

ARCHITECTURAL COMMITTEE REPORT
EGGS COVE HOMEOWNERS ASSOCIATION, INC.

2011

ARCHITECTURAL COMMITTEE REPORT 2011

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- Terri Patterson (Chair) 610-306-1716
- Betsey Barnes
- Ellen Doyle
- Shelia Greco
- Lynne Jeffreys
- Sandy Nesbitt
- Mary Wolfe
- Frances Wood

**M A I N T E N A N C E + R E P A I R A S S E S S M E N T
P R O C E S S 2 0 1 1**

VISION

To preserve the integrity, quality, and condition of the Perry Cabin Town Home community

PURPOSE

To ensure that each townhouse comprising the Fogg Cove Homeowners Association community meets architectural standards, is appropriately maintained, and that necessary repair and maintenance work is completed in a timely manner.

ANNUAL INSPECTION

Each year the Architectural Committee shall conduct an objective and comprehensive inspection and assessment of the exterior of each townhouse in order to:

- inform all homeowners of the overall condition and maintenance of their homes
- point out any items that do not meet the architectural standards, and
- notify the Board of Directors, Fogg Cove Homeowners Association of these findings

DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS

Article VII of the Covenants, Special Maintenance, provides as follows:

In the event that there is an obvious need for maintenance or repair which is caused through the willful or negligent act of an Owner, his family, agents or invitees, and if such maintenance or repair is not made within thirty (30) days after notice to maintain or repair is sent by the Board of Directors, the Board of Directors may cause the maintenance or repair to be performed and the costs thereof shall be added to and become a part of the assessment to which the Owner's Lot is subject. The Board of Directors shall have the right to enter upon a Lot to perform maintenance or repairs as may be necessary without incurring liability therefore.

PROCESS

1. If such maintenance or repair work is merited, it shall be designated in one of two classifications—
 - a. Routine Maintenance/Repair, or
 - b. Priority Maintenance/Repair
2. If the work is classified as Routine, the Property Manager shall notify the Homeowner of the Committee's assessment and request that work be completed as part of the home's next scheduled maintenance. To assist Homeowners with routine maintenance the *Architectural Standards + Conditions* now contain a section on *Materials, Suppliers + Contacts*. Routine work would include such things as peeling paint on trim moldings, small amounts of rotting wood that needs replacement, loose or missing bricks on front stairs, and the like.
3. Priority Maintenance/Repair describes a condition in which the property is in obvious need for maintenance or repair and that the property requires immediate attention in order not to diminish the quality of the community. Such work would include significant amounts of rotting exterior wood, large expanses of wood siding in need of painting, foundation plants that have grown so large as to negatively impact the property, missing exterior fixtures, and the like. In Priority situations,
 - a. the Property Manager shall notify the Homeowner in writing of the nature the repairs needed;
 - b. within thirty days the Homeowner shall respond to the Board of Directors in writing with a plan to complete the repairs that includes a timeline;
 - c. if the repair work is not commenced or completed in a timely manner, the Board shall take the steps necessary to effectuate the repairs that are described in Article VII of the Covenants.

Effective April 2011 by the Board of Directors, Fogg Cove Homeowners Association, Inc.

**A P P L I C A T I O N F O R A R C H I T E C T U R A L
C H A N G E S 2 0 1 1**

The following applications have been made to the Architectural Committee.

Project	Applicant/Unit	Date	Status
Sat Dish	David Bluemke + Bonnie Beavan Unit 238	3/11	Approved
Replace siding, renovation, maintenance	David Bluemke + Bonnie Beavan Unit 238	3/11	Approved
Outside under eave lights	John + Mary Wolfe Unit 246	3/11	Approved

A P P L I C A T I O N F O R A R C H I T E C T U R A L
C H A N G E S 2 0 1 1

The following application must be filed with the Architectural Review Committee before any maintenance, modifications, renovations or any other work is done to an exterior of a townhouse in the Fogg Cove community. The Architectural Committee requires 30 days for review and comment.

FROM: Homeowner _____
Unit Address _____
Phone _____
Email _____

DESCRIPTION:

Please provide a brief description of the proposed work to be done to the exterior of the unit. Attach detailed sketches or architectural drawings, photographs, catalogue illustrations or any other descriptive material that would assist the Committee in making its decision. Be sure to include measurements, description of materials, and colors. You may use the lines below or attach a separate sheet.

