

IX. STANDARDS FOR MAINTAINING COMMUNITY AESTHETICS

The Association often receives calls from homeowners asking whether certain items are prohibited or allowed in Avenel. Below is a partial list of frequently asked about items that are prohibited on lots and within the Community. This list is not all inclusive and residents with questions relating to standards not listed may contact the ACA office. See also the Community Maintenance Standards, which may overlap with the items below but also contain additional maintenance requirements.

1. Signage - Signs including but not limited to contractor, advertising or real estate signs are prohibited unless they are the Avenel approved For Sale/Rent signs which are ordered through the ACA office and installed by ACA staff. Professional security signs that are provided by the security company are permitted without application, as they are deemed by the ACA to be similar in nature to private property signs contemplated in the Declaration, subject to the following requirements: 1) Security signs must be located in close proximity to the front or rear door and should not exceed 10" X 12" in size; 2) the posts must be metal; 3) signs and posts are to be maintained in good condition; and 4) no more than two (2) signs per property. The Association reserves the right to require removal or to not approve any sign that does not meet the above criteria.
2. Window Air Conditioning Units are prohibited.
3. Car Covers (may be permitted on a temporary/short term basis only if approved by the ACA).
4. No large diameter metal pipes for venting gas furnaces, water heaters, fireplaces or other equipment should protrude from roof line. Ridge vents are prohibited.
5. Skylights are permitted with prior approval on rear elevations only.
6. No inoperable or untagged vehicles are permitted on the streets or parking lots within Avenel.
7. No wire or raised edging along beds or walkways, either functional or decorative, unless incorporated into an approved landscape plan.
8. Soliciting is prohibited to the extent enforceable by law. Please report any solicitation activities to the ACA offices and the Montgomery County Police.
9. Dumpsters, storage units, and porta-johns require ACA approval prior to installation and when on site should be emptied regularly and maintained in good clean condition, with no peeling paint, rust or other damage. Units should be dark green, brown or a similar earth tone color and should be contained on the lot whenever possible. Residents seeking approval must complete a request form available at the ACA office and obtain guidelines for the placement of these temporary structures. Any damage to common areas or streets caused as a result of such temporary structures will be repaired at the sole expense of the owner. Dumpsters should be placed on plywood or other material to avoid damage.

DECORATIVE OUTDOOR SCULPTURES, STATUARY AND ORNAMENTAL PLAQUES

General Considerations:

Decorative outdoor art sculptures will be considered in terms of their size and visibility from neighboring properties and the street and their “blend” with the exterior of the home and its landscaping. Art sculptures are generally reserved for rear yard locations. Front yard locations are discouraged. Ornamental plaques that are affixed to the home will generally be limited to rear elevation locations however, properly sized/scaled ornamental plaques located adjacent to the front or rear door may be considered on a case by case basis.

Due to the close proximity of one house to another, attached and cluster homes are generally subject to a higher degree of review, particularly as it relates to the aesthetic appearance and impact to surrounding homes.

Specifications:

Since art is a personal and subjective matter, it is impossible for the Modifications Committee to specifically define what will or will not be permitted. In general, however, the outdoor artwork, plaques, or sculpture should be unobtrusive in size, color and design and should blend with its surroundings. Plantings may be required to visually soften the appearance from neighboring properties or street views.

Application:

Your application should include:

1. A completed ACA Modification Application form;
2. A to-scale site plan, plat or house location survey showing the location of the sculpture/art relative to the house and the property lines;
3. A photograph or detailed drawing of the sculpture/art to include materials;
4. A color sample where applicable;
5. A landscape plan showing plant species, quantities, sizes and locations (if applicable).

GARAGE DOOR REPLACEMENT

General Considerations:

Garage doors are a prominent feature of homes and a focal point from community streets and neighboring properties. In all cases, the Modifications Committee will consider the impact and aesthetic appearance from neighboring lots, streets and common areas. To ensure a continuity of appearance, replacement of garage doors should be consistent with the original theme of each village and architecturally harmonious with the home and neighboring properties.

While certain villages within Avenel featured a variety of garage door styles, the majority of the original garage doors were solid recessed panel doors without windows or transoms. The Committee will seek to preserve the original village theme with the goal of ensuring that replacements are similar in style, high quality aesthetic appeal and long-term value both in utility and appearance.

