

**RULES & REGULATIONS  
OF  
HOLIDAY VILLAGE CSA**

**ARCHITECTURAL GUIDELINES**

**REVISED 2020**



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OF  
HOLIDAY VILLAGE  
COMMUNITY SERVICES ASSOCIATION, INC. (HVCSA)**

The purpose of these guidelines is to preserve and enhance values of the existing community. The present theme of natural tones should be extended to any improvements. In short, the guidelines are designed to maintain the original environment of your community. The name of the Board is Architectural Review Board, herein after referred to as ARB. All exterior improvements, modifications or alterations shall conform in style, material and color to that of the original design.

**I. Architectural Review Procedures**

**A. Application Review Procedures**

1. Each homeowner not a 3<sup>rd</sup> party or tenant must submit a proposal for any exterior addition, change, alteration or improvement to the property in writing using an ARB application form. The application must contain a detailed description of the project, including a plot plan/survey, which includes height, width, length, size, shape, color, materials and location of the proposed improvements. Photographs or sketches of similar completed projects will aid in consideration of approval. If the alteration affects the existing drainage pattern, the proposed revised drainage pattern must be included.
2. Township Approval is required for all construction. Prior written ARB approval is necessary before submission to the Township. All exterior improvements/ changes require ARB Approval and must have the necessary construction and zoning permits from Mt. Laurel Township.
3. Failure to submit a written application to the ARB and to receive written approval from the ARB prior to any work being started will result in a \$100 fine and all work will be stopped until the homeowner has an approved ARB application. Failure to follow said guidelines may result in removal of started project at the homeowner's expense.
4. **SEPARATE APPLICATIONS MUST BE SUBMITTED FOR EACH REQUEST.** Applications must be received by end of business on the 3<sup>rd</sup> Wednesday of the month. This will give the ARB time to pre-inspect the properties and review applications before the meeting which is held the 4<sup>th</sup> Wednesday of each month. Applications and Guidelines can be obtained from the Management office or the Holiday Village website [www.holidayvillage55.com](http://www.holidayvillage55.com).

5. **ORAL REQUESTS WILL NOT BE CONSIDERED.** Any and all requests, stated or not stated in these Architectural Guidelines must be submitted, in writing and approved by the ARB prior to any changes, or the property owner will be subject to remedies deemed appropriate by the Association's Board of Trustees.
6. No work is to be started until written approval by the ARB is received by the homeowner.
7. **In the case of an emergency, written approval must be obtained from the Management Office.** An application must still be completed. Examples of emergencies would include tree falling on house, leaky roof or something that if not remedied quickly, would cause further damage or safety issue.

**B. Application Approval**

1. The applicant will be informed in writing of the decision made by the ARB within 7 days of the regularly scheduled ARB meeting.
2. Construction in accordance with the approved application must begin within six (6) months of approval and not to exceed 9 months from approval date without prior written approval of the ARB. If not commenced within this time period, then the approval will be considered null and void and a new application must be made.
3. Homeowner must notify the Management Office within 7 days of when the ARB project is complete, so a post inspection and closeout can be done.
4. **Construction must be completed as approved; any deviation will be considered a violation.** A new written application must then be submitted for review if any change is made after approval. If there is a delay beyond the owner's control, another ARB approval is needed.

**C. Disapproved or Rejected Application**

1. If a submitted application is rejected, the ARB will state, as part of its written decision, the reason(s) for disapproval. The applicant may appeal adverse decisions of the ARB to the Board of Trustees. Trustees may reverse/modify the ARB's decision by the majority vote of the entire Board.
2. Disapproved applications can be revised and resubmitted to the ARB on a new application form

**D. Record Keeping**

Copies of all ARB Application Forms will be filed according to street address, along with the written decision, as to action taken by the ARB. Residents may review their file by contacting the Management office in writing stating reason for request and particular information desired. Review of resident's file must be done in the Management Office. No document may be removed from the Office, but a copy of the ARB Application with written decision will be mailed to homeowner.

