

Woodlyn Crossing
Homeowners Association
695 Valley Stream Circle, Langhorne, PA 19053

Architectural Control Committee

Guidelines & Procedures
Latest Revisions: 2024

WOODLYN CROSSING HOMEOWNERS ASSOCIATION

May 25, 2013

Dear Residents:

In 1974, Woodlyn Crossing was created as a “Planned Unit Residential Development,” one of the first to be approved in the Commonwealth of Pennsylvania under a newly created zoning classification for sub divisions. The concept was to build an architecturally integrated community that prioritized preserving open space and undeveloped areas, while “clustering” residential units of single homes, twins and townhouses.

A set of “Restrictions and Covenants” was created, recorded at the County seat in Doylestown and incorporated in the deed for each and every property in this development. These covenants, restrictions and easement are there to insure the protection and preservation of Woodlyn Crossing property values and amenities. It is very important you familiarize yourself as to what is controlled or restricted and how they may affect you and your home.

In addition, an ACC, or “Architectural Control Committee” was established along with “Guidelines and Procedures,” that are updated on a regular basis by the elected Board of Directors. The attached pamphlet clarifies and codifies architectural standards that are applied when applications for exterior homeowner lot improvements are filed, as generally required.

The Woodlyn Crossing Board of Directors

ARCHITECTURAL CONTROL COMMITTEE GUIDELINES AND PROCEDURES

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I. PREFACE

In accordance with Article V, Architectural Control Committee (ACC) of the Declaration of Covenants and Restrictions, no buildings or other structures or any other improvements shall be erected or placed on any Lot until plans and specifications showing the nature of the work are approved by the Architectural Control Committee (ACC). These regulations are established, under authority of the Declaration of Covenants and Restrictions, to guide residents, owners, members and the ACC in assessing the suitability of proposed improvements. The architectural standards and restrictions are designed to preserve the open and unobstructed nature of the development and maintain a unified architectural character and appearance while permitting owners and members to make changes which suit their individual tastes, desires and needs.

The **Declaration of Restrictions and Covenants and the Bylaws of the Woodlyn Crossing Homeowners Association** are incorporated herewith, by reference.

The purpose of this document is to:

- 1) Identify regulated improvements,
- 2) Set forth architectural standards, guidelines and restrictions for said improvements, and
- 3) Establish procedures and requirements for obtaining approval from the Architectural Control Committee in a clear and simple manner.

These guidelines and regulations are supplemental to applicable building and zoning codes. Where there is conflict between governmental requirements and these regulations, the more restrictive provision will apply. Prior to the start of work, members, owners and residents must obtain approval from the Architectural Control Committee for all regulated improvements in the Woodlyn Crossing Development, regardless of the approvals that may be mandated by governmental agencies. Failure to comply with these regulations may result in action by the Board of Directors to have an offending improvement removed or subject a member or resident to penalties and/or fines, as may be determined.

II. ESTABLISHMENT OF SECTIONS

Woodlyn Crossing comprises several different housing types and styles. Evaluation of proposed buildings, structures or improvements must take into consideration the type of housing and architectural character of the area in which the property is located. The following sections are delineated to allow for flexibility in the application of regulations and to identify aspects of the architectural character of the neighborhood.

A. SECTION I – SINGLES

This area includes properties with single-family detached dwellings on Green Ridge Circle, Edgewood Lane, Bridge View Road and Valley Stream Circle. The architecture is characterized by a variety of styles and colors with extensive use of color coordinated siding, brick, stucco and wood/simulated wood with asphalt/fiberglass shingles.

B. SECTION II – TWINS

This area includes the twin homes on Valley Stream Circle. The architecture contains a variety of styles and colors using color coordinated siding, brick, stucco and wood/simulated wood with uniformly colored and evenly textured asphalt/fiberglass shingles. Adjoining dwellings have coordinated coloring.

C. SECTION III - TOWNHOUSES (Phases I and II)

This area includes the single-family attached dwellings built in the initial phases of development. Within this section are two sub-areas. Phase I Townhouses are on Woodbridge Place, Woodbridge Court North and Woodbridge Court South. Phase II Townhouses are on Lakeview Court, Valley Stream Circle, Pebble Ridge Court, Stoney Hill Court East and Stoney Hill Court West. The architecture is a colonial style with a variety of primary and secondary colors. Both phases use color coordinated siding and stucco with wood/simulated wood trim. Roofs are covered with uniformly colored and evenly textured asphalt/fiberglass shingles. Phase I Townhouses have brick veneer, patios and entry stoops. Phase II Townhouses have light brown stucco and concrete patios and stoops.

D. SECTION IV - TOWNHOUSES (Phase IV)

This section includes the single-family attached dwellings built in the final phase of development (a.k.a. Hunters Knoll) on Ashton Circle, Leon Circle and Whittier Drive. These dwellings are characterized by their uniformity of architecture and color. Siding is light shade of grey, blue and green with accents in matching colors or white. Stucco and trim are white. Roofs are covered with uniformly colored and evenly textured asphalt/fiberglass shingles.

III. COLOR SELECTION GUIDELINES

A. GENERAL

The following standards are established to permit members, owners and residents flexibility in the personalization of their property while maintaining an aesthetically pleasing color presentation for the Woodlyn Crossing development. While not intended to be restrictive of individual taste and color preference, basic guidelines are provided so that each resident is afforded an equal opportunity for the fair and unbiased review of their specific request.