Specifications:

Replacement of garage doors must be submitted to the Modifications Committee for approval prior to installation. The submittal shall include a brochure or picture of the door design, window design (if applicable) and door color choice. Unless approved otherwise, all garage doors should closely match the original installed garage door and be painted to match the house trim color. If garage doors require painting, they should be painted the approved paint color within thirty (30) days after installation. Paint color should match the original garage door, unless approved otherwise, and should be satin or semi-gloss paint and not a high gloss finish.

Decorative hardware on the exterior of the garage doors is generally discouraged but may be permitted on a limited case by case basis only if consistent with applicant's village and community wide standard within the village. Garage door window inserts, or transoms shall be plain clear glass and not be covered by any material.

The Modifications Committee favors a recessed panel door that provides the aesthetic appearance of traditional wood frame and panel construction in keeping with the look and design of most of the original garage doors providing an element of depth and dimension.

Homes that have more than one garage door must change all doors to the same style to achieve architectural harmony. Wood, metal, and fiberglass composition materials may be used for replacement doors; vinyl doors are discouraged.

Avenel does not endorse any specific manufacturer, product or contractor. However, for illustrative purposes only, an example of a solid 16-panel recessed garage door is attached for owner reference and convenience. Such material is provided solely for purposes of illustrating a type of garage door that is in keeping with Avenel aesthetics.

Application:

Your application should include:

1. Completed ACA Modification Application form;
2. Manufacturer's catalog sheet which shows the proposed garage doors including design, material, and color;

3. Photograph of the existing garage doors;
4. Specifications and catalog sheet of any desired hardware.

Home > Residential Doors > Recessed Panel

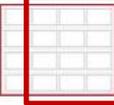
A Legacy Defined

RECESSED PANEL

4 Style Options | 3 Available Colors



STEP 1: CHOOSE A STYLE

<    >

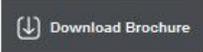
Short Panel Long Panel Flush Panel

STEP 2: CHOOSE A COLOR*

White

**Not all colors are available in all models*

 Ask your local door professional about **financing**

Recessed Panel Garage Doors

This beautiful, recessed panel provides the look of traditional wood frame and panel construction, shaped from steel and embossed with a natural wood grain finish.

GENERATORS

General Considerations:

During periods of power outages, you may wish to run a power generator in order to maintain uninterrupted power. Respect for neighbors and the aesthetic quality of Avenel must be given due consideration. Generators may be placed on lots provided they are landscape screened, including but not limited to, views from the street, golf course and neighboring views.

Generators should not create a noise disturbance to neighboring properties. If the ACA determines that a generator is creating a noise disturbance, then the generator owner may be required to relocate the generator, install a silencing device, or other generator noise reduction method. Should a noise disturbance continue, then generator use may be prohibited.

Specifications:

Generators considered for permanent placement will preferably be situated in the rear yard where they will not be visible from the street or affect neighboring properties. Side yard locations will be considered on a case by case basis, with impact to neighboring properties and street views a key consideration in the review process.

Generators are to be proportionately sized in comparison with the dimensions of the yard so as not to eliminate a significant portion of the yard and should generally be installed on concrete pads within mulch beds; raised timber borders or rock beds are not permitted.

Screening of the generator should be accomplished with evergreens to ensure year-round coverage. Screening plant material should be planted in a manner that surrounds all exposed sides of the generator and be tall enough to conceal the generator at time of planting. This planting is required specifically to screen the generator in addition to or independent of other surrounding landscape within the property. There may be instances on a limited case by case basis that lattice may be utilized for the screening of generators. Lattice screening will be considered particularly in instances where space limitations do not allow for standard landscape screening. In such instances, an Avenel approved standardized lattice screen may be included in the application. Generators may require additional landscape screening in combination with the lattice screen as space permits. Approved lattice screening must be maintained in good condition at all times.

