

Bradford Village Association, Inc.

ARCHITECTURAL REGULATIONS

(For Single Family Units in Bradford Village)

These Architectural Regulations are developed as general guidelines, not automatic approvals. These Architectural Regulations are intended to replace the original Architectural Regulations recorded among the Land Records of Harford County. Any outside structure or non-structural additions, alterations, improvements, or decorations must be submitted to the Bradford Village Board of Directors, or its duly appointed Architectural Control Committee for approval before any work can begin.

Note: No unit owner or renter shall make any outside structural or non-structural, additions, alterations, improvements, or decorations unless and until plans and specifications showing the nature, kind, shape, height, color, materials, location of such addition, alteration, improvement or decorations have been submitted and approved in writing by the Bradford Village Board of Directors or its duly appointed Architectural Control Committee. If the Board or Committee fails to deny or approve said request within 60 days after documented receipt of the complete set of plans and specifications, said request shall be deemed approved.

1. General Conditions

- a. Any Alteration or additions approved by the Committee shall be completed within 60 days of approval unless a longer completion time is specifically approved in writing. Approvals are not transferable upon the sale or transfer of property.
- b. In the event an owner of any lot in Bradford Village shall fail to maintain the premises and/or improvements situated thereon in a manner satisfactory to the Board of Directors, the Association, after approval of two-thirds vote of the Board of Directors, though its agents and employees, shall have the right to enter upon said parcel to repair, maintain and restore the lot and exterior of the buildings and any other improvements erected thereon. The cost of such exterior maintenance shall be added to and become a part of the assessment to which such lot is subject.
- c. It is the responsibility of the Board of Directors to ensure that all guidelines are adhered to. The stricter Town of Bel Air codes or Bradford Village Covenants and Restrictions shall be enforced by the Board of Directors.

2. Application Procedure

- a. Applications are to be submitted by one of the following options: hand-delivered to a Board Member, Architectural Control Committee member; certified mail to Bradford Village Association, Inc., Architectural Control Committee, P.O. Box 264, Bel Air MD 21014; or the Bradford Village HOA Website (<https://bradfordvillagehoa.com/submit-a-request/>)
- b. All notices of approval or denial sent to the applicant shall be in writing within 60 days of receipt.
- c. The following guidelines about equipment and building may be allowed so long as said equipment or building will not adversely affect the use and enjoyment of adjoining and

nearby properties due to the location, size, visibility, colors, or materials: A written note from adjoining neighbors or properties of your proposed equipment or building, stating their approval or reason for disapproval of your plan will have bearing on the out of the application submitted.

- d. All changes or alterations must meet Town of Bel Air Codes, permit requirements, and restrictions.
- e. Any applications from a homeowner that is not current on all due and assessments or is otherwise in violation of the declaration, covenants, and restrictions will be considered or acted upon until the homeowner is current on all dues and assessments and/or is no longer in violation.

3. Violation Letter Procedures

- a. The first letter shall be sent via the US Postal Service and shall state the violation and request that the resident correct the problem within 30 days from the date of the letter.
- b. The second letter shall be sent via US Postal Service and shall state the violation and request that resident correct the problem within 15 days and issue a warning of a \$5.00 per day fine.
- c. The third letter shall be a Certified US Mail return receipt requested and state the nature of the violation and request that the resident correct the violation and, at the discretion of the Board, impose a fine up to \$5.00 per day and shall state on which day the fine shall begin.
- d. All letters must also contain the following advice to the homeowner/violator: The violator shall, within 10 days of the date of the letter request a hearing before the Board/Architectural Committee regarding the violations and/or fine. That statements, evidence, and witnesses must be produced by the violator at the hearing. That all rights to have violation/fine reconsidered are waived by the violator if a hearing is not requested within 10 days of the date third letter.

4. Swing Sets Jungle Gyms, Etc.

- a. The location and use of swing sets, jungle gyms, and other such items of children's play equipment will be allowed provided that such equipment shall not be in the front yard area or located in an open space.
- b. No metal swing sets are permitted.

