



Richardson Mews Architectural Design Committee Guidelines

Relay, Maryland

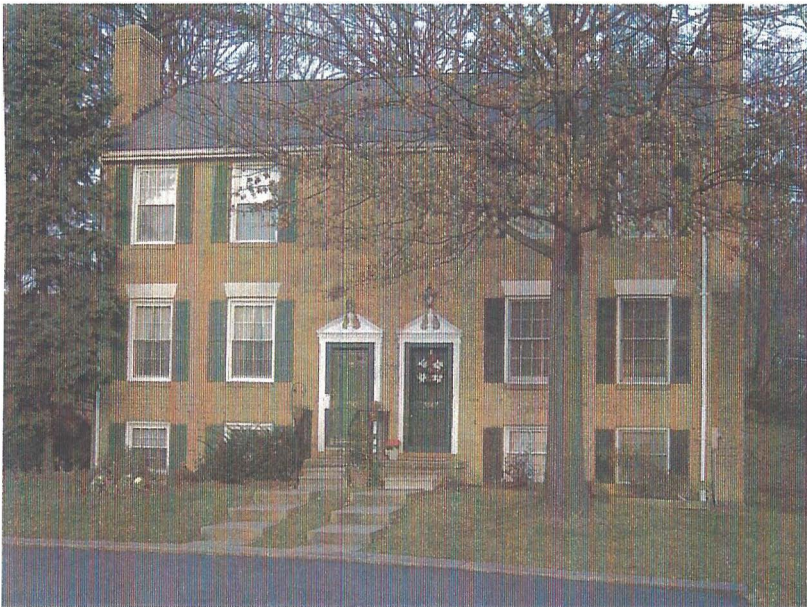
Brennan + Company

ARCHITECTS
PLANNERS

Prepared by: Brennan+Company

RICHARDSON MEWS: DESIGN GUIDELINES

The following guidelines have been created to aid the Architectural Review Committee in making selections and decisions on the proposed architectural changes at Richardson Mews. The intent of the guidelines is not to prevent a homeowner from making changes to his or her property but to provide a practical resource for planning and implementing repairs or improvements. It should be understood, that adherence to the guidelines and their over-arching goals strengthens the community at large, contributes to a greater sense of identity among its residents, and promotes the neighborhood's profile for marketability -- all of which ultimately contribute to increased property values for a secure, long-term investment in Richardson Mews.



GENERAL CONSIDERATIONS

In general terms, the Committee is encouraged to strongly encourage Richardson Mews homeowners to:

- Repair and maintain (rather than replace) existing key architectural elements of your property
- Draw on appropriate precedent (style, date and period) in replacing exterior fixtures, materials etc.
- When replacing original details or building elements, use identical or similar materials and methods whenever possible
- Remove siding, awnings, roofing materials or other elements not in keeping with the original style and materials
- Undo previous remodeling projects that depart or detract from the original detailing and character of the home

Likewise, the following types of changes would be highly discouraged:

- Changing the position, configuration, or character of existing windows or doors
- Adding window or door openings
- Locating television antennae, satellite dishes, vents or mechanical equipment where visible from the street

DESIGN GUIDELINES:

BUILDING ELEMENTS GUIDELINES

Front Door Guidelines

Front doors to be replaced with painted wood or painted insulated steel doors in one of two styles to match original design:

- Colonial Style - two lite over four panel door
- Cottage Style – nine lite over four panel cottage door
- No curved or fan style lites are allowed

Style 1: Colonial, 2 lite over 4 panel style door



Both of the approved styles are readily available locally. Approved colonial style, two lite doors are:

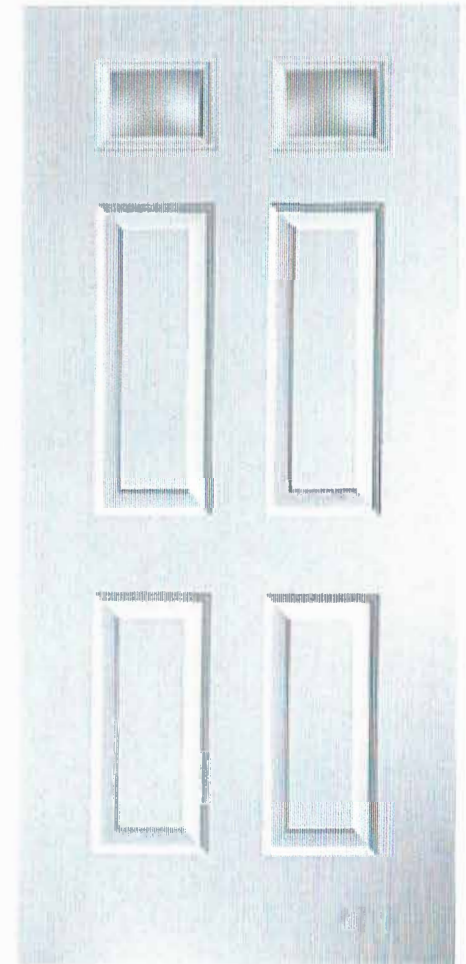
Sun-Dor-Co Colonial Door:
2 lites over 4 panels available at:

Window & Door Planning
Center, 1430 Joh Avenue,
Suite D, Baltimore, MD 21227
(410.242.3000)

Therma-Tru Colonial Door:
2 lites over 4 panels available at:

Lowe's
5900 Baltimore National Pike,
Baltimore, MD 21228
(410-869-3140)

Lowe's
6650 Ritchie Hwy. Rt 2,
Glen Burnie, MD 21061
(410-863-4535)



Style 2: Cottage, 9 lite over 4 panel



Approved doors include:

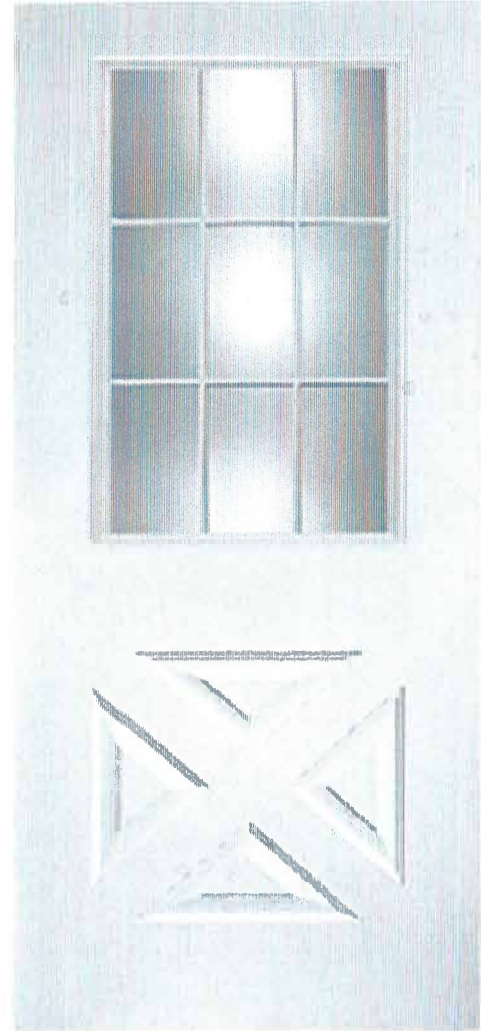
Sun-Dor-Co Cottage Door: 9 lites over 4 panels available at:

Window & Door Planning Center, 1430 Joh Avenue, Suite D, Baltimore, MD 21227 (410.242.3000)

Therma-Tru Cottage Door: 9 lites over 4 panels available at:

Lowe's 5900 Baltimore National Pike, Baltimore, MD 21228 (410-869-3140)

Lowe's 6650 Ritchie Hwy. Rt 2, Glen Burnie, MD 21061 (410-863-4535)



Storm Door Guidelines

Storm doors may be painted wood or painted aluminum. Aluminum storm doors are readily available locally and the wood storm doors may be mail ordered. Storm doors to be 'ultra-view' with no divided lites, beveled glass or decorative glass. The storm door shall be the color of the door surround trim or the approved color of the front door. In some cases, due to fading, the front door and shutters may require repainting in order to match the new storm door. All hardware visible from the exterior of the townhouse must be brass. If available, doorknobs should be round brass.