Generator noise will be considered so that neighboring properties will not be disturbed with unreasonable levels of noise during generator use. It shall be the homeowner's responsibility to ensure that generator noise levels are in conformance with Montgomery County noise level requirements which may be obtained at the Department of Environmental Protection. In most instances, the ACA will utilize the same noise level standards as the County. In the event that a noise complaint is filed with the ACA, the ACA may choose to refer such matters to the appropriate County agency for remediation. As with all other matters, compliance with code and governmental requirements shall remain the owner's responsibility.

Generators that are brought in on a temporary basis must meet the same standards as generators that are permanently placed and must be removed or stored away once they are no longer being used. While application is not required for temporary generators that will be utilized for a period of two weeks or less, it is recommended that residents notify the ACA office of the expected duration of use.

Application:

Your application should include:

1. Completed ACA Modification Application form;
2. Detailed drawing or catalog sheet which shows the generator including dimensions and color;
3. Noise level specifications for the proposed generator;
4. Plan, plat or house location survey to scale showing the location of the generator and distance from property lines;
5. A landscape plan showing evergreen plantings to be installed for the purpose of screening the generator. Plan must indicate plant species, quantities, sizes and locations.

LANDSCAPING AND TREE REMOVAL

General Considerations:

Plans for additions or modifications to existing landscaping must be submitted to the Modifications Committee for approval. Approval for the removal of trees will generally be granted only where such removal is reasonably necessary for the construction of driveways, paths, or other approved lot improvements or in the event a tree is dead or has been deemed hazardous by a certified arborist. The Association may, in its own discretion, engage its own certified arborist, at the cost of the applicant, to review an application given the Association's general desire to maintain trees. In many cases, landscaping is required as an adjunct and a condition for approval of modifications such as the addition of a deck, fence, play set, basketball goal, utility, HVAC and other equipment installation, etc. as noted in other sections of the Architectural Guidelines.

At a minimum the original landscape design and plantings approved for each house as well as any subsequent approved additions must be maintained and must not be allowed to deteriorate through plant loss and lack of replacement. As landscaping matures in age, it will likely lose its aesthetic appeal and trees will often lack screening effectiveness. Owners are encouraged to periodically evaluate their landscaping and replace declining material on an as needed basis.

It is prohibited to plant on or remove landscaping from the Association's common areas without express written approval of the ACA. Additionally, owners are not permitted to remove trees, shrubs, or understory material from Montgomery County Park Property, or County imposed conservation easement areas without the express written approval of the appropriate governing county agency as well as that of the ACA. Owners removing trees or other landscape material from such protected areas or adding additional landscape or other structures to such protected areas may be subject to fines imposed by the County and the ACA and may be required to restore the area to its original condition. Owners are responsible for complying with requirements and limitations imposed by County Code as it relates to the removal of trees and other landscaping.

Specifications:

Landscape modifications or additions should be integrated in a way that is harmonious with the existing landscaping on the lot and adjacent lots. When planting, consideration of future growth should be considered to avoid future growth from encroaching on neighboring properties. On lots where golf course views are a consideration, the Modifications Committee will carefully review planned landscaping as to any obstructions to neighbors' golf course views. Front yard landscaping will be carefully considered for its effect on the overall streetscape. Generally, landscaping serves to visually soften or provide a finished look to a lot and should not be planted in such a way as to create a fenced-in appearance.

Planting of annual flowers in yards or gardens is acceptable without making application to the Modifications Committee providing the flowers blend well with the existing landscaping.

Vegetable and herb gardens are restricted to rear yard locations only and prior Modifications Committee approval is required.

Decorative garden borders such as timber, plastic, brick, rocks, logs, etc. are not permitted. Stone borders and boulders are permitted on a limited basis and must be incorporated into a landscape plan that is submitted for approval by the Modifications Committee. The use of gravel is not permitted in gardens or anywhere that is visible to the street or neighbors. If river stones are proposed, earth tones are required. Mulch should be brown tones; red cedar mulch is not approved for use.

Planters on steps and walkways are generally acceptable without making application to the Modifications Committee, provided they are in keeping with the community wide standards. The use of synthetic flowers and landscape is not permitted.