**E. ARB Guidelines Violations**

1. Alleged violations should be submitted to the Management Office or ARB Chairperson.
2. The Chairperson of the ARB will appoint one (1) member to investigate the allegation. If it appears that there is a violation, a letter will be sent to the homeowner by the Management Office and they will follow established procedures to inform the resident of the violation. The ARB and/or Management office will track the abatement of the violation. Violation notices will be as follows:

**1<sup>st</sup> Notice – 15 days to respond to Management and a total of 30 days to correct violation.**

**2<sup>nd</sup> Notice – 10 days to respond to Management with a total of 15 days to correct violation with notification of fine for non-compliance.**

**3<sup>rd</sup> Notice – Certified letter and regular mail letter sent to owner to notify that a fine of \$25.00 per day will be assessed to homeowners account until corrected.**

3. In all cases the name of the lot owner(s) responsible for the alleged violation shall be kept confidential, as will the identity of the person reporting the violation.
4. **Section 9 (Rules & Regulations) of the HVCSA By-Laws states “A fine for a violation or a continuing violation of the governing documents shall not exceed \$25.00 per day for any one violation; provided, however, that for each day a violation continues after notice, it shall be considered a separate violation. Fines shall begin after all appeals have been exhausted.”**
5. A repeat of the same violation will be subject to an immediate fine.

## **F. Inspection**

1. The ARB and Management will periodically survey the properties for compliance with the Architectural Guidelines.
2. The owner will be notified of any violation(s) in writing and be given a follow-up inspection date.

## **II. Grandfather Provision**

Any formerly ARB approved changes to the exterior or grounds of the home, such as fences which may only be repaired (NOT REPLACED), are considered grandfathered and not in violation of these current guidelines. Any grandfathered improvement/work needs to be maintained in accordance with the current ARB Guidelines. Nonetheless, the "Grandfather" provision only applies to a REPAIR and not any REPLACEMENT of the specific article. A REPLACEMENT requires compliance within the current guidelines.

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#### **IV. Maintenance & Exterior Appearance**

It is the responsibility of the homeowner to keep the exterior of the home reasonably clean and free of mold. Exterior will include not only the house siding itself, but also the roof, gutters, windows, shutters, doors, decks, patios, railings, walkways, driveways, sidewalks and mailboxes.

#### **V. Architectural and Property Use Guidelines**

##### **A. Additions, changes, alterations to building and detached structures**

###### **1. General**

- a. Any proposed addition, exterior alteration, modification or change to an existing building must have the written approval of the ARB before any work is undertaken.
- b. Detached structures are not permitted.
- c. Any addition, exterior alteration, modification or change to an existing building shall be similar to the design, color and character of the original building.
- d. The submitted description and plot plan survey must accurately describe the proposed addition, change, alteration, or improvement. Approvals granted by the ARB are specifically conditioned upon the applicant's faithful adherence to the submitted description and plot plan survey. The failure of any applicant to fully comply with an approved description and plot plan survey shall render any such application null and void. The non-conforming portion of any such addition, change, alteration or improvement shall be treated as a violation and must be corrected at the homeowners' expense.
- e. Subject to ARB approval, no more than two additions or extensions may be permitted, one enclosed and one screened in. Additions are not permitted on patio/court homes.
- f. The applicant is required to ensure the improvement conforms with Mt. Laurel zoning and building codes. The ARB does not assume any responsibility for Mt. Laurel zoning and building codes.



## 2. Materials and Color

Vinyl siding, roofing, garage doors, shutters, etc. will be acceptable in similar color or approved color choices. \*Detailed color information is listed in each specific category within these guidelines.

- a. Painting or replacement of existing siding in same color or approved color choices will be permitted. Approval of color change is based on roof color (house to match roof) and color of neighboring homes. Formulas for all exterior colors are available in the management office, HVCSA Website and at the end of these guidelines.
- b. Traditional and Dutch lap siding are approved style choices.
- c. Siding must be horizontal.
- d. Concrete below aluminum siding or vinyl siding may match the color of the siding.

**\*Court Homes – Homeowners are not allowed to change the siding color of their homes.**

## 3. Additions to Existing Residence.

- a. Additions must conform with the architectural character (color, materials and style) of the home and parcel.
- b. Additions must contain windows no smaller than (60x36") with grids 6 over 6.
- c. Windows installed to replace sliding doors must be at least 60x36". All must have grids (6 over 6). Multiple windows may be used.
- d. Window headers must be in alignment with existing windows.
- e. Roofline must be A- Framed and covered with shingles matching existing roof color.
- f. Sliding doors may be replaced with windows and/or doors with grids
- g. Applications must include site plan, floor plan and elevations including dimensions as well as written descriptions with colors.
- h. Wood trim must be painted white.
- i. The applicant is required to ensure the improvement conforms with Mt. Laurel zoning and building codes. The ARB does not assume any responsibility for Mt. Laurel zoning and building codes.

