed on MRHA courts/streets as defined above.

On street parking is allowed on one side of Boulder Drive, with adherence to state parking regulations; no parking within thirty feet (30') of an intersection and fifteen feet (15') of a fire hydrant.

Driveways are not to be blocked by parked vehicles.

Our community does not have curbs and the grass area close to the roadway is easily damaged by vehicle tires. Please make every effort (including your guests) to avoid driving on lawn areas in any season.

There is absolutely no parking allowed on the grass at any time.

The community speed limit is 25 mph.

PET CONTROL:

No animals, livestock or poultry of any kind shall be raised, bred or kept on any portion of the property, except dogs, cats or other usual and common household pets, not to exceed a total of two (2) may be permitted in a unit.

No dog runs, animal pens or fences of any kind shall be permitted on any lot.

No pets are permitted to run free, outside, dogs and cats which are household pets shall at all times be confined to a leash held by a responsible person. Pet leashes may not exceed six feet (6') in length.

Owners are required to clean up the waste of their pets immediately. Residents must carry a pooper scooper or functional equivalent when walking their pets in common areas. Failure to clean up or carry the requisite pickup equipment when walking pets on common grounds may result in violations and fines.

Residents are also required to clean up pet waste on their lots immediately. All solid pet waste must be picked up, bagged and disposed of in the owner's trash.

Owners are responsible for any property damage, injury, or disturbance caused by pets belonging to themselves or their lessees.

Pets which, in the sole discretion of the Association endanger the health, make objectionable noise or constitute a nuisance or inconvenience to the Owners of other Units or the Owners of any portion of the Property shall be removed upon request of the BOD. If the Owner fails to honor such request, the pet may be removed by the BOD.

RECREATION & PLAY EQUIPMENT:

Toddler play houses, gyms, slides, wading pools, bulky sports equipment and the like are permitted in rear yards only, provided that they are picked up and temporarily stored on the deck/patio or inside each night. Consideration must be given to lot size, equipment size and design.

Note; Individual unit property is very limited and these items are not permitted on common ground. Equipment must be stored inside when not in daily use or out of season.

No swimming pool is permitted except for a child's wading pool. Wading pools shall be empty of water at night and all times when not attended by a responsible adult. Pools must be stored on the deck or inside when not in use during the season.

Ramps for use with skateboards, bicycles, etc. are strictly prohibited.

RESIDENTIAL USE ONLY:

All units are restricted specifically to residential use. No form of commercial or non-residential use or activity is permitted on any lot.

SIDEWALK LIGHTS:

Low profile front sidewalk lights are permitted for installation. Lights down the driveway are not permitted. See Architectural Standards.

Note: High wattage Flood and Spot lights are not permitted on any unit.

SIGNS:

One (1) standard residential "For Sale" sign is permitted per unit. One additional "Open House" and "Yard Sale" sign is permitted on the day of the event only and must be removed promptly by the end of the day.

One contractor sign may be displayed during an approved exterior or interior change project but must be removed upon completion of project.

Signs are not permitted to be posted or hung on mailboxes, streetlights, entrance signs or any other Association property at any time.

All other signs, including posters for political candidates or voting are strictly prohibited.

STORAGE SHEDS:

Storage sheds are not permitted.

TRASH COLLECTION & DISPOSAL:

Garbage must be deposited in a closed metal or plastic trash container. The only exception shall apply to non-perishable items that are too large for enclosure in such a container. Containers must be stored inside the garage on non-trash days.

The Association provides curbside trash pickup twice per week on Tuesday and Friday, for which containers and bulk items should be placed no earlier than the night before pickup.

Recyclables are picked up Friday. Cardboard boxes should be flattened and tied in bundles for pickup. Pick-up days are subject to change.

All receptacles for trash and recycling must be returned to their proper inside storage location no later than the night of pickup.

For a bulk item such as a washer or dryer, call Waste Management at 800-328-1717 to schedule a pickup at least one week in advance.

