

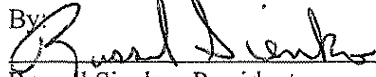
GRANDVIEW ESTATES HOMEOWNERS ASSOCIATION

**RESOLUTION REGARDING PROCEDURES DESCRIBING
THE FILING OF COMPLAINTS AND THE LEVYING OF FINES
FOR VIOLATION OF GOVERNING DOCUMENTS**

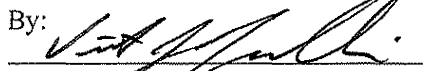
1. All complaints or violations of covenants and/or architectural guidelines/rules must be made in writing by the unit owner and submitted to the management office. Complaint/Action may also be initiated by the Community Manager.
2. The complaint/report must state the following:
 - A) The nature of the complaint/violation.
 - B) The date and approximate time of the violation.
 - C) The approximate location of the violation.
 - D) The name and unit address of the offending party.
 - E) The name and address of the person reporting the violation.
 - F) A statement that the reporting person actually observed the violation (if applicable).
 - G) Any other information that may aid the Board of Directors in resolving the complaint/violation.
3. The sequence of events in requesting rules/covenant compliance shall be as follows:
 - A. The Board of Directors or its authorized representative shall send a letter to the unit owner requesting compliance with said request. Regarding violations, if in the opinion of the Board of Directors or its authorized representatives, the reported violation does not immediately endanger other residents or common property and can best be cured by a warning, the Board of Directors or its authorized representatives shall send a letter to the offending party describing the violation and demanding (1) that any such violation cease immediately and (2) (if applicable) any common areas damaged by the violation be restored.
 - B. If the party does not respond or comply within ten (10) days, a second notice will be sent, informing the party that continued non-compliance will result in the levying of a fine of \$10.00 per day until resolved.
 - C. If the party does not comply with the above warning letter within ten (10) days from the date of the letter, a third and final notice will be sent imposing a fine of \$10.00, and a \$10.00 a day fine until the issue is resolved, and the fine paid.
 - D. At any time, the party may request a hearing with the Board of Directors to resolve the matter. However, this request must be made not later than ten (10) days after the date of the final notice letter. A notice will be sent to the party stating the date, time and place of the hearing.
 - E. If the violation or non-compliance continues, the matter will be turned over to the Association's Attorney.
 - F. If the Association Attorney must be secured to enforce the rule and/or to collect the fine, all court costs and attorney's fees and miscellaneous costs of enforcement or collection will be charged to the offending unit owner as an additional assessment to that unit or as a lien against the unit.

Adopted this 14th day of February, 2004.

Grandview Estates Homeowners Association

By: 
Russell Sienko, President

ATTEST

By: 
Vincent Manuppelli, Secretary

Grandview Estates Planned Community
Alteration Guidelines
(Revised March 28, 2007)

The purpose of these Guidelines is to aid The Architectural Control Committee (ACC) and the Board of Directors in enforcing the covenants concerning architectural harmony of exterior improvements to buildings, to exercise control over the use and appearance of the grounds of Grandview Estates and to achieve continuity, stability and consistency in enforcement between previous and current Boards and ACC's.

1. The Declaration of Covenants, Conditions and Restrictions also contains information concerning modifications to, and maintenance of buildings and grounds at Grandview Estates. All home owners should be familiar with the contents of this document.
2. The home owner shall submit all necessary information in writing concerning the plans and specification for the proposed modification to the Community Manager, Mark Dennis of Sylvester & Associates, Inc. at 200 Commerce Drive, Suite 206, Moon Township, PA 15108 (please see Request For Approval to Make Exterior Alterations Form which may be printed off the community website). The ACC in conjunction with the Board of Directors will then approve or not approve and forward the request back to the Community Manager who will then mail a written decision to the applicant and the President of the Board of Directors.
3. The ACC shall approve or disapprove an application within thirty (30) days of receipt of the application. The decision will then be communicated to the homeowner in writing. The thirty (30) day period the ACC has for reviewing an application shall not begin until the home owner has submitted a properly completed application. If a decision cannot be rendered in this time frame, a written notice stating that the application is "pending" shall be sent to the homeowner within 30 days of receipt of the application. This action shall extend the time period to approve/disapprove the application to a total of sixty (60) days.
4. Each application has a section for the signature of the "nearest owners to the right and left of your home". These signatures do not represent an approval or disapproval of your request, but only a notification to your nearest neighbor of your intended plans to make an alteration.
The ACC and/or the Board of Directors may ask the submitting homeowner to obtain the signatures of an adjacent property owner if the alteration is closer to that homeowner.
5. Unless the Guidelines state, "**No Application is Required**", no exterior work shall be performed unless the home owner first files an application and has approval in writing by the ACC or the Board.
6. The approved work shall begin within sixty (60) days of approval unless specifically stated in the written approval notice issued to the homeowner and must be completed within thirty (30) days of project start unless specified on the application. Any extension of time should be submitted to the management company.

