



The Links II HOA

ARCHITECTURAL CONTROL GUIDELINES

ARCHITECTURAL CONTROL GUIDELINES

PREFACE

The purpose of these guidelines is to preserve and protect the current aesthetic character and environment of the Links II Community. The present theme of natural tones (earth colors) should be extended to any improvements. In short, the guidelines are designed to maintain the original environment of your community. The determinations made by The Links II Board regarding Architectural Review are often of a subjective nature and the final decision of what conforms in style, material and color is at the sole discretion of the The Links II Board.

All exterior improvements, modifications, or alterations shall generally conform in style, material, and color to that of the original home design and shall be maintained as specified in the Links II ***Declaration of Covenants and Restrictions (DCR)*** for Links II, Article II, Architectural and Property Use Guidelines.

All modifications requested must adhere to the guidelines within this document.

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I. ARCHITECTURAL CONTROL REVIEW PROCEDURES

A. *ARCHITECTURAL APPLICATION FOR EXTERIOR CHANGE*

1. **Each property owner must submit a written proposal for any exterior modification, addition, change, alteration, or improvement to the property using the BOARD Application.** Each improvement must be filed on a separate application and submitted to management. The proposal must contain a complete description of the project, including height, width, length, size, shape, color, materials, and its location, plus present colors, and type of material to be changed. Samples of paint, shingles, siding, capping, or color brochure, etc. must be provided along with BOARD application. Photographs or sketches of similar completed projects will aid in facilitating a prompt decision. If a proposed alteration affects the existing drainage pattern, the proposed revised drainage pattern must be included. A plot plan outlining the location of this proposal may be required, if applicable.
2. Oral requests will not be considered.
3. The applicant shall be informed, in writing, of the action taken by the board within 30 days following submission of the application.
4. If the application is rejected, the board shall state, as part of its written decision, the reason(s) for disapproval.
5. All improvements must be completed as approved on the BOARD application. Deviations from approved application will be considered non-compliant and must be corrected at the homeowner's expense and the enforcement process will be initiated until home is in full compliance.
 - Approval of any project by the Board does not replace the need for the property owner to obtain the required Township, County and State permits.
 - Obtaining a Township, County and State permit does not replace the need for the property owner to obtain Board approval.
 - The Board will not knowingly approve a project which is in violation of the Township, County or State building and Zoning Codes.

II. ARCHITECTURAL AND PROPERTY USE GUIDELINES

A. *EXTERIOR MODIFICATIONS, ADDITIONS, CHANGES OR ALTERATIONS TO BUILDINGS, DETACHED STRUCTURES OR GROUNDS*

1. **General**

- a. Any addition to an existing building, any exterior alteration, modification or change to an existing building, or any new detached structure must have the approval of the BOARD before any work is undertaken. Examples of such projects include but are not limited to decks, greenhouses, storage sheds, fences, fireplaces, gutters, downspouts, house numbers etc. These items must conform to the general characteristics of the unit. In general, any change that can be seen from the outside of your house needs approval of the BOARD. The addition of a new room to the parent structure requires board approval.
- b. Any addition, exterior alteration, modification or change to an existing building shall be compatible with the design characteristics of the original building. Any new, detached structure shall also be compatible with the design characteristics of the parent structure.
- c. The submitted description and official plot plan survey accompanying the BOARD application must accurately describe the proposed addition, change, alteration, or improvement. Approvals granted by the BOARD are conditioned upon the applicant's full faith adherence to the submitted description and plot plan survey. The failure of any applicant to fully comply with the requirements of the BOARD application shall render any such application null and void. The non-conforming portion of any such addition, change or alteration or improvement shall be treated as a violation.
- d. The Board and Management assume no liability as the result of approval or rejection of a property owners BOARD application.

2. Awnings, Gazebos, Canopies, Tents

- a. Gazebos are prohibited.
- b. Front awnings are prohibited.
- c. Small removable canopies may be permitted with BOARD approval.
- d. Retractable awnings may be installed with BOARD approval, but only at the rear of the house and must be a conservative compliment of the unit siding.
- e. It is the responsibility of the homeowner to ensure that the awning is replaced when worn or deteriorated.
- f. Temporary, stand-alone canopies may be considered for use on a seasonal basis [April 1 – October 1]. An application indicating size, color, type of material and a plot plan showing the proposed location must be approved by the BOARD prior to the installation.

