

COLONIAL SQUARE COOPERATIVE
STANDARDS FOR MEMBER YARDS

STANDARDS FOR MEMBER YARDS

- I. These standards are set forth by the Grounds Committee, Management, and the Board of Directors, as required by the Yards, Open Areas, & Outdoor Storage Policy. The standards set forth herein are based on the following premises:
 - A. The Cooperative encourages all Members to landscape and maintain the yards that are assigned to them by the Cooperative, in order to keep Colonial Square an attractive place to live and to enhance the investment made by each Member. Note that three options for overall Yard planning and management are presented in the Yards, Open Areas, & Outdoor Storage Policy. The standards are set to provide the most benefit for the largest number of Members.
 - B. Those areas in the front and sides of the buildings that are visible to the public, Members' guests, and all Members and should present an overall impression that is pleasing to the senses and increases the value of the Members' investments. The standards are set to provide some uniformity for these areas without suppressing individual expression.
 - C. The Cooperative has always maintained an active interest in ecological issues and, therefore, abides by environmental laws and regulations, as well as best practices.
 - D. The standards reflect the clear preferences in the responses to the May 2007 Member survey, regarding those things that Members can and cannot do in their yards.
 - E. It is anticipated that the standards will be reviewed regularly, at least once every two years, in order to keep the standards relevant and in accord with environmental and local laws, as well as with Member needs and preferences.
 - F. These Yard Standards apply to the construction/installation of all new landscaping and structures, including significant repairs or modifications to existing structures and landscaping. These standards do not automatically require Members to change existing structures and landscaping, which were properly installed under previous applicable Cooperative permits or standards.

COLONIAL SQUARE COOPERATIVE
STANDARDS FOR MEMBER YARDS

G. Member yards and all structures, plantings and other items as outlined in the following Standards are subject to regular inspection by management for safety and compliance with these Standards and the Yards, Open Areas, & Outdoor Storage Policy.

II. Definitions applicable to this policy

A. [Section Reserved]

III. Standards

A. Permits

- i. Cooperative Standard Permits must be obtained prior to construction/installation of the following structures:
 - (a) Decks
 - (b) Fences
 - (c) Garden Hose Racks
 - (d) Railings and Ramps
 - (e) Patios
 - (f) Storage Container
 - (g) Arbors, Pergolas, and Trellises
- ii. The completed structure must be inspected by Management and declared in writing to be up to standards. The structure shall be subject to regular inspection by Management, in accordance with the Yards, Open Areas, & Outdoor Storage Policy.
- iii. The structure must be removed and yard restored to its original condition at the current Member's expense, if the Member either fails to properly build the structure or to properly maintain its appearance, safety, and structural soundness, or if a future incoming Member declines to agree in writing to retain and maintain the structure. All expenses incurred in the erection, maintenance, repair, or removal of the structure shall be borne by the current Member in that townhouse.

COLONIAL SQUARE COOPERATIVE
STANDARDS FOR MEMBER YARDS

B. Fences

i. Front Yards

- (a) Only split rail fences for the purpose of re-directing traffic are allowed in the front Yards and only upon approval of the Board of Directors. Split Rail Fences shall be no more than two rails high and left unpainted or stained a natural color so the grain of the wood shows or stained the current matching stain color used by the Cooperative.

ii. Back Yards

- (a) Fences shall be at least fifty (50%) percent open (see-through) and be of split rail, black ornamental metal, or picket design. A split rail fence shall be no more than two rails high and a picket or metal fence no more than four feet high. No solid privacy-type fences will be allowed except those erected and maintained by the Cooperative.

iii. Standards for fences are:

- (a) The tallest portion of the fence may not exceed four feet from the ground.
- (b) If the fence is a picket-type fence or split rail fence, rot-resistant wood must be redwood, or cypress. Pressure-treated wood may be used.
- (c) If constructed of wood, the wood may be stained or sealed. The stain color must be a natural wood color that allows the grain of the wood to show or the stain must match the current color used by the Cooperative. **THE FENCE MAY NOT BE PAINTED.** If metal is used, it must be black in color.
- (d) The fence must have all posts constructed of materials that are identical in diameter, height, shape, and composition. It must be firmly anchored and perpendicular to the ground.
- (e) The fence must have a setback of a minimum of 12 inches from all adjoining sidewalks and may not intrude into another Member's yard.
- (f) The Member must be responsible for all close trim of lawn area within 12 inches of the fence perimeter on both sides of the fence. If the fence renders the yard

COLONIAL SQUARE COOPERATIVE
STANDARDS FOR MEMBER YARDS

inaccessible to the grounds staff, the Member will be responsible for maintaining the entire enclosed lawn area.

- (g) If there is a change in grade in the rear Yard, the fence must be stepped to accommodate the changes in grade.
- (h) If the fence has a gate, the gate must match the fence in material, color, design, and height, latch securely opening into the property, and be straight and flush with the fence.
- (i) The finished side of the fence must face outward.
- (j) The completed fence (whether wood or metal) must be inspected by Management and declared in writing to be up to standards. Fences are subject to regular inspection by management in accordance with the Yards, Open Areas, & Outdoor Storage Policy.
- (k) The fence must be removed and the Yard restored to its original condition at the current Member's expense:
 - if the Member either fails to properly build the fence or to properly maintain its appearance, safety, and structural soundness
 - if the Member fails to maintain the enclosed Yard in accordance with the Yards, Open Areas, & Outdoor Storage Policy
 - if a future incoming Member declines to agree in writing to retain and maintain the fence and Yard. All expenses incurred in the erection, maintenance, repair or removal of the fence shall be borne by the then-current Member of record in that townhouse.

C. Railings

- i. All sidewalk and porch railings must be black metal. All white metal railings shall be painted black. (Reference City of Ann Arbor Planning and Development Services, http://www.a2gov.org/government/communityservices/planninganddevelopment/building/Documents/building_info_stairs.pdf)

D. Ramps

COLONIAL SQUARE COOPERATIVE
STANDARDS FOR MEMBER YARDS

- i. Handicap-accessible ramps may be of wood or metal of the type and style that Neighborhood Senior Services installs, whether Neighborhood Senior Services installs the ramp or the resident installs the ramp. If the ramp is made of wood, the ramp may be stained or sealed. The stain color must be a natural wood color that allows the grain of the wood to show or the stain must match the current color used by the Cooperative.

E. Patios

- i. Patios shall only be allowed in rear Yards, which include those side Yards that are enclosed by Cooperative-installed fences.
 - (a) Patios may be no more than 250 square feet in size.
 - (b) The patio shall not extend beyond the adjoining common sidewalk and may abut the adjoining common sidewalk if it is the same elevation as the sidewalk. If the patio is a different elevation from the sidewalk, the patio shall be a minimum of 12 inches from the adjoining common sidewalk.
 - (c) No items on the patio shall intrude onto the adjoining common sidewalk.
 - (d) Patios shall be constructed on a sand base of loosely laid brick, stone, or precast concrete blocks that are evenly laid and level with one another.
 - (e) Once installed, patios must be maintained by keeping them level and weed-free. Patios are subject to regular inspection by Management, in accordance with the Yards, Open Areas, & Outdoor Storage Policy. If a Member fails to maintain the patio within the stated standards, the Member will be required to remove the patio at the Member's expense.

F. Decks

- i. The current deck installation permit and instructions shall be the specifications for decks. Any benches on decks that are meant to also be storage containers shall require special approval from the Board of Directors. Decks are subject to

COLONIAL SQUARE COOPERATIVE
STANDARDS FOR MEMBER YARDS

regular inspection by Management, in accordance with the
Yards, Open Areas, & Outdoor Storage Policy.