Pella Doors and Windows
Available at Lowes
www.lowes.com

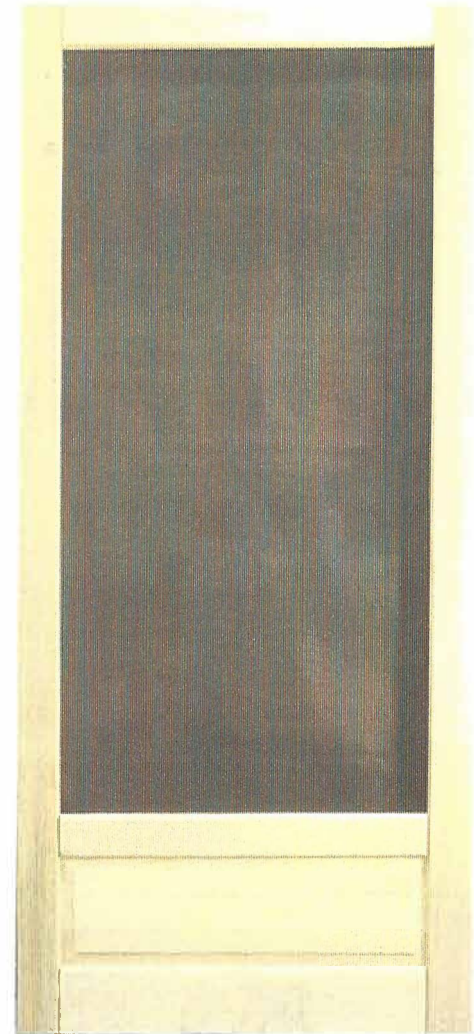
Ashford Storm Door
Available in 3 colors
Model # PSD4601
\$228



These storm/screen doors were chosen to maintain the historical character of your home. They are solid wood doors with a screen, glass, or both option. Beveled glass or decorative glass is not permitted.

Coppa Woodworking
www.coppawoodworking.com

Door # 3610, 1 1/8" Douglas
Fir
Screen only or glass and
screen available
\$160 + s/h (glass & paint
additional)



Window Guidelines

Replacement windows should be wood or vinyl double-hung units with a white exterior finish. Storm windows should match the trim color and storm doors should match the trim color or entry door color.

All windows must have six divided lites per sash or eight divided lites per sash, as originally designed. Divided lites may be simulated divided lites, snap in grilles, or grilles between the layer of insulated glazing. All windows must have divided lites. Owners should replace missing or damaged grilles. Contact your window manufacturer to purchase new or replacement snap in grilles.

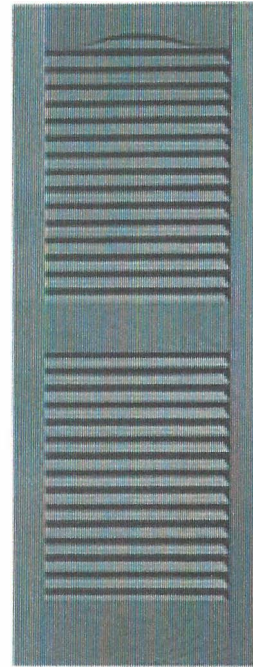
Existing window and door openings including window sash, glass, lintels, sills, frames, molding, shutters, doors, steps, and all hardware should be duplicated or repaired wherever possible. Altering window or door openings to fit new stock window sash or new stock door sizes is strongly discouraged.

Recommendations:

Example of an appropriate double hung window with six divided lites per sash:



Shutter Guidelines



Shutter may be painted cedar, fiberglass, or vinyl. The size of the shutter is based on the width of the window's sash and the total height of the sashes. All shutters to be a fixed louver style with an arched top and finish color to match front door. Wood shutters are available at www.shuttershack.com and vinyl shutters are available at Lowes Home Improvement stores.



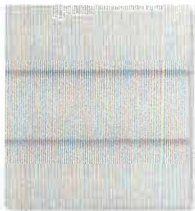
Window Coverings

All window treatments must be white from the exterior of the townhouse.

Siding

Owners should coordinate their colors selections and accessories with their adjacent neighbors and community as a whole. Replacement trim should match existing size and shape. Trim may be replaced with wood or synthetic materials but must match the appearance of the original trim. Cedar shake shingle roofs and siding must be replaced with cedar shakes, finish as approved by the Committee.

For replacement siding, 'Hardiplank' lap siding is preferable.