1. All members and residents wishing to change part or the entire palette of their residence are required to obtain the approval of the ACC in accordance with these Guidelines and Procedures. A brief explanation and sample of colors to be used should accompany all such requests.
2. Any color selection which represents a change to the existing exterior color treatment shall conform to the guidelines listed below.
3. If colors submitted do not conform to the color selection guidelines, the ACC retains the right to guidelines.
4. The ACC will consider requests for a change of color only if the proposed color is a variation in shade of a color already in use in the Section where that color is to be used, in accordance with the following limitations:
 - a. Metallic, iridescent, fluorescent or neon shades of any color are prohibited.

- b. Shades of pink and purple or "Hot Color" variations of red, yellow, blue, green, orange or other colors are prohibited.
- c. Black shall only be permitted as a trim color.
- d. Exterior color palettes on each dwelling will be limited to three (3) different colors for doors, siding, shutters, trim and accessories (e.g., columns, posts, light poles, etc.). Brick, stucco and roofing shall not be included in this limitation, provided there is only one color and pattern/texture of each on the property. Exterior improvements, such as fences, decks, railings, etc., shall be color coordinated with the dwelling.

B. SECTION I – SINGLES

Color of exterior components may be selected from commercially available, custom or stock exterior products sold by retail suppliers for use in residential construction.

C. SECTION II – TWINS

Color and type of exterior components shall match existing finishes. Colors may be changed to a solid color or shade of an approved color already in use on another unit.

D. SECTION III - TOWNHOUSES (PHASES I and II)

Color and type of exterior components shall match existing finishes. Colors may be changed to a solid color or shade of an approved color already in use on another unit, provided no two attached units will be of the same color, unless such condition is preexisting to these guidelines.

The ACC, at its sole discretion, may approve new colors for front entry doors. These shall include dark shades of maroon, grey, blue and green. Color samples, including manufacturer's name and color sample, must be submitted with a Request of Approval.

E. SECTION IV - TOWNHOUSES (PHASE IV)

Color and type of exterior components shall match existing finishes for each building (groups of attached dwellings). If existing color cannot be matched, the owners of dwellings within that building must agree, by majority vote, to select and use a color suitable to the character of the section. If the owners of dwellings within that building do not respond to a request to approve a new color palette or new types of materials, the Architectural Control Committee shall have the right to make the selection and enforce its use.

The ACC, at its sole discretion, may approve new colors for front entry doors. These shall include dark shades of maroon, grey, blue, green **and natural colored wood**. Color samples, including manufacturer and name, must be submitted with a Request for Approval.

IV. ARCHITECTURAL GUIDELINES

A. GENERAL

1. No improvements or exterior alterations will be allowed which are deemed by the Board of Directors to be a nuisance, produce excessive glare or noise, cause a significant negative impact on adjoining or adjacent properties or endanger the health and welfare of the development, residents or guests.
2. All construction and improvements shall comply with applicable regulations, building codes and the municipal zoning ordinance. All permits and approvals required by outside agencies are the responsibility of the member or resident seeking approval. The ACC does not review Requests for Approval for compliance with any outside regulations.
3. Unless otherwise noted herein, all improvements and changes to exterior of dwellings are subject to review and approval by the ACC, prior to installation or construction.
4. All dwellings, improvements and exterior alterations shall be constructed, installed and maintained in a good and workmanlike manner.
5. All residents must request approval from the ACC for new siding, roofing and decks, regardless of whether or not there is a change from the existing condition.
6. ACC approval is not required when a resident repairs or replaces doors or windows with the same style and color.

B. ROOFING MATERIALS

1. Town homes and Twins must attempt to match or coordinate new roofing colors with existing colors when repairing or replacing a roof. Once a new color is approved and installed for one unit in a row or group, all other units in that row or group must use the new color when installing their new roof, as long as it is available from the manufacturer. The Homeowners Association will notify all owners in a row or group when a new color is approved for that row or group. All Town homes and twins shall provide the manufacturer's name and color of new roofing to the ACC with the Request for Approval. Shingles must be a uniform texture and color. The ACC may, at its sole discretion, approve a color that coordinates with the existing, adjacent roofs. In such a case, the owner may be required to install a border or dividing strip between the new and old roofing at the party wall.
2. Singles are permitted to use any commercially available roofing product, subject to the Color Selection Guidelines.
3. Owners may repair or replace a portion of the shingles on their roof with a matching color; however, repairs shall be limited to no more than 1% of the roof area on the entire exposed face. The owner shall replace all of the shingles when patches exceed 1% of the roof area on the exposed face.

C. LANDSCAPING

1. No statues, sculptures, painted trees, bird baths, fountains, replicas of animals or humans or other objects of this nature may be affixed or placed on any Lot or building where they would be visible from any street. No

improvement resembling or shaped to look like the above items shall be placed on any Lot or building where they would be visible from any street.

If a property has more than one street frontage, a small statue may be allowed at the discretion of the ACC if it meets the following criteria: statues must be located in the rear yard; it must be buffered with landscaping; its size and color must blend with the surroundings.