#### **4. Sunrooms**

Sunrooms must conform to the architectural character (color, materials and style) of the home and parcel. Sunroom is defined as non-conditioned space with no heating, cooling or electrical.

- a. If double hung windows are used the windows and doors must have grids. Typical sunroom windows do not require grids.
- b. No wall may be solid.
- c. Knee wall no higher than 2-1/2 feet above floor level.
- d. Material for knee wall must match existing home. Brick may not be used.
- e. Roofline must be sloped and covered with shingles matching existing roof color.
- f. Applications must include site plan, floor plan and elevations including dimensions as well as written descriptions with colors.
- g. Wood trim must be painted white.
- h. Siding must be horizontal and painted the same color as house.
- i. The applicant is required to ensure the improvement conforms with Mt. Laurel zoning and building codes. The ARB does not assume any responsibility for Mt. Laurel zoning and building codes.

#### **5. Retaining Walls**

Retaining walls, other structures, mounds, change of grade and drainage are discouraged. However, applications will be considered.  
(See Page 1, A.1.)

#### **6. Replacement Roofs**

- a. Replacement shingles must be asphalt or fiberglass similar in color as existing roof to match siding. Applicant must identify any repairs/patch work along with percentage of repair which might then require a full replacement.
- b. If a ridge vent is installed, it must be covered with same shingles as roof.
- c. The applicant is required to ensure the improvement conforms with Mt. Laurel zoning and building codes. The ARB does not assume any responsibility for Mt. Laurel zoning and building codes.

## 7. Solar Panels

Solar Panels are permitted with an approved ARB application.

## 8. Fencing and Railing

- a. Fencing is only permitted around the perimeter of a patio.
- b. Fence height must not exceed 36" from concrete slab or ground level.
- c. Fencing must not exceed 24" beyond edge of patio.
- d. Fencing or railing around rear patio shall be natural wood or vinyl.
- e. Hand railing from porch to walkway must not exceed 36" in height from porch and any wood, vinyl or wrought iron railing in front of house must be white.
- f. No lattice fencing allowed outside house to shield A/C condenser. No lattice or trellises allowed on or attached to front porch.
- g. No temporary fencing allowed on any lawn area.

**\* Court Homes - Fencing of white vinyl between court homes may extend a maximum of 8 feet long and 6 feet high starting from rear of house. Exception to this rule would be if you live on East Berwin with the back of your home facing N. Lake Drive. Then you can choose to have the privacy fence facing N. Lake Drive instead of being perpendicular. (ARB may suggest style of fence to be used)**

## 9. Patios and Decks

- a. Patios are permissible only when approved by the ARB providing, they meet the following specifications:

**TYPE OF MATERIAL:** Concrete, brick, flagstone, slate, tile, pavers, wood, or outdoor composite decking

**STYLE:** Owner's option.

**HEIGHT:** Ground level.

- b. Decks may be natural color, stained or painted the color of the house siding.
- c. The applicant is required to ensure the improvement conforms with Mt. Laurel zoning and building codes, especially pertaining to size and setbacks. The ARB does not assume any responsibility for Mt. Laurel zoning and building codes.

## **10. Porches**

- a. If painted or stained, concrete floor on front porch must blend with the original house color scheme.
- b. Slate, tile or brick covering of the entrance porch must match the house color scheme.
- c. Outdoor carpeting must match the exterior of the house color scheme. A sample of the carpeting must be submitted with the application.
- d. Porch steps may be altered to comply with all ADA governmental requirements and regulations. (See page 20 re: handicap ramp)
- e. Any change or alteration to porch requires prior written ARB authorization.
- f. Only porch type furniture is permitted on a porch. The front porch shall NOT be used for a storage area.

## **11. Shutters**

- a. Shutters must be white or must match the original trim or approved trim color choices.
- b. Full length shutters flanking sliding doors may be replaced with appropriate size shutters if doors are removed and replaced with windows.
- c. Shutters are optional.
- d. Shutters should be either slats or raised panel.

## **12. Door & Storm Doors**

- a. Storm door, screens and doors must conform to original color of trim or approved trim color choices or painted white.
- b. Slate, tile or brick that matches porch entrance is permitted under front door.

