

The Canbury Woods Association, Inc.

P.O. Box 218
Hanover, Maryland 21076-9998

May 7, 1994

To All Canbury Woods Residents,

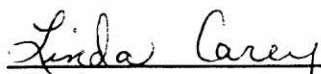
The enclosed Policy Resolution, an update to Architectural Control, should be reviewed and kept with your copy of the Bylaws, Declaration of Covenants, and Official Documents. The members of the Architectural Committee volunteer their time to meet monthly and objectively review all pending Architectural requests. When preparing for your Architectural projects, please take the time early in your plans to complete and mail an Architectural request package so the committee can review it before you are ready to start construction. Frequently, many homeowners have waited until they were ready to start their projects before submitting their Architectural Requests. When you make your Architectural request one of the first steps instead of one of the last, the system performs best. We appreciate everyone's cooperation in making the Architectural process work to keep our community looking great.

Everyone should now have the new copy of the Bylaws (dated September 1993) which contains convenient pocket pages in the back for storing official documents such as this Policy Resolution. Although the enclosed Policy Resolution was adopted several months ago, its distribution was delayed until the majority of the homeowners had received their new copy of the Bylaws. If you still have not received your new copy, contact Al Loyd (379-0779) as soon as possible. As always, any questions you may have concerning this Policy Resolution, the Bylaws, or any other Association matter can be directed to the Board of Directors.

Sincerely,


Denise Willoth, President
379-5832


Al Loyd, Vice President
379-0779


Linda Carey, Board
796-2548


Michelle Nethken, Board
379-6744


Henry Vickers, Board
379-0152

THE CANBURY WOODS ASSOCIATION, INC.

BOARD OF DIRECTOR POLICY RESOLUTION

ARCHITECTURAL CONTROL -

UPDATE TO RULES AND REGULATIONS AND STATEMENTS OF POLICY

At a regularly scheduled meeting of the Board of Directors of Canbury Woods Homeowners Association, Inc. held on December 5, 1993, at which a quorum was present, the Board of Directors, by not less than a majority vote of such quorum, adopted the following resolution:

As authorized by section 8.2 of the Declaration Of Covenants and Bylaws, the Architectural Committee has established the following additions and/or changes to rules and regulations and procedures for all homeowners. All Architectural rules and regulations are to be used in conjunction with Section 9 "Use of Lots". In cases where Section 9 and the rules and regulations describe the same subject, the most recent adopted rules and regulations will always supersede all prior established rules and regulations and Section 9 with regard to that subject.

Rules and Regulations - Updates of December 1993

1. To eliminate the occasional burden for the volunteers serving on the Architectural Committee to process Architectural requests in great haste (sometimes requested overnight), all Architectural Requests shall be submitted through the mail. Per Section 8.4.2.(c), requests will be processed within forty-five (45) days. Mailing address:

The Architectural Committee
P.O. Box 218
Hanover, Maryland
21076-9998

The Architectural Committee volunteers meet once a month (currently during the third week of each month) and will process the requests at the monthly meeting.

2. The Architectural Committee will likewise communicate their decisions on requests through the mail. However, a telephone call will be placed to the homeowner for quick notification if requested on the Architectural Request Form.

3. Since the Architectural decisions are those of the Committee and not a single individual, an official Architectural Committee seal will be used to certify all official documents of the Architectural Committee in lieu of personal signatures. The seal is a rubber stamp impression of unique design.

4. To eliminate any possible confusion on architectural decisions, the Committee is hereby authorized to use three standard form letters when responding to homeowners architectural requests. When responding to a request, the Committee will use only one of the following three letters (sample copies attached):

1. Approval Form
2. Approval, with RESTRICTIONS Form
3. Disapproval Form

5. Per Section 8.7 "Certificate of compliance and approval", the Architectural Committee has established the *Architectural Certification Form* for this use (sample attached).

THE CANBURY WOODS ASSOCIATION, INC.

APPROVAL FORM

Architectural Committee

YOUR REQUEST TO CONSTRUCT _____

YOUR REQUEST HAS BEEN APPROVED.

HOMEOWNERS NAME AND ADDRESS:

DATE OF APPROVAL: _____

SEAL

THE CANBURY WOODS ASSOCIATION, INC.

APPROVAL FORM WITH RESTRICTIONS

ARCHITECTURAL COMMITTEE

YOUR REQUEST TO CONSTRUCT _____

**YOUR REQUEST HAS BEEN APPROVED WITH THE
FOLLOWING RESTRICTIONS:** _____

HOMEOWNERS NAME AND ADDRESS:

DATE OF APPROVAL: _____ **(MUST ABIDE BY THE
SEAL RESTRICTIONS)**

THE CANBURY WOODS ASSOCIATION, INC.

DISAPPROVAL FORM

Architectural Committee

YOUR REQUEST TO CONSTRUCT _____

YOUR REQUEST HAS NOT BEEN APPROVED BASED ON

THE FOLLOWING: _____

**Per Section 8.1.3 You may appeal the decision in writing to the Board of
Directors within ten (10) days of the date of disapproval.**

HOMEOWNERS NAME AND ADDRESS:

DATE OF DISAPPROVAL: _____

SEAL

THE CANBURY WOODS ASSOCIATION, INC.