OWNER'S ACKNOWLEDGEMENTS:

1. The homeowners of the four units most adjacent to your unit must be given notification that this application is being made. Said notification indicates awareness by adjacent homeowners and does not constitute their approval or disapproval of the proposed work. List below the names of the homeowners that the Applicant has notified:

Name: _____ Unit No. _____
Name: _____ Unit No. _____
Name: _____ Unit No. _____
Name: _____ Unit No. _____

2. Owner hereby acknowledges that the Association's "Design Standards and Conditions" dated April 2005 have been read by the Owner. Owner understands that approval or disapproval of this Application by the Architectural Review Committee shall be based on said Design Standards and Conditions.

3. Owner hereby agrees that he/she will ensure that the above described proposed changes shall not violate any building or zoning code or ordinance of the Town of St. Michaels, Talbot County and the State of Maryland.

4. Owner agrees that all work will be completed within the 2 year period required by the Town of St. Michael's Building Permit.

5. Owner hereby agrees that the proposed work shall not commence until written approval of this Application by the Architectural Review Committee has been received by the Owner.

6. Owner hereby agrees that if the proposed work is commenced without the approval of the Architectural Review Committee, the Owner may be required to return the property to its former condition at Owner's expense and pay all associated legal expenses.

7. Owner hereby agrees that any variation from this Application must be resubmitted for approval by the Architectural Review Committee.

Owner/Applicant Signature _____ Date _____

For Committee Use Only

Date Received _____

Check appropriate box

Approved: Disapproved: Date _____

Committee Signature _____ Date _____

Comments: _____

The following standards have been established by the Architectural Review Committee:

1. CHANGES TO EXTERIOR ARCHITECTURE

... other than maintenance is subject to approval by the Architectural Committee. This approval process is required not only for renovations and improvements, but also replacement of any exterior architectural item including windows, trim, siding, sliding glass doors and roofing shingles. The replacement and repair of roof shingles, shutters, trim molding, entrances, decks, chimneys, windows and other architectural features shall be carefully coordinated with the Architectural Review Committee to match existing features in style, quality and color. All front and side windows must have mullions or grilles.

- The Architectural Committee requires 30 days for review and comment.

2. BALCONIES

...are allowed on the rear of the "A" model townhouses as originally designed. All new balconies shall not exceed the original standard design for the "A" model. Flat roof additions are not to serve as upper decks or balconies. See Fig 2a.

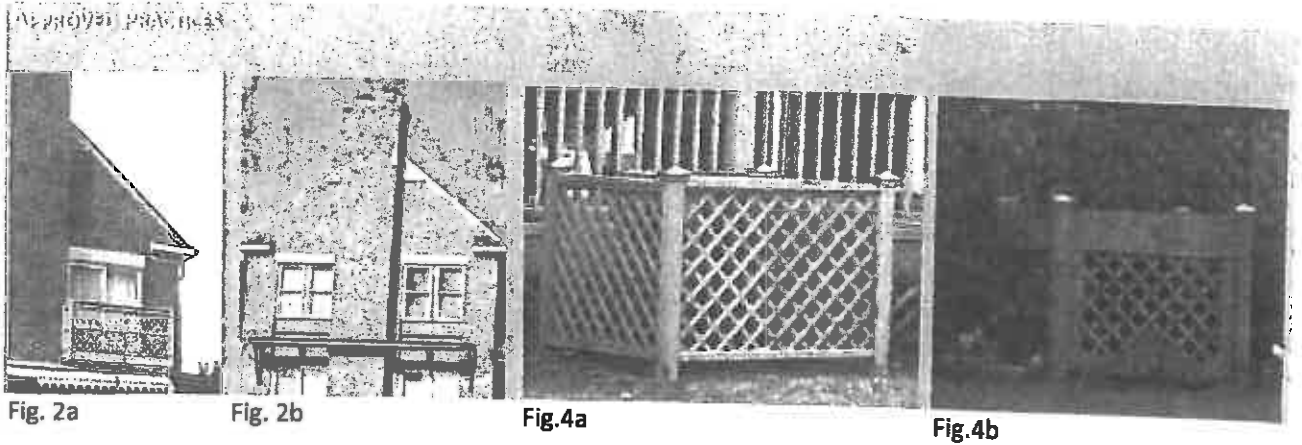
- In 2007, the Architectural Committee approved the replacement of the sliding glass doors/balcony on the rear of the "A" model townhouses with double windows and horizontal siding to match the siding with the rest of the building. See Fig 2b.

