

Architectural Control Committee

Purpose: The Architectural Control Committee is responsible for preserving the architectural integrity of the original exterior design of the buildings and other improvements on the Barrington Place property, and for supervising the maintenance of the landscaping elements of the common areas at Barrington Place. To fulfill these responsibilities, the Committee functions in the areas of Architectural Compliance and Landscaping Compliance, and may establish subcommittees to carry out its work in each of these areas. The Committee establishes architectural control standards and is responsible for informing all homeowners of these standards. These standards are not intended to stifle the imagination or creative desires of residents, but rather to assure them that protective restrictions are in effect, which will maintain the appearance and value of Barrington Place.

Duties:

1. Developing and distributing any architectural and /or landscaping guidelines / standards to homeowners. The Committee may make recommendations to the Board of Directors for revisions or amendments to the architectural and/or landscaping guidelines/standards.
2. Assuring a process to inform residents that any permanent or semi-permanent exterior changes /modifications (Landscaping or Architectural) to their property or on any common grounds must have prior approval from the Architectural Control Committee (ACC).
3. Periodically evaluating common areas to identify need for improvement such as tree and/or shrub removal.
4. Revising and maintaining the entrance area including approving seasonal plantings.
5. Receiving comments or complaints from homeowners involving architectural and /or landscaping violations.
6. Reviewing and approving or disapproving submitted plans for exterior alterations within 30 days of the homeowner's application.
7. Reviewing work in progress to ensure its timely completion and conformity with approved plans.

8. Recommend resolution of infractions to the Board of Directors, which may require restoration of exterior architectural or landscaping modifications to their former condition, or holding the homeowner financially responsible for loss, damage or destruction of common area assets.

Procedures:

1. The Committee develops and maintains a process to consider requests for additions and modifications to home exteriors or landscaping revisions.
2. Requests should be directed to the property manager who will log the request and forward to the ACC.
3. The Committee will review the completed application and respond to the applicant as promptly as possible but not later than 30 days of the application.
4. The application must include all required information for the Committee to take action. Necessary data will include the shape, height, width, length, size, color and location of the proposed improvement, as well as a description of materials/plants to be used, which are to be visible from the exterior of the unit. Photographs or sketches of similar, completed projects would aid in the Committee's consideration of the architectural change or addition. If the alteration affects the existing drainage pattern, the proposed drainage pattern must be included and the drainage facilities will be installed at the homeowner's expense.
5. Approval of any project by the Committee does not remove responsibility of the homeowner to secure appropriate building permits should the desired modification require the same.
6. The securing of a building permit does not remove the responsibility of the homeowner to secure Committee approval for the desired modification.
7. As a condition to architectural/ landscaping request, the granting of approval of any architectural request, the Committee may require the owner requesting the change to be liable for any cost of maintaining or repairing the approved project in the future.
8. If the request for change should include modifications to common ground utilized by your immediate neighbors, the approval must include written approval by your neighbors.
9. The applicant may appeal an adverse Architectural Control Committee decision to the Board of Directors. The outside of your townhouse and all of the common area within our neighborhood is the property of the Association.

10. Should the homeowner undertake an exterior or landscaping revision without approval from the ACC, the committee will recommend resolution of infractions to the Board of Directors, which may require restoration of exterior architectural or landscaping modifications to their former condition, or holding the homeowner financially responsible for loss, damage or destruction of common area assets.

General Landscaping and Architectural Control Committee Policies

1. Any and all modifications to the exterior of an existing building or to the common area must have the prior approval of the Committee before any work is to begun. Should the homeowner undertake any permanent or semi-permanent exterior or landscaping revision without approval from the ACC, the committee will recommend resolution of infractions to the Board of Directors, which may require restoration of exterior architectural or landscaping modifications to their former condition, or holding the homeowner financially responsible for loss, damage or destruction of common area assets.

Changes which may fall in this category may include, but are not to be limited to the following: exterior front porch furniture, permanent or semi-permanent fixtures affixed to the structure, storm doors and storm windows, screen doors, and any and all forms of landscaping or plantings in the common area.

2. All requests must be written or electronically submitted to the property manager and include a detailed description of type and placement of changes.

3. A reference list of plants approved for use in Barrington Place can be found in the appendix of the Barrington Guidelines.

4. Replacement of pre-approved flowers in an area pre-approved for flowering plants does not require annual approval by the committee.

5. Stepping-stones/walkways should be either exposed aggregate or cut flagstone. Surface should be level with the ground for safety.

6. Only non-staining plants will be approved at the foundation of homes to prevent damage to the exterior.

7. No permanent structures for personal use will be approved in the common areas.

8. No wood piles will be approved in common areas.

9. Wooden storm doors like those found on the front are pre-approved for the rear patio/deck as long as they are painted to match the exterior trim. The description of other doors must be submitted for approval.
10. Addition of rear dormers with windows must be consistent with dormers already approved at Barrington Place. Consult the property manager for dormer and window requirements.
11. Outside lighting attached to the exterior are approved by the ACC. Consult the property manager for currently approved outside lighting.
12. The homeowner must properly maintain landscaping modifications. The association has the right to have the landscaping removed; the premises restored to its original condition and bill the homeowner.
13. Railing, attached to the exterior is approved by the ACC. Consult the property manager for currently approved railing and placement.
14. Seasonal planting of 5 or less vegetable plants behind and adjacent to our homes is preapproved by the ACC.

Decks and Patios

1. As a rule, the committee does not regulate what homeowners place on their decks and patios with exception of items affixed to the structure. However, the appearance is under the jurisdiction of the committee. If the committee receives a complaint about something visible on the deck, which is inconsistent with the design of the development, the homeowner may be requested to make changes.
2. Homeowners will be responsible for removal of large items weighing more than 40 pounds for routine maintenance of decks and porches.

Front Porches

1. If residents wish to put furniture on their front porches, the following combinations of furniture are pre-approved :
 - Two (2) chairs and one (1) table which may be wrought iron, wicker or wood painted either white or black.
 - Two (2) chairs, one (1) bench or one (1) 4' swing with one (1) table, which may be wrought iron, wicker or wood, painted either white or black.
 - One (1) bench and/or one (1) swing with one (1) table, which may be wrought iron, wicker or wood painted white or black.

2. A maximum of two (2) hanging baskets will be allowed across the front porch; however, one (1) additional hanging basket is approved for units with an open end.

Garage Planters

1. One (1) planter between garage doors is pre-approved.

Tree Removal

1. The ACC and Landscaping Committee have the responsibility for maintaining trees and shrubs. Criteria the Committee uses for tree/shrub removal are as follows:
 - Likely to cause damage to the townhome's foundation, exterior structure, driveway, or sidewalks.
 - Diseased, dead, or dying and becoming unsightly.
 - Infested with insects which impair homeowners from utilizing their deck, patio, or porch
 - Damaged beyond repair due to ice, wind, or hail.

Board Approval: 05/18/2015