WINDOW AIR CONDITIONERS:

Window air conditioners are not permitted.

MEDOW RIDGE HOMEOWNERS ASSOCIATION

RULES AND RESTRICTIONS

SECTION II, ENFORCEMENT PROCEDURES

The enforcement procedures described below are based on the Declaration and Bylaws of MRHA as well as actions of the Board of Directors. These source documents should be consulted for any topics not covered herein.

REPORTING VIOLATIONS:

Complaints concerning violations of the rules and restrictions, standards, or any provision of the Association's Declaration and Bylaws by an owner or resident must be submitted, in writing, to the Board of Directors or Management Company, signed by the unit owner

The complaint must be in sufficient detail to determine whether a violation has occurred.

INVESTIGATION:

A member of the Board of Directors, an authorized committee member or representative of the management company shall investigate the complaint to determine whether there is reasonable cause to believe that a violation has occurred.

VIOLATION NOTICE:

If a violation occurred, the Association will send a written violation notice describing the violation to the owner and/or resident to start any action which may be necessary to correct the violation within a timeframe as determined by the Board of Directors. The written notice shall also contain a provision for a hearing and state the potential consequence for non-compliance.

If a violation is not corrected within the specified timeframe, a second notice will be sent by certified mail and administrative costs assessed to the owner. This second notice will again inform the owner/resident of the violation, the action required to correct it, and the fine or other penalties imposed by the Association.

HEARING:

All Association members and residents shall have the right to a hearing, which could either be conducted by a committee responsible for rules enforcement or by the Board of Directors. The date, time and place of the hearing will be established by the committee or Board and would be included in all written violation notices.

If the hearing is conducted by a committee, the owner/resident may appeal the committee's decision to the Board of Directors. Any decision rendered by the Board of Directors is final.

FINES & PENALTIES:

If an owner/resident does not comply with the initial notice, the Board of Directors may impose penalties and/or fines. The penalties could include loss of Association privileges such as voting at membership meetings, etc.

Depending upon the seriousness of the violation, the fine could either be levied for each incident or charged for each day the violation remains uncorrected. The Board of Directors has full authority to establish the amount of fines and loss of privileges or other penalties as outlined in the Declaration.

When a fine is imposed, notice will be mailed to the unit owner. The amount charged is due upon receipt of notice.

NON-COMPLIANCE:

In the event that an owner or resident does not comply with the violation notice and/or does not pay the fines assessed by the Association, the Board of Directors may file legal action against the owner for collection of the fines and compliance with the Association's rules and guidelines. Any expense associated with legal action, including court fees, attorney fees, etc., which may be incurred by the Association, shall be added to the complaint and become the responsibility of the owner to pay.

When a judgment is awarded by the Court which remains unpaid, the Board of Directors may place a lien, for the amount of the judgment, against the owner's property.

ARCHITECTURAL REVIEW COMMITTEE:

Owners must submit an Architectural Review Committee (ARC) Change Request Form for all external changes. Failure to submit an ARC Change Request form prior to the change will result in an automatic \$25.00 fine.

PET FINES:

If a member or resident does not comply with the first written notice concerning a pet violation, the Board will levy a fine. If, within six (6) months, the pet violation occurs a second time, a second fine will be imposed. If it occurs a third time, both a fine will be imposed and the member will be asked to appear before the Board of Directors at its next regularly scheduled meeting to discuss the member's pet responsibilities. If the member does not appear before the Board, an additional automatic fine will be assessed. If the incident occurs again, a fine will be assessed.

MEADOW RIDGE
HOMEOWNERS ASSOCIATION

Architectural Standards

Section III

Administered By:

**Architectural Review Committee (ARC)
MRHA Board of Directors (BOD)**

Property Management Agent:

**Continental Property Management (CPM)
975 Easton Rd. Suite 102
Warrington, Pa. 18976
Phone Number: 215-343-1550**

All current standards included have been approved by the Board of Directors

Effective: May 1, 2007
Revised: May 2008

Revised: May, 2011

MEADOW RIDGE HOMEOWNERS ASSOCIATION

ARCHITECTURAL STANDARDS

This summary of the Architectural Standards is based on the Declaration and Bylaws of the Meadow Ridge Homeowners Association (MRHA) as well as actions of the Board of Directors (BOD). These source documents should be consulted for any topics not covered below.

