

**WILIAMSTOWN HOMEOWNERS ASSOCIATION, INC.**  
**ADMINISTRATIVE RESOLUTION 17-02**  
**ARCHITECTURAL RULES AND REGULATIONS**

*WHEREAS*, the specific purposes for which Williamstown Homeowners Association, Inc. ("Association") was formed, according to its Articles of Incorporation, are to provide for maintenance, preservation and architectural control of residential lots, and to own, improve, maintain and preserve the common areas within the Association, and to promote the health, safety and welfare of the residents within the Association; and

*WHEREAS*, the Declaration of Covenants, Conditions and Restrictions of Williamstown Homeowners Association, Inc. ("Declaration") requires all buildings, fences, walls, other structures, exterior additions, changes to the exterior of any Lot and/or house, to be applied for and approved by either the Board of Directors or the Architectural Control Committee with the goal that the proposed modification be harmonious in design and look to the rest of the community, (see Declaration, Article IX); and further, the Declaration requires owners of all Lots to properly maintain their Lot in a manner satisfactory to the Board of Directors, (see Declaration, Article X); and

*WHEREAS*, the Bylaws give the Board of Directors the right to "exercise for the Association all powers, duties, and authority vested in or delegated to this Association not reserved to the membership by other provisions of these Bylaws, the Articles of Incorporation, or the Declaration"; and

*WHEREAS*, the Board of Directors has the authority in accordance with Section 55-513 of the Virginia Property Owner's Association Act to adopt and enforce rules and regulations with respect to the use of the common areas; and

*WHEREAS*, the Board of Directors is charged to "adopt and publish rules and regulations and to establish penalties for the infraction thereof," and

*WHEREAS*, it is the intention of the Association to enforce the governing documents, rules and regulations equitably towards all members; and

***NOW BE IT THEREFORE RESOLVED THAT***

The Board of Directors adopts and enforces the attached set of "ARCHITECTURAL RULES AND REGULATIONS", for the community with an effective date of June 6, 2019. These Rules shall supercede and replace all previous rules, regulations, and policy resolutions relating to Architectural Rules and Regulations at the Association. For the sake of a smooth transition from previous rules to these rules, the Board will provide homeowners and residents with notice and opportunity to cure of a violation of any rules, whether new or old, before the Board pursues enforcement action. Please review the Association's Due Process Policy for more information about the Association's rules enforcement process.

## **ARCHITECTURAL RULES AND REGULATIONS**

The Residents who live within the boundaries of the Williamstown Homeowner's Association, Inc. are protected by the Declaration of Covenants, Conditions, and Restrictions applicable to all sections of the Williamstown Homeowner's Association, Inc. and recorded in the land records of Prince William County, Virginia. The Board may create an Architectural Control Committee by appointing residents from the community, see Declaration Article IX.

These rules do not contradict, replace or supersede the recorded covenants in the Association's Declaration, the working Bylaws, or the Articles of Incorporation (together, the "Governing Documents"). Rather, these rules are intended to describe how the goals, objectives, and directives in those Governing Documents are supposed to be achieved by residents, homeowners and the Board.

### **I. INSPECTIONS GENERALLY:**

In order for the Board to support uniform, consistent, and fair enforcement of the Governing Documents and these rules, the Board of Directors shall cause to be done at least one (1) annual architectural survey on the condition and maintenance of each house and lot in the community. In order to encourage compliance with the rules, and inform residents and homeowners what they need to fix, the Board intends to send its Agent to conduct up to three (3) inspections of each home at the Association. Those inspections generally occur in early June, early July, and August of each year. Homeowners and residents will have the opportunity to correct deviations from the rules for a reasonable period before the Board will proceed with enforcement action, such as a hearing, violations charges, and/or legal action.

