

**TARTAN RIDGE HOMEOWNERS ASSOCIATION  
ARCHITECTURAL GUIDELINES  
JANUARY 2013**

**Introduction** (\*Adopted and Revised January 2013)

*These architectural guidelines have been created to smooth the efforts of homeowners in working with the Homeowners' Association and to give the homeowners guidance in planning changes to their property. Any exterior alteration (e.g., changes in color, design, materials, etc.) requires that the homeowner complete an Exterior Alteration Application form and forward it to the Property Manager. A copy of this form is attached.*

*These architectural guidelines are subordinate to the Tartan Ridge Homeowners' Association covenants and by-laws: any part of these guidelines which conflicts with either the covenants or the by-laws shall be null and void.*

**A. Fences (Application Required)** (\* Adopted and Revised January 2013)

**1. General:**

- a. *All applications for the construction of a fence must be accompanied by a survey of the property completed within the prior six months by a licensed surveyor.*
- b. *Fences may not be installed upon any Lot in a manner that will interfere with any easement for the installation or maintenance of utilities or installed in a manner that will change, obstruct, or retard the direction or flow of any drainage channel.*
- c. *A site plan map or scale drawing of the property is required, showing the exact dimensions of the Lot and location of property lines, the proposed fence location, utilities, drainage channel, and all improvements including those covered by the application. In addition, photographs or catalogue samples of proposed fence materials and design must be included.*
- d. *The construction of a fence on the dividing line of connected Lots shall require the submission of a written notarized agreement of the lot owners.*
- e. *Construction of a fence shall subject the property to periodic inspections to ensure compliance with the Declaration, Use Restrictions and Maintenance provisions.*

**2. Wood Fence Specifications:**

- a. *Both Single Family Houses and Townhouses:*

  - i. *Fences must be constructed of 1" x 4" or 1" x 6" boards made of one of the following natural woods: cedar (not red cedar), redwood, pressure treated pine, fir or rot-resistant wood.*
  - ii. *Fences may not be painted or stained, but may be seal coated/treated as long as the seal coating is clear in color.*
  - iii. *Fences must be periodically power washed and resealed/treated..*

- iv. *The finished side of the fence and gate must face out from the property so that all horizontal and vertical support posts and crossbeams are screened from public view and neighboring lots.*
  - v. *All fence posts must be securely imbedded in the ground using concrete lining.*
  - vi. *All fences must have a gate.*
  - vii. *Fences may only be constructed within the Lot boundary and shall not be constructed by homeowners or their tenants on common area property.*
- b. *Single Family Houses*
- i. *Fences must be a minimum of forty-two (42) inches high with a maximum height of six (6) feet, depending on gradeline of yard.*
  - ii. *Orientation – As shown in Figure 1 below.*
  - iii. *Fence gates must conform to the materials and style of the fence.*
- c. *Townhouses*
- i. *Fences must be 6 feet in height measured vertically from the ground to the top of the fence and the post may extend an additional 6 inches.*
  - ii. *Fences must be constructed with vertical board-on-board style.*
  - iii. *Fence gates must be of the same materials as the fence and either solid or board-on-board style.*
  - iv. *Fences shall only be in the rear of the Lot and extend from the building to the rear property line. End-units may extend fence from rear building line to side property line.*
  - v. *Article IX of the Declaration shall govern fences (party walls) constructed on the dividing line between separate Lots.*
  - vi. *Orientation – As shown in Figure 2 and 3 below.*
3. *Green-Fence Specifications:*
- a. *Fences constructed of landscaping (i.e., shrubs or trees) may only be placed in the rear yard of townhouses. They may be placed in either the rear or side yards of single family homes as described in Figure 1 below. Only landscaping which will not infringe on neighboring Lots – either through root system or through foliage or branches – will be considered.*
  - b. *Criteria:*
    - i) *Slow Growth;*
    - ii) *Minimum/Maximum Aesthetic Height 6-7' measured vertically from the ground to the top of the green fence at all points along the fence;*
    - iii) *Evergreen; and*
    - iv) *Maintains look with trimming.*
  - b. *Permissible Varieties: Hollies, Arborvitae, and other varieties considered on a case by case basis.*