Party/temporary canopies/tents may be considered at other times on a limited basis without BOARD approval for special events (i.e., weddings, graduations, etc.), providing that the dates of use are specified, in writing, along with a plot plan outlining the location to the BCSA office one-week prior to the event. Temporary structure must be removed within 3 days after the event.

An application specifying dates of use, size, color, type of material and a plot plan showing the proposed location must be approved by the BOARD prior to the installation.

- g. If power is desired in any of these structures, it must be installed using the National Electrical Code and any local codes which require more stringent installation. The proper Township permits, and inspections are also a requirement.

3. Windows, Doors, Garage Doors and Screens

- a. Windows, storm windows, doors, storm doors, garage doors, sliding doors and screens must conform to the Architectural characteristics (material and style) and color scheme of the home.
- b. All windows and sliding doors on the unit must be white.
- c. All windows on a multi-unit building must be the same color.
- d. Window grids are permitted and must be mentioned on the BOARD application when requesting window replacements.
- e. Window Guards
No exterior window guards, decorative grates or security grates may be erected without approval from the BOARD.

Storm/Screen doors Specifications

All storm and screen doors must be white or black on black door, full-view, plain glass, or a door with a built-in screen or blinds are acceptable. Beveled or etched glass is allowed.

All hardware must match and be in the color of white, silver or gold tones

4. Swimming Pools and Spas

- a. Permanent inground or above-ground swimming pools are not permitted. Child-size swimming pools may be used in backyards, however, when not in use shall be stored out of site.

- b. All approved spas shall be properly maintained and remained covered when not in use.

5. Retaining Walls, Berms, Change of Grade and Drainage

- a. Adding retaining walls, other structures, berms or change of grade and drainage, must have BOARD approval. Must not interfere or encroach with neighboring homes.

6. Driveways & Sidewalks

- a. Extensions, widening, rerouting, or change in material of existing driveways or walks must have BOARD approval.
- b. Cracks or deteriorated surfaces may be repaired, or the entire cracked or deteriorated block must be replaced.
- c. Concrete or asphalt which is heaved must be replaced.
- d. Driveways and sidewalks may be asphalt, concrete, stamped concrete, or pavers.
- e. Carports are not permitted.
- f. Temporary fencing/boards are not permitted in the front of any home.

7. Rear yard Decks and Patios

- a. A deck is any surface which is raised above grade and has a railing or fence. Railing and fence shall not exceed 3 feet off the surface of the deck. Other dimensional requirements are as follows:

Width- on an interior unit, a patio or deck may extend from privacy fence (property line) to privacy fence (property line) On an end unit, a patio may extend from privacy fence (property line) to the outside edge of the walkway running along the side of each unit and a deck may extend from privacy fence to the outside edge of the unit.

Depth

Patios at grade and without railing or fence may extend out to a maximum of 14 feet from the rear wall of any dwelling unit (not a kitchen bump out or fireplace wall)

Decks above grade and upper levels or with a railing or fence may extend out to a maximum of 9 feet from the rear wall of any dwelling unit (not a kitchen bump out or fireplace wall)

Units with walkout basements shall not extend the existing deck without first board approval.

- b. All proposed decks must conform to the Architectural characteristics of the home. For decks, and patios, the " Township Requirements for Slabs, Patios, Decks, etc." must be complied with.
- c. Railings for patios, decks, porches, exterior stairways, shall not exceed 42 inches in height above the floor of the deck structure in accordance with Township requirements. Lattice will not be used in conjunction with railing design or construction. Railings must conform to the Architectural characteristics of the home.
- d. Decks, and railings shall be constructed of pressure treated lumber or other durable wood such as cedar or redwood, or material made of premium recycled wood, polymer resins, composite wood material, or vinyl. All material must have a natural wood tone.
- e. Patios may be constructed of concrete, brick, pavers, flagstone, tile, slate, pressure treated wood, or material of premium recycled wood, polymer resins, or composite wood material. Patios shall be constructed at ground level (on grade).
- f. Style and materials must be compatible with the Architectural design characteristics of the community and approved by the BOARD.
- g. A plot plan and a detailed sketch outlining the location and dimensions of the patio must accompany each application.

8. Play Equipment

- a. Permanent play equipment (i.e., swing sets, trampolines, etc.) is not permitted
- c. Portable sports nets must be stored in the garage when not in use. They can not be left out overnight.

9. Grills, Fire Pits, Smokers and Fryers

- a. Permanent barbecue's are prohibited.
- b. When in use, installation and location of any barbecues, grill, fire pit, smoker, or fryer must comply with current Fire Code.
- c. All items above shall be properly maintained and used with caution and away from flammable items.