2. Dumping of landscape or household refuse at no time will be permitted on the Common Properties. Residents must make separate arrangements for pick up and disposal of refuse not picked up by the municipal refuse contractor.
3. The storing or disposal of hazardous waste or waste products at no time will be permitted on the Common Properties or any property in the development. Any such person found to be in violation of this guideline will be prosecuted to the fullest extent of the law.
4. Permanently installed play equipment may not be located in a front yard or side yard facing a street or public driveway.
5. Residents shall not alter existing land contours or conditions in such a way as to change or increase storm water runoff from their property to adjacent or adjoining properties, unless done so with the express written consent of the downstream property owner(s). This is a matter of law and common courtesy. The Homeowners Association will not assume responsibility for enforcing this provision, unless the Association is an aggrieved property owner and the Board of Directors decides to take action; however, the affected property owner(s) have all rights permitted by law to take action to remedy their situation.
6. No noxious or invasive plant materials will be permitted.
7. No tree within Common Properties shall be removed by a homeowner unless permitted by the Association.
8. The Declaration of Restrictions and Covenants (Article VI, Paragraph 10) requires that residents and members obtain approval of the ACC prior to any substantial destruction of vegetation or removal of trees. ****
The following standards and requirements will apply:
 - a. A tree is defined as any woody perennial plant having a trunk caliper of six inches or more, measured at a height of four feet above ground level.
 - b. A Substantial destruction of vegetation@ is defined as the removal or destruction of vegetation on any Lot, by any means, over an aggregate area of one hundred square feet or more.
 - c. No tree shall be removed by a resident or member without the prior approval of the ACC, except where an immediate hazard or danger exists. The ACC must be immediately notified, in writing, when a tree is removed because of an immediate hazard or danger, and such notification will be treated as a request for approval of the ACC for removal of the tree.
 - d. Trees removed for the purposes of building expansion, decks, patios, walkways, driveways or other building or site improvements shall be replaced on the residents= property, one-for-one, with a Shade Tree or Ornamental Tree from the list of approved species.
 - e. The ACC may require the resident or member to plant new trees when existing trees are cut down. This requirement shall be at the sole discretion of the ACC.
 - f. Residents and members requesting approval for removal of one or more trees will include with their request a statement indicating that the trunk and all visible portions of the root structure above ground level will be

- removed and the area around the removed tree will be restored and stabilized with lawn or landscaping.
- g. Residents may request that a tree trunk be allowed to remain after a tree is cut down, for decorative or environmental purposes, under the following conditions: 1) The height of the trunk is no more than 12 inches above the adjacent ground level, and, 2) The tree trunk is located where it cannot be seen from streets, public courts and public driveways.
 - h. Substantial destruction of vegetation is not permitted on any Lot without prior approval of the ACC. Residents and members requesting approval for clearing, grubbing or destruction of vegetation will include with their request a plan providing for the minimization of soil erosion during the course of the work and for immediate soil stabilization and prevention of offsite erosion after the work is completed.
9. Planting of trees, shrubs, and other vegetation and landscaping, including beds, borders, and associated materials, which do not adversely affect:
- a. Sight distance of pedestrians or vehicles on roads and driveways;
 - b. Pedestrian passage;
 - c. Utilities and services;
 - d. Grading, drainage or erosion;
 - e. Or, create noxious odors; will be allowed without prior approval by the ACC.
10. The Restrictions and Covenants require that the member obtain approval of the ACC prior to removing trees. The ACC may require the member to plant new trees when trees are cut down. This requirement shall be at the sole discretion of the ACC. List of approved trees are as follows:

Shade Trees:		Ornamental Trees:
Beech	Sycamore	Cherry
Maple	Poplar	Crabapple
Oak	Pear	Dogwood

11. Permanently installed, exterior, aboveground energy supply sources (e.g., an oil tank or propane tank) must be enclosed with buffer fencing or landscaping and located so as to comply with ACC Guidelines for landscaping, fences and privacy fences. All such installations must conform to Federal, State and Local laws and regulations. The buffer requirement does not apply to portable barbeque units.
12. Lot Maintenance shall include trees and shrubs not overhanging or impeding use of sidewalk.

D. DECKS

1. A deck is a structure without walls or roof, constructed as a platform(s), with a floor elevation higher than six inches above ground level.
2. No deck shall be constructed within the front yard of any Lot, except for a disability access ramp intended for use by a resident of the property on a permanent basis. No deck shall be constructed within ten feet of the front of any house.
3. Decks shall be constructed of weather resistant materials.
4. Colors shall be limited to natural wood colors and stains (beige, brown and redwood). White and colors matching the pastel grey, blue or green of the siding are permitted in the Section IV Townhouses

5. Structural supports may be built of wood/simulated wood, masonry with a stucco veneer, brick and/or steel. Colors and finishes shall be appropriate for the Section in which the deck is located.
6. Only bottom floor level and first floor above bottom floor level decks shall be permitted.
7. Dimensional Requirements:
 - a. Section I – Singles

Decks may not extend more than half the distance to the property line, measured from the exterior wall of the dwelling.
 - b. Sections II, III & IV - Twins & Townhouses
 - i. Decks may not extend more than sixteen feet from the original, main wall of the dwelling.
 - ii. The aggregate dimension of decks (inclusive of railings, landings, steps and appurtenant construction) may not extend more than half the distance to the property line on sides of Twins or end units in Townhouse sections, except and only except, end units that face open space may have an aggregate width two feet wider than the requirements set forth.
 - iii. Decks shall be at least two feet less in length/width than the width of the side of the dwelling along which they are located.
8. Railings may be up to four feet high. A privacy railing up to six feet in height, extending from the wall of the dwelling not more than half the width of the deck measured away from the dwelling, may be permitted, except for ground level decks where the railing may be construed as a privacy fence.
9. For decks with steps, a landing (maximum twelve square feet) and steps (maximum three feet six inches wide) will be allowed outside of the sixteen-foot limitation, provided that all other dimensional requirements are met. In this regard, however, steps must be built along the side or end of the deck, but not projecting away from the deck.

