Architectural Request Form (revised 04/2026)

INSTRUCTIONS:

Review the attached guidelines to ensure that the proposed improvement or change meets the guidelines of the community association.

1. Complete the form below and prepare the following required documentation:
   - A sketch of the proposed improvement or change (including any required landscaping plans).
   - A plot plan that includes the unit location and the location of the improvement or change.
2. Obtain acknowledgements from two adjoining neighbors on the form below and their signatures on the plot plan.
3. Submit the completed form with the required documents to HarvestFarmsAC@gmail.com

FAILURE TO SUBMIT ALL REQUIRED DOCUMENTATION MAY CAUSE YOUR REQUEST TO BE DENIED. ONLY COMPLETE REQUESTS WILL BE REVIEWED FOR APPROVAL.

Name:		Date Submitted:	
Address:		Telephone:	
Email:		Anticipated Project Start Date:	Anticipated Project End Date:

Description of request:

:

Acknowledgement from adjoining neighbors

Printed Name:		Printed Name:	
Address:		Address:	
Telephone:		Telephone:	
Signature:		Signature:	

Homeowners' Signature:	

Revised 04/2026

Architectural Guidelines
for the Harvest Farms Community Association

Structures

Per Section 1.13 of Harvest Farms, Declaration of Covenants, Conditions and Restrictions. "Structure" means a device or anything where the placement of which upon the Property (or any part thereof) may affect the appearance of the Property (or any part thereof) including, by way of illustration and not limitation, any building, garage, deck, lead walks (walkways from a dwelling to the street), children's play equipment, porch, shed, greenhouse, bathhouse, coop or cage, covered or uncovered patio, clothesline, radio, television or other antenna or "dish", freestanding flag pole, fence, sign, curbing, paving, wall, roadway, walkway, free-standing exterior light, signboard or any temporary or permanent living quarters (including any house trailer), or any other temporary or permanent improvement made to the Property or any part thereof. "Structure" shall also mean (i) any excavation, fill, ditch, diversion, dam or device which affects or alters the natural flow of surface waters from, upon or across the Property, or which affects or alters the flow of any waters in any natural or artificial stream, wash or drainage channel from, upon or across the Property, and (ii) any change in the grade of the Property (or any part thereof) of more than six (6) inches. The changing of Landscape, which includes hedges, shrubbery, and plantings are excluded from this definition.

The following items listed below **DO NOT** require approval from the HFCA Architectural Committee and no application is needed for changes to or the addition of these specific items.

- lead walks (walkways from a dwelling to the street),
- children's play equipment- colors MUST match those of the house
- clotheslines (must follow section 2.8 of Amended Declaration of Covenants)
- freestanding flagpole
- free-standing exterior light
- driveway repaving- must be same size
- deck repairs or modifications to an existing deck (new decking, railing, etc. without changes to the original footprint,
- siding, windows, shutters, doors, roofing

For all other structures:

1. ALL structures (including but not limited to decks, sheds, fences, pools, hot tubs, awnings, driveway expansions, antenna, and solar panels) must be approved by the Harvest Farms Community Association Architectural Committee prior to installation.
2. A scale drawing must be submitted on plot plan for approval as noted below.
3. The plan will include details of color, distances, and dimensions, project anticipated start and finish dates.
4. Written plans and a request for approval form should be submitted to the Architectural Committee and dated when submitted. The Committee will after receipt of complete package with all required documentation, approve or reject the request. *If the request is approved homeowner* can then proceed with expansion project.
5. Failure to submit all required documentation may cause the Committee to return the submission with no action taken. The entire package will then need to be resubmitted for future review.
6. Request will be entered into HOA meeting agenda. Homeowner will also see in the HOA board meeting minutes their project request.
7. If the permanent structure is on a property line, the adjoining neighbors must sign the submitted plot plan and the request form.

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Additional Guidelines:

Fences

1. Maximum height of 48”.
2. To preserve the scenic beauty and integrity of the development, wooden split-rail, wrought iron and picket fences are the only type permitted. Wire fencing behind the wooden-split rail is permitted.
3. Fences must not be closer to the street than the rear corner of the dwelling.
4. Allowable materials include vinyl, wood, and wrought iron. No chain link fencing is permitted on property fencing. “Stockade” fencing is not permitted.
5. A plot plan is required for submission.