**B. Landscaping (Application Required)** (\* Adopted and Revised January 2013)  
*Plans for major landscaping must be approved by the Architectural Control Committee. Examples of major landscaping include: alteration of more than one-third (cumulative) of a resident's yard on any side of the home; replacement of existing trees with different species that grow higher than twenty feet; and the planting of trees where none had grown before. In addition, approval is required whenever plantings (other than grass) are placed in a resident's yard within one foot of the property line adjacent to the common area. In such cases, the exterior alteration application must be accompanied by a survey (completed within the prior six months by a licensed surveyor) of the affected property line to ensure that the plantings do not encroach upon the common area.*

*The planting of small beds of flowers and replacement of the original developer-installed landscaping does not require approval.*

*Vegetables may only be grown in beds or containers located in backyards.*

**C. Facades/Awnings/Ornaments/Decorations (Application Required)**

*With the exception of door knockers, security viewers, and temporary holiday decorations, all exterior ornaments must be approved by the Architectural Control Committee. No awnings will be permitted. Replacement trim must be of the same style and color as the original. No lawn ornaments, permanent flagpoles, or stationary basketball hoops shall be permitted in the front yard.*

**D. Storm, Screen and Security Doors (Application Required)**

*Storm, screen and security doors must be painted a solid color, coordinated to match the existing front door or trim of the house. For security doors, black or off-white colors are acceptable, but they must be of a simple rather than ornate style. For regular storm/screen doors, full view type doors are the only doors that are acceptable. You must enclose a picture or drawing and the color of the door when submitting your application.*

**E. Exterior Painting (Application Required)**

- 1. No resident shall paint any portion of the exterior of any house a different color than the original color without prior written approval of the Architectural Control Committee.*
- 2. All applications must include a sketch of the house with color changes clearly diagrammed, and with color chips of the changes included with the application.*
- 3. New colors must be compatible with the present house siding, trim and roof colors.*
- 4. New colors must be compatible with the color combinations of adjoining properties.*

**F. Doors and Windows (Application Required)** (\* Adopted and Revised January 2013)

1. *The replacement of window frames with material other than the original wood requires prior approval of the Architectural Control Committee.*
2. *The replacement of doors with different material or style (e.g., decorative window) requires prior approval of the Architectural Control Committee.*
3. *No plastic covering will be permitted on the exterior of doors or windows.*

**G. Patios (Application Required)**

*Patios shall not create a drainage problem for adjacent properties. Patios must be unpainted cement, stone, brick, or of treated wood.*

**H. Decks (Application Required)**

1. *Applications must include plans and specifications and meet the Montgomery County building codes.*
2. *Decks must be constructed of natural color pressure-treated lumber.*
3. *Decks must match existing decks in overall appearance.*
4. *Deck pickets should be vertical.*
5. *The Architectural Control Committee recommends that the applicant take into consideration the privacy and shading of their neighbors when planning a deck.*

**I. Sheds and Storage Containers** (\* Adopted and Revised January 2013)

*Sheds are not permitted under the covenants. A shed is defined as a structure with dimensions larger than 24 cubic feet and a height greater than 3 feet that is placed on the ground, deck, patio or a foundation and used for storage*

*Storage containers are allowed and do not require an application provided: a) they are not larger than 24 cubic feet and not taller than 3 feet high; b) they are hidden from view by being placed behind fences, privacy fences or deck railings; and c) their color palette is neutral (e.g., beige, tan, grey, crème, pale green, taupe).*

**J. Television Antennas, Clotheslines, Exterior Machines, Etc.** (\* Adopted and Revised January 2013)

*Except as provided below, it is prohibited to install wiring, antennas, clotheslines, or any other machine or device on property that is within the exclusive control of homeowners or on common areas.*

*In accordance with the Over-the-Air Reception Devices rule issued by the Federal Communications Commission, the following types of video antennas are permitted on property that is within the exclusive use or control of homeowners.*