5. Sheds and Other Accessory Buildings

- a. All sheds or accessory building design and construction shall require Architectural Committee approval.
- b. The shed or other accessory building will not be in front of any dwelling. The location of such structures must meet the approval of the Committee before installation. A site plan that shows the relationship to adjacent homes and property lines will be submitted with the application.
- c. Sheds shall be constructed with only vinyl siding and must be compatible with the main house structure and in harmony with the colors and architectural design character of the community, all within the discretion of the Architectural Committee.

- d. Sheds or accessory buildings shall not exceed 200 square feet.
- e. Only one free-standing shed per lot will be permitted.

6. Vehicles

- a. No commercial vehicles trucks or buses (over $\frac{3}{4}$ ton capacity) shall be parked or left on any street, community service area, or a lot, longer than necessary to perform the business function of such vehicle in the area. No boats, trailers, non-operable cars, or other vehicles (e.g., untagged or unregistered automobiles) shall be parked or kept on any street, community service area, lot, driveway, property, etc., at any time.
- b. Passenger cars, SUVs, pickup trucks and vans 3/5 ton or less may be parked on any paved driveway or the paved street on the side or front of any property. Parking on the lot (grass) is strictly prohibited. Major vehicle renovation or repair may NOT be undertaken except in an enclosed garage.
- c. Motor homes, self-propelled recreational vehicles, trailers, boats, boating accessories, campers, or trucks with campers are permitted provided they can be stored in an enclosed garage only and are not more than 16 feet. The trailer must be put in the garage or removed from Bradford Village from October 31st to May 1st. The vehicle must possess a valid Maryland tag. There must be enough space to allow at least one additional off-street parking space in the driveway of the lot.
- d. Parking on the grass or lawn of any lot or common area is strictly prohibited.

7. Swimming Pools

- a. Swimming pools may be approved if the Committee is satisfied that the pool does not adversely affect the use and enjoyment of adjoining and nearby properties due to the location, size, design, visibility, or materials.
- b. Above-ground pools MAY BE approved provided they meet the following restrictions:
 - i. All pools must be in the home's rear and over 24 inches in dept.
 - ii. The pool must be enclosed by decking that is connected to the house.
 - iii. No metal shall be exposed, and a landscape design shall be submitted before approval.
- c. It is the owners' responsibility to ensure that all state and county building requirements are met.
- d. Free-standing above-ground/backyard pools are NOT allowed.
- e. The use of temporary plastic or rubber kiddie pools less than 24 inches is allowed provided they do require a pump. These must be removed from the lots between September 15 and May 25 of each year.

8. Desks, Patios, Driveways, Etc.

- a. Decks and patios are allowed provided they are attached or immediately adjacent to the rear of the dwelling.
- b. Acceptable materials
 - i. Natural wood
 - ii. Composite wood
 - iii. Vinyl

- iv. Patio bricks
- c. Decks constructed of new PVC material combined with wood shall have trim consistent with one type of material or the other. No two-tone materials shall be visible when viewing the deck at a distance.
- d. Sidewalks and driveways shall be constructed of cement and shall remain consistent with the design of the community.

9. Awnings, Canopies, etc.

Awnings, as a general rule, are not felt to enhance the aesthetic qualities of the community and are therefore discouraged.

10. Above-ground Oil or Propane Tanks

- a. Propane or oil tanks must be adequately screened with evergreens or lattice.
- b. A site plan will be submitted showing the location of the tank on the lot and adjoining lots.

11. Exterior Colors and Materials

- a. Only exterior material existing on the main house structure and compatible with the architectural design and character of the community will be approved.
- b. Exterior color changes will be approved when the proposed color is in harmony with the other existing homes in the community or if the color is similar to the colors currently used in the community. (Maintenance utilizing existing colors need not be submitted for approval)
- c. Window air conditioners placed in the rear of the dwelling and not visible from the street are permitted.