### **II. PROCEDURE FOR INSPECTIONS:**

1. Inspection Compliance Notice. The Board of Directors shall cause each owner of record be mailed an Inspection Notice by the beginning of June of each year. The Notice shall be a written report that contains a listing of all violations of the Rules and Regulations, By-laws, or Covenants of the Association that the Board's Agent has observed on the resident's property. The Notice shall be sent to the property address and to that property's owner's mailing address that the Association has on file, if the mailing address is different from the property address. Owners of properties that receive this first Notice will be expected and are requested to promptly repair their property within thirty (30) days of the date of the notice, and correct and cure all violations of the Governing documents and rules.
2. Compliance Reminder Notice. A second inspection of the property shall be conducted during the beginning of July of each year. Owners of properties not in compliance with the Association's Rules and Regulations, By-laws, or Covenants will be sent a Compliance Reminder Notice. This Compliance Reminder Notice shall also be a written report that contains a listing of all violations completed and all violations that have either not been done or have not been completed in a manner that is acceptable to the Agent who inspected the property. The Compliance Reminder Notice will request compliance

within twenty (20) days of the date of the notice for those owners of properties that continue to have violations of the Governing Documents and/or these rules necessitating the Compliance Reminder Notice.

3. Additional Inspections. All lots that were sent Compliance Reminder Notices will be re-inspected after twenty (20) days following the date of the notice. If the relevant properties continue to have the violations noted, the Agent will advise the Board so that they may begin enforcement of the Associations rules and Governing Documents. In the event the Board deems it advisable to conduct additional inspections after the first three (3) inspections described here, the Board reserves the right to pass the cost of these additional inspections to the relevant owners of properties that have lingering violations.
4. Notice of Hearing. The Board of Directors may, at its discretion, direct Agent to send a certified Notice of Hearing, return receipt requested to all owners of property that continues to have the violations noted in the Compliance Reminder Notice after twenty (20) days of the Compliance Reminder Notice. This certified letter shall state that the Homeowner of Record continues to have certain violations on its property, is invited to a hearing to review same, and may be subject to violations charges and/or other enforcement action as determined by the Board if the violations are not cured.
  - a. Hearing Results Letter. The Board will send a written Hearing Results Letter within seven (7) days if the hearing, or within such longer time permitted by law.
  - b. In the event the Board finds one or more violations existing on the relevant lot, the Board may impose violations charges pursuant to applicable law, and the Association's due process resolution. Violations charges of \$10 per day up to 90 days for each violation of a continuing nature may be imposed; and a charge of up to \$50 may be imposed for each one-time violation. If these charges are imposed on a homeowner's account, and not paid after ninety (90) days, the Board may send the account to its legal team for collections. The Board reserves the right to impose interest, late fees, and legal fees as permitted by law for account that remain unpaid, and that go to legal collections.
5. Appeals.
  - a. Must be in Writing, Deadline. Any homeowner may appeal the findings by the Board's Agent, and/or the Architectural Control Committee. All appeals must be in writing, and must be legible. In order to appeal any such findings, the homeowner must send his/her appeal in writing to the Board within sixty (60) days of the date of the Hearing Results Letter described above. If there was no Hearing in a matter, the relevant owner must ensure the Board receives his/her written appeal within sixty (60) after the date of the Inspection Notice described herein.

- b. Board's Review. The Board will make every effort to review appeals within 90 days of receiving the written appeal. The Board may advise that it needs more time to review. Once the Board receives the appeal, the appeal time line will be based on the Board's discretion.
  - c. Receipt of Appeal, Appearance Before the Board, Site Visit. It is incumbent on the appealing homeowner to make sure the Board receives the written appeal. The Board's lack of receipt of, or lack of response to the appeal does not automatically mean the appeal is granted. Homeowners who submit written appeals should plan to appear at a Board meeting to talk with the Board about the appeal, explain the situation, and why the Board should do what the appealing homeowner would like the Board to do. The Board may request to visit the site in question in order to make the best decision.
  - d. Potential Waiver of Violations Charges, No Waiver of Re-inspection Fees. If Board of Directors overturns the decision of the Agent or Architectural Control Committee, the commensurate violations charges may be waived. The Board may choose to not waive re-inspection charges.
6. After a third inspection it is the responsibility of the Owner of Record to request another re-inspection in writing addressed to the Management Company: Williamstown HOA, Inc., c/o Austin Realty Management & Investments, Inc., PO Box 3413, Warronton, VA 20188, email hoaf@grmiva.com. After the third inspection the Board may pass any re-inspection fee to the relevant owners of the inspected property.