G. Storage

- i. Members may have one outdoor storage container per townhouse, under the following provisions:
 - (a) Members must obtain approval from Management before purchasing a storage container. Management will provide information regarding approved containers to aid the Member in selection of the container.
 - (b) Approved containers shall be no larger than 64 cubic feet in total size and no taller than 72 inches (6 feet) in height.
 - (c) Approved colors for the containers are tan (taupe), evergreen or a combination of both.
 - (d) All storage containers must be composed of plastic and have an enclosed bottom, such as those made by Rubbermaid® or Suncoast®.
 - (e) All storage containers must not cover the gas meter, electric meter, water meter, or furnace pipes. It shall not cover a first floor window of the townhouse.

H. Clothes Posts

- i. Any device used for the purpose of drying clothes outdoors shall be the umbrella type with the post fastened securely in the ground. When not in use the clothes pole shall be stored inside the townhouse or unobtrusively and safely behind the townhouse. The sleeve for the clothes post shall be installed according to the current instructions provided by Management.

I. Garden Tools and Hoses

- i. A garden hose may be stored in the front of the townhouse from April 1 to October 31. The hose must be removed from the spigot and may be stored neatly in the rear Yard from November 1 through March 31. A free-standing hose reel is preferable to hanging the hose on a hose holder attached to the wall. Free-standing hose reels must also be stored

COLONIAL SQUARE COOPERATIVE
STANDARDS FOR MEMBER YARDS

neatly in the rear Yard from November 1 through March 31. No garden tools or storage racks may be attached to the buildings. No new hose reels will be permitted to be attached to the buildings.

J. Large Play Structures

- i. A Member may have one large play structure in the rear Yard such as tot swings, tot slides, playhouses or combination play structures. The structure must remain within the boundaries of the Member's rear Yard.

K. Landscaping

- i. All landscaping in the front Yards shall present a coherent whole garden extending outward from the building rather than several "islands" scattered around the Yard.
- ii. There shall be no bare ground. An area that will not support grass shall be planted with ground cover, suitable for the light exposure and available moisture to that area and if no ground cover is planted, other material such as mulch or wood chips may be used.
- iii. Members may plant vegetables in their front Yards, providing they are individual plants interspersed with ornamental and foundations plants. Members must be reasonable and not plant corn or other such large vegetable plants.
- iv. A Member shall not use artificial plants for basic landscaping. No artificial plants may be used in the front Yards, except as individual seasonal decorations, which must be removed when out of season.
- v. Foundation Plants
 - (a) All townhouses shall have "foundation" plants in the front Yard that are placed to present a balanced facade and to cover the bare foundation of the building. If there are no flowers in the front Yard the townhouse must have shrubs or bushes that cover the bare foundation.
 - (b) Location (whether in the front or back Yard): Care should be exercised in the planting and maintenance of trees

COLONIAL SQUARE COOPERATIVE
STANDARDS FOR MEMBER YARDS

and shrubs to prevent obstruction of sight lines and views by neighboring townhouses. No landscaping shall be placed where it will grow into the open areas, sidewalks, or other Member's Yards. Planting should be clustered rather than widely spread to assist with lawn mowing.

- (c) Scale: (whether in the front or back Yard) Care must be exercised in selecting plants which, upon maturity, will be an appropriate size in height and breadth for the intended location. Mature size, in height and diameter, should always be considered, especially when planting close to sidewalks and neighbors' Yards. Hedges that will be more than four feet in height at maturity, that, in effect, become structures, fences or screens are not permitted in Member Yards.

vi. Ornaments

- (a) Ornaments are decorations used in the Yard as part of the landscape design that are not plants. Items that are considered ornaments include, but are not limited to, empty decorative flower pots, urns that have no plants in them, wood posts for hanging flower pots, gazing balls, statues, figurines, and miniature furniture. Planters and flower pots with plants in them are not considered ornaments.
- (b) Little fences bordering flower beds or planted areas are determined to be ornaments and shall be a minimum of two feet from the common sidewalk and a maximum of 18 inches in height. Those that are near the sidewalk shall be removed by November 1 each year to facilitate snow removal.
- (c) There shall be no wire fences of any kind anywhere in the front or side Yards or within one foot of the common sidewalks in the back.
- (d) There shall be no plywood ornaments except those used for seasonal/holiday decorations that will be removed when the holiday season is over.
- (e) All ornaments must remain within the boundaries of the landscaped portion of the Yard, must not encroach on a neighbor's Yard, and must not be placed in a grassy area that requires mowing by the Cooperative. All ornaments