- (1) A "dish" antenna that is one meter (39.37") or less in diameter and is designed to receive direct broadcast satellite service, including direct-to-home satellite service, or to receive or transmit fixed wireless signals via satellite.*
- (2) An antenna that is one meter or less in diameter or diagonal measurement and is designed to receive video programming services via MMDS (wireless cable) or to receive or transmit wireless signals other than via satellite.*
- (3) An antenna that is designed to receive local television broadcast signals. Masts higher than 12 feet above the roof line are not permitted.*

*Homeowners may install any of the above described antennas without first obtaining the permission of the Architectural Control Committee. However, they are strongly encouraged to submit an application to the Committee for review to ensure conformance with the rule and to avoid costly changes should an improper device be installed. In addition, homeowners must adhere to the following placement preferences, provided these preferences do not impose unreasonable delay or expense or preclude reception of an acceptable quality signal. Finally, homeowners who do not submit a proposal prior to installation must notify the Committee within 30 days following installation regarding the type of antenna, its purpose, and the rationale for its placement relative to the preferences.*

- (1) Rear deck or patio. Whenever possible, antennas should be placed within the boundaries of these structures and should be sheltered from public view.*
- (2) Rear roof. If placement on the rear deck or patio is not feasible, antennas should be placed on the rear roof and should not be visible from the front of the property.*
- (3) Rear yard. If placement on the rear roof is not feasible, antennas should be placed in a rear yard and sheltered from public view.*
- (4) Side yard. If placement in the rear yard is not feasible, antennas should be placed in the side yard.*

*In accordance with section 14-130 of the Maryland Real Property Code, residents may not be prohibited from installing or using outdoor clotheslines but reasonable restrictions regarding the dimensions, placement, and appearance may be imposed. Clotheslines do not require an application. However, only collapsible clotheslines are permitted. They may only be placed in backyards and clothes may only be hung on them during daylight hours. The clotheslines must be removed when not in use.*

**K. Solar Collector Systems (Application Required) (\* Adopted and Revised January 2013)**

*In accordance with section 2-119 of the Maryland Real Property Code, residents may not be prohibited from constructing solar collector systems on the roof or exterior walls of their property, provided the property owner owns or has the right to exclusive use of the roof or*

*exterior walls. However, homeowners must submit an exterior alteration application prior to installing solar collector systems on their roof or exterior walls to ensure that the systems are in harmony with the architecture and color schemes of the community and to avoid costly changes should an improper device be installed. Proposed solar collector systems will be evaluated for their symmetry, size, color and placement. Homeowners must adhere to the following placement preferences, provided these preferences do not significantly increase the cost of the solar collector system or significantly decrease the efficiency of the solar collector system.*

- (1) Rear roof. Whenever possible, solar collector systems should be placed on the rear roof and should not be visible from the front of the property.*
- (2) Rear exterior wall. If placement on the rear roof is not feasible, solar collector systems should be placed on a rear exterior wall and sheltered from public view.*
- (3) Front roof. If placement on a rear exterior wall is not feasible, solar collector systems should be placed on the front roof.*
- (4) Front exterior wall. If placement on the front roof is not feasible, solar collector systems should be placed on the front wall.*

**L. Window Fans and Room Air-Conditioners**

*Window fans and room air-conditioners may not protrude outside the window frame.*

**M. Indoor/Outdoor Carpet**

*No indoor/outdoor carpet is to be installed on front porch or step(s).*

**N. Vehicles**

*No junk or commercial vehicles may be parked or kept in driveways or parking spaces. No recreational vehicle may be kept for more than one week (seven days) in driveways or parking spaces.*