## **13. Windows/ Sliding Doors**

1. The replacement of windows and/or sliding doors without grids will not be permitted.
2. Window trim/capping must be white.
3. Replacement windows and sliding doors are to be white only.

#### **14. Window Bars**

No exterior window bars can be installed.

#### **15. Lighting**

- a. All exterior lighting must have written ARB approval.
- b. Fixtures attached to the house/garage cannot exceed 18" in height.
- c. Exterior lighting cannot be directed in such a manner to create an annoyance to the neighbors.
- d. Exterior low voltage/solar lights must have written ARB approval and be spaced a minimum of three (3) feet apart and placed in the flower bed. These lights should not exceed 15" from the ground.
- e. No lights are permitted along the driveway.

#### **16. Awnings**

- a. Manual or motorized retractable awnings are permitted to be installed over patios only.
- b. Awnings can be installed only to the rear of the house. Except models that have side patios.
- c. Awnings must be fabric only. Color of fabric must match existing siding. A sample of desired color of fabric must be submitted along with the application for ARB approval.
- d. Awnings must be retracted after sundown.
- e. No awnings permitted to be installed on any windows.
- f. No awnings, shades or blinds will be permitted to be installed on the exterior of front porches and/or patio enclosures.
- g. No awnings will be permitted to be installed on the roof.
- h. It is the responsibility of the homeowner to ensure that the awning is replaced when worn or shabby, as determined by ARB.

## **17. Garage Doors**

- a. Must be painted original trim color or approved trim color choices.
- b. Garage doors that are replaced **MUST** be white in color.
- c. Can be constructed of metal.
- d. Designs are not permitted on garage doors.
- e. A maximum of four plain window panels or sunburst panels can be installed on the top row or second row from top in the garage door.
- f. Trim around the garage door must be painted white or capped in white vinyl. If repainted due to fading, damage, replacement etc. must be painted white.
- g. Slate tile or brick that matches porch entrance is permitted on the sides of garage.

## **18. Driveways**

- a. Driveways can be widened a maximum of two (2) feet. Concrete may not extend past end of front wall of garage.
- b. Replacement of driveways must be concrete.

## **19. Walkways/Sidewalks**

- a. Walkways from rear of house to front cannot exceed thirty-six (36") inches in width.
- b. Pavers and stamped concrete will be permitted on walkway from porch to driveway only. This must be installed leveled to driveway. Holiday Village CSA and/or its' contractors will **NOT** be responsible for damage to pavers or stamped concrete caused by either snow removal or lawn care equipment.
- c. All sidewalks or public walkways must to be maintained in accordance with the Township Safety Guidelines. Please visit [www.mountlaurel.com](http://www.mountlaurel.com) to view current safety guidelines.

## **20. Mailboxes and Posts**

- a. It is the responsibility of the homeowner to maintain their mail box and post in good condition.
- b. Any replacement mailbox MUST be white in color.
- c. The mailbox posts must be painted white or white vinyl mail posts which slip over the wooden posts are permitted.
- d. As per U.S. Post Office regulations, the bottom of mail box must be no lower than 42" or higher than 48" from street surface.
- e. No additional posts or attachments are allowed for containers to receive newspapers, magazines, etc.
- f. Small plants or stones are permitted around bottom of post, but no decorative features.
- g. Molded plastic type mailboxes (similar to Rubbermaid) are not permitted

## **21. Fireplaces**

- a. Any fireplace addition must have written approval of the ARB before construction begins.
- b. No chimney of any material shall be constructed on the exterior side of the house.
- c. Prefabricated metal chimneys or vents attached to the roof must be approved by the ARB before installation. Chimney must conform to style of original home design.
- d. Wood purchased for fireplaces must be kept at the rear of the house in a rack. No more than ½ cord shall be stored at a time. Unused wood must be removed at the end of the season no later than May 31<sup>st</sup>.

## **22. Fans**

- a. Exterior attic fans must be mushroom type installed on the rear roof of the house.
- b. Kitchen exhaust fans must have written ARB approval.