### III. APPLICATIONS FOR MODIFICATIONS TO LOTS

- 1. Before starting any modification, change, addition, renovation of the exterior of his/her lot ("Modification"), the owner of the lot must submit to the Board or Architectural Control Committee a written request for permission of the proposed Modification ("Applications"). The Board and/or Architectural Control Committee must approve of all proposed Modifications before they are installed on a lot.
  - a. Content of Applications. All requests for permission, also known as "Applications," for Modifications should include survey plats, sketches, plans, measurements, specifications, color illustrations, and/or accurate-color material samples along with a written explanation of the proposed Modification. The Board may return any Applications for insufficient information; such returns will be deemed denials of permission to install the proposed Modification.
    - 1. The Applications must include contact information to enable the Board and/or Architectural Control Committee to reach the Applicant in order to ask questions, seek more information,

deny or approve the application. If the Application does not include this information, it may be denied by the Board.

- b. Where to Send Applications. Please send Applications to Williamstown HOA, Inc., c/o Austin Realty Management & Investments, Inc., PO Box 3413, Warrenton, VA 20188, Email: hoassistant@armiva.com, Phone: (540) 347-1901 Fax: (540) 347-1900.
2. Commencement of Work. Work may not commence until written approval is received by the owner from the Board and/or Architectural Control Committee or its Managing Agent.
3. Timeline. The Board and/or Architectural Control Committee will promptly review Applications it receives. Notification of approval or disapproval by the Board and/or Architectural Control Committee of an Application shall be conveyed to the applicant within ninety (90) days of the date the completed application is received.
  - a. All approved requests for exterior additions or modifications to the exterior of any property must be completed within three (3) months of the approval date. Additional time to complete an approved project will be considered by the Board of Directors upon receipt of a written request.
4. Any exterior change or alteration made to lots without the approval of the Board and/or Architectural Control Committee will be deemed in violation of the Rules and Regulations governing the Association and subject to enforcement action.
5. It is the property owner's responsibility to secure any and all required building permits, structural plan approval and zoning approvals prior to commencement of any work on property. The Association is only concerned with the aesthetics of the work in general as it relates to the overall community theme.
6. No Waiver. Failure by the Association or by any of its designated Agents to enforce a covenant, regulation or reservation herein contained shall in no event be deemed a waiver of the rights to do so thereafter.

**ARCHITECTURAL REGULATIONS INVOLVING PAINTING, PAINT COLORS**

Please remember that **all** exterior changes to each Lot must be approved through the submission of an Architectural Modification Application Form. All approved colors are from the Williamsburg Paint Color Collection through Benjamin Moore as referenced by the color formula below.

**1. PAINT AND STAIN STANDARD:**

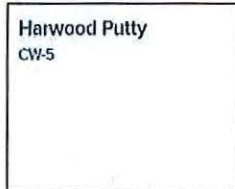
1. Exterior color changes must be submitted for approval along with a color chip of sufficient size to verify selection. Approved colors are in the Williamsburg line of colors as outlined in the approved color list.
2. Exterior colors must be flat finish only.
3. Only those areas that are stained may be re-stained. Unpainted or unstained surfaces shall remain unpainted or unstained, i.e., brick, metal, concrete.
4. Original colors for each home need not be submitted for approval but must be the exact color of the original.
5. All painted areas of any property must be kept painted and in good condition. Faded, pealed or missing paint from an area requiring paint must be properly prepared and painted. This includes but is not limited to: gutters, trim, window frames, door frames, shed, shed door trim, trim, roof line trim, cornices, and fascia.