Grandview Estates Planned Community Alteration Guidelines

7. The completed work shall in all respects conform to the specifications submitted with the application.
8. In the event that a homeowner's application is rejected by the ACC, the homeowner may appeal the committee's decision, in writing, to the Board of Directors.
9. These guidelines do not replace the necessity of adhering to Richland Township Building Codes.

Please note: When the terms "rear yard" or "behind the house" are used, this implies not extending beyond the sides of the house.

Antennas/ Satellite Dishes The satellite dish antenna should be 1 meter or less and located on the ground, as close to the house as practical and at the rear of the house if possible within a landscaped area. It may also be located on a deck at the rear of the house, with minimal projection above the height of the deck railing or on the rear or side wall of the house, as low as is practical. **If the satellite is installed according to the above criteria, no application is required.**

Awnings Awnings may be placed at the rear of the house over the deck, patio, or windows. Pole-mount or retractable awnings are permitted. The color of the (fabric) material should be complimentary to the exterior house colors. **All awnings will require approval.**

Basketball Backboards The backboard should be located over the rear half of the driveway (pole mounted or portable). The pole should be made of metal with a galvanized finish or painted black. The backboard should be clear, white or painted a flat, muted color. **If the backboard and pole is installed according to the above criteria, no application is required.**

Exterior Colors If you are re-painting with the same color that exists and approved for your house, **no application is required.** However, if you choose to change the color(s) scheme, approval is required by the ACC. All new color schemes should be compatible with the existing approved colors for the community.

Decks Decks should be located in the rear of the house and constructed in such a way that angle braces are not required for additional support. All components of the deck should be constructed of vinyl decking, treated wood left to weather naturally or painted/stained a color that is complementary with the exterior colors of the house. If under deck screening is proposed, it should be appropriate with the architecture of the house and should be properly recessed and framed. **If the deck is installed according to the above criteria, no application is required.** Applications are required for decks with a roof and for decks that extend beyond the side rear of the house. Siding and shingle material for any roof should match that of the house

Grandview Estates Planned Community Alteration Guidelines

Fences Fencing shall be limited to side and rear fencing located not closer to the front street than the rear half of the residence and shall not exceed a height of four (4) feet. It should be located on the property line, or far enough from the property line to avoid an "alley" if a contiguous neighbor installs a fence. No non-clad or barbwire, chain link, split-rail or cyclone fences are permitted. Ornamental walls are only permitted with prior written approval of the ACC. Fenced dog runs are not permitted. **All fences will require approval applications including the signatures of all neighbors whose property is contiguous to the applicant's property.**

Flags If you wish to install a single, building mounted flag or banner, and the flag is no larger than 15 square feet or (3ft x 5ft), **no application is required.** However, if your request is different than the criteria mentioned above, **OR** if you wish to install a pole-mounted flag, a request for approval should be submitted.

Gazebos The gazebo should be located behind the house and should not exceed 12 feet in diameter. Its design elements, detailing, dimensions, colors and materials should relate visually with the house. All components of the gazebo should be constructed of treated wood left to weather naturally or painted/stained a color that is complementary with the exterior colors of the house. Decking or railing may be comprised of vinyl or composite material. The gazebo should be integrated into its setting through the use of appropriate landscaping. If the gazebo is installed according to the above criteria, no application is required.

