

EXHIBIT "B"

HIDDEN MEADOW HOMEOWNERS ASSOCIATION

ARCHITECTURAL GUIDELINES

The purpose of these guidelines is to preserve and protect the original aesthetic character and environment of the community. To accomplish this, all exterior additions, modifications or alterations generally shall conform in style, color, and material to the original home and landscaping design. The original theme of natural colors shall be maintained.

1. ARCHITECTURAL REVIEW PROCEDURES

A. Planned Exterior Modifications -- The Review process

1. All modifications must be submitted to the Management Company before work begins even if the modifications conform to the Exhibit A, Declaration of Covenants and Restrictions, and even when a similar or substantially identical modification has been previously approved by the Board of Directors
2. An application describing the planned modification must be submitted in writing, using the application form provided by the Management Company. The form to use is "Application Request for Approval of Exterior Modification."
3. The application will contain a description of the project, including all dimensions, elevations, material, color and location. When required, a copy of the homeowner's site plan, showing the position of the proposed alteration, must accompany the application. Photographs or sketches of similar projects will facilitate the review process. All applications must be signed by the homeowner. Unsigned applications will be returned without action. Site plans are required when submitting an application for: awnings; landscaping; perimeter house/patio landscaping around utility boxes; decks (wood or otherwise); exterior lighting; planting area lighting; adding trees; exterior antenna; irrigation system(s); and, enclosing and/or adding a rear porch; adding a fireplace, patio and/or patio extension, gas barbecue, shed, fence, etc. When a permit is required by the Township/Borough, a copy of said permit must be included with the application.
4. The Board will take action on an application within thirty (30) days of receipt. Applications are considered received when received at the Management Company office. An application number will be assigned and the case reviewed. Final determinations will require a majority decision of the Board. If special circumstances require additional time, the applicant will be notified in writing with the reason for delay. In any case, applicants will receive a written determination letter indicating approval or disapproval. The letter will include any pertinent review comments. If the application is rejected, the letter will state the specific reasons for the Board disapproval.
5. Any applicant may appeal decisions of the Board and the Board may reverse or modify decisions with a majority vote.
6. Certain alterations may require additional approval by the County and/or Borough/Township. In each case, all County/Borough/Township approvals must be secured by the homeowner or its designee before any work is undertaken. Building permits are required with this application and a copy of an approved Board application may be required when applying for a permit.

7. Modifications resulting from an approved application must be commenced within six (6) months after Board approval, and must be completed within six (6) months after date of commencement. If not commenced within this time period, the proposal will be null and void and a new application must be made. Construction must be completed as approved; any deviations will be considered a violation.

8. Applications will not be acted upon if the resident is not in good standing, i.e., outstanding violations or unpaid community assessments; such applications will be returned as disapproved.

9. Each resident must obtain Board approval before obtaining a building permit from the Township/Borough.

B. Record Keeping

1. Copies of all applications to the Board will be filed according to street address along with the written decision of the Board.

2. There will be a cross-index which groups cases into types for future reference. This index shall be made available, upon request, to any resident of Hidden Meadow. Files are not permitted to be removed from the office under any circumstance.

II. ARCHITECTURAL GUIDELINES

A. Additions Changes, Modifications and Alterations of Buildings

1. General

a. Any addition to an existing building, or any exterior modification or change of any existing building, must have the prior approval of the Board. Any construction of the existing building should be reviewed with the Township/Borough, who will determine if a permit is required.

b. Any additional exterior alterations, changes or modifications of an existing building must be compatible with the design character of the original design.

c. Homeowners are responsible for the maintenance of their Lot.

d. In general, only those areas that are painted may be re-painted using the same colors as the original.

2. Materials and Colors

a. Only those exterior materials existing on the parent structure or which are compatible with the architectural design of the Lot will be approved. If re-siding or re-painting doors or shutters, the original siding and door colors must be adhered to. Roofing shingles must be as close as possible to the original type and color.

b. Home exteriors must be maintained in proper condition by replacing worn or damaged materials, including siding, roofing, paint, pavers, etc. All replacements must be the same color scheme as when property was originally delivered by the builder.

