

VILLAGE OF PRINCETON
HOME OWNERS ASSOCIATION

ARCHITECTURAL GUIDELINES

REVISED JUNE 2018

Preface: The objective of the Architecture Compliance Program is to ensure that no changes are made to building exteriors (residential buildings, detached garages, decks, and walkways) that diminish the value of said buildings or decrease the aesthetic appearance of buildings. The Architecture Chair and the Village Council pursue this objective by maintaining uniformity in the exterior appearance of our buildings. The Council enforces this policy through the use of the Architectural Request Form (ARF). Whenever an owner wishes to make any change to the exterior of a building, the owner must submit a completed ARF to the Architectural Chair and receive approval before work can begin. For those changes for which a precedent has been set, the approving authority for the ARF is the Architectural Chair. For those changes having no precedent, the Architectural Chair will insure proper completion of the ARF and then present it to the Council for decision.

The name of the current Architectural Chair can be found on the “Who Does What in Princeton Village” page of this book and on the Village website (www.princetonvillage.net).

Architectural Request Form (ARF) Process:

The Architectural Request Form must be completed by the homeowner (not the contractor) and submitted to the Architectural Chair for approval before any work or modifications begin. Any contractor performing work in the Village at the request of a home owner must provide a certification of insurance to the Managing Agent and must list the Village of Princeton Home Owners Association as an additional insured on his/her policy. If contacted ahead of time, the Architectural Chair can guide the homeowner through the approval process. The ARF is included in Section 7 and available on the Village website.

The most common problem causing delays in approval is an incomplete ARF, especially (1) no signatures of neighbors, (2) lack of the contractor insurance documentation, or (3) incomplete plan or description of the proposed modifications.

Final Approval will be acknowledged by email from the Architectural Chair. A copy of the final approved ARF will be sent to the homeowner by the Managing Agent and kept in the Managing Agent files.

The following sections provide specific guidelines for some common exterior changes:

General Guidelines:

Approved PV Colors (Sherwin Williams)

- Deck: SW 7019 Gauntlet Gray
- Front Door: SW 2847 Roycroft Bottle Green
- Siding: SW 7549 Studio Taupe
- Exterior Trim: SW 7018 Gauntlet Gray
- Walkway fencing: SW Studio Taupe and SW Gauntlet Grey

Awnings:

- Two permitted designs for deck area installation: retractable (motor and hand crank) and fixed poles
- Approved Shade Color: Forest Green (solid design)

Back Patio and Front Stoop Material Overlay:

- Two approved designs: Random and rectangular blue/gray slate

Casement Exterior Windows:

- Original vendor (BiltBest) is out of business,
- 1 local vendor recycles/repairs BiltBest windows from within HM
- New replacement windows/frames must match original design and color

Decks:

- Original pressure treated pine may be replaced with synthetic wood grain appearance
- Any new painting/stains/synthetics must be approved Gauntlet Gray color or equivalent
- Screened-in porch or enclosed sun room over existing deck must match existing exterior PV architectural designs and requires approval (township permit)

Exhaust Vents:

- New vents for bathrooms/kitchen stoves thru roof or siding
- Owner is responsible for any leaks through roof or siding caused by new/replacement vent

Exterior Lighting:

- Front door, rear deck, lower walkout only
- Replacement fixtures should approximate original designs

Replacement Front Doors and Side Light assembly (if applicable):

- Original “design” is no longer made
- Replacement doors/complete frames approved on case-by-case basis
- Forest Green Color

Front Storm Doors:

- Original “inset” storm doors are no longer made
- 2 Vendors and 3 options for overlay doors are approved
- New Option: Retractable screen door,
- Color of door frame is dark green to match front door

Garage rear access doors:

- See detailed specifications

HVAC Systems:

- Replacement of existing system does not require an ARF
- Secondary or supplemental systems require an ARF

Propane Tanks:

- See detail specifications for location and installation of tank
- ARF required for any side wall or roof vent penetration
- Township permit is required

Privacy Walls:

- Deck installation only

Skylights and Light Tunnels:

- New/replacement skylights/light tunnels must be similar to village standard
- Must match original design and color
- Owner responsible for any roof leaks

Doors to Deck:

- Replacement doors should approximate original design and color: gliders or French designs

Walkway railing and fencing:

- Original design specifications including colors
- Existing asphalt walkways to the front entry are maintained by PV maintenance

Detailed Guidelines and Drawings:

Decks:

- Decks (including supports) must be stained/painted/colored the approved PV Gauntlet Grey color. Wood decks shall not be left untreated.
- When decks are renovated, spindle style railings are the only acceptable railings. (See Drawing 1)
- Shrubs are the preferred barrier for preventing buildup of leaves and debris under decks. Wooden lattice is only acceptable on decks less than three (3) feet above ground. Lattice color shall match the deck color

Concrete Stoops and Patios:

- Rectangular or irregular slate and flagstone are acceptable materials for covering original concrete stoops and patios. (See Drawings 2 and 2A)

Privacy Walls:

- For ground level patios or decks the preferred privacy walls are shrubs or trees in tub or ground.
- For raised level decks, where landscaping is not practical, a privacy wall may be only one of the four methods as shown in Drawings 3A, 3B, 3C, and 3D.

Garage Rear Access Doors:

- Acceptable doors are either a nine-glass-pane over two-panel door or a six-panel door with no glass. (See Drawing 4)

- Whichever door is selected must be made of fiberglass and be 32 inches wide by 78 inches high. The exterior door and trim must be painted the approved PV colors.
- The door must open inward into the garage. If the door opens onto a landing, the landing should be at least 32 inches by 32 inches in size. When the door is closed, the sill of the door opening must be between a four-inch minimum and eight-inch maximum above grade. (See Drawing 6)
- If steps are needed inside the garage to go either up or down to reach the floor level, the side of the steps must connect to a wall of the garage and the opposite side of the steps should have a wooden hand rail for safety. All steps must have a rise of eight inches, a step of 9 inches and be 32 inches wide in accordance with the East Goshen Township Building Code. (See Drawing 5)
- Any water damage created by the rear access door installation to the adjoining garages and common area must be corrected and repaired at the expense of the home owner. (See Drawing No. 6, 7, 8, 9)

Storm Doors:

- Color for replacement storm doors must be either Anderson Forest Green (Home Depot) or Pella Hunter Green (Lowe's).
- Permissible styles are:
 - Full View (FV): The entire door is glass and changing to a screen requires that the entire glass pane be removed and stored. The one piece of glass is heavy, and its removal and storage may be difficult for some home owners.
 - Self Storing (TT): The door has a triple track (similar to an old double hung window) so that one can raise and lower the two glass panes and one screen. This style will have a mullion across the center of the door.
 - Self Storing (RS): This door has a double track for the glass and the screen pulls down from the top of the door where it is rolled up when not in use. This style also has a mullion across the center of the door.
 - Retractable screen doors with dark green frames are permitted

Walkway Railings:

- Only wood walkway railings may be installed. Railings must conform to Drawing 10 and be installed at the home owner's expense.

Propane Tanks

- In addition to an ARF (with insurance certification), a request to install a propane tank requires the completion of a Request for Installation of Propane Tank Form and include a copy of the East Goshen Township Permit.
- Propane tanks and related appliances/equipment must be obtained and installed by a certified distributor.

- All equipment must have a Safety Pilot Valve.
- Equipment may be vented or unvented.
- All piping must be flexible stainless steel wrapped in Teflon.
- Propane tanks may be no smaller than 40 gallons and no larger than 120 gallons. Tanks must be located outside, no less than 10 feet away from the nearest power source, such as a heat pump, and no less than three feet in any direction from an operable window or door.
- Tanks must be set on solid blocks to avoid movement/shifting during weather changes.
- Placement of any necessary vents that extend through an exterior wall must be shown in detail on the Request for Installation of Propane Tank Form.
- CO alarms/detectors are required in the room where propane is used.
- Propane tanks must be screened by shrubs/bushes of appropriate size and type. Plants must be identified on the Request for Installation of Propane Tank Form. Plant selections will be approved by the Landscape Chair.