REQUIRED APPROVALS AND STANDARDS

In accordance with Article VI, Section 6.2 and 6.3 of the Declaration for MRHA:

Homeowners must obtain approval for virtually any change to the outside of a unit or to the external landscaping.

EXTERIOR CHANGES

"The owner of a townhouse shall maintain the appearance of the exterior of the townhouse (including decks and patios) as originally constructed, including but not limited to keeping the original exterior color scheme and materials."

Except for routine upkeep and maintenance in strict conformity with the above, the exterior of any unit may not be altered without the prior written consent of the ARC and/or the BOD. This includes (but is not limited to) windows, doors, garage door replacements, radon remediation and landscaping.

The simple rule of thumb is: if the replacement or improvement does not match--in every respect--the existing structure, you are required to obtain prior approval. When in doubt, you are well advised to seek guidance from a member of the Board of Directors or management company representative.

Requests for changes or improvements, which shall contain detailed plans and specifications, must be submitted in writing to the Architectural Review Committee via a Change Request (see page 22) form and approved by the Board of Directors.

Architectural Review Committee

MISSION STATEMENT:

To maintain and improve the architectural integrity and character of the community, and to protect the individual homeowners' investment and rights as described in the Association's By Laws, Declaration and Standards.

Architectural Review Committee (ARC)

Committee Objectives:

- 1) Establish and communicate standards to maintain the integrity of the exterior of all current homes, i.e. trim colors, windows, doors, exterior lighting, deck size/finish/materials, patio size, landscaping, etc.
- 2) Establish and communicate a process for the homeowner to request an exterior property change.
- 3) Establish a process for the Committee to receive, review, and approve or deny a request in accordance with the Architectural Review Committee's standards and guidelines.
- 4) Establish a process to forward a non-standard request to the Board of Directors with a recommendation for approval or denial.

Request Process:

- 1) The homeowner completes and submits an ARC Change Request form to our management agent, Continental Property Management Inc. (CPM) (See ARC Change Request form).
- 2) The individual receiving the request will date the request upon receipt and ensure the following action:
 - A. Review by the Committee. If the request meets established standards and guidelines, it will be approved and the homeowner will be notified by Continental Property Management, Inc.
 - B. If the request is not within the established standards and guidelines, the Committee, after investigation, will make a written recommendation and forward the request and recommendation to the Board of Directors for disposition and response to the homeowner.

Note: In either case, the request is to be processed and returned to the homeowner within thirty (30) days.

Attic Fans:

The standard being installed by the roofing company is the GAF Master Flow power roof fan, model #PR2DHT, 1250 CFM (cubic feet per minute), color black.

Chimney Caps:

Standard is a stainless steel cap, all installations require an ARC request including material, size and design.

Deck/Patio:

You must obtain written approval of the Board of Directors prior to beginning construction, expansion or improvement of a deck/patio.

A set of plans, with drawings indicating dimensions and builder specifications, must be submitted in writing to the Board of Directors (or management company) for review and approval prior to the installation and/or expansion of all decks. Drawings must be in sufficient detail to determine conformity with all requirements specified below.

Once the Board approves a deck plan, the owner must obtain all necessary building permits and inspections required by New Britain Township.

The Board will conduct a follow-up inspection after construction is completed.