3. Awnings/Shutters

a. Awnings are permitted in the rear of the property, not to protrude beyond the rear corners of the property with prior Board Approval. Shutters are not permitted, unless installed by builder.

4. Storm and Screen Windows, Doors and Window Boxes

a. Front storm doors shall be full view glass, $\frac{1}{2}$ and $\frac{1}{2}$ (two panels of glass from top to bottom), or $\frac{2}{3}$ (one or two panels of glass from the top to a kick panel at the bottom or no more than $\frac{1}{3}$ of the door's height). These doors may include self-storing screens. Glass may have etched or beveled borders. No metal ornamentation is permitted. Half-buck style doors (one glass panel, covering only the top half of the door) are NOT acceptable in the front of the Dwelling. A catalog picture or brochure identifying the storm door type and color needs to be included with the Application.

b. No exterior window guard or screen may be installed without approval.

c. No jalousie windows or doors are permitted.

d. Window boxes are permitted only at the rear of the building. The color of the boxes is to match the exterior building surface color.

5. Swimming Pools

a. No above ground swimming pool shall be constructed or maintained on any Lot, except a child's wading pool not exceeding two (2) feet in height. Notwithstanding anything to the contrary, a single hot tub and/or in-ground swimming pool shall be permitted to be installed on any Lot.

6. Retaining Walls -- Retaining walls or other landscaping structures, change of grade and drainage are not permitted.

7. Carports -- Carports are not permitted.

8. Additions

a. Porches -- Any covered, screened, or sunroom structure may be added to the rear of the house only.

1. All additions such as covered porches, screened porches, and sunrooms are to follow the architectural design established at the time of the building construction by the original builder.

2. The structure shall not interfere with the landscape and natural drainage of the Lot and neighboring Lots.

9. Sheds -- Sheds shall be permitted, but must follow the criteria listed below and conform with zoning ordinances of Carneys Point Township and/or Borough of Penns Grove:

a. Impact on neighbors -- the structure should not interfere with the visual enjoyment of the surrounding area.

b. Topography -- the structure should not interfere with the landscape and natural drainage of the lot and neighboring lots.

- c. Lot Size -- the structure should not dominate the rear yard area.
- d. Architectural Style -- sheds must be in keeping with the design, materials, and architecture of the original structure and the surrounding community. Shed materials can be siding or T-111 (wood) and must match the color of the house siding, be kept in a natural unpainted condition or may be treated with a clear waterproofing material. The roof must match the house roof in color and style.
- e. Size of Structure -- the maximum size of a shed shall be no larger than 10' x 10'. If you have an oversized lot or a corner property you may have a larger shed with prior Board approval.
- f. Location of sheds -- sheds should be in the rear of the property and should follow all township and Borough codes/ordinances for placement within property lines.

10. Garages

- a. Except for one Dwelling, no permanent building or shack shall be constructed, erected, placed or maintained on any Lot. No garage shall be erected on any home for use other than by the homeowner or his immediate family. Any attached garage shall not exceed one story in height, not including the gable height. No garage shall be designed or constructed to accommodate more than four (4) automobiles.

11. Animal enclosures -- No outdoor animal enclosures, runs, houses or pens are permitted.

12. Barbecues -- Applications for permanent Gas barbecues must be submitted and approved by the Board prior to installation. A site plan showing the location of the barbecue must accompany the application.

13. Fences -- No fence shall be erected within the front yard of any home. No fence shall exceed six (6) feet in height. All fences must be constructed of wood, white PVC, or white or black aluminum tube. A wood fence may be kept in a natural, unpainted condition, or may be treated with a clear waterproofing material. Owners shall be allowed to affix open metal screening to a permitted fence on the interior of the fence. Fences are not permitted to be installed off the front corners of the house without prior Board approval. All other fences must be installed from the middle of the side of the house to the back corners of the house.

14. Patios and Decks -- Patios and decks are generally permitted provided they meet the following specifications and the Application includes a site plan showing the location of all construction:

- a. Natural stain is preferred or color stain if harmonious with the exterior dwelling color.
- b. Rear porches, patios and decks, including steps shall not extend beyond the sides of the building.
- c. Above ground decks must have evergreen shrubs around the perimeter, tall enough to cover the deck flooring.