### **23. Flags/Flagpoles**

- a. Flag poles must have written ARB approval before installation.
- b. Flag poles shall not exceed 15 feet in height.
- c. Flag pole placement must be away from walkways, driveways and sidewalks as to not create a safety hazard.
- d. The flag of the United States will be the only permanent flag permitted and will not exceed the dimensions of 3 feet x 5 feet.
- e. Seasonal and holiday flags can be displayed.
- f. Flags must be replaced when worn or shabby and shall be flown in conformance with federal flag regulations.

### **24. Satellite Dishes and Antennas**

- a. Exposed exterior antennas are not permitted
- b. Satellite dishes no larger than 39.37 inches in diameter for Direct TV, Dish, etc. reception may be installed. If possible without preventing reception of the satellite signal, it is preferred that the dish be installed on the side or rear of the house.
- c. No satellite dish shall be installed on common ground.

### **25. Barbecues/Firepits/Outdoor Appliances**

- a. Only portable propane gas barbecues/fire-pits/outdoor appliances are permitted. All are to be used in the backyard except Hamilton and Cambridge models, which have a side patio.
- b. Natural Gas connections are NOT allowed.
- c. State & local laws place a limit of 5 feet from combustible surface.

### **26. Swimming Pools and Hot Tubs**

- a. Swimming pools of any type, including hot tubs, are not permitted.
- b. Small temporary kiddie pools are permitted in rear yards only and must be emptied and removed daily.



**27. Seasonal Decorations**

- a. Holiday lights and decorations may be installed no sooner than the last weekend in November and must be removed by the end of January.
- b. Summer ornaments must be removed by October 31.
- c. Any holiday decorations must be removed no later than one month after the holiday.

**28. Clothes Lines**

- a. Exterior clothes lines are not permitted.
- b. When wash is hanging in garage, garage door must be at least  $\frac{3}{4}$  closed.

**29. Pets/Animals**

- a. Residents are limited to two (2) licensed household pets.
- b. Pets shall be restrained by leashes at all times, by their owners, and shall not be allowed to run free on the common areas or the property of others. Pets may not be left unattended outside by homeowner or resident regardless of being on a leash/tether or on a porch, deck or patio.
- c. Outdoor animal enclosures, runs, houses, or pens are not be permitted. This also includes electric fences.
- d. All cats and dogs must be licensed by the Township as required by Mt. Laurel Ordinance and registered with the HVCSA Management Office.
- e. All pet owners must comply with the Mt. Laurel Township “scooper” Ordinance and refrain from walking pets on another’s property.

### **30. Signs**

- a. No more than two signs advertising a property "FOR SALE" may be placed in a window (s). Signs must not exceed 30 inches by 48 inches overall and cannot be lighted. No such signs shall be placed on the exterior of the property.
- b. Alarm system signs must be placed in flower beds.
- c. No signs including contractor signs are allowed.
- d. Only one (1) political sign may be placed in front window and must not exceed 30 inches by 48 inches. The sign may be put up 30 days prior to an election and must be removed the day after the corresponding election.

### **31. Open House Signs**

- a. For temporary open house signs, at the time of selling the home only: These signs are to be used for the purpose of directing invited visitors to the location of the open house, and not for the advertising of the house for sale.
- b. Display of signs advertising an open house are limited to (2) hour prior to the opening time of the open house and two hours (2) after the closing time. A maximum of three (3) signs may be utilized with the maximum size of the sign being 2ft x 2ft. In no case may the signs remain overnight.
- c. Signs may NOT be placed at any of the 4 (four) entrances to the HVCSA community.
- d. The owner of the house must notify the Management Office at least five (5) days in advance of the open house and is completely responsible for ensuring that these conditions are met, including the actions of their realtor. Violation of these conditions shall result in a fine of (twenty-five dollars) \$25.00/day.

### **32. Garage Sales**

- a. Garage and/or estate sales are not permitted on driveways or lawns except as sanctioned by the HVCSA BOT for its Community Yard Sale.
- b. Written permission must be obtained from the Management Office. The permission letter must be available the day of the sale.
- c. All sale items must remain in garage.

- d. No advertising signs may be posted at the four (4) exterior entrances to the HVCSA Community.  
(Elbo Lane and Union Mill Road).

### **33. Business or Trade**

No business or trade shall be conducted upon any lot. Such activity can be carried on by telephone, internet or by use of the mail, but not if it generates additional pedestrian or vehicular traffic to and from the lot. No signs are permitted to be placed upon the premises identifying the trade or business.