E. STANDARDS FOR ENCLOSING AREAS UNDER DECKS: The enclosure of an area under a deck may be approved if it conforms to the following requirements (and other applicable requirements of the ACC Guidelines):

1. The enclosure is for architectural purposes or the space within the enclosure will only be Used for storage or similar, passive uses.
2. The enclosure shall be decorative and shall conform to the architectural character, Colors and finishes of the deck, dwelling and section of Woodlyn Crossing in which the Home is located.
3. The maximum horizontal dimensions of the enclosure will be subject to the same Dimensional standards as decks and fences, i.e., the enclosure may not extend more Than sixteen feet from the main wall of the dwelling and not more than half the width of the side or rear yard. In no case will the enclosure extend beyond the floor area of the deck.

4. The enclosure of the area under a deck in the rear yard will not be permitted if the floor of the deck is one story above ground floor level or if the floor of the deck is six feet or more above ground level at any location. This will not preclude the enclosure of the area under a deck along the side wall of twin homes and end-unit townhouses. An enclosure on the side of the dwelling may not extend past the rear wall.
5. The walls of the enclosure will be constructed with ventilation, openings and spaces so as not to create a solid wall. Solid sheets and panels will not be permitted. Examples of acceptable wall materials are lattice, spindles, narrow slats or wood railing pickets.
6. The Architectural Control Committee, at its sole discretion, may require the homeowner or resident to install buffer landscaping or foundation plantings around the enclosure.
7. Enclosures with fencing or enclosures with a space or gap between the top of the enclosure and the underside of the deck joists will not be approved unless the proposal also meets the requirements for fences.
8. Enclosures not meeting these standards may be evaluated as a building addition.

F. STANDARDS FOR SCREENING IN AREAS UNDER DECKS: The screening of an area under a deck may be approved if it conforms to the following Requirements (and other applicable requirements of the ACC GUIDELINES):

1. Screening under decks will only be permitted in the rear yard. The screening of decks shall not be permitted in side yards.
2. Screens must be enclosed by frames which shall be attached to the deck structure. Screening attached directly to the deck will not be accepted. The screen frames shall be decorative and shall conform to the architectural character, colors and finishes of the deck, dwelling and section of Woodlyn Crossing in which the home is located.
3. A solid knee wall may be placed under the screen frames as long as they do not exceed 1/3 the height on the deck or 3'-0" in high, whichever is greater. The knee wall shall be constructed of decorative materials and shall conform to the architectural character, colors and finishes of the deck, dwelling and section of Woodlyn Crossing in which the home is located.
4. The maximum horizontal dimensions of the screened in area will be subject to the same dimensional standards as decks and fences, i.e., the screening may not extend more than sixteen feet from the main wall of the dwelling. In no case will the screening extend beyond the floor area of the deck.
5. The screening of the area under a deck will not be permitted if the floor of the deck is more than one story above ground floor level or if the floor of the deck is 8 feet or more above ground level at any location.
6. The Architectural Control Committee, at its sole discretion, may require the homeowner or resident to install buffer landscaping or foundation plantings around the screening under the deck.
7. Enclosures not meeting these standards may be evaluated as a building addition.

G. SIGNS & SYMBOLS

1. No signs shall be placed on the Common Property without the express, written approval of the Board of Directors. Regulatory, safety or warning signs may be placed on Common Property when directed by the manager or designated representative of the Board of Directors.
2. No signs for business or advertising purposes will be permitted on any Lot, except as noted below.
3. Contractors' signs will not be permitted at any time, either on private property or the Common Properties.
4. Homeowners, or agents of the homeowner, will be allowed to place one freestanding real estate sign, maximum nine square feet of copy area, for the sole purpose of advertising the sale of the Lot where the sign is placed, without the approval of the ACC. Such a sign may remain until the property is sold and settled. Only one real estate sign shall be permitted on any lot. Real estate signs must be maintained in an upright position.
5. Alarm signs, or signs for on-site home/property protection systems and services, are permitted without the approval of the ACC. These signs shall be limited in size to fit inside a 12-inch square. Only one such sign, visible from the road, will be allowed; except, and only except, two identical signs may be affixed to the Homeowners' mailbox.
6. Individual window stickers, decals and identification stickers, such as "tot finders," are permitted without the approval of the ACC, provided that no more than 20% of the glass area of any window is covered.

H. TEMPORARY STRUCTURES AND DECORATIONS

1. Temporary structures are expressly prohibited by Article VI of the Restrictions and Covenants. Temporary decorations are those items normally associated with a season, holiday or religious event, placed on the outside of a house or property for no more than 45 days during any calendar year. Holiday decorations should remain on the property no longer than the duration of the holiday season, but in no case, more than 45 days during any calendar year.
2. Holiday or seasonal decorations are permitted without the approval of the ACC; however, members/residents must notify the ACC prior to the installation of any structure normally associated with a holiday or religious event. The letter of notification should state the intended use and type of structure as well as the expected time period it will be in place.
3. The addition of a "Barn Star" will be allowed up to a diameter of 36" in a color that matches existing trim, as they apply to townhouse units where the open space area exists on the front of these types of units.
(09/25/2018)*****
4. No decorations will be allowed which are deemed by the Board of Directors to be a nuisance, produce excessive glare or noise or endanger the health and welfare of the development, visitors or residents.
5. Items that are specifically prohibited by Article VI of the Declaration of Restrictions and Covenants or by any other regulation of the Board of Directors shall not be considered temporary structures or decorations under the definition of this section.