Tree removal is a very serious issue, which should only be undertaken when necessary for aesthetic, grading or safety reasons. All requests for tree removal must be approved by the Modifications Committee. Tree removal may also be necessary in order to accomplish another modification. If tree removal is requested the trees to be removed must be flagged on site and your plan must identify the trees to be removed and the reason for the removal. Owners are asked to carefully plan modifications so as to eliminate or minimize the need to remove any trees. In most cases, the owner will be asked to offset any tree loss, whether associated with another modification or not, with new plantings. In instances where new or replacement plantings are not required, the tree stumps must be removed, and mulch beds/rings should be restored to turf.

Natural Wooded Areas:

Naturalized wooded areas are an important feature of the community and preservation is an important goal of the Association, however, the Committee will balance this goal with an owner's need to address hazardous conditions. Removal of live trees (unless they are deemed hazardous to persons or property) is not permitted in natural wooded areas without the express written approval of the Association or Modifications Committee. The Committee may, on a case by case basis, require written certification from a certified arborist, confirming that a tree is deemed hazardous and requires removal. The Association may, in its own discretion, engage its own certified arborist, at the cost of the applicant, to review an application given the Association's general desire to maintain trees. If a tree is approved for removal from a naturalized wooded area, the Committee will evaluate conditions, on a case by case basis, and may require replacement with a like kind native tree. Large mature native trees will require a substantially sized replacement tree, generally at a minimum of 3 to 3-1/2 inches in caliper. Dependent on the size of the tree that is removed and existing conditions, the Committee may require the planting of more trees than have been approved for removal. For instance, a requirement to replace two or three trees to take the place of one removal may be required.

Application:

Your application should include:

1. Completed ACA Modification Application form including reason for request for tree or landscape removal;
2. Site plan, plat or house location survey to scale showing the location of the proposed plant material (or tree to be removed), existing plant material, existing buildings and other improvements, and property lines;
3. Schedule of new plant material indicating species, height at the time of planting, caliper where appropriate and quantities;
4. Detailed description and location of any structural elements such as retaining walls;
5. Evidence of Montgomery County approval may be required;
6. An Arborist Report if applicable.

OUTDOOR ADDRESS PLAQUES AND OTHER SIGNAGE

General Considerations:

The original new construction included outdoor address plaques specifically designed for each village to identify property locations in a manner that is effective while also being architecturally attractive and consistent with the village theme.

The original address plaques are intended to be maintained in their original style, color, size and location; replacement address plaques that are identical to the original in style, color, size and location do not require approval. Should an owner desire to install a new address plaque that differs from the original, then prior application should be made to the Modifications Committee.

Address plaques, whether affixed to the exterior of the home or mounted in the ground with small posts or stakes, will be considered in terms of their size and location, blend with the exterior of the home and street views, visibility from neighboring properties and their overall consistency with the village theme.

Due to the close proximity of one house to another, attached and cluster homes will require a higher degree of architectural consistency consistent with the village theme and home style/design. Since address plaques can be a personal and subjective matter, it can be challenging to specifically define what will or will not be permitted.

Specifications:

Address plaques must be located within the homeowner's property and may not be mounted or affixed to trees, mailbox piers or streetscape fences. Other than the house number engraved on the front of the mailbox pier capstones, additional address signs, numbers, decals, or any other type of ornamentation or signage is prohibited on the mailbox piers or streetscape fencing.

Address plaques may not be placed or maintained in any location in which the position or size obstructs or interferes with regular lawn maintenance and they are to be maintained in good repair at all times.

Other signage:

Signs including but not limited to contractor, advertising or real estate signs are prohibited unless they are the Avenel approved For Sale/Rent signs which are ordered through the ACA office and installed by ACA staff.

Professional security signs that are provided by the security company are permitted without prior approval subject to the following requirements: 1) Security signs must be located in close proximity to the front door and should not exceed 10 x 12 inches; 2) the posts must be quality wood or metal; 3) signs and posts are to be maintained in good condition; and 4) no more than two (2) signs per property in front yard locations only.

The Modifications Committee will consider all applications on a case-by case basis.

Application:

Your application should include:

1. A completed ACA Modification Application form;
2. A to-scale site plan, plat or house location survey, or picture of the home, showing the location of the address plaque relative to the house and the property lines;

3. A photograph, catalog cut sheet or detailed drawing of the plaque or sign to include size, color and materials;
4. A color sample where applicable.

