

**August 26, 2002**

**Architectural Guideline #1  
OTG Covenants Committee**

**Regarding:** Embellishments in and around the Front Door – including doorbells, door knockers, peepholes, kick plates, name plates, house numbers, and wreaths or other decorations.

If an alteration falls within the following guidelines, a homeowner may make the alteration without approval from the Covenants Committee. If an alteration will not fall within the guidelines, approval must be sought from the Covenants Committee. Alterations that do not fall within the guidelines must be removed or corrected by the owner.

**Guidelines:**

Doorbell –brass or black iron, maximum size 1” wide x 3.5” high.

Door knocker –brass or black iron, maximum size 4.5” wide x 6” high.

Peephole –brass or black iron, regular or fisheye lens.

Kick plate –brass, maximum size 34” wide x 8” high.

Name plate –brass, maximum size 11” wide x 6” high.

House numbers –brass or black iron, maximum size in front 3” wide x 4.5” high and 3” wide x 5” in back. Number style should be conservative.

Wreaths – seasonal/holiday wreaths or other door decorations are permitted for 45 days, then must be removed. No year-round wreaths or door decorations are permitted.

No storm doors are allowed on the front door.

**Relevant OTG Document References:**

This guideline is submitted under Declaration Article 8.1.b.4:

Subject to review by the Board of Directors, the Covenants Committee shall from time to time provide interpretations of the Association Documents pursuant to the intents, provisions and qualifications thereof when requested to do so by an Owner or the Board of Directors. The Committee may publish and record such interpretations in order to establish guidelines relative to architectural styles, signs, colors, setbacks, materials or

other matters relative to the architectural control and protection of the aesthetic or property values of the Property. If the Covenants Committee establishes such guidelines, such guidelines are hereby incorporated by this reference and shall be enforceable as if set forth herein in full; provided, however, that no guidelines shall be enforced against an Owner which are more restrictive than those in effect when the Owner purchased the lot.

**August 26, 2002**

**Architectural Guideline #2  
OTG Covenants Committee**

**Regarding:** Front Door Transoms and Side Windows

If an alteration falls within the following guidelines, a homeowner may make the alteration without approval from the Covenants Committee. If an alteration will not fall within the guidelines, approval must be sought from the Covenants Committee. Alterations that do not fall within the guidelines must be removed or corrected by the owner.

**Guidelines:**

Transoms and side windows – draperies, curtains, shutters and blinds must have an exterior color that appears beige, off-white or white. Decorative glass must be removable (non-permanent) in nature and in color(s) that appear clear, white, off-white or beige on the exterior. No other colors are allowed.

**Relevant OTG Document References:**

This guideline is submitted under Declaration Article 8.1.b.4:

Subject to review by the Board of Directors, the Covenants Committee shall from time to time provide interpretations of the Association Documents pursuant to the intents, provisions and qualifications thereof when requested to do so by an Owner or the Board of Directors. The Committee may publish and record such interpretations in order to establish guidelines relative to architectural styles, signs, colors, setbacks, materials or other matters relative to the architectural control and protection of the aesthetic or property values of the Property. If the Covenants Committee establishes such guidelines, such guidelines are hereby incorporated by this reference and shall be enforceable as if set forth herein in full; provided, however, that no guidelines shall be enforced against an Owner which are more restrictive than those in effect when the Owner purchased the lot.

Rules & Regulations #16 - draperies, curtains, and blinds must have an exterior color of beige or off-white. This was the basis for the guideline on decorative glass.

**August 26, 2002**

**Architectural Guideline #3  
OTG Covenants Committee**

**Regarding:** Flags

If an alteration falls within the following guidelines, a homeowner may make the alteration without approval from the Covenants Committee. If an alteration will not fall within the guidelines, approval must be sought from the Covenants Committee. Alterations that do not fall within the guidelines must be removed or corrected by the owner.

**Guidelines:**

American flags are permitted if they are mounted with a bracket to the front door/porch area of the home. The bracket must be brass or black iron. The pole must have a white or a natural wood finish and a maximum length of 5 feet. The maximum allowable size of the flag is 4 feet on the longest side. The flag must be properly displayed and maintained at all times.

No other flags are permitted.