I. FENCES

1. A fence is a structure or barrier used for protection, to prevent intrusion or escape or to mark a boundary; especially a barrier of an approved wood/simulated wood, metal materials, plastic (PVC) posts, etc. A barrier or border of planted materials shall not be considered a fence under these regulations, provided that it does not restrict sight distance to motor vehicles, impede pedestrian passage on public walkways, unduly restrict access to a neighbor's property or create a hazardous or noxious presence.
2. Fences may be subject to Township regulations. Where such regulations conflict with these standards, the more restrictive provision shall apply.
3. Fences shall be limited in height to five (5) feet above any ground level within three feet of the fence.
4. Fences shall be constructed of weather resistant wood, simulated wood, PVC or Vinyl. PVC and Vinyl fence must match the colors and style of the section and are subject to the approval of the Woodlyn Crossing Board of Directors. Chain link, cyclone fences or fences constructed with solid sheets or panels will not be permitted. The ACC, at its sole discretion, may approve the use of a wrought iron, PVC or aluminum, picket type fence of a decorative nature, if application for said type of fence is presented to the Committee after the enactment of these regulations.
5. On the sides of dwellings, no fence shall be located ANY closer to a street, public driveway or public parking area than 10 feet behind the main wall of the building facing the same. On corner lots at the rear of dwellings, fences may not be located ANY closer to a street, public driveway or public parking area than the main wall of the dwelling facing the same.
6. Railings for exterior steps and decks shall not be considered fences under this section of the regulations.
7. Colors shall be limited to natural wood colors and stains (beige, brown, and redwood). White and colors matching the pastel grey, blue or green of the siding are permitted in the Section IV Townhouses.
8. Owners shall be responsible for maintenance and repair of fences and shall, upon proper notification by the ACC or Board of Directors, repair or remove any damaged fence on their property. Missing gates, pieces or panels, leaning posts or deteriorated materials may be sufficient cause to consider a fence as damaged or excessively worn under this paragraph. The owner shall be permitted a reasonable amount of time, after notification, to appeal the decision or correct the situation.
9. Where existing fences are replaced after the effective date of these regulations, the new fence must comply with all aspects of this section.
10. No resident or property owner shall build, or permit to be built, a fence or barrier out of materials which would otherwise be permitted on the property (e.g., a fence built from firewood).

11. Dimensional Requirements:

a. *Section I - Singles & Section II - Twins*

Subject to normal property rights and the above requirements, a fence may enclose any portion of the side or rear yard in the Singles and Twins. The location of fences must respect easements, as necessary, rights-of-way and property lines.

b. *Section III & Section IV - Townhouses*

- i. No fence may enclose an area more than sixteen feet from the original, main wall of the dwelling.
- ii. No fence may enclose more than one half of the width of the side or rear yard, measured from the original main wall of the dwelling.
- iii. No fence shall be placed in an access easement or in a manner that restricts access or creates a hazardous access route, to adjacent properties.

12. A privacy fence is a fence that creates an attractive visual buffer or barrier between two properties or areas and does not form an enclosure. Privacy fences are subject to the following requirements:

- a. Privacy fences may only be located on the sides or rear of dwellings and are subject to the requirements for fences, except as modified by this paragraph.
- b. One end of a privacy fence must be at the dwelling. The privacy fence may not be more than six feet high. The fence may not be more than eight feet long; however, privacy fences may be approved up to sixteen feet long with the written approval of adjoining and adjacent property owners.
- c. Privacy fences may be located at ground level or constructed as part of a deck.
- d. A privacy fence must be constructed of wood or simulated wood, but not built with single, solid panels such as plywood, particle board, flake board, drywall, etc. Acceptable styles include shadow box, board-on-board, lattice, diagonal board, basket weave or similar design.

J. WALLS

- 1. Retaining walls may be constructed of weather resistant wood or masonry with stucco or brick veneer or concrete with stucco or brick veneer (including materials manufactured to resemble these finishes). Bare concrete walls, and walls of other materials, may be allowed where, in the opinion of the ACC they would be adequately shielded from view from any street, public driveway or parking area. Walls shall be adequately designed and constructed to support expected loading.
- 2. Retaining walls not needed for stabilizing earth embankments shall be subject to the same requirements as fences.
- 3. Decorative walls built of masonry with stucco or bricks, will be permitted upon approval by the ACC. Walls higher than two feet above ground level shall be subject to the same requirements as fences.

K. CANOPIES, AWNINGS AND OVERHANGS

Canopies and overhangs are only permitted if they are permanently attached to the dwelling and if they are constructed out of materials that match the architectural character of the subject dwelling (e.g., they must have shingles with wood/simulated wood or aluminum trim and siding). Awnings are specifically prohibited, except approved retractable awnings. Retractable awnings must conform to the Color Selection Guidelines. The awning pattern must be submitted for approval. Retractable awnings can only be installed to cover existing patios or decks on the rear of the home and shall not be seen from the street in front of the house. The maximum projection from the house shall be 13 feet and the maximum width shall cover no more than one half the house width. Retractable awnings shall be kept in good operating condition and must be in the retracted position at sundown (can only be deployed during daytime hours).*****

L. FIREPLACES AND CHIMNEYS

Free standing, permanent fireplaces and/or barbeques are prohibited throughout the development.

M. BUILDING ADDITIONS AND STRUCTURES

1. All structures must conform to local zoning and building codes.
2. Freestanding structures such as sheds, storage units, tool boxes, covers and enclosures of a similar nature, regardless of whether they are attached to a building, will not be permitted in any section.
3. All dwellings are subject to the following:
 - a. Porches, patios, walkways, driveways and improvements which include but not limited to placement of paving or durable materials on over the ground are subject to review and approval by the ACC.
 - b. No more than 40% of the lot area of any lot shall be covered by buildings, structures, pavements and/or impervious surfaces. Impervious surface shall include bituminous paving, concrete, brick, stone wood and any material or surface that increases the volume or rate of runoff from the lot.
 - c. Owners of lots are responsible for controlling runoff and minimizing off site erosion and sedimentation from their property.
4. Section I - Singles:
 - a. The maximum building coverage, the sum of all building areas, additions and structures, shall not exceed 40% of the lot area.
 - b. A minimum building setback of ten feet must be maintained from the property line on all sides of the dwelling.

