

Glenmont Homeowners Association

The Architectural Review Process

Keeping Glenmont Beautiful!

Picturesque, tree-lined streets, unique character, and caring neighbors, make Glenmont a truly beautiful community and a wonderful place to live.

One benefit of living in a homeowner association is the ability to maintain the look and feel of the community. This is achieved through architectural standards that protect against eyesores such as abandoned vehicles, overgrown yards and incompatible structures that drag property values down.

When you purchase a home in Glenmont, you buy into a community association, and are automatically subject to various rights, responsibilities and obligations. You have opted for community living. Decisions cannot be unilaterally made, nor can the rules and regulations of the association be unilaterally ignored.

What is the purpose of the Architectural Review Committee (ARC)?

Objectives of the architectural review process are aimed at ensuring the appropriate use and enjoyment of the neighborhood, and seek:

- To preserve a harmonious design for our community which reflects common style and character;
- To balance a “commonality of appearance” with individual owners freedom of expression;
- To protect the value of our property.

The Architectural Review Committee (ARC) of the Glenmont Homeowners Association evaluates all proposed exterior changes and determines if they comply with the set of covenants (promises) which bind all Glenmont homeowners. These rules and regulations are outlined in the *Declaration of Covenants, Conditions and Restrictions (CC&R)* given to you at settlement. The Covenants transfer to all future property owners.

The Architectural Review Committee draws its authority from the Covenants and the By-laws of the Glenmont Homeowners Association. The Covenants and By-laws are legally binding documents recorded in Howard County real estate records.

These rules and regulations define guidelines for land use, lot restrictions, and establish a process for fair review of applications. In this way, a decision on each and every application to make exterior modifications is rendered in a fair and consistent manner.

What modifications require approval?

The Architectural Review Committee (ARC) must approve any exterior modifications to property, including, but not limited to:

- › construction of an addition;
- › structures;
- › porches, patios, decks;
- › enclosure of porches;
- › garages, storage sheds;
- › swimming pools,
- › exterior color changes,
- › outside lighting,
- › fences or walls,
- › driveways and walkways;
- › awnings or screenings, ‘
- › storage tanks,
- › signs,
- › tennis courts, handball courts
- › other game facilities.

[Selected portions of Covenants, Conditions and Restrictions are paraphrased for brevity. Please refer to your set of Glenmont’s governing documents for more specific guidelines.]

What needs to be included on an application to describe the alteration?

All applications for review and approval should include:

- Nature of improvement
- Shape
- Height
- Colors
- Materials
- Location

What factors does the Architectural Review Committee (ARC) consider?

The ARC will consider factors such as:

- › Use and suitability of proposed building;
- › Harmony with surroundings;
- › Effect on the outlook from adjacent properties.

If the Architectural Review Committee determines that an application does not adhere to the Covenants, they may suggest an alternative, which would satisfy covenant requirements.

Application forms and instructions regarding what must be included are available from the Board of Directors and members of the Architectural Review Committee. An application package must be submitted in duplicate. It is the homeowner's responsibility to obtain any required Howard County (or other) permits and, to meet any other government conditions.

What if I don't wait for approval?

Proceeding with a modification before obtaining written approval is done at your own risk and puts your property in violation of the covenants. You could be subject to the cost of removing or modifying the alteration to comply with the decision. In considering applications, the Committee will not be influenced *for* or *against* approval if work has begun or has been completed, but residents are strongly urged not to start construction in advance of written approval.

How does the ARC enforce its rulings?

Certificate of Compliance An updated Certificate of Compliance is usually issued at the time of property sale. It provides documentation of compliance in two areas and clears the way for the sale of a property: (1) It states that Glenmont Homeowners Association dues have been paid-up to the present date; and, (2) It certifies that alterations made or constructed after the first property sale were completed according to terms of approval by the Architectural Review Committee and in compliance with the Covenants.

An updated Certificate of Compliance will not be issued if violations exist and this may delay property resale. All buyers should request that they be provided with a Letter of Compliance at settlement.

On Enforcement It is important that all residents support the architectural control process designed to preserve Glenmont's harmonious features. Glenmont's land use conditions are far less restrictive than other Columbia neighborhoods. As a resident, you provide

support by submitting any required documentation, abiding by the decision of the ARC, and by performing routine upkeep on your home and property. Please note, however, that your support is not optional. If an external alteration is completed without approval, the property owner can be cited for a covenant violation.

Every attempt is made to resolve violations in a constructive manner. If this is not possible, the ARC has several options available to it, including, legal action against the resident. Very few violations require court action; those that have in the past have consistently resulted in the covenants being upheld. In some instances, in case law elsewhere, structures have been dismantled by court order. If the Homeowners Association has to take a homeowner to court, and the court rules in favor of the Homeowners Association, the homeowner could be responsible for the Association's legal fees and court costs.

Howard County Zoning

In addition to any rules and regulations as may be enforced by the Glenmont HOA Architectural Review Committee, any alterations and/or additions must secure all permits, approvals and inspections as may be required by Howard County. You can reference the [Howard County website](#) for information, and you can review Howard County's Zoning Regulations for fence, setback and use regulations.

The Glenmont Homeowners Association does have the legal power and authority to enforce compliance when necessary, but all of us like it best when people do the right thing on their own.

We are all neighbors in Glenmont.

Architectural Review Committee

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