PAINTING/STAINING/COLOR CHANGES - EXTERIOR

General Considerations:

All exterior color changes or changes of paint type/finish on a home or other approved structure must be submitted in writing to the Modifications Committee for approval. Generally, the Modifications Committee is agreeable to colors that create a subtle, traditional effect, which is harmonious with the house and complementary to the surrounding homes and overall village color scheme. Particular care must be taken in selecting paint or stain colors on homes or structures within the cluster-type and patio villages. The color selection must be in accordance with the established theme within the village.

When painting exterior surfaces, paint should be a flat/matt, low luster/satin or semi-gloss finish and not a high gloss finish.

No request for approval is needed to re-paint any exterior elements in the existing approved color(s) and/or finish already on the house.

Specifications:

Selected colors must be harmonious with the other colors used on the structure, e.g., roofing, trim and brick, and must be harmonious with the color scheme used in the neighborhood. Generally, cluster, patio and town homes must stay within the original color scheme.

Application:

Your application should include:

1. A completed ACA Modification Application form;
2. Sample color chips (minimum 2" square in size) of proposed new colors and existing paint colors to be retained;
3. A written description or, preferably, an illustration showing all surfaces to be painted;
4. A color photograph showing existing finishes including brick and roofing.

SATELLITE DISHES

General Considerations:

Installation of antennas, including satellite dishes, shall be permitted only to the extent required to comply with the Federal Communications Commission (the "FCC") rule effective October 14, 1996 (the "FCC Rule") or other then applicable law, if any. The FCC Rule preempts certain restrictions in the governing documents of planned communities concerning the installation, maintenance, and use of certain direct broadcast satellite, television broadcast, and multipoint distribution service antennas, and structures raising the height of such antenna to less than 12 feet above the roofline (each a "Dish" and collectively, "Dishes"). The specifications herein provided are generally consistent with the FCC Rule; however, because the FCC Rule is subject to change or modification, the Board of Directors reserves the right to amend and modify the ACA's rules governing installation, maintenance, and use of Dishes, which rules may be more restrictive than current regulations.

Specifications:

Size, Type, Number and Height: Dishes that are one meter or less in diameter may be installed pursuant to these guidelines. Dishes larger than one meter are prohibited and all antennas or satellite dishes not regulated by the FCC Rule are prohibited. To the extent consistent with the FCC Rule, only one Dish is permitted per Residential Unit. Dishes may be no higher than necessary to receive acceptable quality signals. However, the following height restrictions and locations are preferred by the ACA:

1. Rear yard, not to exceed 30 inches in height from grade, screened by planting;
2. Side yard, not to exceed 30 inches in height from grade, screened by planting;
3. Directly on the side or rear elevation of a residence where its placement is visually shielded by an architectural recess or by an overhang such as the eaves. The dish shall not extend beyond 24 inches from the wall.

Notwithstanding, these restrictions shall not be applicable if they prevent obtaining an acceptable quality signal.

Masts: Any Owner who plans to install any structure to which a Dish is attached that raises the height of the Dish to more than 12 feet above the roofline (a "Mast") should contact the Modifications Committee for further information regarding standards and regulations. The "Application Form for Installation of Masts" must be submitted for any proposed Mast with regard to safety considerations, and the prior approval of the ACA must be obtained.

Location: The FCC regulations applicable as of the adoption of these guidelines provide that the ACA may identify preferred and less visible locations within the Residential Units for the placement of the authorized Dishes. The ACA can preclude placement on any Common Area or other areas outside the Residential Unit, or in an unsafe area. The ACA cannot require placement in such preferred locations of the Residential Unit if an acceptable quality signal cannot be received, as certified in writing by a licensed installer. Pursuant to the FCC regulations, the party attempting to enforce a restriction on the placement of a Dish has the burden of proving that an acceptable quality signal can be received at the preferred location. If the ACA believes that an acceptable quality signal can be obtained in a preferred location and the Owner fails to install the Dish in such preferred location, the ACA may retain a licensed installer to certify whether an acceptable quality signal can be obtained in the preferred location. If such certification is obtained, the Owner may be required to move the Dish to the preferred location and pay for the costs associated with obtaining the certification.