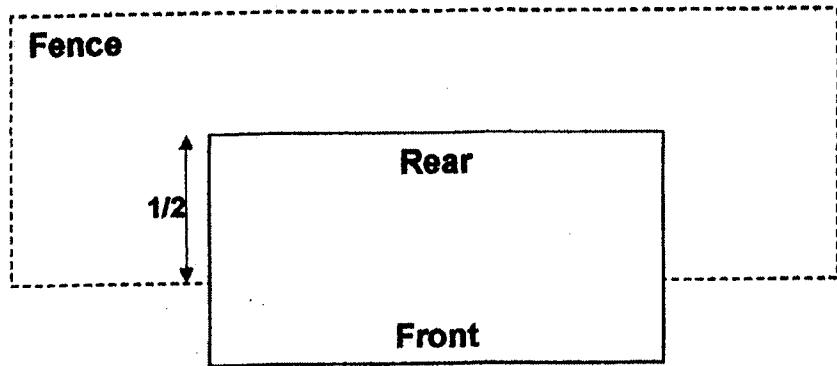
**O. Items Not Specified (\*Adopted and Revised January 2013)**

*Any alteration or modification to the exterior of a building or to a lot, not specifically covered in these guidelines or other association documents, requires the submission of an exterior alteration application and must be approved by the Architectural Control Committee prior to the commencement of work.*

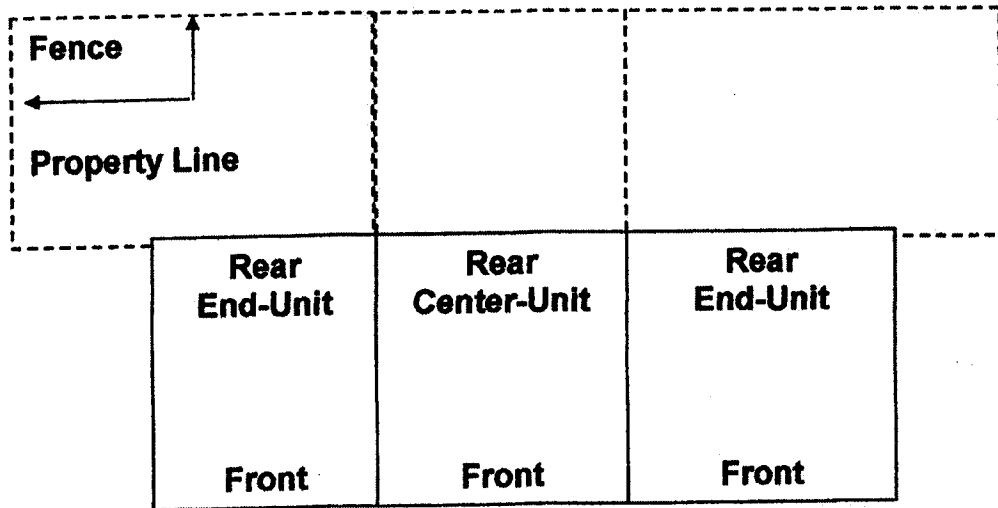
**P. Application Fee (\*Adopted and Revised January 2013)**

*Any application submitted for retroactive approval will be assessed a fee of \$50.00. Payment must accompany the application payable to Tartan Ridge Homeowners' Association.*

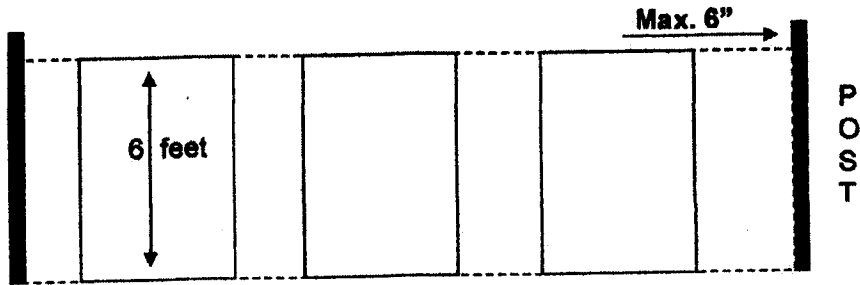
**Fence Orientation**



**Figure 1. View of Single Family Home Fence**



**Figure 2. Top View of Townhouse Fence**



**Figure 3. Side View of Townhouse Fence**