3. PROPANE TANKS

... shall be buried and permanently installed and permitted subject to separate regulations established by the Grounds Committee.

4. GARDENS

... next to the front, rear, and side of the townhouse structure shall be limited to foundation plantings and flowers. Tree planting is subject to approval by the Grounds Committee. A fence of lattice may be used to cover HVAC units located in the garden at the rear or side of a townhouse. See Figs 4a and 4b.



5. AWNINGS

... on rear decks shall be allowed. The color of the awning canvas shall match the house trim, and all awnings on the building shall match. The standard *Application for Architectural Changes* is necessary to install an awning, but may be signed off by the Chairman of the Architectural Review Committee. See Fig. 5a.

6. DECK ENCLOSURES

... either full or partial, shall be allowed, and a foundation under the enclosure is encouraged.

- The **shed roof** shall be standard on "B" and "C" models. **Flat roofs** are permitted on "A" model units. On "D" models, a flat roof is permitted on the enclosure of the deck adjacent to the portion of the building with the lower roof, and a shed roof is permitted on the enclosure of the deck adjacent to the building with the higher roof.
- **Deck enclosures shall not exceed the original footprint**, except that deck enclosures on "D" models may be squared off where they have an indentation. Where a deck has been enclosed, (1) landings of brick, natural stone or pavers may be added to the base of the steps of the rear door stairs not to extend beyond 3.5 feet from the bottom step; (2) areas adjacent to the enclosure may be covered with brick, natural stone or pavers not to extend beyond 6 feet from the footprint of the enclosure as long as these extensions do not impact neighboring views.
- **The color of the deck and the railings must match the color of the siding of the house.**
- Concepts for the models A, B, C and D are attached.

7. DECK RAILINGS

... shall not be less than **thirty six inches (36")** in height for structures 30" above grade. For new decks designed and constructed after 2000, the 2000 International Residential Code™ stipulates:

Section R316.1 Guards Required. Porches, balconies, or raised floor surfaces located more than 30 inches (762 mm) above the floor or grade below shall have guards not less than 36 inches (914 mm) in height.

Section R316.2 Guards Opening Limitations. Required guards on open sides of stairways, raised floor areas, balconies and porches shall have intermediate rails or ornamental closures that do not allow passage of a sphere 4 inches (102mm) in diameter. Required guards shall not be constructed with horizontal rails or other ornamental pattern that results in a ladder effect.

Existing horizontal guards may be replaced using either lattice or vertical guards that do not allow passage of a sphere 4 inches in diameter and in a style consistent with "D" unit front porches and the "A" unit front portico roof railings. Lattice is approved below decks and on deck railings, as well as on gates over the stairs as a safety feature for children and pets. For further rules on balconies see number 2 above.

- **The color of the deck and the railings must match the color of the siding of the house.**

8. STORM DOORS

... shall be of a standard design for all townhouses according to the following specifications:

- **"B, C, and D" unit storm doors shall be twelve (12) light panel doors of wood or aluminum. See Fig. 8a.**
- **"A" unit storm doors shall be either wood doors with twelve (12) light panels or aluminum storm door from West Window Corporation, available at Warren Woodworks, Model 52, or identical model from a different company. See Fig. 8b.**
- **The color of the storm door must match the color of the entrance door of the house.**

9. FRONT PORCHES

... of D unit townhouses may replace the original concrete slab with brick. This is an option for the homeowner, not a requirement. The new brick must match the original brick of the townhouse as much as possible.

10. SATELLITE DISHES

... fall under (47 C.F.R. Section 1,4000) of the Telecommunications Act of 1996 which prohibits restrictions that impair the installation, maintenance, or use of antennas used to receive video programming. The rule applies to video antennas including direct-to-home satellite dishes that are less than one meter (39.37") in diameter, TV antennas, and wireless cable antennas. The rule prohibits: (1) unreasonable delay or prevention of installation, maintenance, or use; (2) unreasonable increase to the cost of installation, maintenance, or use; or (3) prevention of reception of an acceptable quality signal.