Two standard sizes were originally offered by the builder for each style home. Original builder options are noted below:

<u>Model</u>	<u>Basic Size</u>	<u>Enlarged Option</u>
Brittany:	9'4" x 11'4"	12' x 18'
Cambridge:	10' x 11'3"	12' x 18'
Deerfield:	10' x 10'8"	15' x 16'8"
New Hope:	10' x 11'	12' x 18'

Replacement Decking Material:

- Options:
- 1) Composite material:
 Evergrain Decking by Epoch – Redwood Color Only
 Plastic lattice used to skirt underside of deck is also available. (see www.evergrain.com)
 - 2) Standard Wood Decking:
 Cedar or

Pressure Treated Lumber

Local distributors of Evergrain are:

Sequoia Supply Co. 215-675-3434
Marvic Supply Co. 215-699-5900

Note: A drawing of the proposed deck and sample of material are required with ARC request. All deck flooring, railing, spindles, and lattice must match.

Deck Sealer:

Approved sealers: Sherman Williams DeckScapes
Toner - A15T 452

Note: This is a clear sealer, any exception to this standard for product, color or brand, requires an ARC Change Request and approval prior to application.

Decks Painted:

Painted decks were never a standard; however, some decks have been painted in the past and therefore will require ongoing painting to maintain.

If you have a painted deck, your only option is to repaint the deck floors, spindles, railings, lattice and fencing the same color to match the building siding or trim. Siding color = Beige Gray or the Trim color = Meadow Ridge Almond.

See House Paint Standards below for color specifications.

Note: All deck painting requires an ARC Change Request and approval prior to application.

Deck/Patio Awnings:

Standards include retractable awnings only (hand crank or electrical) with white frames. Fabric will be Linen Tweed by Sunbrella which complements the beige cedar siding. Awning will be sized to cover the deck or patio area only and must be kept in good repair.

Awning Color: Beige, Pattern: # 4154
Frame Color Almond

Awnings may be purchased from Mike Harvey, 215-343-7401.

Note: An ARC Request is required for each awning installation along with a drawing from the supplier/installer.

Deck/Patio French Doors:

Weather Shield has been selected as our standard rear deck/patio replacement door. The following specifications describe a standard "French Center Hinged Door" with good quality features. Additional upgrades such as, higher "Energy Star" glass ratings, grills installed between the glass, double hinged doors and sliding doors may be selected as long as the exterior "French Door" look is not changed from the standards described below.

We have worked with Peak Window and Door, 325 Godshall Drive, Harleysville, PA 19438 to develop the following standard and a Meadow Ridge Homeowners Association discount.

For additional product information, please call:

Jack Brown, 215-513-0788

For installation estimates, please call:

Willie Clemmer, North Penn Home Improvements, 215-822-3774

Door Specifications:

Weather Shield French Center Hinged Door 21
Jamb width-63 1/4", Jamb height-79 17/32"
Exterior Frame Finish-Aluminum Clad
Exterior Color-Restrained Gold
Glass Type-Zo-E-Shield 5 Low E/ inert gas filled insulated airspace
Lite Configuration-15, 7/8" colonial-wood interior perimeter grille
Lockset Color-Bright Brass
Screen Color-Restrained Gold

Note:

Some homes also have a transom lite panel above the door, this will have to be specified when a replacement door is ordered.

Garage Doors:

Original wooden garage doors may have sections, springs and hardware replaced as needed. The contact person for these repairs is Buxmont Garage door service - 215.855.0122.

All NEW garage doors will be replaced with the following:

Haas RMT 680 - raised door panel, polyurethane insulated R13.

Color - Almond

Contact: KJ Door Services, 751 Harleysville Pike, Telford, PA 18969
215.723.5800

House Numbers:

Per regulations issued by New Britain Township, house numbers must be 6" in height, standard black plastic, and mounted directly above the garage door frame (centered) for safety reasons. Numbers are available at Home Depot.

Decorative plaques or framed numbers may be located at the front door area (not on garage frames) with numbers no larger than 4", and plaques no larger than 12" x 14".