COLONIAL SQUARE COOPERATIVE
STANDARDS FOR MEMBER YARDS

shall be clean and maintained in their original condition. The number of ornaments in Yards shall be reasonable and not overwhelm the natural plant arrangement. Front and Back Yards shall be limited to seven or eight ornaments each.

- (f) All flower pots under twelve inches in diameter shall be removed from the front Yard to the back Yard and stored neatly by November 1 each fall. Empty flower pots that are never used shall not be stored in the Yards. Plastic or paper pots in which plants are sold shall be discarded or removed to the back yard and stored neatly by November 1. They are not considered flower pots that may remain in the front Yard, no matter what their size.

- L. If the Yard becomes inaccessible for mowing because of ornamentation or because of landscaping, the Yard shall be put on the “hands off list” and the Member shall be responsible for maintenance of the Yard.

M. Structures

- i. Trellises and Arbors: There shall be no arbors in the front Yards, but trellises are allowed in the front, back, and side Yards for the purpose of supporting plants. Trellises and Arbors shall be made of wood, ornamental metal or synthetic materials that resemble wood.
 - (a) Trellises in the front Yards shall be placed adjacent to the walls, but not attached to the walls, and shall be used for plant supports. Trellises in the back Yards shall not be attached to the building and may be placed away from the building providing the trellis does not obstruct the sight lines of neighbors.
 - (b) Trellises shall not exceed eight feet in height or four feet in width. Arbors shall not exceed eight feet in height, four feet in width and two feet in depth.
 - (c) Colors of trellises and arbors must blend with the natural surroundings.
 - (d) Arbors may be located in the rear or side Yard, but no closer to the front than the mid-point of the side elevation

COLONIAL SQUARE COOPERATIVE
STANDARDS FOR MEMBER YARDS

of the house.

- ii. Canopies, Gazebos, and Pergolas
 - (a) There shall be no gazebos.
 - (b) Canopies with metal frames may be used in the back Yards provided they have no solid sides and are not attached to the building. Side curtains must be opened and tied to the side posts when the canopy is not in use. All canvas shall be removed from the canopy by November 1 and stored neatly out of sight during the winter months. Canopies shall not be used as storage areas.
 - (c) Pergolas shall be located only in the rear Yard or on the patio or deck. Freestanding pergolas shall not exceed nine feet in height and twelve feet in length and width. Pergolas integral with a deck or patio shall not exceed nine feet in height and the dimensions of the deck or patio. Pergolas shall be made from wood, ornamental metal or synthetic materials that have the appearance of wood and shall be left to weather naturally, stained a natural color as are the fences in the Cooperative, or sealed to prevent weathering. Pergolas shall not obstruct the sight lines of neighbors.

- iii. Rock Gardens
 - (a) Rock gardens, including those constructed of landscaping bricks and timbers, shall be a minimum of one foot from the sidewalk (unless otherwise approved by the Board of Directors) in order to accommodate the removal of ice and snow during winter months. All rocks, bricks, and timbers shall be left a natural color.

N. Lawn furniture

- i. Lawn furniture is any furniture that is clearly for outdoor use, accommodates human use, and serves a utilitarian purpose such as a table, chairs, benches, swings, gliders, and lounge chairs. Lawn furniture may not be left in front Yards

COLONIAL SQUARE COOPERATIVE
STANDARDS FOR MEMBER YARDS

overnight. Any furniture clearly too small or insubstantial for human use is considered decorative and may be integrated into the front Yard landscape plan as an ornament. (See the section on “Ornaments” in these Standards.)

- IV. All prior policies and motions passed by the Board on topics addressed by these standards are superseded by the current standards.