In keeping with the *Vision* for our community, we request that satellite dishes be placed in side or rear gardens and tastefully landscaped; not be attached to any part of the structure, including (but not limited to) the roof, the deck, or the side of the house; and not be placed in the front of the structure. If this is not possible the Architectural Committee and Board of Directors will be happy to work with the homeowner to reach an acceptable and attractive location. See Fig. 10a.



Fig.5a

Fig.8a

Fig.8b

Fig.10a

11. SHUTTERS

... must be black with a semi-glass finish.

12. CONCRETE STAIN

... is available in the Trash Shed to insure that new concrete matches existing concrete as much as possible. The Property Manager should be contacted for this service.

13. UNDER-EAVE SPOTLIGHTS

... mounted under eaves and cone of light directed to sidewalk, corner of property or open space where it will not shine on other units building or property.

14. APPROVAL

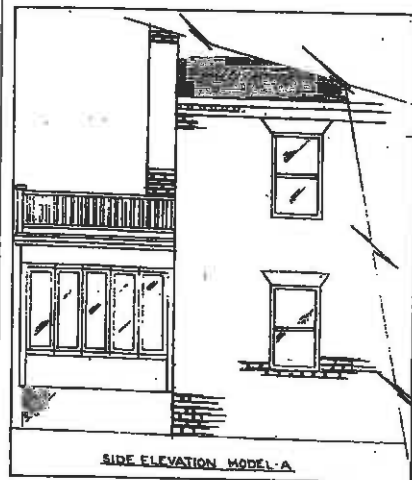
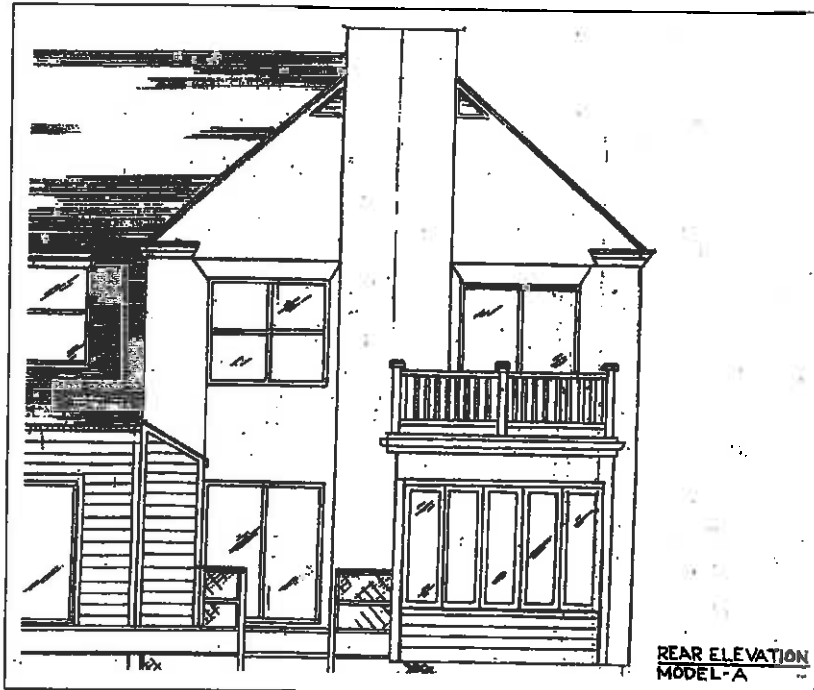
Once approval has been obtained from the Architectural Committee for any item covered above, the homeowner may still need a St. Michaels building permit to begin construction.