Sheds

1. Sheds are to be clad with wooden materials or vinyl siding, no plastic.
2. Sheds must coordinate with house colors. Maximum size is 12’ x 18’.
3. Limit of one shed per property/lot.
4. Sheds attached to the house must be sided and match the color of the house.
5. Sheds cannot be closer to the street than the rear corner of the dwelling.
6. A plot plan is required for submission.

Antenna

1. Dish antenna larger than four (4) feet in diameter are not permitted in our neighborhood.
2. No other antennas are permitted.

Above-ground pools, in-ground pools, Spas, Jacuzzis, & Hot Tubs

1. All in-ground pools, above-ground pools, and hot tubs must be approved by the Harvest Farms Community Association Architectural Committee prior to installation.
2. Detailed landscaping, lattice, or wooden enclosures around pools and hot tubs are required.
3. Fencing is required per Carroll County Code, for ALL pools. See Fencing section above.
4. Safety precautions are required per Carroll County's RESIDENTIAL CODE COMPLIANCE GUIDELINES FOR SWIMMING POOL BARRIERS.
5. A plot plan is required for submission.

Porches, patios, and decks

1. All porches, patios, and decks must be approved by the Harvest Farms Community Association Architectural Committee prior to installation.
2. Drawings showing decking and railing materials, paving materials, and the dimensions and orientations of the structures are required.
3. A plot plan is required for submission.

Awnings and Canopies

1. Non-permanent canvas-like material may be used. Aluminum is not permitted.
2. The color of the awning or canopy must coordinate with house colors.

Door/Shutters

1. Colors must coordinate with house colors.

IT IS THE HOMEOWNERS’ RESPONSIBILITY TO MAKE SURE THEIR PROJECT COMPLIES WITH ALL CARROLL COUNTY CODES AND REGULATIONS, AND ANY NECESSARY PERMITS ARE OBTAINED.

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Additional notes and details noted with applicable sections of the HFCA Amended and Restated Declarations.

2.6 SWIMMING POOLS. Above-ground pools, in-ground pools, spas or Jacuzzis shall be permissible on any Lot provided they have been approved in advance by the Architectural Review Committee; and further, the Architectural Review Committee has the authority to make such approval subject to certain landscaping requirements.

2.7 TEMPORARY STRUCTURES. No Structure of a temporary character, trailer, basement, tent, shed, shack, garage, or other outbuildings shall be used on any Lot at any time as a residence, either temporarily or permanently, unless such types of Structures are approved in advance by the Architectural Review Committee in accordance with the provisions of this Declaration.

2.8 CLOTHESLINES. Clotheslines are permitted with the following restrictions: (a) Clotheslines may not exceed six feet by six feet (6' x 6') or twenty feet (20') in length; and (b) Clotheslines are only permitted in the backyard of a Lot.

2.9 TRAFFIC VIEW/OBSTRUCTIONS. No Structure, landscaping, shrubbery or any other obstruction shall be placed on any Lot so as to block the clear view of traffic on any streets. Each Owner must trim all trees, shrubs or other landscaping so as not to obstruct or interfere with the line of sight and/or clear ingress/egress on any roads, intersections or sidewalks.

2.10 FENCES. All fences must receive written approval of the Architectural Review Committee prior to installation. Chain link fencing and "stockade fences" are prohibited. Generally, no fence may protrude forward of the rear foundation wall of a dwelling on a Lot unless approved by the Architectural Review Committee because of specific site reasons. The Architectural Review Committee may recommend to the Board certain acceptable types of fencing.

2.21 SOLAR COLLECTION SYSTEMS. Any installation of rooftop solar panels on any Lot shall require the prior written approval of the Architectural Review Committee, subject to the provisions of Section 2-119 of the Real Property Article, Annotated Code of Maryland, 2015 Repl. Volume, as the same may be amended from time to time, and any other applicable laws.

TREES. Trees represent an important item within our community ecosystem. Removing dead limbs and trimming to improve their health is encouraged. Excessive tree removal can affect the natural canopy of the community and affect water runoff. Removal of numerous trees needs a request submittal with two neighbor's signatures plus approval of the Architectural Review Committee and HOA board.

While approval is not required for new siding, windows, shutters, doors or roofing, it is strongly encouraged that you communicate the intended work to your neighbors as a courtesy and to avoid any future conflicts.