10. Sheds

- Vinyl or composite storage deck boxes/chests are permitted in the back of the home **only**. No wood/metal sheds are permitted.
- Height may not exceed 5' unless stored up against the back of the home whereas height may not exceed 8'.

11. Clothes Lines

- a. No drying of laundry will be permitted outside of a unit, except for a situation of a temporary emergency nature and only in enclosed rear yards.

12. Antennas and Solar Panels

Antennas

- a. Standalone antenna towers are not permitted.
- b. Satellite antennas are permitted on the roof

Solar Panels

- a. Solar panels are permitted; installation with clearance left around the edges of the roof to allow for emergency access in case of fire. An engineering study should be completed.

13. Landscaping and Planting

- a. Landscaping and planting in general are encouraged provided landscaping and plantings are compatible with the general community plan. The BOARD must approve all landscaping plans, removal, or additions of trees and/or shrubs, including a complete ARB application with the intension and design/illustration of the desired work prior to commencement of work.

This includes dead trees and stumps to be ground. Tree removal requires stump grinding, surface root removal and turf restoration, unless a new tree is being planted in its place

- b. Any plantings which restrict sight distance lines for vehicular traffic shall be cut back or removed. Township ordinance requires 10 feet from the curb.
- c. Lawn ornaments may be used to complement planting beds when proportionately sized and blended into the beds.
 - (i.) All lawn ornaments must be placed within a planting bed.
 - (ii.) Lawn ornaments in front of the property may not exceed 3 feet in height and three feet in width.

- (iii.) Ornaments must be neutral or light in color and must be stationary.
 - (iv.) Bird baths must be placed within a planting bed.
 - (v.) Statuary and like objects are subject to all rules and standards applicable to lawn ornaments.
 - (vi.) Solar lights are permissible in flowerbeds and around the house for security and must be on the homeowner's property.
- d. The use of landscape stone shall generally be kept within 5 feet of the home unless otherwise approved by the BOARD. Stone shall not be used in grass areas between sidewalk and Township streets, except within 18 inches of the post for a mailbox.
 - e. Lawns, gardens, and flowerbeds shall be kept trimmed and always weeded.
 - f. No bamboo may be planted.

14. Animals

All pet rules/regulations must comply with Gloucester Township Ordinance Chapter 47

- a. Animal enclosures, fences, houses or pens are strictly prohibited on any lot.
- b. No animals shall be kept exterior to a residence except dogs and cats. Such pets shall be always restrained leashes and shall not be allowed to run free on the common areas or on the property of others. Pets shall not be kept in such numbers as to create a nuisance for any adjoining or adjacent properties. It shall be the responsibility of Management to attempt to investigate all complaints concerning pets and to monitor and enforce all regulations within the confines and financial ability of the Association. However, it is expected that residents will attempt an amicable solution to disputes prior to involving Management.
- c. All pets must be registered and licensed.
- d. Pet waste in yards must be removed daily and comply with scooper regulations within Gloucester Township Code.
- e. Pets are not to be left unattended outside of unit. Owners are responsible for their pet and pets' actions.

- f. No pet shall be kept which cause any annoyance of any kind to other Links II residents.
- g. The feeding of stray or wild animals, ducks or geese of any kind is strictly prohibited in accordance with Gloucester Township Ordinance Chapter 74D – Appendix A
- h. Bird feeders are permitted so long as they do not create a nuisance.
- i. Please walk your pet **in the street** and pick up after them, **do not** let the pet urinate or defecate on any other homeowners' lawn/property. **OFF TURF**
- j. Dog runs are prohibited.

Violators will be fined

GLOUCESTER TOWNSHIP ORDINANCE – CHAPTER 74

<https://sites.google.com/view/glotwpcode/table-of-contents/2-regulatory-ordinances/chapter-74a-g-stormwater-management>

SEE APPENDIX A

GLOUCESTER TOWNSHIP ORDINANCE – CHAPTER 47

<https://sites.google.com/view/glotwpcode/table-of-contents/2-regulatory-ordinances/chapter-47-pets-animal-abuse>

15. Business or Commercial Activity

- a. No business or commercial trade shall be allowed upon any residential lot unless approved by the Township and where such activity requires no advertising, and no signs are placed upon the premises identifying the trade or business. In addition, no business or trade activity shall be allowed which generates increased pedestrian or vehicular traffic within the community.