### **34. Destruction of Homes**

- a. Homes in our community damaged or destroyed by fire, wind, etc. must be replaced by the same model and appearance according to the original plans or the approved color choices.
- b. This determination shall be based on the ARB, the owner's Insurance Company, and Township guidelines.

### **35. Trash Cans/Trash Bags and Recycling Buckets**

- a. Recycling and trash containers are to be removed from curb by end of pick-up day.
- b. Trash & recycling containers cannot remain outside of house other than for trash pick-up. All trash containers must to be stored in the garage.
- c. Trash & recycling containers are not to be placed at the curbside prior to 4 PM the night before the scheduled pick-up.
- d. Per the Ordinance of Mount Laurel Township all trash must be put in an outside container with a lid.
- e. Care must be taken by homeowner to secure trash/recycling especially under windy circumstances and weather events. Homeowners are responsible to pick up any trash/recycling that is not secured properly.

### **36. Landscaping and Planting**

Landscaping and planting are encouraged, provided landscaping and plantings are compatible with the general community plan. Landscaping is defined as a section of garden greater than three (3) feet square. The ARB must review and approve all major landscaping plans prior to commencement of work.

- a. Landscaping shall be appropriately maintained in conformity with the general appearance of the community. This includes weeding of the

flower beds, removal of dead matter (plants, flowers, trees, weeds) and trash.

- b. All homes must have at least three (3) live shrubs evenly placed in front of the house. If planted in front of windows, shrubs shall not to exceed 4 feet in height. Annuals/perennials are not considered shrubs.
- c. Planting of shrubs or trees between the sidewalk and curb is prohibited.
- d. The removal of a tree shall include stump and surface roots which could interfere with grass cutting and/or present a negative appearance to the lawn. Area must be leveled and seeded/sodded.
- e. Railroad ties and cement pavers, etc. used in landscaping cannot be higher than eight inches (8") from ground level.
- f. For corner properties, the back yard is defined as that part of the ground inside the side line of the house facing the street.
- g. Ornamental garden decorations must not exceed 18". Three (3) may be placed across the front of the property and five (5) along the sides in flower beds. One gazing ball and one small garden flag are permitted. All ornaments made of concrete, metal, ceramics, wood, plastic and other materials are permitted in the flower beds only. No more than one birdfeeder may be located in front of house No property is grandfathered from this regulation. If you have more, then they must be removed or distributed to other locations of your property.
- h. No vegetable gardens are permitted in the front of any house or on the side toward the front of house. Gardens can extend only three (3) feet from foundation. Vegetable plants may be planted within flower beds on side or rear of the house or in flower beds around patio.
- i. Garden supplies (mulch, lime, fertilizer, etc.) or any other garden equipment/appliance must not be stored in the front, side or back of any house or porches, driveways or lawns.

### **37. Common Ground**

- a. No landscaping or planting shall encroach on Association common ground.
- b. No removal or cutting of growth on Association common ground or around ponds is permitted.

### **38. Irrigation System**

- a. Must have ARB and MUA approval and Township permit.
- b. Must have approved backflow device.

### **39. Vehicles**

Definition – An approved vehicle shall include any conventional passenger vehicle (including station wagons, SUV's and motorcycles) and other vehicles not greater than three-quarter ton capacity in weight not licensed for commercial use, not used as a means of conveyance for commercial products and supplies, and not bearing commercial advertising.

- a. Approved vehicles may be parked in driveway or in front of any property provided parking of vehicle does not obstruct fire lanes, sidewalks, mail delivery or passage of maintenance equipment.
- b. No more than 3 vehicles of the above type are to be parked on or about a resident's property on a permanent basis.
- c. The following classes of vehicles **CANNOT BE PARKED** in driveway **OR IN FRONT OF ANY PROPERTY** for more than 72 hours. Parking for a longer period of time will require written approval from the Management Office.
  1. Motor Homes
  2. Trailers
  3. Campers, camper-type, or add-ons.
  4. Boats
  5. Commercial plate vehicles.
  6. PODS or similar type storage including construction dumpsters.
- d. No vehicles are to be parked on the lawn at any time.
- e. Inoperable, disabled, abandoned, uninspected or unregistered motor vehicles of any type cannot be stored or parked on any driveway, street or lot except within an enclosed garage. Automobile repair of any kind cannot be carried out on any street or lot except in an enclosed garage.
- f. No vehicles of any type may be parked in the Clubhouse parking lot overnight or longer without notifying the office.
- g. Vehicle covers are not permitted on any vehicles mentioned in this section with exception of windshield snow protectors.
- h. No Commercial vehicles shall be parked on any street or lot longer than is necessary to perform the daily business function of such vehicles in the area. Commercial vehicles include busses, pickup trucks, tow trucks,

vans or any vehicle used in a business or trade other than passenger cars. Any vehicles displaying external advertising for business or trade, including passenger cars used as the primary source of transportation for the resident, are considered commercial vehicles.