**A. SHUTTERS:**

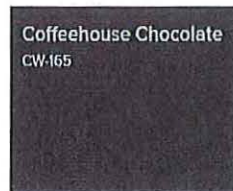
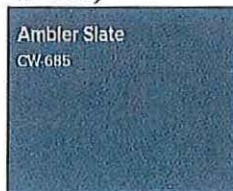
No specific color – must be harmonious with color of the siding

**B. FENCES:**

**FRONT** – Natural (sealed), Harwood Putty (CW-5)



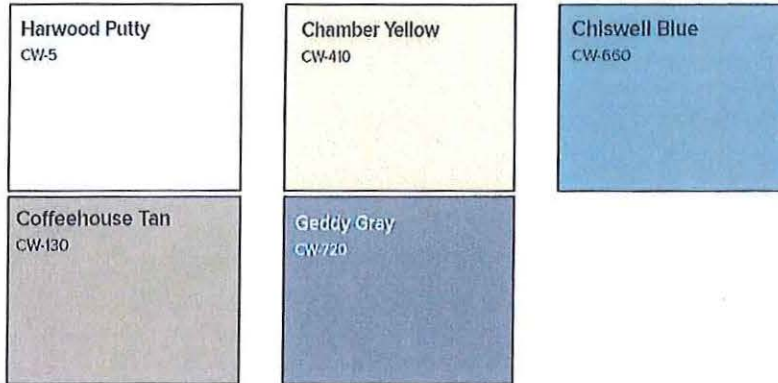
**REAR** – Natural (sealed), Carriage Red (CW-250), Ambler Slate (CW-685), Coffeehouse Chocolate (CW-165)



**C. SIDING:**

Aluminum or vinyl or vinyl replacements

Paint colors – Harwood Putty (CW-5), Chamber Yellow (CW-410), Chiswell Blue (CW-660), Coffeehouse Tan (CW-130), Geddy Gray (CW-720)



**D. FRONT STOOP: CANNOT BE PAINTED – MUST BE LEFT NATURAL**

These new colors apply only to applications for fences and siding after the date these rules are approved. All approved existing colors will be grandfathered, and any repair to such may be made with the same color.

## ARCHITECTURAL REGULATIONS

1. **ANTENNAE:** No antennae of any type shall be erected in the front yard or on roof of any property which may be visible from the front sidewalk of any unit located within the jurisdiction of the Association.

Outside radio or television antennae will be permitted to be attached to the rear of a townhouse unit and its height shall not exceed five (5) feet above the rear roof eave. Antennae shall remain in good repair and functional at all times or must be removed. Satellite dishes should be mounted to the rear roof whenever possible and may not exceed 36" in diameter. Satellite dishes mounted in the front yard will require approval before installing by the Board of Directors. Proof that reception cannot be had in the rear yard and explanation of position in the front yard must accompany the request.

2. **ATTIC FANS:** Attic fans shall be located to the rear of the roof peak and shall not be visible at ground level from the front of the unit. Turbine fans will not be approved. Professional installation of attic fans is strongly recommended.
3. **CLOTHES LINES:** Must be in the back yard only and not attached to the common fences. Clothes lines are not permitted in the front yard or the common areas.
4. **DECKS:** All decks require prior approval of the Board of Directors. In addition the owner shall comply with the local building ordinances. A front porch may be constructed upon approval of the Board of Directors.
5. **DOG HOUSES:** Dog houses may be in the back yard only so long as it and the ground around it are kept neat, attractive, clean, and unobtrusive. Should complaints arise over an un-kept pet area, the Board of Directors reserves the right to enforce applicable portions of these regulations, or of the governing documents of the Association. In addition, the county animal control officer will be contacted to ensure compliance.
6. **EXTERIOR ENERGY SAVING DEVICES:** Request for installation of exterior energy saving devices will be considered on a case by case basis. All must be placed on or at the rear of the dwelling.
7. **EXTERIOR PAINTING:** No person shall paint the exterior of any building a color different than the original color of said building without the proposed color thereof having been approved by the Board of Directors of the Association, or by an Architectural Control Committee appointed by the Board.

### 8. **FENCING**

#### **FRONT YARD FENCE STANDARD:**

- A. Styles:
  1. Rail Designs
    - a. Suburban two (2) rail



- b. Suburban three (3) rail
- c. Split rail
- 2. Picket Designs
  - a. Picket and scallop fence designs only. An application must be submitted and approved by the Board of Directors.
- 3. Gothic Style
- 4. Criss Cross
- 5. Composite Material Picket Fencing