16. Fireplaces, Exterior Vents, and Firewood

- a. Any fireplace addition must have the approval of the BOARD before construction begins.
- b. Generally, fireplace additions in keeping with the Architectural characteristics of the home will be considered.

- c. No fireplace addition will be approved if its chimney consists solely of metal piping on the exterior of the house. The chimney design and material must be approved by the Township and must conform to the style of the house.
- d. Firewood shall be neatly stacked outside in the rear yard of the owner's property no closer than one foot from any wall. Firewood shall be stacked on raised racks at least 4" from the ground to provide for air circulation. Firewood may not be stacked above ground on a rack. Rotted and insect infested firewood shall be removed.
- e. Firewood may be covered with an earth tone or clear tarp and must be kept neat and presentable.

17. Flags/Lawn Ornaments/Statues

- a. Installation of free-standing, permanent flag poles are prohibited.
- b. Display of the Flag of the United States must be in accordance with Title 4 of the U.S. code.
- c. Horizontal or inclined poles not exceeding 6 feet in length may be installed provided they are adequately secured to the unit and do not encroach on neighboring property or easements. The poles must be removed when the flag is not displayed. Seasonal or holiday flags may be displayed and must be replaced when worn or shabby.
- d. No lawn ornament or statues of any kind without first obtaining BOARD approval and must be minimal and complimentary.

18. Yard Signs

A For Sale sign is permitted to be placed in the front of each unit and one in the back of each unit.

Signs that identify a protection system installed at the unit may be placed in the front of each unit, at the front entry of the home.

Contractor signs are permitted only during the duration of work being performed.

19. Vehicles and Parking

- a. No unit owner and resident shall park, store or keep any vehicle except wholly within the driveway or garage located upon the lot. Parking is permitted along the curbs.

- b. The following vehicles may not be parked anywhere near any residence front or back of any property except within an enclosed garage.

Boats, vans, motor homes, trailers, campers or camper-type add-ons, recreational vehicles, resident-owned commercially registered vehicles with advertisement on them.

- c. No commercial vehicles shall be left parked on any street or lot longer than is necessary to perform the business function of such vehicles in the area. It being the express intention of this restriction to prevent the parking of trucks or buses on streets or lots in Links II for a time greater than that which is necessary to accomplish the business purpose. Any vehicle used in a business or trade other than passenger cars or displaying external advertising for a business or trade, including passenger cars, are commercial vehicles. Company-owned passenger vehicles without advertisement used as the primary source of transportation by the resident are not considered commercial vehicles for the purposes of this paragraph.
- d. No inoperable, disabled, abandoned, or unregistered motor vehicle of any type shall be stored or parked on any lot, street, or property except within an enclosed garage. Such vehicles are subject to towing at owner's expense. No major automobile repair shall be carried out on any lot or property except in an enclosed garage.
- e. Vehicles in violation which have been tagged or written notification by management has been issued and not corrected in the time frame allotted will be towed at owner's expense. Moving violations will be reported to the Township Police for appropriate action.
- f. Motor vehicles, other than lawn maintenance equipment, are not to be operated on common grounds or sidewalk.
- g. Parking is restricted where 'no parking' signs are visible. Do not block driveways.

20. Trash & Recycling Containers

- a. Trash in plastic garbage bags and recycling containers are preferably stored in your garage. If they cannot be, they must be screened from view or on the back porch.
- b. Containers may not be placed at curbside more than 24 hours prior to scheduled pickup. Plastic bags placed at curbside for pickup must be securely tied. Containers must be removed promptly after pick-up on pick up day.

21. Seasonal Holiday Decorations/Exterior Lighting

- a. With the exception of the following, Holiday decorations may not be erected more than 30 days prior to the holiday and shall be removed no later than 5 days following. Holiday lighting may not be illuminated more than 10 days prior to the holiday and shall be removed no later than 5 days following and must turnoff by 11:00 p.m.

Halloween: October 1 – November 5
Christmas/Hanukah: November 15 – January 15

Spot lights and motion detected spot lights must be board approved with the consent of your neighbor included in the application.

Motion detected spot lights above the garage are allowed.

