



HIGHLAND GREEN APPEARANCE GUIDELINES

One of the advantages of a Coop is to keep the community looking good by maintaining architectural, design, and landscaping guidelines. Therefore, it is important for Highland Green to have a physical and aesthetic consistency with the community to maintain a safe and pleasant environment for all Residents. Residents are encouraged to make their homes and surrounding grounds a reflection of their personal tastes consistent with these guidelines.

Dog Pens and Runs - are not permitted. However, invisible fences are allowed following an approved Alteration/Addition form submission. Boundary flags are permitted only during an appropriate learning period. Advertisement signage is prohibited. Dog pens/fences are only allowed in rear yards and are subject to management approval only.

Exterior Colors - exterior color changes on homes, doors or shutters are permitted provided an Alteration/Addition form is submitted, and approved, prior to requested change. Residents will cover all costs associated with an approved color change that results in the necessity of a second coat due to coverage and are limited to the current approved Management color selections and combinations. Shareholders requesting their units to be painted before the scheduled Coop time will bear all costs of the process.

Fences - fences are not allowed in the community. Some decorative fencing (for example: a small section of split-rail fencing) may be allowed with an approved Alteration/Addition form.

Flags - no vertical flagpoles are allowed within the Community. However, angled wall mounted flag staffs attached to a unit are allowed. If flying the American Flag on an angled staff, all appropriate protocol is expected. Maximum size of any flag on angled staff is 15 square feet, which would be 5 feet on the fly and 3 feet on the hoist. Limit 1 per unit.

Garbage Containers - garbage cans and recycle bins must be stored in your garage and not outside. Garbage containers may be placed outside the evening before scheduled pick-up and must be placed back inside before midnight the day of pick-up.

Home Appearance - other than pre-painting preparations, shareholders are responsible for the cleanliness and appearance of their home. Cobwebs, dirt and grime on homes, any stains or torn screens should be dealt with in keeping with a positive appearance which reflects well upon the HG community. For safety and to maintain home values, it is highly recommended that professionals with liability insurance be used for roof-top or potentially dangerous maintenance.

Mailboxes, Pole Lights and Posts – mailboxes, pole lights and posts must remain the same color and design as the original and Coops are responsible for the repair and maintenance. No decorative additions which alter mailboxes, pole lights and posts are allowed.

New Gardens and Planting Beds - new gardens or planting beds and major landscaping or planting changes (new trees, etc.) are subject to approval if not already shown on the original and approved landscape design on file. An approved Alteration/Addition form must be on file before any changes or additions are made. Native plants and plants that promote a critical habitat for local wildlife and pollinators are encouraged. Invasive plants should not be allowed.

Pets - pets permitted under the HG Rules and Regulations are allowed in households as long as they are not a nuisance. All appropriate pets must be licensed and up-to-date on all required shots. Owners are expected to follow town ordinances, leash-walk pets at all times and *promptly* clean up all pet droppings and carry away.

Satellite Dishes, Antennae and Solar Panels- shareholder must have completed an approved Alteration/Addition form before any installation commences. See Resident Handbook for guidelines for satellite dishes, antennae and solar panels.

Seasonal Decorations and Exterior Lighting - seasonal and holiday decorations may be displayed 30 days prior to the occasion and up to 10 days after. Seasonal lights and decorations are to be conservative in design. Spot or flood lights are to be directed toward house, tree, or ground and be located in existing beds. Electric power for any such decorations should come from the GFI outlet on the front, or sides, of the house.

Signage - for sale, rental, or lease signs are not permitted. No political signs, garage-sale signs, or other signage are allowed.

Statuary, Figurines, and Bird-baths - are not permitted in front yards or side yards along main roads. Items are limited to 4' in height, and 3 per home. Every effort should be made to place them out of neighbor's sightlines.

Terraces, Decks & Patios - are not to be used for storage including out-of-season items such as canoes or kayaks. Grills, when properly used and maintained, are acceptable. Patio table and chairs are allowed.

Vehicles - unit parking is for private motor vehicles only. No recreational vehicles like motor homes, trailers, boats or campers are allowed to be parked at any home. No trucks with a gross weight of over 6000 lbs. are allowed. No overnight parking is allowed on streets or CREA parking areas. *During winter storms*, all vehicles should be parked inside (including visitors) or at the parking lot located to the right of the pub. All vehicles must be operable and have current registration. No vehicles with For Sale signs are permitted. *Vehicle repair* should only be light maintenance and does not include oil changes which can lead to pollution and run-off.

Volume- of any radio, television or musical instrument (inside or outside) should be controlled and not disturb other residents.

Window Air-conditioning Units - are permitted only in rear-facing windows and should be appropriately sized for electrical outlets. *Outdoor speakers* are allowed only with an approved Alteration/Addition form.

Yard/Outside -

- All landscaping shall be maintained in a manner consistent with community wide standards to include trimming, weeding and application of the same color mulch
- Trees, shrubs and other permanent landscaping items that have been approved and require protection during the winter season are to be protected with materials designed specifically for that purpose (i.e. wooden protectors, winter shrub covers, shrub jackets, synthetic burlap plant protection material)
- Plant pots, lawn chairs, benches or other similar items must be placed on porches, decks, patios or in approved beds and are to be conservative in nature and well maintained. One chest or box designed for lawn, patio or garden storage is permitted.
- Temporary (one day usage) of badminton, croquet or similar equipment that is stored out of sight following use is permitted
- NOT ALLOWED
 - Clotheslines, clothes racks
 - Above ground fuel tanks (with the sole exception of propane tanks for use with outdoor cooking equipment)

- Outside storage (permanent or temporary) of any material such as, but not limited to, lawnmowers, snow-blowers, landscaping material and tools, lumber, etc.
- Furniture intended for indoor usage is not allowed in any permanent outdoor setting
- Permanent play equipment such as basketball goals, swings, etc.

SPECIAL NOTE:

As always, any other questions or concerns should be addressed to-or-by the cooperative or the Director of Operations. Your resident handbook is a valuable guide to many questions you may have.

Residents may be allowed some flexibility to deviate from certain guidelines as long as it is out of view to passers and agreed to by any neighbors who are in the sight lines.

These Guidelines have been adopted by the Boards of Directors of all Co-ops to supplement the Rules and Regulations in effect, which Rules and Regulations shall remain in full force and effect. Any exceptions to the Guidelines previously granted to any shareholder shall also remain in effect.