B. Materials:

- 1. Milled Pressure Treated Wood or Composite Material
  - a. Posts: Square 4" X 4"
  - b. Rails: 1" X 2" X 4"
  - c. Stringers: 2" X 3" or 2" X 4"
  - d. Pickets: 1" X 2"-4"
- 2. Split Rails and Posts of natural log pine, cedar, redwood, hardwood or composite material
  - a. Posts: 4" spaced maximum of 8' on center
  - b. Rails: Maximum diameter of 6"

C. Construction.

- 1. Posts of Pressure Treated Wood or Composite Material
  - a. Post depth: Minimum depth 18" set in concrete, or 36" without concrete.
  - b. Post shall be squared 4" X 4"
  - c. Spacing of posts shall not exceed 8'0"
- 2. Gates:
  - a. Construction shall conform to fence style
  - b. Gates must have a suitable latch or securing device
  - c. Gates shall be braced on the interior side with top, bottom and lateral supports, and have hinges of adequate strength for support
- 3. Height:
  - a. Fence to be no shorter than 36" and no taller than 42"
- 4. Finish:
  - a. Wood may be left natural in finish but must have a clear weather resistant sealer applied.
  - b. Wood may be painted an approved color per the approved color list.
  - c. Composite material in an approved color per the approved color list.
  - d. Total fence must match in color, i.e., no painted posts with natural finish.

## **BACKYARD FENCES:**

- A. Style;
1. Alternating board on Board using 1" X 6" boards without splicing
- B. Material:
1. All fencing wood will be decay resistant or pressure treated with an EPA approved decay resistant chemical properly applied or composite material.
  2. Posts
    - a. Post depth minimum of 24" set in concrete or 36" without concrete
    - b. Posts shall be square 4" X 4"
    - c. Spacing of posts shall not exceed 8'0"
  3. Stringers
    - a. 2" X 4" between all 4" X 4" posts. The Board suggests using three stringers as it adds the necessary support for the fence and is less likely to box.
  4. Fence Facing Boards
    - a. All fencing Boards shall be 1" X 6" X 6'0"
    - b. Spacing between the boards should be between 3 ¼" to 5 ½"
- C. Construction:
1. All fencing wood will be decay resistant or pressure treated wood with an EPA approved decay resistant chemical properly applied or composite material. Existing fencing colored redwood must be maintained redwood in color, however, if fully replaced (including 4X4 Posts and interior common fences) the fence may be left natural in color provided it is treated with a clear weather resistant sealer or painted an approved color from the approved color list. All new and existing fences must use a clear weather resistant sealer. At no time may any fence be allowed to have a checkerboard appearance with slats, board and/or posts of different colors.
  2. Nominal 4" X 4" pressure treated posts or composite material with maximum spacing of eight (8) foot on center.
  3. All upright board dimensions shall be 1" X 6" pressure treated wood or composite material installed without splicing.
  4. Posts must be either set in concrete at a minimum depth of 24" or without concrete at a minimum depth of 36".
  5. Common fences shall be six (6) feet in height without exception.
  6. Fences will follow the natural contours of the land in a step-like manner keeping the top of the fence level at all times and not exceeding six (6) feet in vertical height at any location.

7. Side yard fence extensions on end units will be evaluated on a case by case basis but shall be no further forward than the front edge of the unit. All such extensions must have Board Approval before extension.
8. Gates:
  - a. Gates will conform to the original style and construction of the fence.
  - b. Rear and side fences shall not have more than two gates which will swing in owner's direction of choice. Front (side of home) run shall not have more than one gate. Only one gate is permitted on any fence run.
  - c. Gates shall be braced on the interior side with top, bottom, and lateral supports with solid 2" X 4" wood construction with hinges of sufficient strength for proper support.

Note: The backyard of end units is defined as all property further away from the front sidewalk than the back wall of the unit.

The unit number must be displayed on the outside of the back fence.

**9. FIREWOOD STACKS:** Firewood shall be neatly stacked in the rear yard as inconspicuously as possible, with individual stacks not to exceed four (4) feet in height. Firewood must be stacked inside the property line and not allowed to lean on fences. To prevent rot, insect and rodent infestation, firewood stacked must be elevated at least 6" and not more than 12" above the ground.