15. Clotheslines -- Clotheslines are not permitted.

16. Satellite Dish -- Two satellite dishes, not greater than 40" wide, are permitted on a Lot. Although these dishes typically need a clear view to the southwest, the following sequence of satellite dish installation locations must be followed to maintain the aesthetic quality of the community:

- A. Affixed to the first floor rear of the Dwelling or deck
- B. Affixed to the second floor rear of the Dwelling
- C. In the back yard
- D. Affixed to the first floor side of the Dwelling
- E. Affixed to the second floor side of the Dwelling
- F. Affixed to the rear portion of the roof of the Dwelling
- G. Affixed to the front portion of the roof of the Dwelling
- H. Affixed to the first floor front of the Dwelling
- I. Affixed to the second floor front of the Dwelling

17. Property Ornamentation

a. Definition: Property ornaments shall be defined as non-living outdoor decorations.

b. A maximum of 6 statues, sculptures, bird baths, replicas or other objects under 18" high may be placed in the front yard of any Dwelling. Objects over 18" high must receive prior Board approval before erecting in front yard of Dwelling. Small decorative fencing around flowerbeds is permitted.

c. Artificial flowers, shrubs and trees are prohibited. One (1) wreath is permitted on the front door.

d. Holiday decorations may be displayed thirty (30) days before and must be removed no later than two (2) weeks after the holiday.

18. Lighting

a. Exterior lighting shall not be directed in such a manner as to create an annoyance to neighbors.

b. Landscape lighting is allowed within the planting areas that surround the house. The lighting must be low voltage/wattage in type and shall not exceed ten (10) inches in height.

19. Signage

a. Except for non-illuminated Lot number signs on the mail box or at the entrance to a Dwelling, security system signs, or a real estate "For Sale" sign (subject to the following provisions), no sign may be erected or maintained on a Lot or Dwelling. After Declarant has sold all the lots, a single "For Sale" sign may be placed in the front yard of a Lot. The Owner of the Lot shall remove the "For Sale" sign within five (5) days after all contingencies in any Agreement of Sale have been satisfied. No sign in excess of four (4) square feet on one side shall be permitted

20. Window Coverings are required on all functioning windows (not including the foyer decorative window) that are street or neighbor-facing windows. No newspapers, sheets or broken blinds or other materials are permitted on windows.

21. All mulched areas must be kept free of weeds.

22. Anyone requesting to store a POD {a POD is a temporary storage box} on their property for a short period of time must first obtain Board approval.

III. PROCEDURES FOR MONITORING ARCHITECTURAL COMPLIANCE

1. Inspections

- a. The Board, or its assignee/s shall periodically survey the properties for compliance with these architectural standards.
- b. The Board, or its assignee/s shall inspect properties at the completion of improvements to verify compliance with the architectural standards. When satisfied that the conditions set forth in the application have been met, the Board shall issue a Certificate of Approval to the property owner, initial and date the original application indicating final approval, and the original application shall be placed in the property file.

2. Violations to Standards

- a. When there is a violation of the standards, the property owner shall be notified in writing requesting the property owner to abide by the standard.
- b. If no response (including correction of the violation) is received in the Association office within (10) calendar days after the normal mailing notice was sent, a second notice will be mailed, by certified mail, return receipt requested, asking for the homeowner to abide by the rule or regulation.
- c. If no response (including the correction of the violation) is received in the Association office within ten (10) calendar days after the certified mailing, the violation will be held over for implementation of fines as defined in Exhibit "C: procedure for Enforcement of Rules and Regulations." Exhibit C also governs the appeal process.

IV. CLOSING STATEMENT

1. Any and all requests for architectural additions or alterations to the existing building and/or property, stated or not stated in these Architectural Guidelines, must be submitted and approved prior to any installations. If not in compliance with these rules, the property owner will be subjected to remedies deemed appropriate by the Board.
2. The Board recognizes that all enhancements cannot exhaustively be identified in this brief document, and welcomes residents to submit requests.