22. Miscellaneous

- a. Exterior lighting, security cameras, and audible pet sensors, other than low voltage landscape lights or a security light fixture, shall require approval of the BOARD. Exterior lighting and security cameras shall conform to the Architectural characteristics of the cluster and shall not be directed in such a manner as to create an annoyance to neighbors. The volume of audible pet sensors shall not be set to a volume, that when triggered, will annoy the neighbor. Whenever possible the pet sensor and security camera field should not be positioned to overlay the neighbor's property.
- b. No vegetable garden shall be placed in the front of any house.
- c. Storage of any item in back yards is not permitted (with the exception of lawn furniture, and grills) except with BOARD approval. Any items stored outside are to be kept in a neat and orderly fashion.
- d. Debris will not be allowed to accumulate in any yard.
- e. All homeowners must comply with current Township ordinance(s) regarding trash removal, recycling, and snow and ice removal). Homeowners are responsible for snow and ice removal from their sidewalks on their property.
- f. No permanent window air conditioner units or window fans are allowed to be installed without BOARD Approval and must not extend beyond the exterior wall.
- g. Mailbox keys are the responsibility of the owners/renters. Replacement or lock changes are to be completed by a locksmith by the owner. The HOA maintains the cluster boxes only.

- h. Daily cleanup of debris by contractor is required for all exterior modifications. Contractor dumpsters must be approved by the board.
- i. House numbers may be six inches in height and must conform to the Architectural characteristics of the unit. House number color must be visible to convey emergency identification. House number style and color must coordinate with your property.
- j. Whole house generators are permitted on the sides or rear of a dwelling on homeowner's property. The installation of the generator and the transfer switch should be as unobtrusive as possible with any conduit and/or piping kept as low on the home as possible. After installation, a low fence (color go with the house color) or plantings should be placed to hide this unit from the street. There are many Township rules regarding the gas piping, the electrical wiring, and the overall installation so several permits will be required to perform this work.
- k. An electric vehicle charging station should be installed in the following locations. In a home with a garage, it must be by or in the garage so the vehicle can be charged while in the driveway. All wiring to this station must conform to Links II standards for electrical wiring and be installed underground. Permits will be required to perform this work.
- l. All expenses are the responsibility of the homeowner. You can read the entire bill and what your financial responsibilities are at the following URL:
<https://www.njleg.state.nj.us/2020/Bills/AL20/108.PDF>
- m. No unit lot shall store personal items outside of a resident. All storage items shall be kept in the garage or interior, patio and grills may be kept in the backyard on an patio or deck only.
- n. Under ***NO CIRCUMSTANCES*** may you sub-lease; sublet or utilize a property as an Air B&B and strictly prohibited.

23. Fines

Any and all violations subject to a fine, shall be \$25 per day for each day the violation is unresolved or fine is not paid. In addition to any outstanding fees, pool, tennis court and basketball court privileges will be revoked until obligations are met.

24. Special Situations

- a. The BOARD recognizes that some situations may arise which will not be covered by these Guidelines. These special situations may be

considered by completing and submitting a BOARD Application to the BOARD. In general, external changes to the appearance of the property require BOARD approval prior to the changes being accomplished.

25. Commercial and Public Properties

- a. Any exterior modification of the property is subject to BOARD approval.
- b. Security Lighting is permitted providing BOARD approval is obtained and lights shall be installed such that they are not offensive or intrusive to residences.

B. COMPLETION OF BOARD APPROVED ITEMS

1. **Construction in accordance with a BOARD approved plan or specification must commence within six months after such approval and must be completed within three months after date of commencement. If not completed within this time, then the approval will be considered null, and void and a new application must be made. Construction must be completed as approved; any deviation will be considered a violation.**
2. **Applicant must inform management at the completion of the approved work.**

III. APPROVED EXTERIOR COLORS

Exterior painting and maintenance

No unit owners shall perform or allow any exterior painting and maintenance of the units that is not in a manner that is consistent with community uniformity. All painting of trim, front doors, shutters, privacy fences, and any other part of the exterior of any units must be of the same color as approved by the board. Any privacy fence or deck to be treated with anything other than clear (no color, tint or staining) weather proofing must be first be approved by the board before work is to commence.

1. Colors for Trim

Trim colors should be white or coordinated with the existing siding color.

2. Colors for Shutters and Doors

Shutter styles must be two-panel. Shutters and main front doors should be of matching color. Colors should be coordinated with the existing trim color as listed in G1 above.

