

BY LAWS

REVELL DOWNS ASSOCIATION, INC.

As Revised October 5, 1988

ARTICLE I

Name and Location

The name of the corporation is Revell Downs Association, Inc. hereinafter referred to as the "Association". The principal address of the Association shall be P.O. Box 324, Annapolis, Maryland, but meetings of members and directors may be held at such places within the State of Maryland, County of Anne Arundel, as may be designated by the Board of Directors.

ARTICLE II

Definitions

Section 1. "Association" shall mean and refer to Revell Downs Association, Inc., its successors and assigns.

Section 2. "Properties" shall mean and refer to that certain real property described in the Declaration of Covenants, Conditions, and Restrictions, and such additions thereto as may hereafter be brought within the jurisdiction of the Association.

Section 3. "Common Area" shall mean all real property owned by the Association for the common use and enjoyment of the Owners.

Section 4. "Lot" shall mean and refer to any plot of land shown upon any recorded subdivision map of the properties with the exception of the Common Area.

Section 5. "Owner" shall mean and refer to the record owner, whether one or more persons or entities, of the fee simple title to any lot which is a part of the Properties, including contract sellers, but excluding those having such interest merely as security for the performance of an obligation.

Section 6. "Declarant" shall mean and refer to Revell Square Associates, Inc., its successors and assigns if such successors or assigns should acquire more than one undeveloped Lot from the Declarant for the purpose of development.

Section 7. "Declaration" shall mean and refer to the Declaration of Covenants, Conditions and Restrictions applicable to the Properties recorded in the Office of Land Records for Anne Arundel County, Annapolis, Maryland, in Liber WGL 3040, Folio 845.

Section 8. "Member" shall mean and refer to those parties entitled to membership as provided in the Declaration.

ARTICLE III

Meeting of Members

Section 1. Annual Meeting. The annual meeting of the members of the Association shall be held on the first Wednesday of October at each year. If the day for the annual meeting of the members is a legal holiday, the meeting will be held at the same hour on the first day following which is not a legal holiday.

Section 2. Special Meetings. Special meetings of the members may be called at any time by the President or the Board of Directors, or upon written request of the members who are entitled to vote one-fourth (1/4) of all of the votes of the Class A membership.

Section 3. Notice of Meetings. Written notice of each meeting of the members shall be given by, or at the discretion of, the secretary or person authorized to call the meeting, by mailing a copy of such notice, postage prepaid at least 15 days before such meeting to each member entitled to vote thereat, addressed to the member's address last appear on the books of the Association, or supplied by such member to the Association for the purpose of notice. Such notice shall specify the place, day and hour of the meeting, and, in the case of a special meeting, the purpose of the meeting.

Section 4. Quorum. The presence at the meeting of members entitled to cast, or of proxies entitled to cast, one-tenth (1/10) of the votes of the membership shall constitute a quorum for any action except as otherwise provided in the Articles of Incorporation, the Declaration, or these By Laws. If, however, such quorum shall not be present or represented at any meeting, the members entitled to vote thereat shall have the power to adjourn the meeting from time to time, without notice other than announcement of the meeting, until a quorum as aforesaid shall be present or be represented.

Section 5. Proxies. At all meetings of members, each member may vote in person or by proxy. All proxies shall be in writing and filed with the secretary. Every proxy shall be revocable and shall automatically cease upon conveyance by the member of his Lot.

ARTICLE IV

Interim Board of Directors

Section 1. Term. Notwithstanding any provisions contained herein to the contrary, the Association may select an interim Board of Directors to serve until a Board of Directors is chosen at the first annual meeting.

Section 2. Duties. The interim Board of Directors shall consist of seven owners chosen from the community and shall have the same powers and duties as a formal Board of Directors.

Section 3. Nominations. After notice given to the members, a general meeting may be held to form six temporary committees; Newsletter, External Affairs, Charter/By-Laws, Recreation, Social and Architectural. Membership on each committee shall be open to all interested owners. After meeting, each committee may offer two of its members as nominees to serve on the interim Board of Directors.