**CERTIFICATION FORM
Architectural Committee**

AT THE WRITTEN REQUEST OF THE PROPERTY OWNER:

NAME: _____

ADDRESS: _____

Per Section 8.7 "Certificate of the Compliance and Approval" of the Declaration of Covenants, The Architectural Committee of The Canbury Woods Association, Inc. hereby declares the following to be compliant with all Association

Declarations and other official documents:

Per Section 8.7.3: "Such Owner shall bear the cost of recording such certificate among the Land Records."

The Architectural Committee of The Canbury Woods Association, inc. further declares:

This certificate is deemed suitable for recordation among the Land Records of Howard County, Maryland.

Per Section 8.7.2, the fee of the certificate is: _____

Date of Certificate: _____

SEAL

THE CANBURY WOODS ASSOCIATION, INC.

BOARD OF DIRECTOR POLICY RESOLUTION

ARCHITECTURAL CONTROL -

NOTIFICATION OF NON-COMPLIANT CONDITIONS

At a regularly scheduled meeting of the Board of Directors of Canbury Woods Homeowners Association, Inc. held on August 1, 1993, at which a quorum was present, the Board of Directors, by not less than a majority vote of such quorum, adopted the following resolution:

As authorized by section 8.2 of the Declaration Of Covenants and Bylaws, the Architectural Committee has established the following form letter to notify homeowners of non-compliant conditions concerning the exterior appearance of the homeowners' property. The Architectural Committee reviews the overall appearance of the community periodically and whenever any homeowner reports a possible non-compliant condition. As necessary, the Architectural Committee will issue homeowners a form letter sighting non-compliant condition(s), what action(s) are required by the homeowner, and a reasonable date to have the matter corrected.

This method of notification hopefully minimizes any conflict between the Association and the Homeowners that otherwise might occur when these matters are reported in person or over the telephone. A copy of the one page form letter follows.



NOTIFICATION OF NON-COMPLIANT CONDITIONS

To: _____

Date: _____

This letter concerns the: _____
which is non-compliant according to our Community Covenants and Bylaws due
to one or more of the following reasons:

_____ - **Architectural Request not submitted.**

Section 8.2.1. No structure may be commenced, constructed, erected, placed, maintained or permitted to remain on a Lot, and no Structure existing on a Lot may be altered in any way (including (a) exterior painting and (b) interior painting or other modifications which are visible from the exterior thereof) which, in the judgment of the Architectural Committee, materially changes the exterior appearance thereof, and no Use may be commenced on a Lot, unless prior thereto plans and specifications therefore, and a description of any such use (herein referred to collectively as "Plans"), have been submitted to and approved in writing by the Architectural Committee.

_____ - **In need of repair.**

Section 9.4. Repair of Structures. Each owner shall at all times keep his Lot and the exterior of all Structures thereon in good condition and repair and adequately painted or otherwise finished.

_____ - **Inharmonious with Community appearance.**

Section 9.3. Nuisances. No noxious or offensive activity shall be carried on upon any Lot or in any Dwelling, no odor shall be permitted to emanate therefrom, and no condition shall be maintained thereon, so as to render any Lot or portion thereof unsanitary, unsightly, unreasonably offensive or detrimental, or a nuisance, to any of the Community, any occupant thereof or any property.

_____ - **Other.** _____

To resolve this matter, you are required to take the following action(s):

Reasonable date to have this matter corrected: _____

Please do not take this issue personally, it is strictly community business and should be treated as such. Our goal is to keep the community looking good by maintaining the Architectural Control standards. To resolve this matter avoiding further actions and possible personal expense to you (see Section 8.8.2), please comply as stated above. If you have any questions on this matter, contact a Member of the Board of Directors.

Sincerely and in the best interest of our Community,

The Canbury Woods Architectural Committee

CANBURY WOODS HOMEOWNERS ASSOCIATION, INC.

BOARD OF DIRECTOR POLICY RESOLUTION

ARCHITECTURAL CONTROL -

RULES AND REGULATIONS AND STATEMENTS OF POLICY

At a regularly scheduled meeting of the Board of Directors of Canbury Woods Homeowners Association, Inc. held on March 7, 1993, at which a quorum was present, the Board of Directors, by not less than a majority vote of such quorum, adopted the following resolution:

As authorized by section 8.2 of the Declaration Of Covenants and Bylaws, the Architectural Committee has established the following rules and regulations and procedures for all homeowners. The rules and regulations are to be used in conjunction with Section 9 "Use of Lots". In cases where Section 9 and the rules and regulations describe the same subject (e.g., fences - Section 9.2.6 (a) and item 2 of the rules and regulations), the rules and regulations will supersede Section 9 with regard to that subject.

