

GUILFORD ASSOCIATION, INC.

GENERAL ARCHITECTURAL GUIDELINES FOR GUILFORD RESIDENTS

Revised March 21, 2006

**All exterior changes must be submitted for review and approved in writing by the Guilford Association Architectural Committee (herein referred to as the "Committee") prior to signing construction contracts, ordering materials or beginning work on any project. Potential buyers of property in Guilford should be aware of this requirement and should inquire of the existing owners and their realtor as to whether these approvals have been secured and are documented for previous improvements. In the interest of being a good neighbor, every owner should inform the adjacent property owners of planned changes prior to commencement of work.

1. PLANS; PROCESS

The property owner must submit an application for each of the components, structures and exterior property related improvements that require review and approval of the Committee pursuant to these guidelines and the recorded covenants. The application must completely describe the existing conditions and must accurately describe the proposed modifications; plans, drawings and photographs shall be included wherever useful to the review process and their omission may delay the completion of the review process. It is the responsibility of the property owner to obtain accurate information and dimensions regarding the existing house and other structures, the existing property boundaries and required setbacks.

2. DEMOLITION

Demolition or removal of any structure or architectural component thereof must be approved by the committee.

3. ROOFS – TYPES & MATERIALS

Natural slate or terracotta tile shall be used to match existing condition. Standing seam copper or "tern" metal are permitted under appropriate circumstances. Pre-finished painted metal roofs are not permitted. Under extraordinary circumstances a high grade artificial slate material that has been pre-approved by the Committee may be permitted. In most cases, use of asphalt shingles is not acceptable and, in any case, requires specific approval of the Committee. Gutter and downspout replacement must be the same material and profile as the original installation or specifically approved by the Committee. In general, copper gutters and downspouts are preferred; painted galvanized metal and aluminum may be acceptable, but in no case will vinyl or plastic be acceptable.

4. ADDITIONS & ENCLOSURES

Detailed drawings, indicating materials, all dimensions, and site plan must accompany the application. The materials, scale and style must harmonize in appearance with the original structure and should be in keeping with the appearance and character of the neighborhood, taking into account such factors as the adjacent houses, the immediate street and existing trees. Any new construction should comply with the setback and free

space requirement of the Guilford Deed and Agreement. In general, clapboard siding is discouraged, except where it is an original feature of the house. Wood exteriors should contain historically appropriate details & finish.

Porches and decks must be submitted for approval and will be reviewed by the committee in the same context as additions and enclosures.

5. LANDSCAPING & GARDEN STRUCTURES

Extensive changes in the landscaping of a property must be approved by the Committee. Applications should be accompanied by detailed site plans indicating exact location and dimensions of all elements and all materials as well as types of shrubbery or trees; e.g., multiple plantings, walkways, patios, ponds or pools, parking pads, walls and fences. Sculptures shall be located in the rear yard unless otherwise approved by the Committee. The Committee reserves the right to review for approval sculptures that may reasonably be deemed offensive if visible from the ground level of neighboring properties or the public way. All proposed garden structures such as pergolas, arbors, gazebos, pool houses or other structures must be submitted for approval.

Improvements and substantial landscaping between the sidewalk and street will generally not be approved. Plantings shall be selected that will not impair visibility from the driveway to the street. New trees in this zone shall conform to the Baltimore City Arborist's list for that particular block. Any proposed deviation from the Arborist's list must be specifically approved by the Committee.

6. FENCES & WALLS – TYPES/HEIGHTS/INSTALLATION

Style of fencing will be consistent with its surroundings and specifically approved by the committee. 42" high preferred to 48" maximum height in most cases. Enclosure of front yard areas (forward of the front plane of the house) is not acceptable except under extraordinary circumstances. Fences shall be installed with posts and rails facing inward. Affected neighbors must be informed in specific terms of fence or wall installation and style and their consent or objection must be communicated to the Committee. Chain-link, vinyl and stockade fences are not acceptable. Wrought iron and post and rail fences may be allowed under special circumstances.

7. SHUTTERS, RAILINGS, DECORATIVE IRONWORK, GRILLES, ETC.

These components and features are integral to the design and architectural character of a house and may not be removed, altered or replaced without specific approval by the Committee of the removal, alteration and replacement materials and style. In all cases, width of shutters, whether operable or fixed, must match the size and profile of the window opening.