Section 4. Election. The Newsletter Committee shall have the duty to publish a list of the nominees and distribute ballots among the community for selection of seven people to serve on the interim Board. The Ballot shall provide for "write-in" selection of people not nominated by the committees. The seven people receiving the most votes shall comprise the interim Board.

ARTICLE V

Board of Directors: Selection: Term of Office

Section 1. Number. The affairs of this Association shall be managed by a Board of no less than three (3) and no more than seven (7) Directors, who must be members of the Association.

Section 2. Term of Office. Effective October 1983, based on a seven (7) member Board of Directors, four (4) members shall serve a two year term and three (3) members shall serve a one year term. Thereafter, all members shall serve a two year term

Section 3. Removal. Any Director may be removed from the Board, with or without cause, by a majority vote of the members' of the Association. In the event of death, resignation or removal of a Director, his successor shall be selected by the remaining members of the Board and shall serve for the unexpired term of his predecessor.

Section 4. Compensation. No Director shall receive compensation for any service he may render to the Association. However, any Director may be reimbursed for his actual expenses incurred in the performance of his duties.

Section 5. Action Taken without a Meeting. The Directors shall have the right to any action in the absence of a meeting which they could take at a meeting by obtaining the written approval of all the Directors. Any action so approved shall have the same effect as though taken at a meeting of the Directors.

ARTICLE VI

Nomination and Election of Directors

Section 1. Nomination. Nomination for election to the Board of Directors shall be made by a Nominating Committee. Nominations may also be made from the floor at the annual meeting. The Nominating committee shall consist of a Chairman, who shall be a member of the Board of Directors, and two or more members of the Association. The Nominating committee shall be appointed by the Board of Directors prior to each annual meeting of the members, to serve from the close of such annual meeting until the close of the next annual meeting and such appointment shall be announced at each annual meeting. The Nominating Committee shall make as many nominations for election to the Board of Directors as it shall in its discretion determine, but not less than seven. Such nominations may be made from among members.

Section 2. Election. Election to the Board of Directors shall be by secret written ballot. At such election the members or their proxies may cast, in, respect to each vacancy, as any votes as they are entitled to exercise under the provisions of the Declaration. The persons receiving the largest number of votes shall be elected. Cumulative voting is not permitted

ARTICLE VII

Meeting of Directors

Section 1. Regular Meetings. Regular meetings of the Board of Directors shall be held monthly without notice, at such place and hour as may be fixed from time to time by resolution of the Board. Should said meeting fall upon a legal holiday, then that meeting shall be held at the same time on the next day which is not a legal holiday.

Section 2. Special Meetings. Special meetings of the Board of Directors shall be held when called by the President of the Association, or by any two Directors, after not less than three (3) days notice to each Director.

Section 3. Quorum. A majority of the number of Directors shall constitute quorum for the transaction of business. Every act or decision done or made by a majority of the Directors present at a duly held meeting at which a quorum is present shall be regarded as the act of the Board.

Section 4. Opening Meeting. All meetings of the Board of Directors shall be open to the members of the Association.

Powers and Duties of the Board of Directors

Section 1. Powers. The Board of Directors shall have power to:

(a) adopt and publish rules and regulations governing the use of the common area and facilities, and the personal conduct of the members and their guests thereon; and to establish penalties for the infraction thereof;

(b) suspend the voting rights and right to use the recreational facilities of a member during any period in which such member shall be in default in the payment of any assessment levied by the Association. Such rights may also be suspended after notice and hearing, for a period not to exceed 60 days for infraction of published rules and regulations;

(c) exercise for the Association all powers, duties, and authority vested in or delegated to this Association and not reserved to the membership by other provisions of these By Laws, the Articles of Incorporation, or the Declaration;

(d) declare the office of a member of the Board at Directors to be vacant in the event such member shall be absent from three (3) consecutive regular meetings of the Board of Directors; and

(e) employ a manager, an independent contractor, or such other employees as they deem necessary, and to prescribe their duties.