- c. Any new driveways or curb cuts must have a minimum clear sight distance of 200 feet in both directions.

5. Sections II, III, IV, Twins & Townhouses:

- a. No addition or modification will be permitted in the front of dwellings; except, and only except, a modification approved by the ACC to existing architectural elements.
- b. No building addition may enclose an area more than ten feet from the original, main wall of the dwelling.
- c. No building addition may enclose more than one half of the width of the original side or rear yard.
- d. A minimum setback of two feet six inches must be maintained from any property line. A minimum aggregate side yard (the sum of the two side yards) of ten feet must also be provided for any building addition.
- e. Patios, ground level platforms and pavements may not extend more than 24 feet from the original, main, rear wall of the dwelling.
- e. No building addition may exceed more than one story in height.
- f. A storage room may be built on the side or rear of townhouses and twin homes, subject to the following requirements:
 - i. The room must be made a part of the home and conform to the existing architectural character of the dwelling, i.e., it must match existing style, colors, materials and finishes.
 - ii. The size of the unit may not exceed twelve square feet of floor area nor an average height of seven feet.
 - iii. No part of the unit may be located within two feet six inches of a property line.

6. The concept of a Florida Room or elevated Florida Room will not be acceptable or approved for any townhouse dwelling within Woodlyn Crossing.

N. EXTERIOR FINISHES AND TREATMENTS

- 1. ACC approval is required when a resident repairs or replaces doors or windows. All residents must request approval from the ACC for new siding, roofing and decks, regardless of whether or not there is a change from the existing condition.
- 2. Colors and finishes shall conform to the Color Selection Guidelines. Styles shall conform to the existing architectural treatment of the section.

3. Siding, Trim and Roofing

Requests for approval of siding, trim and/or roofing must submit color and material samples. Siding, trim and roofing shall conform to the Color Selection Guidelines and approved architectural treatments already in use in that section of the development.

When siding is changed, the new siding must be installed on all exterior surfaces previously covered by siding (unless another treatment is proposed and approved by the ACC.)

When new roofing is installed, the new roofing must be installed on all roofs, eaves, and overhangs previously covered by roofing (unless another treatment is proposed and approved by the ACC.)

4. Doors & Windows

Requests for approval of windows/storm windows and doors/storm doors must include descriptions and/or plans showing location, size, height, shape, color, material and style of the proposed door or window. Windows and doors shall conform to the Color Selection Guidelines and approved architectural treatments already in use in that section of the development. Doors with a plain, flat surface on the exterior face may only be used for storage room doors. All doors and windows shall be commercially available, custom or stock exterior products sold by retail suppliers for use in residential construction. Natural wood color for front doors is permitted.

O. PORCHES, PATIOS, WALKWAYS AND DRIVEWAYS

1. Existing front porches or patios in any section shall not be screened or enclosed in front of any dwelling.
2. Patios, porches, and walkway shall be constructed of brick, stone, slate, and/or concrete (or durable materials with similar, simulated finish) provided such materials and finishes are already in use in that section of the development.

SPECIFICATIONS FOR CONCRETE SIDEWALKS

- a. Existing concrete shall be chiseled or saw cut and completely removed between existing control joints and expansion joints.
- b. Replacement concrete shall be 3,000 psi air-entrained concrete, minimum 4" thick for sidewalks and 6" thick for driveways; white or bleached concrete, or concrete color that does not blend with existing, adjacent sidewalks shall be avoided.
- c. Concrete shall be poured in place on crushed stone, minimum 4" thick.
- d. Width shall match existing walkway, usually four feet wide.
- e. Tooled control joints shall be struck at uniform intervals not exceeding five feet.
- f. Surface shall be broom finished with rounded, tooled (not square) edges.
- g. Expansion joints (2 A fibrous material) shall be placed: 1) at maximum 30 feet spacing, 2) on both sides of driveway aprons, AND, 3) at the beginning and end of replacement work.

- h. The grade of the walkway shall conform to existing ground contours and have a 1% cross slope (1/8" per foot across the walkway).
 - i. The sidewalk shall be elevated and finished so that no puddling occurs on the finished surface nor on adjoining or adjacent lawns, walkways or property.
 - j. Existing concrete shall be removed and disposed offsite in a safe and proper manner (disposal of broken concrete in the Homeowners Open Space is not allowed).
- 3.
 - a. Porches, patios, walkways, driveways and improvements which include placement of paving or durable materials on or over the ground are subject to review and approval by the ACC.
 - b. No more than 40% of the lot area shall be covered by buildings, structures, pavements and impervious surfaces. Impervious surface shall include bituminous paving, concrete, brick, stone, wood and any material or surface that increases the volume or rate of runoff from the Lot.
 - c. Owners of Lots are responsible for controlling runoff and minimizing offsite erosion and sedimentation from their property.
 - d. Sections II, III, and IV, Twins & Townhouses- patios, ground level platforms and pavements may not extend more than 24 feet from the original, main, rear wall of the dwelling.
- 4. Any new driveways or curb cuts must have a minimum clear sight distance of 200 feet in both directions.