Specific Requirements regarding Location and Screening:

1. Dishes shall be installed solely within an Owner's Residential Unit and shall not be installed on Common Areas.
2. Dishes shall not encroach upon Common Areas or any other Owner's Residential Unit.
3. Where the size of the property allows, and where consistent with the FCC regulations, Dishes should be located at least 20' from the nearest property line and 50' from the closest residence. To the maximum extent possible, Dishes shall be located in a place shielded from public view and from the view of other Residential Units and should be placed in rear or side yards of Residential Units, if feasible; provided, however, that nothing in this rule would require installation in a location from which an acceptable quality signal cannot be received, as certified in writing by a licensed installer. This section does not permit installation on Common Areas, even if an acceptable quality signal cannot be received from the Owner's Residential Unit.
4. Where the location of a Dish is in view of road traffic, other Residential Units, or the golf course, the Dish must be screened in accordance with the General Specifications Section of the Architectural Guidelines, in the same manner and to the same extent as required for the installation and maintenance of other similar type equipment, provided such screening is consistent with applicable law. The Dish may require painting so that it matches the color of the trim, brick or other material that it abuts. Any screening or painting of a Dish must be done with the approval of the Modifications Committee by completing the Modifications Application process as provided in the Architectural Guidelines and Architectural Review Process of the Avenel Community Association.
5. The Owner shall at all times be responsible for the maintenance of the Dish and must if applicable, and assumes all liability for any damage to the ACA or other owners property that may occur due to dish install and use.

These guidelines are based upon current FCC regulations. The FCC regulations in effect at the time of Dish installation shall be controlling with regard to placement location. As the FCC regulations may be changed in the future, it shall be the responsibility of both the ACA and the Owner to have knowledge of the current FCC regulations at the time a Dish is installed.

Notification Process: Any Owner desiring to install a Dish must complete a Notice of Intent to Install Dish (attached hereto) and submit it to the Modifications Committee. If the installation is routine (i.e., the installation conforms to all of the above rules and restrictions), the installation may begin immediately. If the installation is other than routine for any reason, the Owner and the Modifications Committee must establish a mutually convenient time to meet to discuss installation methods. (A schedule of convenient times for the Modifications Committee will be provided to the Owner.)

Although the current FCC regulations preclude the ACA from requiring that the Owner obtain prior approval for the installation of a Dish, the Owner shall provide the ACA with notification of the installation as provided herein. The ACA encourages Owners to provide notice prior to installation so that location issues, if any, can be resolved without dispute. The ACA strongly encourages Owners to comply with the location preferences, or if such placement is not possible due to the signal reception, strongly encourages Owners to install attractive screening (consistent with these guidelines) to protect the visual appearance of the Community.

Satellite dishes that are no longer in active use should be removed from the premises

AVENEL COMMUNITY ASSOCIATION, INC.
Notice of Intent to Install Dish
within Residential Unit

(To be submitted to the Modifications Community by the Owner)

Unit/Home Owner(s): _____

Address: _____

If rented, tenant's name (*Attach copy of notice informing the owner of tenant's intent to install a Dish*): _____

Telephone (Day): _____ Telephone (Evening): _____

Type of Dish: _____

Direct broadcast satellite ____ 18-inch ____ other ____ size ____
Television broadcast ____
Multipoint distribution service ____ size ____
Fixed Wireless Signal ____ size ____
Structure to raise antenna __ height __ ht above roofline __

Company Performing Installation _____

Identify Installation Location: Porch Rear Deck Balcony
Other Indicate "Other": _____

Date installation performed: _____

Please indicate the method of installation.

Will the installation be in compliance with all ACA guidelines (which include manufacturers' guidelines and applicable building codes)? Yes No

If no, please provide three days and times for which you are available to meet with us to discuss Dish installation. At this meeting, you will need to provide information supporting the necessity for nonroutine installation. (A list of preferable days and times is attached.)

Is a Mast necessary for reception? Yes No

If yes, then you must complete the Application Form for Installation of Masts.

I will comply with all of the ACA's rules for installing, maintaining, and using Dishes. I understand that it is my responsibility to comply with all applicable laws, rules and regulations related to Dish installation, maintenance and use.