8. DOORS, STORM DOORS & WINDOWS – TYPES/MATERIALS

Replacement windows must match the dimensions, design and muntin pattern of the original. New windows shall be consistent in muntin pattern and profile with the original. New and replacement windows must be wood with "true divided lights". In

any case, vinyl windows and snap in muntins are not permitted. Storm windows must be submitted for approval. Storm windows must be painted to match window color (bare, mill finish aluminum is not permitted). Doors (including storm doors) must be wood and/or glass and must be consistent in design with the original character of the house. Garage doors shall be aluminum, steel or wood and style and finish must harmonize with house and garage architecture.

9. PAINT – COLORS

Paint and stain colors must be approved by the Committee. Color samples and a description of where the colors will be applied must be submitted along with the application. Traditional colors and color combinations are encouraged.

10. FREESTANDING SATELLITE DISHES

Free-standing satellite dishes are not acceptable. All other dishes should be sized and located so as to minimize visibility by neighbors and from the public way and must be approved.

11. PAVEMENT

Concrete sidewalks, front walks and driveways must be exposed aggregate to match the traditional Guilford standard. Other paving materials must be specifically approved by the Committee.

12. POOLS & HOT TUBS

- 1) In general, pools and hot tubs shall be located and screened so as to not be visible from the public way or from the ground level of adjacent properties.
- 2) Each Pool must be surrounded by a fence at least three feet in height and no higher than forty-eight inches.
- 3) Gates of such fences must be self-closing and have locks that cannot be opened by small children.
- 4) No pool or hot tub may be in the front yard of any house. In the case of a house at an intersection of streets, the pool may not extend beyond the lines of the dwelling facing the streets forming the intersection.
- 5) No pool or hot tub may at any point be closer to a contiguous neighbor's lot line than fifteen feet, or closer to the edge of a street than thirty feet.
- 6) No more than five percent of the total lot may be used for any swimming pool.
- 7) Each pool must be a permanent structure constructed so that no part of it is above grade.
- 8) No lights may be placed in the area other than submerged wall lights or small, shielded lights which may not be over three feet from the ground.

- 9) No inflatable pool cover or similar device will be allowed.
- 10) Every owner of property contiguous to the lot on which the pool or hot tub is to be built shall be provided with a plan depicting the proposed pool or hot tub and associated improvements for comment or consent. The Committee shall be informed of all consents and comments along with the application.
- 11) The pool or hot tub will be used with due and appropriate regard for the reasonable sensibilities of neighbors.

13. PLAY EQUIPMENT AND ON-SITE SPORTS FACILITIES

- 1) All play equipment or sports equipment and facilities must be approved and located in the rear yard of the house. Visibility of the play equipment from the public way and the ground level of adjacent properties may be considered by the Committee as part of the approval process. Basketball hoops located on garages or in driveways, sandboxes, and play equipment or facilities not semi-permanently or permanently anchored to the ground or constituting structures or not visible from off the property are exempt from the approval process.
- 2) Children's play sets shall have a wood structure. Canvas awnings shall be forest green or approved earth tones. Softer colors are preferred for swings and slides.

14. REPAIRS AND RESTORATION

Repairs and restoration to correct damage from fire, storms, flooding, vandalism, long term property neglect or other causes shall be consistent with the original design and materials of the house. At a minimum, repairs should be consistent with the existing conditions. In situations where materials and quality of construction had been previously reduced from the original construction, the repairs and restoration should endeavor to upgrade the construction to the original level of quality and materials (to materials specified in guidelines).

15. APPROVALS

Approvals are valid only for 12 months, and will automatically expire at the end of such period unless the work is substantially underway by then. Once construction begins, it must diligently continue in a reasonably clean and orderly manner until completion. A Baltimore City Building Permit is not a substitute and does not supersede approval from the Committee. Property owners who proceed with improvements without written Committee approval do so at their own risk. Property owners are advised to submit applications early and with complete information to allow ample time for review and comment from the Committee. In some cases the Committee will require a re-submittal of the proposal for final approval. Property owners who sign a contract with a builder or installer for work prior to obtaining Committee approval do so at their own risk and such prior agreements will not be considered by the Committee as a mitigating factor in their

review of the application. Approval is granted based on the documents and materials provided in the application; any modifications and visible deviations from the approved documents must be submitted to the Committee for review.