**10. GENERAL PROPERTY APPEARANCE:** The exterior of all dwellings and yards must be properly maintained in an orderly condition to the satisfaction of the Board of Directors or their appointed Agents and comply with the governing documents of the Williamstown Homeowner's Association, Inc.

**11. HOLIDAY DECORATIONS:** Winter holiday decorations may be installed up to 30 days prior to and must be removed no later than 30 days after the specific holiday. Other national holidays (i.e. Independence Day, Halloween, Thanksgiving) decorations may be installed up to one week prior to the holiday and must be removed no later than one week after the holiday.

**12. LANDSCAPING:** Minor landscaping work and minor planting in general do not require approval; however, major landscaping or planting (i.e., modifications that would affect land contours or drainage, or planting hedges along property borders) shall require approval of the Board of Directors or their designated Agents.

Hedges or other bushes defining property lines shall not be allowed to grow higher than 36".

Removing trees of more than 2" in diameter requires approval from the Board of Directors.

Yards that have fruit bearing trees shall maintain the tree and its fruit so as not to fall onto any common area or spoil the use of another homeowner's yard.

Lawn edging to be installed above ground must be constructed of a high quality pressure treated lumber, brick or stone and may not exceed 12" in height Wire or other metal edgings are not allowed.

Temporary barriers for the purpose of seeding lawns or planting purposes are allowed provided they shall not remain in place for longer than one (1) month. Any deviations from these standards require prior Board of Directors approval.

Trellises may be allowed providing they are located in the rear or side yards and do not extend more than one foot above rear and side fence. All trellises must have approval from the Board of Directors.

**13. LAWNS:** Front yards must be properly maintained, full and relatively weed free. Bare areas are not acceptable and must be repaired. Private front and rear lawns shall be neatly cut and trimmed at all times, and shall not exceed six (6) inches in height, however, back yards are not required to have a lawn.

All excess or clumped grass clippings shall be removed immediately.

Ground cover other than grass may be allowed depending on the selection and how it blends with the total community and requires approval from the Board of Directors.

**14. MATERIAL STORAGE:** No material or refuse shall be placed or stored within twenty (20) feet of the property line. Only firewood, properly elevated, or other usual and normal material incidental to a residential area may be stored upon private Lots within the Association. No personal items shall be stored on any common area at any time.

**15. NUISANCE ACTIVITY:** No noxious or offensive activity shall be carried on upon any portion of any residential property or Association property, nor shall anything be done thereon which may be or become a nuisance or annoyance to the neighborhood. No exterior lighting shall encroach on another lot.

**16. PATIOS:** Construction of patios of any kind shall require approval of the Board of Directors. Construction of patios in front yards are not permitted. No picnic tables, lawn furniture, tools, tires, grills, or other lawn furniture may stay in the front yards.

**17. PETS AND ANIMALS:** No animals, livestock, or poultry of any kind shall be raised, bred, or kept on any Lot except that dogs, cats, or other household pets may be kept providing they are not raised, bred, or kept for commercial purposes. Charges may occur against respective Lots where the animal resides for leash law violations or for allowing any pet to defecate on common grounds without immediately cleaning up any solid waste and for any damage caused by any pet or animal.

**18. PROPERTY USE:** No portion of the properties shall be used except for residential purposes and for purposes incidental or accessory thereto.

**19. PRUNING:** Trees, shrubs, bushes, and hedges which restrict the sight line of vehicular traffic or the use of common grounds, sidewalks, or paths must be cut back or removed. Under no circumstances shall any growth be allowed to interfere with pedestrians, walkways, or vehicular traffic. All plantings must be kept properly trimmed to enhance the home and community. All foliage must be kept within the property line of the respective home.

**20. SIGNS:** No sign of any kind larger than one foot square shall be displayed to the public view of the lot, except for temporary construction advertisement sign while construction is being performed on the home. The sign must be removed at the completion of the construction. Realtor signs must be removed on the day the property is sold or rented. Political signs are allowed for the month prior to election days and must be removed the day after the election.

**21. SNOW REMOVAL:** All common sidewalks adjacent to member's property must be cleared or sanded within twelve (12) hours to provide safe passage in front of all homes. This is also a State of Virginia law and violators are subject to fines.