Rules and Regulations

1. All structures (e.g., fences, sheds, decks, porches, arbors, driveways, additions, etc.) are to be aesthetically pleasing, consistent with the overall appearance of existing structures (e.g., house, deck, driveway, etc.), and built or erected to meet normal construction standards (e.g., fences must follow straight lines with the vertical components (posts and pickets) level and plumb, not perpendicular to the ground; decks must be level, handrails framed to be square and plumb, etc.). All structures must be maintained in a sound condition and kept up in appearance.

2. All fences should be constructed of wood (no chain link) and not to exceed 6 feet in height and be properly maintained. Fences should not be constructed from the front corner of the house forward (flag lots excluded).

3. All firewood must be neatly stacked and stored in the back yard area. Side yards are also acceptable locations, but the wood pile should be located to the rear of the middle of the house (flag lots excluded).

4. No satellite dish antennas may be installed.

5. No tower antennas (radio or TV) are to be mounted on the exterior of any home or erected on any lot.

6. Regular sized antennas designed for residential use are allowed, but should be located on the rear slope of the roof either mounted on the roof itself or on the chimney. The height shall not exceed six (6) feet and the width must not exceed six (6) feet.

ARCHITECTURAL CONTROL - RULES AND REGULATIONS AND STATEMENTS OF POLICY
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7. All driveway and driveway extensions must be consistent with existing surfaces (i.e., concrete or asphalt).

8. All clothes lines must be of the portable type and well maintained. Portable assumes the clothes line unit will be taken down and stored inside when not in use.

9. All sheds must be constructed of wood or vinyl (no metal/aluminum), placed behind the house (flag lots excluded), color coordinated with the house, and properly maintained.

10. When a tree becomes hazardous to a homeowners' property and the tree is the property of the same homeowner, the homeowner may remove or have the tree removed professionally without prior approval of the Architectural Committee if the homeowner deems the situation too hazardous to wait for normal committee approval.

PROCEDURES

The following example outlines the steps in the basic Architectural procedure:

Homeowner John Smith is planning to have a deck built.

1. John reviews the Declarations Of Covenants and Bylaws (Sections 8 and 9) including all Architectural Rules and Regulations that are established in addition to Sections 8 and 9.

2. John fills out an Architectural Construction Request Form. Copies are enclosed in the rear pocket of your Declarations Of Covenants and Bylaws and can be reproduced freely. Additional copies of the forms are readily available from anyone on the Architectural Committee or Board of Directors.

3. Following the instructions on the form, John includes a copy of his property plat (copies should be in the homeowners settlement papers) and draws his proposed deck on the plat. If John has already gotten estimates for the deck, copies of any drawing or other descriptions of the deck provided by the contractor should be included.

4. John mails his request to:

*Canbury Woods HOA
P.O. Box 218
Hanover, Maryland 21076-9998
Attn: Architectural Committee*

or John may also hand carry his request to a member of the Architectural Committee.

ARCHITECTURAL CONTROL - RULES AND REGULATIONS AND STATEMENTS OF POLICY
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5. At the next Architectural Committee meeting (held once each month or more frequent if necessary), John's request is reviewed by the committee members who then vote to approve or disapprove the request.

6. The Chairperson of the Architectural Committee contacts John and informs him that his plans are approved and he can proceed with the project. John or his contractor is responsible for obtaining a County building permit, following all County building codes, and having building inspections. The HOA's Architectural Committee has no connection with County procedures or building permits. If John's plans were disapproved, the Chairperson points out what is wrong so John can revise or change his plans. The Architectural Committee's decisions are final, but can be appealed in writing to the HOA Board of Directors (see Section 8.1.3).

7. When the deck is completed, John contacts the Architectural Committee so they can see that the finished structure corresponds to the plans John submitted and the overall appearance of the structure is satisfactory. John may request the Architectural Committee to issue an optional certificate suitable for recordation among the Land Records (see Section 8.7). Any shortcomings in the completed project will be pointed out to John by the Committee.

Architectural Committee

Architectural Request Form

Your Name _____
Address _____
Telephone number(s) _____
Date _____

Mail to:

The Architectural Committee
P. O. Box 218
Hanover, Maryland 21076-9998

Date received by the Committee:

In accordance with the covenants and bylaws (specifically Sections 8 and 9), and the established rules and regulations, I request your consent to make the following changes, alterations, or additions to my house or lot (e.g., shed, fence, deck, etc.):

Please attach: a detailed description, a drawing (or blueprint) of your plans, and a duplicate copy of your property plat (you should have copies of your property plat with your settlement papers). Please draw your proposed structure on the copy of your plat.

I understand the Architectural Committee will act on this request and provide me with a written response of their decision within forty-five (45) days after I submit my request. I further understand and agree to the following provisions:

1. All work will be performed at a time and in a manner to minimize interference to others.
2. I will be responsible for complying with all state and local laws, codes, and requirements in connection with this work.
3. I understand that the decision by the Architectural Committee is final, but can be appealed to the Board of Directors upon written request by me within ten (10) days of the Committee's decision.
4. The contractor is: _____.
5. The work will start on or about _____ and should be completed on or about _____.
6. I will also notify the Architectural Committee when the work is completed.