House Stain & Trim Paint:

Exterior Siding: Olympic Beige Gray, Latex Stain
Available at Sherwin Williams, Doylestown & Colmar
Under our painting contractor: Michael Mancke
Formula: 1 Gallon base # 444-1101, F10, C3Y, B36

Doors/Shutters: Full Gloss Trim
Available at Sherwin Williams, Doylestown & Colmar

Colors: Hadley Red (door & shutters)

Tarrytown Green (door & shutters)

Fairview Taupe (door or shutters)

Midsummer Night (door only)

Colors are not available in oil base paint.

Trim: Sea Shore semi-gloss trim
Color: Meadow Ridge Almond (MB0241504)
Available at Sherwin Williams, Doylestown & Colmar

Landscaping:

Any landscaping changes require prior ARC and Board approval. This includes removal of old trees, foliage, shrubs, bed design and edging material. Please submit a diagram or plan of the proposed changes.

Many of the original plantings are no longer attractive, are very fragile, or are dead. If you have plantings that are brown or dying, or can no longer be pruned back to an appropriate/attractive height, remove them and replace with healthy, hearty plantings. Replacement trees and shrubs must be of appropriate size and type to maintain and enhance the overall integrity of the community landscaping.

Evergreen plantings are required in front and side areas of homes. Plantings are required around decks/patios at the rear of the property.

The following are suggestions for replacement consideration:

- Selection of replacement trees may be made from the following: Aristocrat Pear, Japanese Maple, Flowering Cherry, Sourwood, Redbud, Small Leaf Linden, Weeping Cherry, Flowering Plum
- Selection of shrubs under trees:
 - Sun/shade options: Dwarf plantings of Blue Holly, China Girl Holly, Euonymus, Ink Berry, Prostrate Yew, English Spreading Yew, Japanese Yew
 - Full Sun options: Birds Nest Spruce, Cherry Laurel, Rhododendron Mini, Blue Prince Holly, Barberry Evergreen
 - Tree Mound options: Spreading English Yew, Ivy, Blue Rug Juniper, Major Vinca, Lariope, Myrtle
- Selection of shrubs for under bays, side of home, decks & patios:
 - Sun/shade options: Full size Blue Holly, Chinese Girl Holly, Ink Berry Prostrate Yew, Boxwood
 - Full sun options: Cherry Laurel, Barberry Evergreen, Rhododendron, Blue Prince Holly, Boxwood, Japanese Yew

Lighting – Outside Front, Rear & Garage door:

Replacement of any outside fixtures (front, rear, or garage door) requires the approval of the ARC committee. All house fixtures should be uniform in style.

All requests should include a picture of the fixture including the color, style, and size of the fixture you propose to use. (Our intent is to maintain a colonial/historical image within the community.)

Note: High wattage Flood and Spot lights are not permitted on any unit.

Lighting - Walkway:

Approved standard, require units to be installed inside of walkway (for mowing) with a maximum 12" in height, 7 watts bright, color black or Verde.

Permits:

Required township permits for requested changes are the responsibility of the individual homeowner.

PRIVACY FENCE/LATTICE:

Privacy fences/lattice may be installed vertically as a privacy screen between adjoining (side-by-side) rear decks, subject to approval by the ARC and BOD. However, privacy

fences/lattice shall be limited in width and height so that no screen extends past the deck/patio area and is no more than four feet (4') from the top of the deck railing.

Privacy fence/lattice cannot extend across the back of a deck

Only approved sealers and colors are to be applied to privacy fences/lattice (see Decks & Patios).

Radon Pump System:

Corrective radon system **must** be installed inside residence with unobtrusive roof venting to avoid noise pollution and to maintain uniform appearance of the community

Note: No external Radon remediation systems are allowed.

Starburst

End units have a starburst or fanlight mounted over the front door above the second story window. The original item was plywood. An exact replacement in polyurethane foam is available from Home Depot, SKU#235-293, reference #50101 made by Fypon Co. This item will not rot, peel, or warp, and may be painted with the standard trim paint color.

Storm/Screen Doors:

Storm doors are optional, with the only approved standard being a full view, almond color trim door listed below.