Frames around storm doors must match the color of the siding or trim. Approved colors as follows:

Blue – Seaport -	Duron 5025A
Green - Monterey Pine -	Duron 6155N
White -	Any Pure White
Black -	Any Black
Red – Red Boy	SW6321 (Replacement for Westown Red)

3. Colors for Roofs

Roof color and style must be the same as already on the existing cluster, details below:

LINKS II GAF TIMBERLINE HD SHINGLES

STREET	HOUSE NUMBER	SHINGLE COLOR
SAWGRASS	1-3-5-7	SLATE
SAWGRASS	2-4-6-8-10-12	CHARCOAL
SAWGRASS	9-11-13-15	WEATHERED WOOD
SAWGRASS	14-16-18-20-22-24	WEATHERED WOOD
SAWGRASS	17-19-21-23-25	PEWTER GRAY
DORAL	201-202-203-204-205-206	WEATHERED WOOD
DORAL	601-602-603-604-605-606	SLATE
DORAL	701-702-703-704	WEATHERED WOOD
CYPRESS PT	1-3-5-7-9-11	PEWTER GRAY
CYPRESS PT	2-4-6-8-10-12	SLATE
CYPRESS PT	13-15-17-19-21-23	SLATE
CYPRESS PT	14-16-18-20-22-24	CHARCOAL
CYPRESS PT	25-27-29-31-33	WEATHERED WOOD
VALLEYBROOK	1-3-5-7	WEATHERED WOOD
VALLEYBROOK	2-4-6-8-10-12	SLATE
VALLEYBROOK	9-11-13-15-17	SLATE
VALLEYBROOK	14-16-18-20-22-24	CHARCOAL
VALLEYBROOK	19-21-23-25-27	PEWTER GRAY
VALLEYBROOK	26-28-30-32-34-36	WEATHERED WOOD
MUIRFIELD	1-3-5-7-9-11	WEATHERED WOOD
MUIRFIELD	2-4-6-8-10	PEWTER GRAY
MUIRFIELD	13-15-17-19-21-23	CHARCOAL
MUIRFIELD	12-14-16-18	WEATHERED WOOD
MUIRFIELD	20-22-24-26-28	SLATE
MUIRFIELD	25-27-29-31	WEATHERED WOOD

4. Colors for Siding

WOLVERINE CLASSIC VINYL SIDING

- Siding color must be the same as already on the existing cluster
- Match existing siding color as best you can considering sun fading
- Match existing siding texture as best you can-
 - Wolverine Classic Vinyl siding was the original
- Replace front siding pieces from rear siding pieces; installing new pieces to the rear if necessary – this will help match colors to the most visible portion

****windows, corners, gutters, leaders, trim, fypon sills all to be white:***

5. Garage Doors

Garage doors must be sixteen panel styles with no windows and match the color of your siding. Use the following color map:

STREET	HOUSE NUMBER	DOOR COLOR by SHERWIN WILLIAMS
SAWGRASS	1-3-5-7	MILKYWAY
SAWGRASS	2-4-6-8-10-12	WEeping SWVS 424
SAWGRASS	9-11-13-15	CRAZED BEIGE SWVS 327
SAWGRASS	14-16-18-20-22-24	SOFTER TAN SW 6141
SAWGRASS	17-19-21-23-25	WEeping SWVS 424
DORAL	201-202-203-204-205-206	COTTON SHEETS SWVS 353
DORAL	601-602-603-604-605-606	CRAZED BEIGE SWVS 327
DORAL	701-702-703-704	MAISON BLANCHE SW 7526
CYPRESS PT	1-3-5-7-9-11	WEeping SWVS 424
CYPRESS PT	2-4-6-8-10-12	SOFTER TAN SW 6141
CYPRESS PT	13-15-17-19-21-23	CRAZED BEIGE SWVS 327
CYPRESS PT	14-16-18-20-22-24	WEeping SWVS 424
CYPRESS PT	25-27-29-31-33	SOFTER TAN SW 6141
VALLEYBROOK	1-3-5-7	MAISON BLANCHE SW 7526
VALLEYBROOK	2-4-6-8-10-12	CRAZED BEIGE SWVS 327
VALLEYBROOK	9-11-13-15-17	CRAZED BEIGE SWVS 327
VALLEYBROOK	14-16-18-20-22-24	WEeping SWVS 424
VALLEYBROOK	19-21-23-25-27	WEeping SWVS 424
VALLEYBROOK	26-28-30-32-34-36	SOFTER TAN SW 6141
MUIRFIELD	1-3-5-7-9-11	CRAZED BEIGE SWVS 327
MUIRFIELD	2-4-6-8-10	WEeping SWVS 424
MUIRFIELD	13-15-17-19-21-23	WEeping SWVS 424
MUIRFIELD	12-14-16-18	MILKYWAY
MUIRFIELD	20-22-24-26-28	CRAZED BEIGE SWVS 327
MUIRFIELD	25-27-29-31	MILKYWAY

IV. PROCEDURES FOR MONITORING BOARD ARCHITECTURAL COMPLIANCE

A. INSPECTION

1. Management or another designee approved by the BOT, shall periodically survey the properties for compliance with these Architectural Control Guidelines.
2. Management or its designee shall inspect properties undergoing improvement and/or when notified of completion and notify the owner in writing of violations, if any and complete the management section of the BOARD Application.