Upon completion and final approval, I may request the Architectural Committee issue to me a written certificate in a form suitable for recordation among the Land Records.

Your Signature

U4

CANBURY WOODS HOMEOWNERS ASSOCIATION, INC.

*The Architectural Committee
P. O. Box 218
Hanover, Maryland 21076-9998*

Architectural Committee Bulletin

April 22, 1993

Dear Home Owners,

Attached is a copy of the Architectural Control - Rules and Regulations and Statements of Policy. The Architectural survey taken in May 1991 was processed and refined by both the Architectural Committee and the Bylaws Committee into the Policy Resolution that our Board of Directors, under the counsel of Thomas C. Schild (our Attorney), voted into place on March 7, 1993. Architectural issues should be less confusing since this Policy Resolution is written in very specific language whereas our Bylaws are written very broad by design.

To further avoid possible confusion, the Board of Directors will be distributing complete replacement sets of the Bylaws and Covenants to every homeowner (one set per address). The Policy Resolution described above and other recent documents will be included. Currently, the homeowners possess several different versions (some complete, others incomplete) of the Bylaws and Covenants. Look for your new copy in near future.

Also attached is a copy of an Architectural Request Form that we urge you to copy freely so you'll have a supply of forms for your Architectural projects. Springtime is already upon us and you may already be planning a new sun deck or fence project. Please take a few minutes to review the Architectural sections of the Bylaws (sections 8 and 9) along with the Policy Resolution, complete a request form and either mail it to the address at the top of this page or give it to a neighbor who is a volunteer serving on the Architectural Committee.

Since our survey in May 1991, you may have completed a few other Architectural projects that still need to be documented. So that our records are complete, please submit an Architectural Request for any projects completed which have not previously been approved by the Committee.

A few Architectural structures that are inconsistent with existing structures and/or the general plan of development of the community have been brought to our attention. We'll be sending out letters soon to request corrective actions from the homeowners. If you receive a letter, please do not take the issue personally, it is strictly community business and should be treated as such.

Have a great Spring and see you soon at the new Park !

The Architectural Committee

CANBURY WOODS HOMEOWNERS ASSOCIATION, INC.

BOARD OF DIRECTOR POLICY RESOLUTION

ARCHITECTURAL CONTROL -

RULES AND REGULATIONS AND STATEMENTS OF POLICY

At a regularly scheduled meeting of the Board of Directors of Canbury Woods Homeowners Association, Inc. held on March 7, 1993, at which a quorum was present, the Board of Directors, by not less than a majority vote of such quorum, adopted the following resolution:

As authorized by section 8.2 of the Declaration Of Covenants and Bylaws, the Architectural Committee has established the following rules and regulations and procedures for all homeowners. The rules and regulations are to be used in conjunction with Section 9 "Use of Lots". In cases where Section 9 and the rules and regulations describe the same subject (e.g., fences - Section 9.2.6 (a) and item 2 of the rules and regulations), the rules and regulations will supersede Section 9 with regard to that subject.

Rules and Regulations

1. All structures (e.g., fences, sheds, decks, porches, arbors, driveways, additions, etc.) are to be aesthetically pleasing, consistent with the overall appearance of existing structures (e.g., house, deck, driveway, etc.), and built or erected to meet normal construction standards (e.g., fences must following straight lines with the vertical components (posts and pickets) level and plumb, not perpendicular to the ground; decks must be level, handrails framed to be square and plumb, etc.). All structures must be maintained in a sound condition and kept up in appearance.

2. All fences should be constructed of wood (no chain link) and not to exceed 6 feet in height and be properly maintained. Fences should not be constructed from the front corner of the house forward (flag lots excluded).

3. All firewood must be neatly stacked and stored in the back yard area. Side yards are also acceptable locations, but the wood pile should be located to the rear of the middle of the house (flag lots excluded).

✶ 4. No satellite dish antennas may be installed.

5. No tower antennas (radio or TV) are to be mounted on the exterior of any home or erected on any lot.

✶ 6. Regular sized antennas designed for residential use are allowed, but should be located on the rear slope of the roof either mounted on the roof itself or on the chimney. The height shall not exceed six (6) feet and the width must not exceed six (6) feet.

ARCHITECTURAL CONTROL - RULES AND REGULATIONS AND STATEMENTS OF POLICY
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7. All driveway and driveway extensions must be consistent with existing surfaces (i.e., concrete or asphalt).

B 8. All clothes lines must be of the portable type and well maintained. Portable assumes the clothes line unit will be taken down and stored inside when not in use.

8 9. All sheds must be constructed of wood or vinyl (no metal/aluminum), placed behind the house (flag lots excluded), color coordinated with the house, and properly maintained.

10. When a tree becomes hazardous to a homeowners' property and the tree is the property of the same homeowner, the homeowner may remove or have the tree removed professionally without prior approval of the Architectural Committee if the homeowner deems the situation too hazardous to wait for normal committee approval.

PROCEDURES

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2. John fills out an Architectural Construction Request Form. Copies are enclosed in the rear pocket of your Declarations Of Covenants and Bylaws and can be reproduced freely. Additional copies of the forms are readily available from anyone on the Architectural Committee or Board of Directors.