Signed: _____ Date: _____

AVENEL COMMUNITY ASSOCIATION, INC.

**Application Form
for Installation of Masts**

(To be submitted to the Modifications Committee by the Owner)

Is a Mast extending more than 12 feet above the roofline required for your Dish?

Yes No

If you responded “yes” to the question above, please provide your reasons why such a Mast is necessary. Include a detailed drawing of the installation plans, including:

- Description of the Dish and Mast
- Exact location of the Mast and Dish installation
- Description of the manner and method of installation
- Total height of the Mast and the height it will extend beyond the roofline
(Include an explanation of why the Mast must extend to this height.)
- Manufacturer specifications regarding the installation of the Mast

Also indicate a date and time that would be convenient for you to meet with the Modifications Committee. *(A list of preferable days and times is attached.)*

I will comply with all of the ACA’s rules for installing, maintaining, and using Masts. I understand that it is my responsibility to comply with all applicable laws, rules and regulations related to Mast installation, maintenance and use.

Signed: _____

Date: _____

Address: _____

Phone: (Day) _____ (Evening) _____

WINDOWS / WINDOW MUNTINS / WINDOW TREATMENTS / WINDOW WELLS

General Considerations:

Generally, in keeping with the harmony and aesthetic consistency of each of the various villages, a home's original window style and other window related design features should be maintained. A change in window style or other related window design features, including the use or lack of muntins (also referred to as mullions), can have a very noticeable aesthetic impact on the overall appearance of a home as well as the consistency and harmony of design throughout the specific village.

Specifications:

Windows: If windows are replaced, the new windows shall match the design of the original window including muntins/mullions, and unless approved otherwise, the color shall match that of the original windows or home's trim paint. Fixed and double hung window that are proposed for replacement should be replaced with the same style window. When windows are to be replaced the application should include complete specifications on which windows are to be replaced with details on the style, material, and color of the replacements. In cases where an entire home's windows are not being replaced, the Committee may require replacement of an entire home elevation, whether front, rear, or side to maintain consistency.

Window Muntins: The original new construction designs for the majority of homes in Avenel were traditional in design with window muntins, defined as the vertical and horizontal dividers that make up a windowpane. Window muntins/mullions are required to be maintained in the windows of all homes where they were part of the original construction unless otherwise approved by the Modifications Committee as they contribute to a theme of traditionalism and quality detail which is to be maintained in Avenel. Muntins should be straight line dividers with little or no ornamentation and should be painted so the exterior facing side matches the color of the exterior window trim. Applications for removal of muntins on rear elevations will be considered on a case by case basis and will generally only be considered for the rear elevation of a home.

Some homes in certain Avenel Villages did not include muntins/mullions as part of the original home construction and design feature. The Modifications Committee will continue to take original design and village theme into account when considering applications.

Any owner desiring to install window muntins in a house where they were not originally included or to remove window muntins from a house where they were originally included must make application to the Modifications Committee. No owner is permitted to install or remove window muntins without prior approval from the Committee.

Window Details or Designs: Other modifications or exterior decorative designs used for windows, such as the use of stained, leaded or etched glass must also be reviewed and approved by the Modifications Committee.

Window Wells: Window wells will generally only be considered on rear or side elevations of the home. They may require landscape screening to soften exposed portions. In addition, homeowners proposing to install egress windows from basement areas must adhere to county code requirements that include minimum net openings, use of ladders, etc. As with all modifications, it is the responsibility of the homeowner and not the Association to understand and comply with code requirements and obtain any required building permits before construction.

Based on the degree of visibility of the window well above grade, it may be required that the material match the homes exterior finish, quality of material and professionally installed.

The general code requirements for egress windows can be found on the Montgomery County website or by calling Montgomery County 311.

Application:

Your application should include:

1. Completed ACA Modification Application form;
2. Photographs of the existing windows with dimensions and frame color noted;
3. Detailed elevation drawing indicating all windows to be replaced, or those where muntins or other decorative elements are to be added or deleted, including a depiction of the proposed muntin pattern, dimensions, and color;
4. Architectural drawing to scale of proposed window wells and new material specifications. A material sample may be required;
5. Cut sheet and manufacturer specifications, including the color of proposed window replacements. A sample may be required.