12. Fences and hedgerows

Fences and enclosed fences are felt to be generally inappropriate for Bradford Village due to the topography, size, and arrangements of lots and open space concept. All fences, regardless of the use or nature of the fencing shall be submitted for approval based on the merit and suitability of the individual application, which shall be in the sole discretion of the Board of Directors and Architectural Committee. Three types of fences may be approved as outlined in subparagraphs b, c, and d below subject to the following general restrictions.

- a. General Restrictions
 - i. Fences shall not exceed 4 feet in height with each panel or section not exceeding 8 feet in length.
 - ii. Fences shall be approved when the Committee is satisfied that the fence will not adversely affect the value, use, and enjoyment of adjoining or nearby properties, or detract from the appearance of the community, due to location, size, or visibility.
 - iii. Fences shall be installed only after a certified property line survey satisfactory to the approving authority is made by a licensed surveyor. This survey will be

supplied with each fence application along with a complete description of the construction and location fence.

- iv. Fences shall be approved only by these guidelines and only after approval of the Board of Directors or Architectural Committee.
- b. **Decorative Fencing**
No fence shall be in the front of a lot other than decorative fencing consisting of 3 posts and 2 sections of rails. Decorative fencing may be vinyl-type fencing or natural wood and must be picket style or split rail.
- c. **Property Line Fencing**
Property line fencing shall be of natural wood, split rail type, and unpainted. It may be treated with a clear preservative/stain/water repellent. Fencing must match any existing adjacent fencing for an adjoining property owner is prohibited.
- d. **Enclosure Fencing**
 - i. Enclosure fences are generally prohibited due to the open space concept of the community. However, an enclosure fence may be created in the rear of the property connected to the rear of the house as a special exception to these guidelines. These special exceptions will only be granted upon a special showing that the fence is required for the health, safety, and general well-being of the residents of the property.
 - ii. The fence will be professionally installed and if approved will only be black aluminum fencing with straight lines, flat on the top bar, with no spikes.
 - iii. If approved, the fence will be constructed a minimum of 3 feet from any open space property line. The area between the fence and the open space will be landscaped and maintained by the property owner with natural plants to blend the effect of the fence line with the open space.
 - iv. When an application for approval under this section is filed by a homeowner, the Board of Directors will be responsible to notify all adjoining property owners that there has been a filing of an application for the enclosure fence and shall solicit a letter of objection or no objection from the adjoining property owners. Each application will be evaluated individually by the Board of Directors for suitability and merit of the applications. These letters of objection or no objection will be just one of the factors considered in the approval process by the Board of Directors in making their decision.
 - v. Before any approval, the property owner shall agree to create a lien on the property, wherein the Association shall have the right to review the approved enclosure fence time of sale. The HOA may approve the transfer of the property with the enclosure fence or require that the fence be removed before the sale and transfer. This agreement shall be prepared by the Association attorney and recorded among the Land Records of Harford County Maryland at the expense of the property owner. Approvals of enclosure fences are for the existing property owner and do not transfer with the sale of the property without the express written consent of the Association.
 - vi. Fencing for the in-ground pools shall have different requirements and are subject to approval by the Board of Directors or Architectural Committee.

- vii. All maintenance of the approved fence and maintenance of the land contiguous to the fence is the responsibility of the property owner. All fences are to have the finished side of the fence facing toward the adjoining property owner.
- viii. Hedge rows (rows of shrubs, bushes, trees, etc., forming a natural fence) must be submitted to the Architectural Committee for approval before any planting can begin. Hedgerows and shrubs must be maintained and kept always groomed and under control.
 - i. The property owner is responsible for maintaining the approved fencing, and/or natural fencing above described and the property in and around the fencing including mowing and trimming around the fencing to maintain the fencing in good condition and repair or fails to keep the grass in and around the fencing in a neat, mowed, and trimmed condition, then and in that even any maintenance that the property owner fails to perform and on after being given a 15-day notice to correct any deficiencies, the Association may enter upon the property and perform the necessary maintenance, repairs, mowing or trimming. The Association shall charge the cost of same to the property owner and the same shall be charged as additional HOA dues and may become a lien against the property in the same manner as unpaid HOA dues.