3. Following the instructions on the form, John includes a copy of his property plat (copies should be in the homeowners settlement papers) and draws his proposed deck on the plat. If John has already gotten estimates for the deck, copies of any drawing or other descriptions of the deck provided by the contractor should be included.

4. John mails his request to:

*Canbury Woods HOA
P.O. Box 218
Hanover, Maryland 21076-9998
Attn: Architectural Committee*

or John may also hand carry his request to a member of the Architectural Committee.

ARCHITECTURAL CONTROL - RULES AND REGULATIONS AND STATEMENTS OF POLICY
=====

5. At the next Architectural Committee meeting (held once each month or more frequent if necessary), John's request is reviewed by the committee members who then vote to approve or disapprove the request.

6. The Chairperson of the Architectural Committee contacts John and informs him that his plans are approved and he can proceed with the project. John or his contractor is responsible for obtaining a County building permit, following all County building codes, and having building inspections. The HOA's Architectural Committee has no connection with County procedures or building permits. If John's plans were disapproved, the Chairperson points out what is wrong so John can revise or change his plans. The Architectural Committee's decisions are final, but can be appealed in writing to the HOA Board of Directors (see Section 8.1.3).

7. When the deck is completed, John contacts the Architectural Committee so they can see that the finished structure corresponds to the plans John submitted and the overall appearance of the structure is satisfactory. John may request the Architectural Committee to issue an optional certificate suitable for recordation among the Land Records (see Section 8.7). Any shortcomings in the completed project will be pointed out to John by the Committee.

Architectural Committee

Architectural Request Form

Your Name _____

Address _____

Telephone number(s) _____

Date _____

Mail to:

*The Architectural Committee
P. O. Box 218
Hanover, Maryland 21076-9998*

Date received by the Committee:

In accordance with the covenants and bylaws (specifically Sections 8 and 9), and the established rules and regulations, I request your consent to make the following changes, alterations, or additions to my house or lot (e.g., shed, fence, deck, etc.):

Please attach: a detailed description, a drawing (or blueprint) of your plans, and a duplicate copy of your property plat (you should have copies of your property plat with your settlement papers). Please draw your proposed structure on the copy of your plat.

I understand the Architectural Committee will act on this request and provide with a written response of their decision within forty-five (45) days after I submit my request. I further understand and agree to the following provisions:

1. All work will be performed at a time and in a manner to minimize interference to others.
2. I will be responsible for complying with all state and local laws, codes, and requirements in connection with this work.
3. I understand that the decision by the Architectural Committee is final, but can be appealed to the Board of Directors upon written request by me within ten (10) days of the Committee's decision.
4. The contractor is: _____
5. The work will start on or about _____
and should be completed on or about _____
6. I will also notify the Architectural Committee when the work is completed.
7. Upon completion and final approval, I may request the Architectural Committee issue to me a written certificate in a form suitable for recording among the Land Records.

Your Signature

U4

To: All Canbury Woods Home Owners

From: The Home Owners Association Architecture Committee

Dear Home Owners,

On February 20, 1991, the the home owners took control of the Canbury Woods Home Owner Association (HOA) from the developer; Brantly Development Corporation. Since that time the temporary officers and board of directors have met once on, set the annual HOA fees at \$120, and notified everyone about the fees through a letter from Crest Property Management Company Inc. dated March 25, 1991. We firmly believe that now the home owners are in control therefor, we will be able to take care of our community business in a fair and timely fashion.

It is intent of this letter is to conduct a survey of the home owners concerning the Canbury Woods covenants, bylaws, and to inform you of what the Associations Architecture Committee has achieved to date. Appendix A and B of this document consist of a survey form and a ballot respectively, the survey is of any modifications/improvements (*ie.* fences, decks, shed, etc...) you have done to your property since the date of occupancy, and is for ballot amendments to the bylaws. Please take the time to read each carefully, fill them out completely, and return them to the person specified at he bottom of this letter. This information is essential for establishing the framework for which a sound HOA can be constructed and the processing of all architectural improvements for our properties.

It is expected that every homeowner has a copy of the covenants and bylaws concerning our community (If for some reason you do not have a copy please contact Brantly Development Corporation, 10620 Guilford Road, Suite 200, Jessup Maryland 20794. (301) 730-0810). These covenants and bylaws should have been received at the time you signed the contract for your house. Buyers were to read and understand the covenants and could have, legally within five days, canceled the contract if the covenants seemed objectionable. These covenants are very important, since we are a Planned Unit Development (PUD) and are obligated to apply with the established covenants. When a Canbury Woods home is re-sold , the potential buyers must be aware of the covenants since they are a part of the property purchase and must consider them just as we were supposed to have done. The first part of our survey deals with the covenants and will hopefully result in everyone having a copy and the opportunity to understand them.