#### **40. Miscellaneous Items**

- a) Window air-conditioners are not permitted to be installed in any window.
- b) Storage of furniture and appliances, except garden and patio type will not be permitted in yards.
- c) Clutter or debris will not be allowed to accumulate outside of any home.
- d) No drones are permitted.
- e) Window boxes are permitted subject to written ARB approval.
- f) Security cameras are permitted subject to written ARB approval
- g) Handicap ramps are permitted but must be removeable.
- h) External generators are permitted (subject to both Mount Laurel Township and written ARB approval) in the rear of property only. Generators must remain off once power is restored. Test cycles are permitted Monday through Friday between 8am and 5pm.

#### **41. Dryer Vent Cleaning - COURT HOMES ONLY**

Due to risk of fire and carbon monoxide poisoning, court homes must have dryer vents cleaned every two (2) years. Owners must have a receipt as proof that the Vent has been serviced and the receipt provided to the Management Office.

#### **42. Special Situations**

The ARB recognizes that some situations may arise which will not be covered by the Guidelines or potentially may extend beyond the Guidelines. These special situations may be considered by submitting a written application to the ARB. Expectations to these guidelines will be within the ARB's discretion and will be determined on a case-by-case basis. Additionally, the Management Office and Board of Trustees will be consulted for issues outside of the Guidelines.

**43. Maintenance Items –**

**ITEMS THAT DO NOT REQUIRE ARB APPROVAL**

- a. House number - repair or replace must be painted white, black or the original trim color or approved trim color choices. House numbers must be between 7"- 10" inches tall.
- b. Touch up Paint – Same Color
- c. Trimming of trees and shrubs
- d. Planting of annual flowers
- e. Mulch application
- f. Power Washing or Window Washing
- g. Minor repair of trim or siding (Minor repair is up 6 pieces of siding but MUST match existing siding color.
- h. Doorbell replacement
- i. Gable Vents – Replace or repair and must be white or match siding color
- j. Replacement of existing shrubs not planting of new ones.
- k. Patio/Deck Storage Boxes are permitted ONLY on side or rear of patios or decks. They are required to be gray or tan only with maximum size of 30' high by 30' wide by 6 feet long.
- l. Trim around garage door can be replaced/ or painted white.





**Holiday Village CSA**  
1 Holiday Blvd., Mt. Laurel, NJ 08054

**A.R.B. APPLICATION – REQUEST FOR APPROVAL OF EXTERIOR IMPROVEMENT**

*The purpose of the Architectural Review Board (ARB) is to regulate the external design, appearance and maintenance of the properties and of improvements/modifications thereto in such a manner as to preserve and enhance property values and to maintain a harmonious relationship among structures and natural surrounds.*

**Homeowner Name :**

**Address:**

**House Model:**

**Phone#**

**Current Siding Color:**

**INSTRUCTIONS:**

- **Applications must be received in the office by 3:00 on the 3rd Wednesday of the month. ARB meetings are held on the 4<sup>th</sup> Wednesday monthly. Applications received after the deadline will be held until the following meeting.**
- **Proper completion of this application will expedite processing. Incomplete applications will be returned without approval.**
- **Application MUST be accompanied by a copy of the survey (provided to each homeowner at the time of settlement) showing location and dimensions of proposed changes to scale.**
- **All dimensions, and any other information, which are necessary for clarity (materials, pictures, color, type of construction, drawing, etc.) must be included.**
- **Township Approval is required for all construction. Prior ARB approval is necessary before submission to the Township. All outside improvements/changes require ARB approval and must have the necessary construction and zoning permits from Mt. Laurel Township.**
- **Work must begin within six (6) months of approval and completed within ninety (90) days from the start of project. If work is not started within six months, the approved application will be null and void.**