Section 2. Duties. It shall be the duty of the Board of Directors to:

(a) cause to be kept complete record of all its acts and corporate affairs and to present a statement thereof to the members at the annual meeting of the members, or at any special meeting when such statement is requested in writing by one-fourth (1/4) of the Class A members who are entitled to vote;

(b) supervise all officer, agents and employees of this Association, and to see that their duties are properly performed;

(c) as more fully provided in the Declaration, to:

(1) fix the amount of the annual-assessment against each lot at least thirty (30) days in advance of each annual assessment period; and

(2) send written notice of assessment to every owner subject thereto at least thirty (30) days in advance of each annual assessment period; and

(3) foreclose the lien against any property for which the assessments are not paid or to bring an action at law against the Owner personally obligated to pay the same within sixty (60) days after due date.

(d) issue, or cause an appropriate officer to issue, upon demand by any person, a certificate setting forth whether or not any assessment has been paid. A reasonable charge may be made by the Board for the issuance of these certificates. If a certificate states an assessment has been paid, such certificate shall be conclusive evidence of such payment;

(e) procure and maintain adequate liability and hazard insurance on property owned by the Association;

(f) cause all officers or employees having fiscal responsibilities to be bonded, as it may deem appropriate;

(g) cause the common area to be maintained.

Section 3. Prohibited Actions. The Board of Directors shall not take any action to prevent the installation of satellite television antennas, other than in accordance with Article XII as amended, and is prohibited from taking any action to cause the removal of any satellite television antenna installed prior to September 30, 1985.

ARTICLE VIII

Officers and Their Duties

Section 1. Enumeration of Offices. The officers of this Association shall be a president, vice-president, secretary, and treasurer, and such other officers as the Board may from time to time by resolution create who shall at all times be members of the Board of Directors.

Section 2. Election of Officers. The election of officers shall take place at the first meeting of the Board of Directors following each annual meeting of the members.

Section 3. Term. The officers of this Association shall be elected annually by the Board and each shall hold office for one (1) year unless he shall sooner, resign, or shall be removed, or otherwise disqualified to serve.

Section 4. Resignation and Removal. Any officer may be removed from office with or without cause by a majority vote of the Board. Any officer may resign at any time giving written notice to the Board, the president, or the secretary. Such resignation shall take effect on the date of receipt of such notice or at any later time specified therein, and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

Section 5. Vacancies. A vacancy in any office may be filled by appointment by a majority of the Board. The officer appointed to such vacancy shall serve for the remainder of the term of the officer he replaces.

Section 6. Multiple Offices. The offices of secretary and treasurer may be held by the same person. No person shall simultaneously hold more than one of any of the other offices except in the case of special offices.

Section 7. Duties. The duties of the officers are as follows:

PRESIDENT

(a) The president shall preside at all meetings of the Board of Directors; shall see that orders and resolutions of the Board are carried out; shall sign all leases, mortgages, deeds and other written instruments and shall co-sign all checks and promissory notes. He shall act as an ex-officio member of all Committees and shall call for regular committee reports. The president shall also preside as chairman of the External Affairs Committee.

VICE-PRESIDENT

(b) The vice-president shall act in the place and stead of the president in the event of his absence, inability or refusal to act, and shall exercise and discharge such other duties as may be required of him by the Board. The vice-president shall preside as chairman at all meetings of the Architectural Control Committee.

SECRETARY

(c) The secretary shall record the votes and keep the minutes of all meetings and proceedings of the Board and of the members; keep the corporate seal of the Association and affix it on all papers requiring said seal, serve notice of meetings of the Board and of the members, keep appropriate current records showing the members of the Association together with their addresses, and shall perform such other duties as required by the Board. The secretary shall preside as chairman at all meetings of the Newsletter Committee.