'Hardiplank' is a maintenance free alternative to wood siding, yet an environmentally friendly and more aesthetically pleasing alternative to vinyl or aluminum. James Hardie Smooth Hardiplank Lap Siding; www.jameshardie.com. It comes with a 50-year transferable limited warranty. It has a mar-resistant surface that resists scratches and won't peel, chip or crack, as well as a proprietary finishing process that bakes on color to ensure that it stays fast. The ColorPlus Collection comes with a 50-year transferable limited product warranty, and a 15-year finish warranty. James Hardie also makes trim boards that can be installed for low maintenance soffits, fascia trim or rake trim.

Columbia Roofing Inc.
6363 South Hanover Road
Elk Ridge, MD 21075
Phone: (410) 379-6100

Email: colroof@earthlink.net

Schaefer Building Products
248 Adam Smith Street
Sykesville, MD 21784
Phone: (410) 781-7102

Email: info@schaefersiding.com

Many other siding contractors are capable of installing this product.

Lighting

Exterior light fixtures should be of an appropriate size and consistent with the architectural character of the home. Make sure existing light fixtures are in good working order and that faulty or damaged fixtures are replaced. Light fixtures are available in a wide variety of styles and finishes, at all price points, and care should be taken to select a fixture that is in keeping with the architectural style of the home.

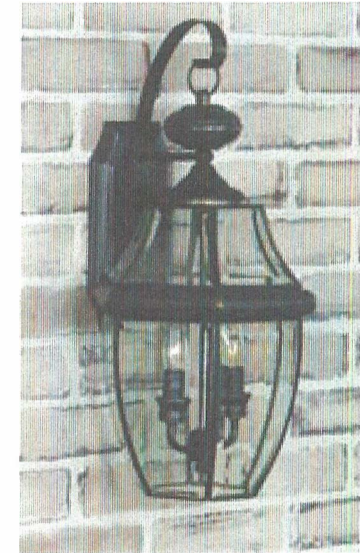
Whenever possible, the original light fixtures should be reconditioned rather than replaced. When reconditioning isn't possible, a style that is consistent with the colonial carriage style lamps should be chosen. Weathered brass or black finishes are preferable over polished brass.

Recommendations:

Quoizel Lighting
NY8317A; Part #450218
Lantern, (2) 60W

Clear Beveled Glass,
Finish, Mystic Black

Available at www.lightinguniverse.com



Hinkley Lighting
1445BK; Part # 448636
Lamps,(1) 75W
Clear Beveled Glass
Cast Aluminum, Black
Available at
www.lightinguniverse.com

Roofing Guidelines:

In order to maintain continuity within the community, Owners should coordinate their roofing selections with adjacent neighbors. In addition, Owners should strive to match the roof color of their neighbors if their roofs are contiguous. In order to facilitate this process, Homeowners must submit a color sample with the application for Architectural Design Review. Approved selections will be kept on file by the Committee to aid future residents in selecting their roofing material and color. New asphalt or fiberglass roofs may **NOT** be installed over existing roof. All bay windows to have metal or copper standing seam roofing and coordinating flashing.

Gutters and Downspout Guidelines:

All gutters to be white aluminum "K" style gutters. All downspouts to be square, white aluminum downspouts.

Chimney Caps:

All chimneys should have a metal chimney cap. The Owner is responsible for replacing missing or damaged chimney cap in material and style to match the original chimney cap.

END OF BUILDING ELEMENTS GUIDELINES

DESIGN GUIDELINES:

FINISH AND ACCESSORY GUIDELINES

Paint Color Guidelines

Owners should coordinate their colors selections and accessories with their adjacent neighbors and community as a whole. The original color palette for Richardson Mews is available through the Architectural Review Committee. Homeowners are required to repaint their homes based on one of the original color schemes. If a Owner chooses to change from his original color scheme, how the new color scheme will look next to the adjacent neighbor's colors should be taken into consideration. See the color chart on file with the Committee Chairperson for color schemes available. Door surrounds should be painted white or tan only. Do not paint the door surrounds the same color as the siding or the front door.

Sign, Flags, Banners, and Seasonal Decoration Guidelines:

Only one flag is allowed per unit. Flags and banners are allowed in the rear yard only and must be securely attached to the deck, post or townhouse. No political signs or vendor signs are allowed. All other signs, including security company signs, must be installed in the corner of a window or storm door and cannot exceed 4"x5" in size.