**Liabilities:**

*ARB approval of a project is valid to the extent that such project complies with ARB guidelines. It does not relieve the homeowner of responsibility to maintain the original drainage pattern required by Township and delivered to the homeowner by the builder.*

*Before undertaking new construction, the homeowner and/or their contractor should ascertain that the new construction will not interfere with proper drainage of the property. Any deviation of existing drainage and/or damage to common property due to changes listed in the homeowner's application will be required at the expense of the homeowner. The homeowner assumes all responsibility for any adverse effect on drainage caused by new construction and will not hold the builder, Holiday Village CSA or the ARB responsible. ARB approval of home improvements shall not relieve the homeowner of all liabilities.*

Revised 8/2/2017

**Holiday Village CSA**  
1 Holiday Blvd., Mt. Laurel, NJ 08054

**DESCRIPTION OF PROJECT:**

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I request approval of the Architectural Review Board to undertake the above improvement or modification to my property at the address shown above in Holiday Village CSA.

I acknowledge that any exterior improvement or modification to my property such as, but not limited to, patios, sprinkler systems, landscaping and additions must comply with the Holiday Village CSA guidelines and approvals, as well as any necessary Township requirements regarding same, prior to the work being started.

Homeowner signature: \_\_\_\_\_ Date: \_\_\_\_\_

*This space is for use by the office and the ARB only:*

**Pre-Inspection:** Approved  Not Approved

Inspected By \_\_\_\_\_

Application Code: \_\_\_\_\_

Date Application Received: \_\_\_\_\_

**Application is:** Approved:  Not Approved:  Need more information:

**ARB Comments:**

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Chairperson, Architectural Review Board

Jan \_\_\_ Feb \_\_\_ Mar \_\_\_ Apr \_\_\_ May \_\_\_ June \_\_\_ Jul \_\_\_ Aug \_\_\_ Sept \_\_\_ Oct \_\_\_ Nov \_\_\_ Dec \_\_\_

Completion Inspection Date: \_\_\_\_\_ Completion Inspection By: \_\_\_\_\_

Original Paint Color	Current Paint Colors	Paint Code from Home Depot	Siding Color from CertainTeed	Original Roof Color	New Roof Color Choices from GAF
Colonial Blue	Nor Wester	N 470-4M	Oxford Blue	Weatherwood	Weather Wood/Biscayne Blue/Pewter Gray
Desert Gold	Dusty Gold	S260-3M	Buckskin	Desert Tan N/A	Shakewood/Barkwood
Heritage Gray	Lunar Surface	N460-3M	Sterling Gray	Aspen Gray N/A	Fox Hollow Gray/Oyster Gray
Almond	French Cream	S300-1U	Heritage Cream	Weatherwood	Weatherwood/Shakewood
Oakwood & Autumn Brown	Chocolate Delight	N160-5M	No Color Match Available	Desert Tan N/A	Hickory/Barkwood
Sandstone	Chai	S270-2U	Light Maple	Desert Tan N/A	Hickory/Barkwood/Shakewood
	Letter Gray	PPU24-20M	Castle Stone		Fox Hollow Gray/Pewter Gray
	Dusty Olive	PPU8-20M	Cypress		Shakewood/Oyster Gray
	Pure White	N/A - Pre Mixed	Colonial White		Fox Hollow Gray/Pewter Gray
<b>****COURT HOMES****</b> <b>AUTUMN BROWN HAS NO COLOR MATCH FOR VINYL OR ALUMIUM SIDING AND WILL HAVE TO PURCHASE WHITE AND HAVE IT COLORMATCHED.</b>					



Trim Colors	Trim Color Code from Home Depot
Very Navy	M500-7
Dark Crimson	M140-7
Frosted Toffee	S270-1
Layers of Ocean	S520-6
Shasta Lake	M490-7
Pepperglass	N350-6
Dark Demin	S510-7
Toasted Pecan	S190-7
Black	N510-7D
Sahara Sand	S240-4 (Pacific Bluffs)
Salem Green	PPU13-02 (Juniper Berries)
Chromium Gray	N530-3 (High Speed Access)
Brandied Crimson	See Dark Crimson
Old Parchment	MQ3-11 (Danity Lace)
Harvest Tan	PPU4-02 (Coco Rum)
Tobacco Brown	N230-6 (Whiskey Barrel)
White Trim	Ultra Pure White (No Mixing)