Landscaping The installation of annuals, perennials and shrubs **does not require an application UNLESS** you are creating a "living fence" by installing a row of four or more trees or shrubs near your property line. All home owners are required to maintain a minimum of one tree and 10 shrubs within the front yard of their lot. Trees should be planted at least 10 feet from existing "common" sidewalks and 5 feet from joint property line of home owners in side and back yards. If trees are planted according to these guidelines **no application is required.** If your request is different from the criteria mentioned above a request for approval should be submitted.

The removal of trees over six (6) inches in diameter must be approved prior to removal. All landscaping should be appropriate for the space in which it is being planted. All landscaping edging higher than four (4) inches requires approval.

Lighting All exterior light fixture replacement/additions should be harmonious in design, wattage, dimension and finish with the architecture of the house. All *landscape* lighting should be of low voltage and placed within mulch beds. All Security lights should be placed in a location so that the light is directed on the applicant's property only and does not shine onto a neighbor's property. All lighting must be black and lampposts must be self-illuminating. **All changes and/or additions to lighting will require submittal for approval.**

Grandview Estates Planned Community Alteration Guidelines

Mailboxes All mailboxes must be predominantly white with a solid white post. Mailboxes must be size 1.5 and made of galvanized steel, aluminum or plastic to avoid rusting. Replacement posts must look as similar to the original post as possible. **No submittal is required for an exact replacement; all other require submittal for approval.**

Major Additions All major additions or alterations (i.e. room additions or extensions, sunrooms, porches, etc.) should be appropriate in location and size with the existing house and with the space available on the site. The design should repeat significant architectural elements such as roof lines, trim details, materials and colors that already exist on the house. **The ACC and Board of Directors will review all major additions.**

Patios Patios should be located in the rear of the house and constructed of natural colored concrete, slate, flagstone, brick or aggregate material. **If the patio is installed according to the above criteria no application is required.**

Play Equipment Play equipment should be placed in the rear yard behind the house. Its size shall be appropriate for a residential setting and in proportion with the space available on the site. It should be constructed predominately of wood and be stained or left to weather naturally. If the play equipment meets the above criteria **no application is required.** Any deviations from the above specifications will require approval from the ACC.

Roofing The proposed roofing material should be compatible in appearance, color and quality with other existing or proposed colors and materials on the house and in the neighborhood. **All changes in roofing material will require approval.**

Sheds No individual Lot shall have any building constructed on it other than one single-family residential dwelling and one out building located in the rear yard. The shed is to be of a complimentary color to the house and a maximum footprint size of 144 square feet, with a pitched roof, similar to the house. The shed should be integrated with its immediate surroundings, by the careful choice of location, landscaping, colors and materials. All shed requests require a proposed landscape plan. Landscaping should be installed around the shed to soften the appearance of the shed from neighboring properties and the street. Shrub size and location should be included in the landscape plan. All shrubs must be a minimum installed height of 18" – 24". The underside of the shed is not to be visible. It may be covered with lattice, wood, dirt, mulch, gravel or plants. **All sheds will require approval.**

Spas and Hot Tubs Spas and hot tubs should be located at the rear of the property and should be screened from adjacent properties by landscaping, privacy screen or other structures which should be part of the of the application submitted to the ACC. **All spas, hot tubs and related screening will require approval.**

Storm/Screen Doors All storm/screen doors must be a full-view design in a color that matches the door it encloses or the house trim color. **If the door is installed according to the above criteria, no application is required.**

Swimming Pools All swimming pools are to be constructed behind the home and “in-ground”. Appropriate fencing must be placed around the pool according to township guidelines. Fence Height must meet association guidelines, with maximum height of 6’, to only contain swimming pool area, not the entire yard. **All pools will require approval.**

Driveways All driveways shall be constructed of natural color concrete, asphalt or brick within 24 months of occupancy. The apron of the driveway must remain concrete. If the driveway is the original footprint, **no application is required.**