15. TIME PERIOD

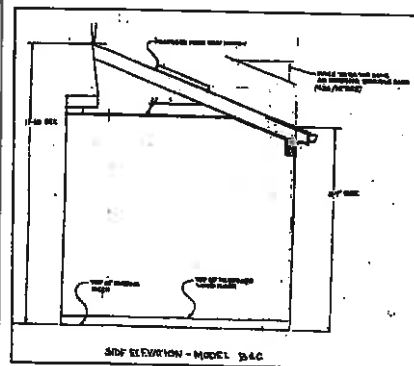
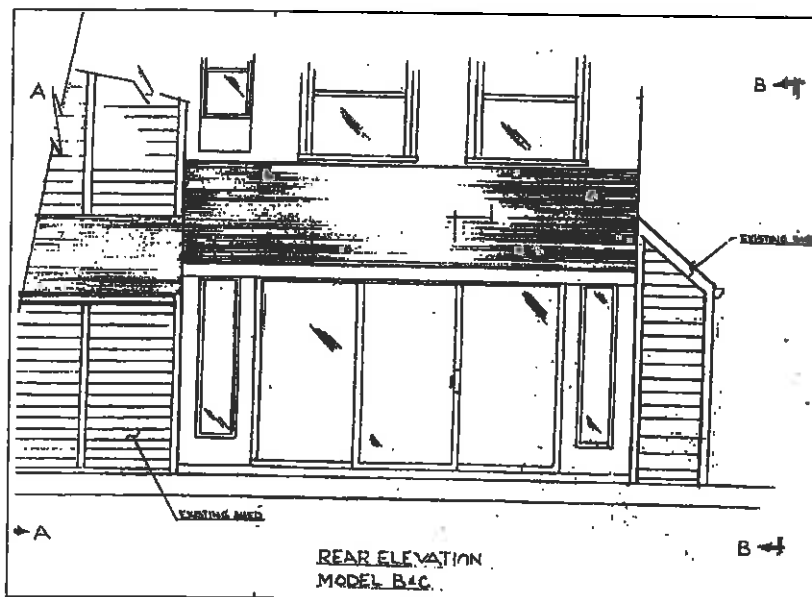
Owner agrees that all work will be completed within the 2 year period required by the Town of St. Michael's Building Permit.