P. STANDARDS FOR BACKYARD STORAGE BINS

Residents may place storage bins in the rear of their property when the following conditions are met:

- A. The bins must be made of a polyurethane plastic, and be of an approved earth-tone color.
- B. The bins shall be no larger than 5'-0" long x 4'-0" wide x 4"-0" Tall.
- C. The placement of the bins shall be as follows:
 - 1. In the rear of the house where it can NOT be seen from the street or a common area. When bins are placed in the rear of the house where they can be seen from the street or a common area, they must be behind an approved lattice or natural barrier.
 - 2. No bins are allowed to be on the side of a property unless they are against an approved new or existing 5'-0" high fence, and where they cannot be seen from the street.
 - 3. On a deck where they cannot be seen from the street or common area.

D. The amount of the bins shall be as follows:

1. Single Homes:

- a. When the bins are placed against an approved new or existing 5'-0" fence, three bins shall be allowed.
- b. When the bins are not placed against an approved new or existing 5'-0" high fence, two bins placed in accordance with Section C. above shall be allowed.

2. Twins:

- a. One or two bins shall be allowed when they are placed in accordance with section C above.

3. Townhouses:

- a. One bin shall be allowed when it is placed in accordance with Section C above.

Q. MISCELLANEOUS ITEMS

- 1. Outside lighting: Wall mounted lights are allowed without Architectural Committee approval, provided that the light does not cast a glare upon adjoining or adjacent properties. Light fixtures shall be commercially available products not resembling animal shapes or unusual forms. Wiring shall be hidden from view.
- 2. Firewood: No more than one cord of firewood may be stored outside the dwelling at any time. The firewood may not be arranged in the form of a barrier or enclosure. A storage platform without walls or rails is permitted, provided that it is no higher than 6' above ground level and no more than 32 square feet in aggregate storage area. Only one storage area for firewood will be permitted upon a single property. A plastic sheet like cover is permitted, provided that it is kept in good condition and anchored around the wood pile. The homeowner will be responsible for loose covers or removing deteriorated firewood if deemed a nuisance by the ACC or Board of Directors. Firewood may only be stored in the rear yard of properties. Architectural Control Committee approval is not needed as long as residents comply with these standards.
- 3. Antennas, satellite dishes or items of a similar nature. Small (18" diameter) digital satellite dishes may be permitted, subject to ACC approval, if they cannot be seen from the street or court in front of or adjacent to the property. Dwellings that cannot comply with this requirement may have to install an architecturally compatible buffer or treatment to shield the small satellite dish from view. Exposed, overhead or suspended wires and cables are expressly prohibited.
 - a. Wires and cables must be buried underground, located within the enclosed portion of the structure or neatly attached to the outside of the dwelling in accordance with the municipal building code, in a manner which minimizes or eliminates the visual impact of the wiring.
 - b. Satellite dishes must be installed wholly on and within the owner's property, respective of easements.

R. IMPROVEMENTS NOT PERMITTED ON LOTS AND DWELLINGS

The following improvements will not be permitted on any lot or exterior of buildings and structures:

1. Any item already restricted by the Declaration of Restrictions and Covenants, By-Laws or Rules and Regulations of the Woodlyn Crossing Homeowners Association.
2. Flagpoles, pedestals, statues, urns, birdbaths or other items of a similar nature are not permitted in the front of any dwelling or between a dwelling and a public street or public driveway.
3. In the Twin and Townhouse Sections, building additions that are constructed on stilts, columns or piers higher than the first-floor level above outside ground level, will not be approved unless adequately buffered and set back from adjoining and adjacent dwellings.
4. Sheds and detached structures are prohibited in any section in the development.
5. Building additions between a dwelling and any street, public driveway or parking area.
6. Tanks partially or wholly above ground level.
7. Air conditioners which project through a window or wall.
8. No sump pumps shall be allowed to discharge water onto a common driveway, parking area or street.

S. Guidelines for Electric Vehicles/Hybrid Vehicles and Charging Stations-Homeowners must obtain the approval of the ACC to install an EV charging source.

- a. A charging station can only be placed inside a garage. No charging station or charger is permitted outside of a home's garage.
- b. For Level I charger, no Township permit is required unless the house requires electrical work for the charger. The outlet should be designed to handle the amperage of the charging device. A multi-plug adapter or extension cord should not be utilized.
- c. For Level I charging stations, no ACC request is required unless electrical work is required outside the home, which would then require a Township permit and installation by a licensed electrician. All required paperwork is to be submitted to the WCHOA for approval.
- d. For Level II charging station, a WCHOA request and Township permit are required with installation by a licensed electrician. The permit requires that all work be done in accordance with the manufacturer's directions and a separate circuit is required for the charger. All completed paperwork is to be submitted to the WCHOA.
- e. All charging stations shall be listed by an appropriate listing agency, *i.e.*, *UL*.
- f. A residual current device must be installed with the charging unit which will turn the unit power off if a fault is detected and to help prevent a fire.
- g. The homeowner must maintain the charging unit according to manufacturer's maintenance guidelines as a protection for their unit as well as other homes and properties. Signs of excessive wear may indicate a potential shock hazard, and an EV charger with obvious signs of damage should not be used.
- h. Any electric or hybrid vehicle involved in an accident or flood must not be placed in a homeowner's garage, near a building, or on any driveway or overflow parking area until deemed safe by a mechanic authorized to do an inspection. A written notice of safety must be submitted prior to relocating the vehicle in the homeowner's garage, near any other home, HOA facility or on any driveway.