The architectural committee met on April 14, 1991 for the first time, then again on the four following Sundays. Our efforts consisted of reviewing sections 8 and 9 of the covenants, collecting approval information from Crest Management Inc. and Brantly developers, making amendments to the existing Bylaws (as documented in Appendix B), and developing the proper procedures and forms for establishing a sound architecture review process. The results of the meetings are highlighted in Appendix C (Associations Architecture Committee Meeting). We also decided to meet on the first Sunday of each month and process architectural request at the meetings. Surveying the home owners and convenants and existing home improvements was also recommended.

The Architectural Committee is a volunteer group of your fellow home owners insuring that modifications and additions are resalable, in good taste, and and asset for our community as well as your property. In short, we believe that each of us have a major investment in our homes and would like to maintain property values so they will appreciate equitably with time. Homes in communities with sound HOAs usually re-sell above market value and are always in demand by potential buyers.

Please take a few minutes to complete the attached survey (eg. Appendix A)^{+B} and return it to

Michele Nethken at 6002 River Birch Ct by Thurs. May 23rd

Sincerely,

The Architectural Committee.

Appendix A

CANBURY WOODS HOME OWNERS ASSOCIATION

ARCHITECTURAL COMMITTEE SURVEY - MAY 15, 1991

Name: _____

Address: _____

Telephone: _____

Please circle **YES** or **NO** where applicable.

1. Do you have a copy of the Canbury Woods Community covenants and by-laws?
Yes **No**
2. Do you recognize that you are required to follow the covenants concerning property modifications and additions?
Yes **No**
3. Have you made any additions or modifications to your property such as fences, decks, sheds, patios, etc.?
Yes **No**

If yes, please briefly list each item below and circle yes or no concerning prior approval by the developer. This does not imply that your current structure will not be approved, in all likelihood they will be approved. This is primarily for the Architectural committee's records.

Brief Description of Addition or Modification (<i>ie.</i> Deck, Fence, Antenna, etc...)	Approval	
a. _____	Yes	No
b. _____	Yes	No
c. _____	Yes	No
d. _____	Yes	No
e. _____	Yes	No
f. _____	Yes	No
g. _____	Yes	No
h. _____	Yes	No

Use this space or additional pages for any comments or suggestions you may have.

Please return completed survey form to _____ by _____ .

Appendix B

Amendments to the BYLAWS

Please take your time and read these amendments thoroughly and use an ink pen to circle your votes. A "YES" indicates that you are in agreement with the amendment and a "NO" indicates that you disagree with the amendment. **Failure to return this ballot to the individual by the date specified on the first page of this memo will indicate that you are in agreement with all the proposed amendments.** If you have any other comments or concerns please feel free to express them on the back of this form or an additional piece of paper.

- | | | |
|--|-----|----|
| 1.) All firewood must be neatly stacked and kept behind the house. | Yes | No |
| 2.) No satellite dish antennas may be installed. | Yes | No |
| 3.) All television and radio antennas are not to mounted on the exterior of any home. If one so desires an antenna it should mounted it in the attic of their home. | Yes | No |
| 4.) All driveway extensions must be consistent with the existing surface (<i>ie.</i> concrete, asphalt, etc.). | Yes | No |
| 5.) All cloths lines must be of the portable type and be put away after every use. | Yes | No |
| 6.) All sheds must be constructed of wood (no aluminum/metal), placed behind the house, color coordinated with the house, and properly maintained. | Yes | No |
| 7.) All fences must be no taller than 48 inches unless enclosing a pool. | Yes | No |
| 8.) Fences are expected to be constructed in the back of the house and not exceeding the middle of the house. | Yes | No |
| 9.) All untagged vehicles must be kept off the street. They are expected to be kept in a garage or in the driveway with a cover (<i>ie.</i> the cover must be an automobile cover which covers the entire car) on them. | Yes | No |
| 10.) All recreation vehicles must be kept off the streets. They are expected to be kept in the garage or driveway and properly tagged. | Yes | No |
| 11.) All professional equipment (tractors, machinery, etc...) should not be kept at any residence unless it is confined to the garage or interior of the home. | Yes | No |

Appendix C

Notes from Associations Architectural Committee Meetings

- Agreed to follow the existing bylaw with the exception of section 8.2.1, part b, that concerns committee approval on interior painting or other modifications/alterations visible from the exterior.
- Developed the necessary process and forms for submitting and approving request.
- Made further modifications to the existing Bylaws (*ie.* Appendix A of this document).
- Agreed to allow all existing aluminum/metal shed to remain but these sheds must be neatly maintained or disposed of. Once disposed of they will not be permitted to replace them.
- After contacting Crest management Inc. and Brantly Developers they supplied us with all of their existing records of approvals and disapprovals of construction/exterior modification request made to them. It has been brought to our attention by both Crest and Brantly there exist many unapproved structures in our development. The AAC voted and unanimously agreed that it would grant approvals for all structures that that were constructed within the guidelines specified via the bylaws. But those that are unapproved and were not constructed within the guidelines (*ie.* fences over 48" not surrounding a pool, external antennas, etc...) specified via the bylaws must be rectified. Although when addressing the fence issue we did agree on some provisions, for example, those who currently have fences over 48" have until July 15, 1991 to install a pool otherwise the fence must be corrected. We felt that the allowance of such structures would be unfair to the rest of our community.
- All violations must be corrected by July 15, 1991. If anyone has problems with this deadline we encourage them to submit there reason why in writing to AAC for an extension. We can assure you that we will give it our full consideration.