Manufacture:	Andersen
Models:	2000, 3000 or 4000 are acceptable
Style:	Full view, clear glass door
Color:	Almond
Availability:	Home Depot (Lead time is about 7 – 14 working days)

Window Replacement:

Original size and appearance of windows, including mullions, must be maintained as originally installed.

New window replacements approved by the BOD and ARC include the following:

- "Sunrise" double hung vinyl window provided by Earth Smart Remodeling has been selected as our standard replacement window. This is a foam filled, dual glazed, Ultra U plus with interior grids, energy star qualified window.

- Most of the light panel grills (Mullions) in our community have 20 and 16 light panels for first and second floor windows respectively. Some later homes, however, have a 15 and 12 light panel grill pattern for first and second floors. When ordering replacement windows please specify your current grill pattern configuration.
- All window cladding should be ALSCO Metals Corporation #054 Desert Tan

- Contact information for this replacement is:
Earth Smart Remodeling, Inc.
304 Corporate Drive East
Langhorne, PA 19047
Office: 267-684-6561

*****Any other window replacement must meet the same specifications as the above approved window (Sunrise) and requires ARC approval.*****

Original Weathershield wooden window sashes and mullions may be repaired through Paul Christ, Peak Window and door co. Harleysville, Pa. 215-513-0788

Window Screens:

FULL screens MUST be used on the front and sides of the home. HALF screens will be permitted on the rear (deck/patio) of home only.

Timing for Completion of Approved Requests and Construction Hours:

Approved Changes Requests are to be completed within one year of approval date.

Construction hours are from 8 a.m. to dark.

Violations:

Violations and/or disregard of standards and guidelines will be referred to the Board of Directors for disposition and potential levying of fines. See Rules and Restrictions, Enforcement procedures.

Violation Appeal Process:

Written appeal should be presented to the Board of Directors for a final decision. See Rules and Restrictions, Enforcement procedures.

**ARCHITECTURAL REVIEW COMMITTEE
CHANGE REQUEST FORM**

Date: _____ Phone #: _____

Name of Homeowner: _____

Address: _____

Description of proposed change or modification: _____

Reason for proposed change or modification: _____

A sketch of the proposed alteration must be drawn to scale on a separate piece of paper, not less than 8-1/2 inches by 11 inches, with all pertinent dimensions noted. You must indicate property pins if requesting additions away from house area.

Assuming you get approval, please give the estimated start and completion dates. The ARC inspects the project when completed as per the By-Laws.

Estimated start date: _____ Estimated completion date: _____

Request denied for the following reasons: _____

Architectural Review Committee

Authorized Signature: _____

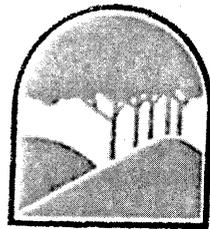
Date: _____

Following approval by the Architectural Review Committee, the homeowners are responsible for obtaining all applicable permits from the appropriate local township office.

NOTE: Completed form to be sent to the Meadow Ridge Homeowners Association at 975 Easton Road, Suite 102, Warrington, PA 18976 or Fax at 215-491-5620 or email to s.dubree@cpm975.com

Date & Initials, Received by ARC _____, _____

MEADOW



RIDGE

BOOK COPY

New Rules: Three new rules were announced. Please keep this page with your copy of the Association Rules.

- **For Sale Signs – Effective July 1, 2012, For Sale signs are permitted for display only in the window of a unit facing the street. Owners that currently have For Sale signs displayed on their front lawn are permitted to keep the sign there until such time as your home is sold.**
- **Recreational Fires – Per New Britain Township's Ordinance 2006-11-1, 307.4.2 copy attached, recreational fires (such as those in chimineas or fire pits) shall not be conducted within 25 feet of a structure or combustible material.**
- **Garage Doors – Overhead garage doors must be in the closed position from sundown to sunup each day.**

5/14/12