- i. All work shall be in compliance with the latest applicable adopted codes by the local building department at the time of permit. Note that if there is a contradiction, local code requirements supersede any requirements presented in these guidelines.
- j. The charging station must be attached to the dwelling wall; if an exterior installation is being used, it will be unobtrusive and will not detract from the dwelling's ascetics.
- k. Properties adjoining or abutting to WCHOA Common Ground properties must provide a certificate of insurance that lists the WCHOA as additionally insured in the insurance policy.
- l. No cables can be run from any dwelling across or into WCHOA Common Grounds such as Overflow Parking Lots, Courts, Circles or sidewalks.
- m. If found doing so this action will be declared a nuisance and subject to fine after first notification. Updated 2024

V. APPLICATION REQUIREMENTS AND REGULATIONS

1. Applications for ACC approval will not be accepted unless the property owner/resident is current with all dues and charges.
2. All Requests for Approval shall be submitted in duplicate. One copy shall be retained by the ACC. Requests for Approval may only be submitted by the member/resident.
3. Requests for Approval shall contain a complete and clear description of the proposed improvements(s). The application shall include detailed plans and specifications showing the size, nature, kind, shape, height, materials, floor plans, exterior color schemes, location, and approximate cost of the improvement(s).
4. Approvals will be noted by the signature of the Chairperson or designated member of the ACC on each sheet of any plan submitted. One copy of the approved plans will be returned with an Approval Letter.
5. If the ACC fails to approve or disapprove Requests for Approval within 15 days of receipt of said request, such plans are deemed to be automatically approved. (*21 days per vote)
6. Approval by the ACC does not negate the need for approval by the Township or municipality. Similarly, issuance of a building permit by the Township or municipality does not negate the need for approval by the ACC.
7. The Board of Directors reserves the authority to adopt rules and regulations for the enforcement of the ACC Guidelines and Procedures. Any fines and/or penalties will be assessed pursuant to rules established by the Board of Directors.
8. Approval of a Request for Approval is valid for one year from the date of approval. Construction and/or installation must be completed within this one-year period. The member/resident must resubmit a Request for Approval after the expiration date.
9. By submitting a Request for Approval, the member/resident authorizes a duly authorized representative of the Board to inspect the exterior of the dwelling for the purpose of reviewing the application or determining compliance with these regulations.
After approval of a request by the ACC, the member/resident must notify the Association office at the start of work and upon completion of work so that the Committee may conduct an inspection for determining compliance with these regulations.

10. The member/resident is responsible for the accurate determination of property and easement lines.
11. No material used for building purposes shall be stored on any Lot more than a reasonable time for construction to be completed. The member/resident is responsible for removal of all construction debris and restoration of premises upon completion of work. Construction debris may not be deposited nor buried on the Common Properties.
12. The member/resident is responsible for changes to existing drainage conditions which may adversely affect adjoining and adjacent properties.
13. The member/resident is responsible for providing a complete description of all work to be performed on the property and to the exterior of the dwelling. The ACC reserves the right to reject a Request for Approval if the description of the work is deemed inadequate.
14. The member/resident shall be responsible for all damage caused by himself or the contractor while performing work on said property. The homeowner shall also be responsible for cleaning up all construction debris as work progresses.
15. When someone receives approval and violates that approval or doesn't finish the project, the ACC will not accept any further Requests for Approval from that homeowner until they finish the projects they started or bring them into compliance.
16. A household with a resident who qualifies as disabled, under the current definition of "disabled" under the "Americans with Disabilities Act", may seek a variance from the requirements and standards of the Architectural Control Committee Guidelines and Restrictions for the sole purpose of accommodating the disability. The application must include documentation to substantiate the disability. The burden of substantiating and proving the nature and extent of the disability remains on the applicant. The board of Directors may grant the variance within its sole discretion for the purpose of accommodating the disability. **

These guidelines and regulations were approved by the Board of Directors on September 16, 1972. These Guidelines have been amended and updated to include changes approved by the Board of Directors through *1997, **2000, ***2001, **** 2006, *****2013, *****2014 and ***** 2015
*****2018, *****2021. (+07/16/2021) Enforcement policy updated 04/21/2024

ENFORCEMENT POLICY

SCHEDULE OF FINES

Declaration of Restrictions and Covenants

Architectural Guideline and Procedures

1. Failure to obtain approval of the Architectural Control Committee before the start of exterior changes, construction of decks, fences and exterior color scheme.....**\$250 ***
2. Failure to obtain approval of the Architectural Control Committee before changing siding, roofing or additions.....**\$750 ***
3. Failure to respond to a request to comply with Restrictions and Covenants and Architectural Guidelines and Procedures, after proper notification.....**\$250/ per violation ***
4. Failure to remove an unapproved change or improvement, after proper notification and due process.....**\$1000 ***
(NOTE: Fine can/will be applied on a monthly basis at the Board's discretion.)
5. Failure to remove construction debris on a DAILY BASIS and/or failure to restore premises IMMEDIATELY upon completion of any improvement or repair until site is restored to its original condition.....**\$100/per day until site is restored to its original condition**
6. Minor Nuisance Fines (i.e. trash cans visible from street, oversized & uninspected vehicles, ladders & debris) after one (1) warning (It will be the resident's responsibility to send photo proof to remove continuing fine. (Fines currently on record will be updated to the revised fine amounts.).....**\$50/per occurrence ***
7. If legal action is required to enforce compliance with the Restrictions and Covenants or ACC Guidelines and Procedure, the resident/member shall reimburse the Homeowners Association for all legal costs and fees.

**This policy was adopted by the Board of Directors of the
Woodlyn Crossing Homeowners Association on
February 24, 1993. Amended March 16, 2011
*Amended February 21, 2024**