THE CANBURY WOODS ASSOCIATION, INCORPORATED

AMENDMENT TO DECLARATION

(Acceleration of Assessments)

The following language is added to Section 6.6 of the Declaration as Section 6.6.3:

6.6.3 In the event any assessment or installment of an annual assessment is not paid within thirty (30) days of the due date, the Board of Directors may accelerate the remaining balance of the annual assessment for that fiscal year and declare such balance to be immediately due and payable in full. The accelerated annual assessment shall be subject to the Association's lien on the Lot and shall be the personal obligation of the Owner of such Lot.

CANBURY WOODS HOMEOWNERS ASSOCIATION, INC.

PROPOSED AMENDMENT TO DECLARATION

(Enforcement Procedure)

Section 11 of the Declaration of Covenants, Easements, Charges and Liens is amended by the addition of Section 11.14 which provides as follows:

11.14 Enforcement. This Declaration and the Articles of Incorporation, Bylaws and Rules and Regulations of the Association may be enforced by any Owner or Mortgagee of a Lot and the Board of Directors of the Association against any Owner, tenant, Developer, occupant of a Lot, the Board of Directors, Mortgagee or other party having an interest in a Lot or the administration of the Community. Such enforcement shall include, without limitation, the power of the Board of Directors to levy fines for any violation of this Declaration, the Articles of Incorporation, Bylaws and Rules and Regulations provided the violator and the Owner (if not the violator) are provided written notice of the violation and an opportunity for a hearing before the Board of Directors or a designated committee.

With respect to any action or dispute regarding the enforcement, application or interpretation of any provision of the Declaration, Bylaws, Articles of Incorporation, Rules or Regulations or any decision or resolution of the Board of Directors, the Association or any committee appointed by the Board of Directors, brought in any dispute resolution forum (including, without limitation, court or arbitration), the prevailing party in such action or dispute shall be entitled to recover from the unsuccessful party its reasonable attorney's fees, costs and other expenses incurred. Such right of recovery shall include all costs, expenses and attorney's fees related to the matter whether incurred before or after the initiation of any litigation or other dispute resolution process.

Explanation: This amendment provides that the prevailing party in an enforcement action is entitled to recover its costs and attorney's fees.

CANBURY WOODS HOMEOWNERS ASSOCIATION, INC.

PROPOSED AMENDMENT TO DECLARATION

(Acceleration of Assessments)

The following language is added to Section 6.6 of the Declaration as Section 6.6.3:

6.6.6 In the event any assessment or installment of an annual assessment is not paid within thirty (30) days of the due date, the Board of Directors may accelerate the remaining balance of the annual assessment for that fiscal year and declare such balance to be immediately due and payable in full. The accelerated annual assessment shall be subject to the Association's lien on the Lot and shall be the personal obligation of the Owner of such Lot.

Explanation: This amendment allows the Association to accelerate the balance of an annual assessment upon the failure to pay any installment of such assessment. The ability to accelerate the balance will aid the Association in collecting assessments.

(W)

THE CANBURY WOODS ASSOCIATION, INCORPORATED

AMENDMENT TO DECLARATION

(Enforcement Procedure)

The following language is added to Section 11 of the Declaration as Section 11.14:

11.14 Enforcement. This Declaration and the Articles of Incorporation, Bylaws and Rules and Regulations of the Association may be enforced by any Owner or Mortgagee of a Lot and the Board of Directors of the Association against any Owner, tenant, Developer, occupant of a Lot, the Board of Directors, Mortgagee or other party having an interest in a Lot or the administration of the Community. Such enforcement shall include, without limitation, the power of the Board of Directors to levy fines for any violation of this Declaration, the Articles of Incorporation, Bylaws and Rules and Regulations provided the violator and the Owner (if not the violator) are provided written notice of the violation and an opportunity for a hearing before the Board of Directors or a designated committee.

With respect to any action or dispute regarding the enforcement, application or interpretation of any provision of the Declaration, Bylaws, Articles of Incorporation, Rules or Regulations or any decision or resolution of the Board of Directors, the Association or any committee appointed by the Board of Directors, brought in any dispute resolution forum (including, without limitation, court or arbitration), the prevailing party in such action or dispute shall be entitled to recover from the unsuccessful party its reasonable attorney's fees, costs and other expenses incurred. Such right of recovery shall include all costs, expenses and attorney's fees related to the matter whether incurred before or after the initiation of any litigation or other dispute resolution process.

THE CANBURY WOODS ASSOCIATION, INCORPORATED

FOURTH AMENDMENT TO DECLARATION OF
COVENANTS, EASEMENTS, CHARGES AND LIENS

THIS AMENDMENT is made this 6th day of February, 1996 by THE
CANBURY WOODS ASSOCIATION, INCORPORATED.