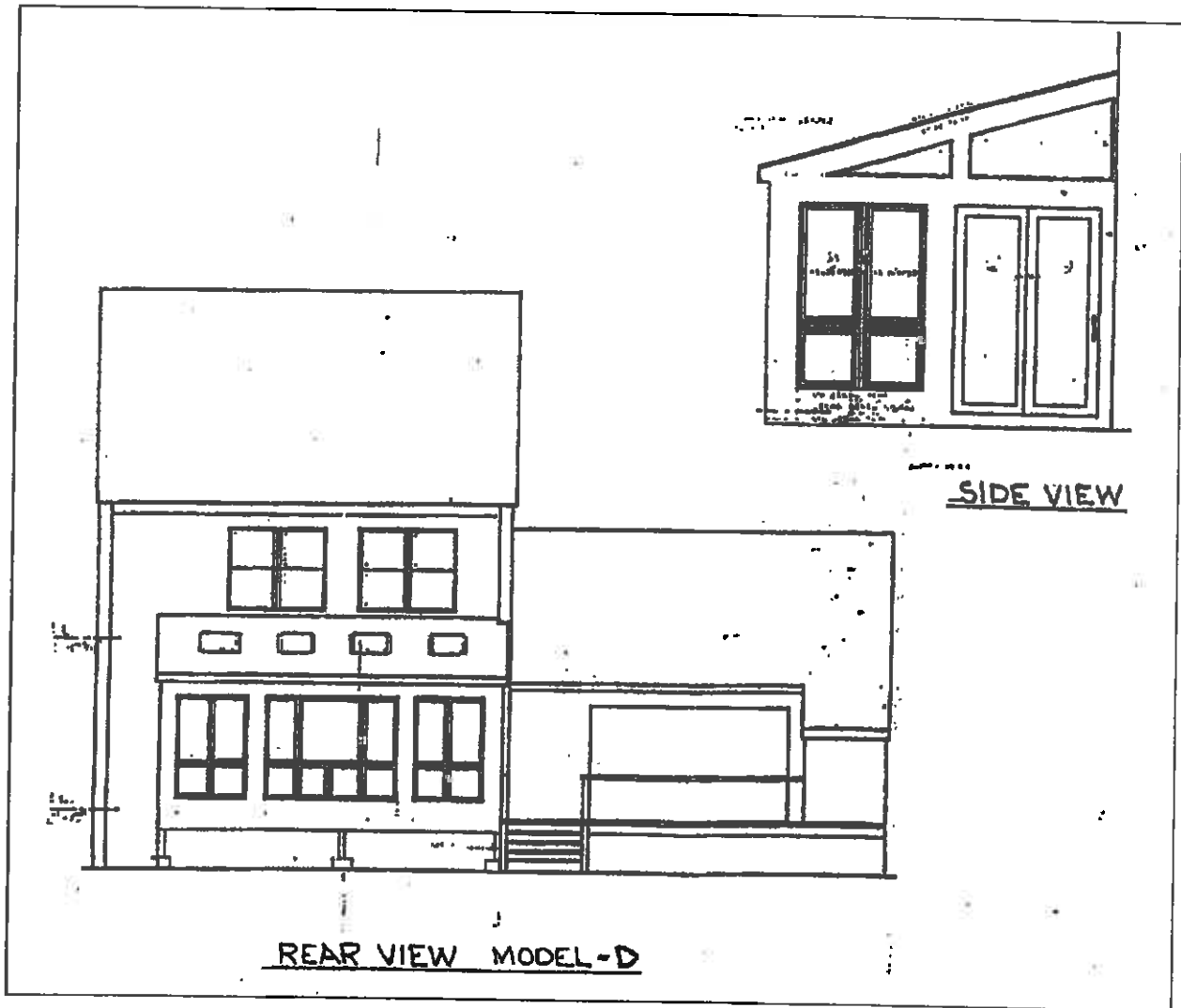
DECK ENCLOSURE CONCEPTS

MODEL A



MODELS B + C





M A T E R I A L S + S U P P L I E R S + C O N T A C T S

The following list of materials and suppliers do not represent an endorsement by the Fogg Cove Homeowners Association. They merely serve as a reference of sources that other homeowners have used and found successful.

AUTHORITIES + REFERENCES

Building Permits

- Town of St. Michaels
300 Mill Street
St. Michaels, Maryland
410.745.9535
Mon. – Fri. 8:30 – 5:30

Property Manager, Fogg Cove Homeowners Association, Inc.

- Thomas R. Campi, Jr.
Bay Wealth Retirement & Family Advisory, LLC
19 Bay St., Easton, Maryland 21601
410. 822.4144; e-fax: 1.443.451.8160

Fogg Cove website www.foggcove.org

SUPPLIERS

Awnings

- Awnings by George
365 Glebe Road
Easton, Maryland
1.800.757.4233
410.820.4477
- Quinnworks Inc.
518 Brownsville Road
Centerville, Maryland
410.822.8857
410.758.0852

Door Locks

If a replacement doorknob is required to coordinate with a keypad alarm, the following model is approved.

- Colonial Knob Keyed Entry Set; Lifetime Polished Brass. The item number is 5210.003



www.baldwinhardware.com

Paint

- Available at Annapolis Paint Company
419 E. Dover Street
Easton, Maryland
800.458.8472
410.820.4442

Building 1 (224-230), 6 (310-316), 9 (332-340)

Siding = Dune Gray

Trim = Pony Tail

Door = Sweet Spiceberry

Building 2 (232-234), 5 (300-308)

Siding = Driftwood Gray

Trim = Pony Tail

Door = Green Tea Leaf

Building 3 (236-244), 8 (328-330), 10 (342-352)

Siding = Sandstone

Trim = Pony Tail

Door = Chalky Blue

Building 4 (246-256), 7 (318-322), 11 (354-364)

Siding = Dark Gray

Trim = Pony Tail

Door = Apple Crunch

Roofing

- Town & Country
10200 Ocean Gtwy
Easton, Maryland 21601
410.820.6583

Siding

Acceptable replacements for wood

- **HardiPlank, Fiber Cement Siding**
James HardieSiding Products, www.jameshardie.com
- **Certain-Teed All-Weather Board**

Storm Doors

- **West Window Corporation, Model 52 for "A" Unit**
- **Available at Warren Woodworks, Inc.**
8708 Brooks Drive
Easton, Maryland
410.820.8894
- **Available at Lowes**

Windows

Acceptable replacement for windows

- **Marvin ©Clad Ultimate Insert Double Hung Replacement Window**
Extruded aluminum clad exterior (clad only); Full screen
www.marvin.com
- **Available at Warren Woodworks, Inc.**
8708 Brooks Drive
Easton, Maryland
410.820.8894

Acceptable replacement for sliding doors

- **Pella © Sliding Patio Doors Designer Series Contemporary**
The Contemporary with narrow door panels and more visible glass are matches to the original sliding doors.
www.pella.com
- **Available at Lowes**

Under-eave Spotlights

Remcraft Lighting Products

Model #2062

Color: White

Bulbs: 90 Watt Halogen

Brick Re-pointing

- **Hopkins Masonry
Easton, Maryland
410.822.8529**