B. VIOLATIONS

1. If a violation is brought to the attention of management, the violation will be inspected. If no violation is discovered, the complainant will be informed in writing. If it appears that there is a violation, the manager will inform the property owner in writing to submit a BOARD Application or otherwise advise them how to correct the violation within thirty days. A picture confirmation of corrective action is required to be submitted to mgmt to close out the violation.
2. In all cases, every effort will be made to keep the name of the unit owner(s) responsible for the violations confidential until the violation has been established.
3. In all cases, every effort will be made to keep the name of the complainant confidential.

C. ENFORCEMENT

Violations of the Architectural Control Guidelines are enforceable and subject to fining, as defined in and pursuant to the By-Laws and any enforcement procedure adopted by the Board of Trustees.

Property inspections will be conducted on a regular basis by members of the board or their designee. Owners may bring any suspected violations to the attention of the board or management via email.

Management shall notify unit owner of the violation via 1st class mail and unit owner shall have ten (10) days from the date of notification to correct violation. A picture confirmation of corrective action is required to be submitted to mgmt to close out the violation

1. If violation is not corrected, a second letter will be sent to the unit owner via certified and regular mail, and they will have ten (10) days to notify management of their intention to comply.
2. The property will be inspected two (2) weeks after the second notification and if the violation continues, an initial fine of \$25 will be imposed, \$50.00 for non-compliance 30 days after the 10 days' notice period: and \$100.00 for each month thereafter 60 days after the 10- day notice period and each 30 day period thereafter. A unit owner is responsible not only for the payment of the fine but also for returning the property to its original condition and sending picture proof of compliance cure. You are considered a member not in good standing if you owe any compliance fines.

If a violation is not addressed in a timely fashion, the Association may enter upon any lot and take the needed action, at the expense of the owner. Fines, legal fees, property liens, and other cost will be added to the monthly Association fees.

In the event that the unit owner fails to pay any fines levied for noncompliance, the board will take the necessary legal action to collect on such fines in accordance with the policy established by the board for filing of lawsuits to collect past due assessments or fines.

D. APPEALS/ADR (*Alternative Dispute Resolution*)

1. Alternative Dispute Resolution (ADR) developed in accordance with NJSA C.46:8B-14.k shall apply should a unit owner desire to appeal a BOARD decision.
2. Alternative Dispute Resolution may also be requested to resolve issues arising between unit owners as it relates to interpretation and or application of any rule or regulation codified by the HOA.
3. When the unit owner disputes the validity of the violation or cannot resolve a disagreement with a neighbor, he or she must submit an appeal in writing not later than 15 days from notice of violation or neighborhood dispute. The matter will then be handled in accordance with ADR procedures.
4. Once a hearing is held the ADR's recommendation resolving the matter will be forwarded to the BOT for consideration and action as appropriate.

V. FENCING GUIDELINES

Fences are traditionally used as a means of physical and visual separation. As residential lots have become smaller, it has become desirable to visually extend the boundaries. Proper use of fencing can create this effect. Only privacy fencing is permitted upon the approval of the Board and will only be allowed on the sides in the rear of the property and must conform to the below:

Factors to consider in any fencing scheme are listed below:

A. Height

White Vinyl Privacy Fencing between each home is permitted throughout Links II may only 6 feet in height for screening.

B. Style

White 6-foot vinyl fencing conforming with current style of the unit section

***ANY/ALL changes MUST have the completed proper application paperwork with photo/diagram, COI from the contractor [if applicable], submitted for BOARD approval.**

All questions and needed support are to be directed to Links II Management Company:

Associa Mid-Atlantic

14000 Horizon Way,

Mt. Laurel, NJ 08054

1-888-884-8490

<https://www.associamidatlantic.com/>

Please submit all inquiries and requests to:

LinksII@associa.us

For convenience, you are invited to visit *Valleybrookhoa.net* and/or download our supported app *TownSq* for further information.

