

When An Architectural Review Application Is Required

One of the most effective methods of assuring the protection of the master plan concept and individual neighborhood lifestyles at Cherry Valley is through the establishment of procedures for design review. In order to accomplish this objective, the Architectural Review Committee ("ARC") has been established to review Architectural Review Applications (ARA) for all modifications to homes and home sites. Members of the ARC are appointed by the Board of Trustees. Each Architectural Review Application is evaluated on its own merits with reasonable flexibility for design function and creativity.

An Architectural Review Application is required whenever there is an external modification to a home or home site. **Failure to submit an application and receive approval will result in a \$250 fine.** This shall include, but not be limited to, the following:

Item / Area	ARA Required Yes / No	Neighbor Notification Required
Additions or Modifications to the Home Structure	Yes	Yes
Deck – New	Yes	Yes
Deck – Replacement- Like for Like	Yes	No
Decks – Painting / Staining –Existing	Yes	No
Driveways –New, Extensions or Additions To Existing or Belgium Block Curbing	Yes	No
Driveways – Resurfacing or Seal Coating - Existing	No	No
Fences – All – Including Invisible Fences- New	Yes	Yes
Fences (Existing) – Painting	Yes	No
Irrigation – new & replacement	No	No
Landscaping – Like for Like	No	No
Landscaping – Not Like for Like	Yes	No
Lighting (Exterior) / Lamp Posts	Yes	No
Mailbox Repair / Replacement	No	No
Mulching- Natural Wood 3x Shredded, Dark Brown In Color	No	No
Painting- All: Home, Trim, Shutters, Doors	Yes	No
Patios / Raised Patios /Terraces / Walkways	Yes	Yes
Patios / Terraces / Walkway Repairs	No	No
Play Sets / Jungle Gyms / Play Ground Equipment	Yes	Yes
Ramps (Handicap Access)	Yes	No
Satellite Dishes & External Antenna	Yes	No
Siding/Stucco/ Trim Replacement & Repair	Yes	No
Spas / Water Features	Yes	No
Storm Door	Yes	No
Walls (Retaining)	Yes	No

Architectural Review Applications will not be processed if there are any outstanding violations or unpaid fines.

Although formal Architectural Review Applications are not required for some of the above items, it is encouraged that the Homeowner Association Management Company be notified via telephone call or e-mail prior to proceeding to confirm that the proposed change is exempt from the design review process and in accordance with the guidelines.

Applications/plans for major exterior modifications such as additions, decks, patios and play sets must be submitted to the ARC with Neighbor Notification forms from each neighbor within 100 feet of the property.

**EXHIBIT B
NEIGHBOR NOTIFICATION FORM**

**NOTICE TO NEIGHBORS BY APPLICANT REQUESTING
APPROVAL OF MODIFICATION TO EXISTING CONSTRUCTION**

Date: _____

To:

(Neighbor Name)

(Neighbor Address)

Dear _____

We are planning to make some exterior home improvements which involve modifications to the existing construction and/or property of our home. The Cherry Valley Declaration of Covenants, Easements and Restrictions, Article XI, Section 11.4, requires us to give written notice of this application to the owners of all lots within 100 feet of the boundary of our lot.

This is to advise you that our proposed modifications will be:

I would like to meet with you to inform you of our proposed changes and to show you our plans. Please let me know what would be a convenient time to meet.

Sincerely,

(Applicant Signature)

Acknowledgement of Notice: Signature below is proof that you have been notified and shown the plans of the proposed modifications/construction/landscaping improvements. Your signature does **not** indicate your concurrence. Should you have comments, please forward them to the Property Manager, Kristen Wolfe at RCP Management Company, 30 Wall Street, Princeton, NJ 08540 or e-mail to: kwolfe@rcpmanagement.com.

(Neighbor Signature)

Please return this signed copy to me or to RCP Management Company, Research Park, 30 Wall Street Princeton, NJ 08540 Attention: Kristen Wolfe.