W I T N E S S E T H :

WHEREAS, certain lots, the owners of which are members of The Canbury Woods Association, Incorporated ("the Association"), are subject to a Declaration of Covenants, Easements, Charges and Liens recorded on January 13, 1987 in Liber 1584, Folio 417 among the Land Records of Howard County, Maryland ("Declaration") by the terms of such Declaration or the First, Second and Third Amendments to such Declaration recorded among the Land Records of Howard County, Maryland at Liber 1806; Folio 028; Liber 1872, Folio 0610; and Liber 1890, Folio 0736, respectively; and

WHEREAS, the membership of the Association has determined that it is in the interest of the Association to make certain changes to its Declaration; and

WHEREAS, pursuant to the provisions of Section 11.3.1 of the Declaration, the owners of two-thirds (2/3) of the lots have approved changes in the Declaration as evidenced by their signatures which are attached to this document and made apart hereof; and

WHEREAS, the changes will not adversely affect the right, title and interest of any Mortgagee as defined in the Declaration, thus not requiring mortgagee approval of such amendments; and

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Canbury Woods Assoc
PO Box 218
Howard County, Maryland 21076-9998
www.canburywoods.com

NOW THEREFORE, pursuant to Section 11.3.1 of the Declaration, the Declaration is hereby amended as follows:

1. The following language is added to Section 6.6 of the Declaration as Section 6.6.3:

6.6.6 In the event any assessment or installment of an annual assessment is not paid within thirty (30) days of the due date, the Board of Directors may accelerate the remaining balance of the annual assessment for that fiscal year and declare such balance to be immediately due and payable in full. The accelerated annual assessment shall be subject to the Association's lien on the Lot and shall be the personal obligation of the Owner of such Lot.

2. Section 11 of the Declaration of Covenants, Easements, Charges and Liens is amended by the addition of Section 11.14 which provides as follows:

11.14 Enforcement. This Declaration and the Articles of Incorporation, Bylaws and Rules and Regulations of the Association may be enforced by any Owner or Mortgagee of a Lot and the Board of Directors of the Association against any Owner, tenant, Developer, occupant of a Lot, the Board of Directors, Mortgagee or other party having an interest in a Lot or the administration of the Community. Such enforcement shall include, without limitation, the power of the Board of Directors to levy fines for any violation of this Declaration, the Articles of Incorporation, Bylaws and Rules and Regulations provided the violator and the Owner (if not the violator) are provided written notice of the violation and an opportunity for a hearing before the Board of Directors or a designated committee.

With respect to any action or dispute regarding the enforcement, application or interpretation of any provision of the Declaration, Bylaws, Articles of Incorporation, Rules or Regulations or any decision or resolution of the Board of Directors, the Association or any committee appointed by the Board of Directors, brought in any dispute resolution forum (including, without limitation, court or arbitration), the prevailing party in such action or dispute shall be entitled to recover from the

unsuccessful party its reasonable attorney's fees, costs and other expenses incurred. Such right of recovery shall include all costs, expenses and attorney's fees related to the matter whether incurred before or after the initiation of any litigation or other dispute resolution process.

IN WITNESS WHEREFORE, the undersigned officers of the Canbury Woods Association, Incorporated hereby certify that the instruments attached hereto are true and genuine and that the foregoing Amendments were duly approved by at least two-thirds (2/3) of the owners of lots subject to the Declaration.

ATTEST:

THE CANBURY WOODS ASSOCIATION, INCORPORATED

Suzanne Blanchett
Secretary, The Canbury Woods Association, Incorporated

By: Al Loyd
Al Loyd, President

STATE OF MARYLAND)
PRINCE GEORGE'S)
COUNTY OF ~~HOWARD~~) ss:

I hereby certify that on this 8th day of Feb., 1996, before me, a Notary Public, personally appeared Al Loyd and Suzanne Blanchett, the President and Secretary, respectively, of The Canbury Woods Association, Incorporated, who are personally well known to me or satisfactorily proven to be the president and secretary, respectively, of The Canbury Woods Association, Incorporated and that they have been duly authorized to execute, and have executed, the foregoing instrument for the purposes stated therein, and that such instrument is the act and deed of The Canbury Woods Association, Incorporated.

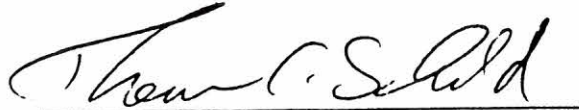
(SEAL)

Andrea Gward
Notary Public

My Commission Expires: 4-28-97

ATTORNEY'S CERTIFICATION

I HEREBY CERTIFY that the foregoing instrument was prepared by or under the supervision of the undersigned, an attorney duly licensed to practice before the Court of Appeals of Maryland.



Thomas C. Schild

L:\WP51\FILES\TCSC\DECL-AMD.CNW {9602}

IMP FD SURE \$	2.00
RECORDING FEE	20.00
TOTAL	22.00
Rest HOBB	Rest \$ 15043
HIR DNA	BIK \$ 748
Feb 03, 1996	10:45 am