**22. STOOPS AND SIDEWALKS:** All stoops and sidewalks shall maintain their original appearance. Painted or carpet covered stoops or sidewalks are not permitted. Stoops and sidewalks shall be maintained and be in good repair.

Brick sidewalks and stoops will be permitted with prior approval from the Board of Directors. A design plan and sample material should accompany written request.

**23. STORAGE SHEDS:** In recognition of a homeowner's need to provide additional storage of garden tools and equipment, request for small storage buildings will be considered. Location, site, style and color will be considered by the Board of Directors prior to approving the construction of a shed.

All sheds must be located in the back yard and be placed next to a six (6) foot fence on the property line.

Sheds may not exceed 10' X 10' in any floor dimension or exceed 20% of the back yard area, whichever is less.

The height of the shed shall not exceed 7' X 6" in height at the tallest point. All sheds constructed by the original developer shall be allowed.

**24. TRASH CONTAINERS:** Trash containers are required to be stored in the back yards at all times. Trash containers must be neat and clean. Should complaints arise over such an area, the Board of Directors will require relocation of the container, or cleaning up of the areas, as appropriate.

Trash containers must have covered tight fitting lids.

Trash containers must not be placed out for collection until the evening before collection day set by the Town of Dumfries by Ordinance.

Trash containers must be removed by dusk on the day of collection.

Bulk items need to be called for special pick-up by the Town of Dumfries contractor.

Bulk items must be placed on the curb in a neat stack.

Any trash container, bulk item, yard waste, or any other debris may not be placed on common grounds. They are to be set on curb side of main roads. Any violators will be subject to all the penalties and fees set forth under this document.

Currently the trash collection day is Wednesday but may be changed by the Town of Dumfries at their discretion. For further information please contact the Town of Dumfries, 703-221-3400, Public Works Department.

**25. WINDOW AIR-CONDITIONING UNITS:** Use of window air-conditioning units are not allowed at any time.

**26. GENERAL PROVISIONS RELATING TO ARCHITECTURAL CHANGE REQUESTS**

- A. Waivers to standard fence specifications will require on-site evaluation by the Board and/or Architectural Control Committee or their designated Agent.
- B. Adjoining or common use of corner posts shall require written approval of adjoining owner.
- C. It is the responsibility of the homeowner to ensure that the fence line is within his/her legal property bounds. The owner shall assume liability for securing permission from all adjacent property owners to construct or maintain all common fence lines, as required.
- D. Finished products are subject to final approval by on-site inspection by Board and/or Architectural Control Committee or their designated Agents.
- E. All fencing wood will be decay resistant or pressure treated with an EPA approved decay resistant chemical properly applied.
- F. Metal fencing materials of any kind, except for hardware, are prohibited.
- G. All gate hardware will be of black wrought iron or brass. Hardware may be painted black or brass.
- H. All rear fence additions or installations shall be alternating, board on board style, and must meet original specifications in material and design.
- I. All fence additions must match original, existing, fence in style and design.

WILLIAMSTOWN HOMEOWNERS ASSOCIATION, INC.  
RESOLUTION ACTION RECORD

ADMINISTRATIVE RESOLUTION 17-02  
ARCHITECTURAL RULES AND REGULATIONS

Duly adopted at a meeting of the Board of Directors held August 1, 2019.

Motion by: Angelique Combs Seconded by: Anita Gray

VOTE:	YES	NO	ABSTAIN	ABSENT
<u>Ammonia</u> Director	✓	_____	_____	_____
<u>Trampersad</u> Director	✓	_____	_____	_____
<u>Angelique Combs</u> Director	✓	_____	_____	_____
<u>Norman Rampersad</u> Director	_____	_____	_____	✓
_____ Director	_____	_____	_____	_____

ATTEST:  
Tricia Rampersad Secretary      08-01-2019 Date  
Tricia Rampersad

Resolution effective: August 1, 2019

**FOR ASSOCIATION RECORDS**

I hereby certify that a copy of the foregoing Policy Resolution was posted to the Association webpage and notice of its availability was mailed to the Williamstown Homeowners Association, Inc. on this 5 day of August, 2019.

  
\_\_\_\_\_  
Managing Agent