**Relevant OTG Document References:**

This guideline is submitted under Declaration Article 8.1.b.4:

Subject to review by the Board of Directors, the Covenants Committee shall from time to time provide interpretations of the Association Documents pursuant to the intents, provisions and qualifications thereof when requested to do so by an Owner or the Board of Directors. The Committee may publish and record such interpretations in order to establish guidelines relative to architectural styles, signs, colors, setbacks, materials or other matters relative to the architectural control and protection of the aesthetic or property values of the Property. If the Covenants Committee establishes such guidelines, such guidelines are hereby incorporated by this reference and shall be enforceable as if set forth herein in full; provided, however, that no guidelines shall be enforced against an Owner which are more restrictive than those in effect when the Owner purchased the lot.

Rules & Regulations #17 relates to flags.

**August 26, 2002**

**Architectural Guideline #4  
OTG Covenants Committee**

**Regarding:** Exterior Lights

If an alteration falls within the following guidelines, a homeowner may make the alteration without approval from the Covenants Committee. If an alteration will not fall within the guidelines, approval must be sought from the Covenants Committee. Alterations that do not fall within the guidelines must be removed or corrected by the owner.

**Guidelines:**

Replacement lights (front and back) must be of like size and style to the original and black in color, with a conventional light bulb (maximum 75 watts). Motion detectors can be added for security on the back entrance light.

No flood or spot lights are permitted.

**Relevant OTG Document References:**

This guideline is submitted under Declaration Article 8.1.b.4:

Subject to review by the Board of Directors, the Covenants Committee shall from time to time provide interpretations of the Association Documents pursuant to the intents, provisions and qualifications thereof when requested to do so by an Owner or the Board of Directors. The Committee may publish and record such interpretations in order to establish guidelines relative to architectural styles, signs, colors, setbacks, materials or other matters relative to the architectural control and protection of the aesthetic or property values of the Property. If the Covenants Committee establishes such guidelines, such guidelines are hereby incorporated by this reference and shall be enforceable as if set forth herein in full; provided, however, that no guidelines shall be enforced against an Owner which are more restrictive than those in effect when the Owner purchased the lot.

Declaration Article 6.3 relates to repair and replacement.

**August 26, 2002**

**Architectural Guideline #5  
OTG Covenants Committee**

**Regarding:** Window Screens

If an alteration falls within the following guidelines, a homeowner may make the alteration without approval from the Covenants Committee. If an alteration will not fall within the guidelines, approval must be sought from the Covenants Committee. Alterations that do not fall within the guidelines must be removed or corrected by the owner.

**Guidelines:**

Window screens must be from the same manufacturer as the windows, which are Kolbe & Kolbe brand. Window screens must have a white frame and charcoal fiberglass screen mesh. Screens must be properly maintained.

If screens are installed on a level of the home, screens must be installed on every window of that level on that side of the house. For example, if a screen is desired for one window on the second floor of the back of the home, all windows on the second floor of the back of the home must have screens.

**Relevant OTG Document References:**

This guideline is submitted under Declaration Article 8.1.b.4:

Subject to review by the Board of Directors, the Covenants Committee shall from time to time provide interpretations of the Association Documents pursuant to the intents, provisions and qualifications thereof when requested to do so by an Owner or the Board of Directors. The Committee may publish and record such interpretations in order to establish guidelines relative to architectural styles, signs, colors, setbacks, materials or other matters relative to the architectural control and protection of the aesthetic or property values of the Property. If the Covenants Committee establishes such guidelines, such guidelines are hereby incorporated by this reference and shall be enforceable as if set forth herein in full; provided, however, that no guidelines shall be enforced against an Owner which are more restrictive than those in effect when the Owner purchased the lot.

Declaration Article 6.5.a.1 and Rules & Regulations #17 relate to window screens.

**August 26, 2002**

**Architectural Guideline #6  
OTG Covenants Committee**

**Regarding:** Window boxes

Approval must be sought from the Covenants Committee for window boxes. Alterations without approval must be removed or corrected by the owner.

**Guidelines:**

No window boxes are permitted on the exterior of the houses or the fences.

**Relevant OTG Document References:**

This guideline is submitted under Declaration Article 8.1.b.4:

Subject to review by the Board of Directors, the Covenants Committee shall from time to time provide interpretations of the Association Documents pursuant to the intents, provisions and qualifications thereof when requested to do so by an Owner or the Board of Directors. The Committee may publish and record such interpretations in order to establish guidelines relative to architectural styles, signs, colors, setbacks, materials or other matters relative to the architectural control and protection of the aesthetic or property values of the Property. If the Covenants Committee establishes such guidelines, such guidelines are hereby incorporated by this reference and shall be enforceable as if set forth herein in full; provided, however, that no guidelines shall be enforced against an Owner which are more restrictive than those in effect when the Owner purchased the lot.