Christmas decorations can be installed between Thanksgiving Day and 15 January. All other seasonal decorations must be taken down in a timely manner.

House Numbers

All house numbers to be 4" high brass letters mounted to the center of the front door just below the glass lites. House numbers should not be installed in the trim above or surrounding the front door.

Richardson Mews Design Guidelines

Inappropriate location for Address:



Appropriate location for Address:



END OF BUILDING ELEMENTS GUIDELINES

DESIGN GUIDELINES:

LANDSCAPING AND SITE GUIDELINES

Fence Guidelines

Owners are responsible for the construction and maintenance of their fences and must repair or replace fence sections that are deteriorating or are no longer vertical and true.

The following specifications are provided to assist in the design, repair, or construction of a new or replacement fence. These are guidelines only, and any variances to these specifications should be individually reviewed by the Architectural Review Committee to ensure general overall compliance with the Community standards. In addition to community approval, the Homeowner must apply for and receive a building permit from the Baltimore County Department of Permits and Licenses. Direct questions regarding the building permit process to the Building Plans Review Office at 410.887.3985.

- A building permit must be obtained prior to construction and must be displayed in a window on the front side of the house during construction and removed within 5 days following completion. Completion must be achieved within a total of 30 days from the start of construction.
- You must contact the following companies in order to determine where existing utility lines are located; Comcast Cable TV, BG&E, C&P, the Water Department. If you are unsure of whether or not your construction will come in contact with these utilities, it is better for you to verify their location than creating the possibility of additional expense to yourself by damage to their lines, or having to move your fence at a later time. Access to utility lines **MUST** be maintained.

Rear fences to align with rear property line or fence of adjacent neighbors unless the Association approves an alternate location.

- Post must be ACQ (Alkaline Copper Quaternary compound) pressure treated pine or western red cedar. CCA (chromated copper arsenate) pressure treated pine is not allowed. All other materials to be western red cedar and all nails to be galvanized.
- Fence design to be a "shadowbox" or "board-on-board" style fence with an arched gate and black gate hardware. The vertical posts shall be capped with copper or metal post caps.
- Gates will be on the rear fence line, center, except for duplex or end townhouse units, where the gate will be located on the outside side of the fence centered midway along the side (a location closer to the dwelling may be approved if requested). The gate will have an arched top and be no taller than 42".
- The fence height will conform to existing fences on neighboring dwelling but in no case shall the fence be less than 4'-0" nor more than 6'-0" in height.
- The fence will be at least 6" and no more than 10" inside the property line.
- The fence will drop no more or no less than 6" every 2 posts with the final height not being less or more than 4'-0".

Fence Examples

New fences should adhere as closely as possible to the original design. Only board on board or shadowbox style fences are allowed. The top of fence should have a finish trim board, all posts should be capped with metal or copper caps, fences should be unstained, and gates should have arched top shape or supported board on board style gate. See acceptable examples below.

Preferred Style:



Optional Style:



Deck Guidelines

Owners are responsible for the construction and maintenance of their decks and must repair or replace decks that are deteriorating.

The following specifications are provided to assist you in the design, repair, or construction of a new or replacement deck. These are guidelines only, and any variances to these specifications will be individually reviewed by the Architectural Review Committee to ensure general overall compliance with the Community standards. The Homeowner must apply for and receive a building permit from the Baltimore County Department of Permits and Licenses. Direct questions regarding the building permit process to the Building Plans Review Office at 410.887.3985.

- A building permit must be obtained prior to construction and must be displayed in a window on the front side of the house during construction and removed within 5 days following completion. Completion must be achieved within a total of 30 days from the start of construction.
- In order for a deck to be approved, 500 square feet of rear yard must remain after deck completion.
- Material to be ACQ (alkaline copper quaternary compound) pressure treated pine, CCA (chromated copper arsenate) pressure treated pine is not allowed. Deck planking must be 2x6 material and laid either perpendicular or parallel to the rear face of the townhouse. All nails to be galvanized and flush with the wood decking.
- Deck must be at least 4" from the firewall and cannot extend more than 12'-0" from the rear of the townhouse.
- Footings must be at least 30" deep and 16" to 18" in diameter. Footings are to be of solid concrete or posts surrounded by concrete. When placing posts in footings, only #4 pressure treated lumber or better should be used.