74D WILDLIFE FEEDING

Be it ordained by the Township Council of the Township of Gloucester in the County of Camden, State of New Jersey, as follows:

§74D-1. Purpose:

An Ordinance to prohibit the feeding of unconfined wildlife in any public park or on any other property owned or operated by the Township of Gloucester, so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

§74D-2. Definitions:

For the purpose of this Ordinance, the following terms, phrases, words, and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory. The definitions below are the same as or based on corresponding definitions in the New Jersey Pollutant Discharge Elimination System (NJPDES) rules at N.J.A.C. 7:14A-1.2.

A. Feed is to give, place, expose, deposit, distribute or scatter any edible material with the intention of feeding, attracting or enticing wildlife. Feeding does not include baiting in the legal taking of fish and/or game.

B. Person is any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

C. Wildlife is all animals that are neither human or domesticated.

§74D-3. Prohibited Conduct:

No person shall feed, in any public park or on any other property owned or operated by the Township of Gloucester, any wildlife, excluding confined wildlife (for example, wildlife confined in zoos, parks or rehabilitation centers, or unconfirmed wildlife at environmental education centers).

§74D-3. Penalties:

Any person(s) who is found to be in violation of the provisions of this ordinance shall be subject to a fine not to exceed One Thousand Dollars (\$1,000.00) or imprisonment not to exceed ninety (90) days or both.

§74D-4. Repealer:

All Ordinances and provisions thereof inconsistent with the provisions of this Ordinance shall be and are hereby repealed to the extent of such inconsistency.

§74D-5. Severability:

If any section, subsection, part, clause or phrase of this Ordinance shall be declared invalid by judgment of any court of competent jurisdiction, such section, subsection, part, clause or phrase shall be deemed to be severable from the remainder of this Ordinance.

APPENDIX B: BOARD APPLICATION w/Contractor handout FOLLOWS:

LINKS II at Valleybrook

APPLICATION FOR EXTERIOR CHANGE

NAME: _____

ADDRESS: _____

HOME PHONE: _____ email address: _____

I HEREBY MAKE A REQUEST TO MAKE THE FOLLOWING CHANGE /
IMPROVEMENT TO MY PROPERTY:

(Describe improvement and enclose a sketch with specifics if needed so that the Board can
review your application in detail) Exterior color swatch should accompany this application.

CONTRACTOR'S NAME, PHONE AND ADDRESS: _____

DATE WORK IS TO BEGIN: _____

PLEASE NOTE: You must provide the Association with a Certification of Insurance from your contractor prior to work beginning. A diagram of work being completed must be enclosed with the improvement drawn on the survey or photo in the proposed location.

I understand that the approval of this project does not waive the necessity to obtain township permits or comply with applicable building or zoning codes and that failure to obtain necessary permits will automatically void this approval, if granted.

If this request is authorized and installed, the above description is the sole property of the unit owner requesting the approval. By executing this alteration, I accept all responsibility for its maintenance and good repair and certify that the work will be done by a qualified professional.

Signed: _____ Date: _____

Please mail to: Links II Property Manager, 14000 Horizon Way, Suite 200, Mt. Laurel, NJ 08054
or email LinksII@associa.us

For Committee use only:

Received by: _____

Approved: _____ Approved Subject to: _____

Disapproved: _____ Reason for Disapproval: _____

Contractor Handout

Provided initialed copy with BOARD package submission

Also provide a copy to your contractor

1. Building materials may not be stored on streets, sidewalks, neighbor's property, or on property owned and/or maintained by the Association.
2. Streets may not be obstructed by construction equipment.
3. All rubbish, debris and unsightly material or objects of any kind shall be regularly removed from the property and shall not allowed to accumulate thereon.
4. **No signs shall be displayed** on any property with respect to tradesman, contractors, or installers.
5. No structure of a temporary nature (except approved temporary trash receptacles) shall be placed or allowed to remain on any residence.
6. Any damage caused by containers or construction equipment to community streets or adjacent properties shall be the responsibility of the contractor/homeowner.
7. All construction and equipment related vehicles must leave the association at designated hours. No overnight storage or parking (including driveways). Trailers may not stay in the community overnight (including driveways).
8. Approval of plans and specifications is not authorization to revise the original drainage system installed by the Builder and approved by the Township.

Construction hours are:

Mon-Fri Commence work at 8 a.m. Workday ends by 6:30 p.m.

Saturday Commence work at 8 a.m. Workday ends by 5:30 p.m.
No power equipment usage before 9 a.m. on Saturdays.

Sunday No construction permitted.

NOTE: No construction/commercial vehicles on Sundays and holidays unless in an emergency.

Holidays are defined as: New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving, and Christmas.

Owner's Initials _____ Date _____