Declaration Article 6.5.a.1 and Rules & Regulations #17.

**October 7, 2002**

**Architectural Guideline #7  
OTG Covenants Committee**

**Regarding: Signs**

If a sign conforms to the following guidelines, a homeowner does not need approval from the Covenants Committee. If a sign does not conform to the guidelines, approval must be sought from the Covenants Committee prior to installation. Signs that do not conform to the guidelines must be removed by the owner.

**Guidelines:**

No signs of any type are to be posted on common area without approval from the Covenants Committee (with the exception of pole mounted real estate signs – see below), who will determine the length of time the sign can be posted and its placement. Common Area is defined as all areas beyond the front porch and stoop, the courtyard fence and the back stoop. No signs may be hung from railings, fences or gates without prior approval from the Covenants Committee.

One standard real estate sign (24" x 18") may either be displayed in a window or pole mounted immediately in front of the home. In order to protect the irrigation system, homeowners must call the management company to determine an appropriate location prior to the installation of pole mounted signs. Any damage to the irrigation system from pole mounted signs will be the responsibility of the homeowner, and repair charges will be assessed to the homeowner. Real estate signs must be removed the day after closing the sale or signing a rental agreement.

One political sign per household is permitted, no larger than 24" x 18". It may be displayed only in a window and must be removed the day after the election.

**Relevant OTG Document References:**

This guideline is submitted under Declaration Article 8.1.b.4:

Subject to review by the Board of Directors, the Covenants Committee shall from time to time provide interpretations of the Association Documents pursuant to the intents, provisions and qualifications thereof when requested to do so by an Owner or the Board of Directors. The Committee may publish and record such interpretations in order to establish guidelines relative to architectural styles, signs, colors, setbacks, materials or other matters relative to the architectural control and protection of the aesthetic or property values of the Property. If the Covenants Committee establishes such guidelines, such guidelines are hereby incorporated by this reference and shall be enforceable as if



set forth herein in full; provided, however, that no guidelines shall be enforced against an Owner which are more restrictive than those in effect when the Owner purchased the lot.

Declaration Article 7.1.h and Rules & Regulations #15 & 17 govern signs.

**August 26, 2002**

**Architectural Guideline #8  
OTG Covenants Committee**

**Regarding:** Structures built on Common Area

The construction of all structures on the Common Area requires prior approval from the Covenants Committee. Unapproved structures must be removed.

**Guidelines:**

No owner may build any structure on the Common Area. Common Area is defined as all areas beyond the front porch and stoop, the courtyard fence and the back stoop.

**Relevant OTG Document References:**

This guideline is submitted under Declaration Article 8.1.b.4:

Subject to review by the Board of Directors, the Covenants Committee shall from time to time provide interpretations of the Association Documents pursuant to the intents, provisions and qualifications thereof when requested to do so by an Owner or the Board of Directors. The Committee may publish and record such interpretations in order to establish guidelines relative to architectural styles, signs, colors, setbacks, materials or other matters relative to the architectural control and protection of the aesthetic or property values of the Property. If the Covenants Committee establishes such guidelines, such guidelines are hereby incorporated by this reference and shall be enforceable as if set forth herein in full; provided, however, that no guidelines shall be enforced against an Owner which are more restrictive than those in effect when the Owner purchased the lot.

Declaration 7.1.e and Rules & Regulations #42 relate to construction in the Common Area.

**October 7, 2002 (originally issued in June 2002)**

**Architectural Guideline #9  
OTG Covenants Committee**

**Regarding:** Storm doors

If an alteration falls within the following guidelines, a homeowner may make the alteration without approval from the Covenants Committee. If an alteration will not fall within the guidelines, approval must be sought from the Covenants Committee. Alterations that do not fall within the guidelines must be removed or corrected by the owner.

**Guidelines:**

Storm doors are to be installed only on the patio doors. Storm doors are not permitted on the front door. For storm doors on the patio doors: storm door framing must be white, all glass installed must be clear with no etching or inlays, and the handle set on the storm door must be brass.

Only storm doors from the approved list are to be used:

- Pella 4601 - Ashford
- Pella 3010 - Wellesley
- Forever brand HD2500

**Relevant OTG Document References:**

This guideline is submitted under Declaration Article 8.1.b.4:

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Declaration Article 6.5.a.1 and Rules & Regulations #17 relate to storm doors.