- Posts when placed in footings must rest on at least 8" of solid concrete at bottom of the hole. Posts cannot be supported on existing slabs.
- Handrails must conform to all applicable building codes, original design and community standards. The handrails must be at least 36" high and no more than 37" high. The spacing between rail balusters or slats cannot exceed 4". All decks must be unstained.
- Attach deck to house with a 2x8 pressure treated ledger, running the full length of the deck, anchored to house with 4" minimum lag bolts spaced at a maximum of 24" on center.
- If 4x5 vertical posts are used, a minimum of three are required for a 14'-0" deck. If 4x6 posts are used, a minimum of two are required for a 14'-0" deck.
- Joist size and spacing to be as follows:
- Supporting posts 10'-0" from the townhouse: 2x8's at 16" on center or 2x10's at 24" on center.
- Supporting posts 12'-0" from the townhouse: 2x8's at 12" on center, 2x10's at 16" on center, or 2x12's at 24" on center.

Deck Examples

New decks should also adhere as closely as possible to the original design. Note that CCA pressure treated lumber is not recommended because the arsenic used to treat the lumber can be leech out into the adjacent soil and onto the hands of those using the decks. We recommend ACQ lumber, which is available at Lowe's or Johnson Lumber. The approved deck and railing styles are shown below.

Preferred Style:

The preferred style includes a bottom rail that the balusters are attached to. It is more attractive and stable than the optional style.



Optional Style:

In this style, the balusters are extended and attached to the deck framing.



Landscaping, Planters and Landscape Edging Guidelines

No sound hardwood trees measuring in excess of 6" in diameter can be removed without written approval from the Board. All landscape beds are to be raised or defined by edging. Appropriate materials include cast concrete edging, brick or stone. Review the material selected for appropriateness with existing townhouse brick, adjacent neighbors landscaping and existing color schemes. Before proceeding with the installation or removal of planters or landscape edging in the front yard, the Homeowner must submit a written description and sketch of landscape plan and a sample of proposed edging or planter materials to the Committee for review.

Example of edged landscaping bed. Other appropriate edging includes cast concrete, brick or sunken edging with mulched beds.



Front Stoop and Walkways

Damaged and deteriorating front steps should be replaced for the safety of the Homeowner and the maintenance of the community. Steps should be replaced with similar materials and sizes as originally designed. Precast steps can be purchased from Nelson Prefab Concrete (410.488.1186).

Example of steps and walkways that should be repaired:



Example of steps and walkways that should be repaired:



Front Porch Rails

Owner must replace all missing or damaged front handrails for entry stoops that are over 30" above grade. Rails to be black wrought iron to match original design. Rails to be black wrought iron to match original design. Paint metal rails black to match existing, paint color on file with Committee Chair. Metal rails are available through many distributors including Long Fence (410.793.0600), Winklers (410.247.5191), or Thrifty Iron Works (301.277.0508).

Nice example of well maintained entry steps, rails, and landscaping:



END OF LANDSCAPE AND SITE GUIDELINES

DESIGN GUIDELINES:

MECHANICAL AND UTILITY GUIDELINES

Mechanical Equipment

HVAC equipment, propane tanks, and utility meters to be screened from view if possible with landscaping or privacy enclosures.

Utility Service

Installation of utility lines on the exterior of the row house should be discouraged. Inform residents that the utility companies should run the cables from inside the house.

This is an example of inappropriate placement of cables on exterior face of townhouse.

Satellite Dish Guidelines:

The FCC recently adopted new regulations permitting satellite dishes in developments such as Richardson Mews and the Architectural Review Committee has developed the following guidelines:

- The satellite dish must be one meter (39 inches) or less in diameter.
- The satellite dish should be placed in the backyard or mounted on the back wall of the unit.
- Should good reception not be obtainable with a satellite dish in the back yard or on the back wall of the house, then the satellite dish may be placed on the back side of the roof.
- The satellite dish must not be visible from the drive in the front of the townhouse.

Before proceeding with the installation of a satellite dish, an application noting the location of the proposed dish must be submitted to the Committee for review at least 30 days prior to installation.



END OF MECHANICAL AND UTILITY GUIDELINES