TREASURER

(d) The treasurer shall receive and deposit in appropriate bank accounts all monies of the Association and shall disburse such funds as directed by resolution of the Board of Directors; shall sign all checks and promissory notes of the Association; keep proper books of account; cause an annual audit of the Association books to be made by a public accountant at the completion of each fiscal year; and shall prepare an annual budget and a statement of income and expenditures to be presented to the membership at its regular annual meeting, and deliver a copy of each to the members. The treasurer shall preside as chairman at all meetings of the Financial Control Committee.

ARTICLE IX

Committees

Section 1. Committees. The Board of Directors shall appoint a Nominating Committee, Architectural Control Committee, Newsletter Committee, Recreation Committee, Finance Committee, External Affairs Committee and a Social Committee unless otherwise deemed necessary. In addition, the Board of Directors shall appoint other committees as deemed appropriate in carrying out its purpose.

Section 2. Membership. The Board of Directors shall approve and appoint members at each committee from lot owners wishing to serve on same. The Board of Directors shall be represented on each committee by at least one of its members.

Section 3. Purposes. The function and purpose of each committee shall be determined by the Board of Directors unless these By-Laws, the Declaration, or the Articles of Incorporation state otherwise.

Section 4. Chairmen. Each committee shall elect its own chairman unless otherwise stated in these By-Laws. Every committee meeting shall be presided over and chaired by a member of the Board of Directors as provided in these By-Laws.

ARTICLE X

Books and Records

The books, records, and papers of the Association shall at all times during reasonable business hours, be subject to inspection by any member. The Declaration, the Articles of Incorporation and the By-Laws of the Association shall be available for inspection by any member upon request and copies may be purchased at reasonable cost.

ARTICLE XI

Assessments

As more fully provided in the Declaration, each member is obligated to pay to the Association annual and special assessments which are secured by a continuing lien upon the property against which the assessment is made. Any assessments which are not paid when due shall be delinquent. If the assessment is not paid within thirty (30) days after the due date, the assessment shall bear interest from the date of delinquency at the rate of twelve percent (12%) per annum, and the Association may bring an action at law against the Owner personally obligated to pay the same or foreclose the lien against the property and interest, costs and reasonable attorney's fees of any such action shall be added to the amount of such assessment. No owner may waive or

otherwise escape liability for the assessments provided for herein by non-use of the Common Area or abandonment of his Lot.

ARTICLE XII

Architectural Control Committee

Section 1.

A. Duties of the Architectural Control Committee.

The Architectural Control Committee will act in an advisory capacity to the Board of Directors. The duties of the Board will be as follows:

- (1) Recommend to the Board standards and guidelines for architecture, design and appearance of the community.
- (2) Receive, recommend action, and forward to the Board, architectural complaints and/or recommendations from members of the Association.
- (3) Receive proposals, plans, and requests submitted by members for changes and for alteration to individual properties.
- (4) Make periodic inspections of the community and of work in progress to insure conformity with approved standards and requests.
- (5) Recommend to the Board projects, activities, or standards to further enhance the appearance of the community and its common elements.

B. Committee Operations and Procedures.

The Committee will consider only written requests on forms provided by the Committee.

The affirmative vote of the majority of the members of the committee present at a meeting shall be required to act, rule or make any findings or determination, or to make a recommendation to the Board for any approval of any request, in accordance with the authority contained herein in the Declaration of Covenants.

The Committee shall not take any action to prevent the installation of satellite television antennas, other than in accordance with Article XII as amended, and is prohibited from taking any action to cause the removal of any satellite television antenna installed prior to September 30, 1985.

C. Philosophy.

In order that Revell Downs may always be an attractive and desirable place in which to live, it is necessary that our architectural and environmental standards be set and maintained at a level that each resident has the desire and assumes the responsibility to contribute to these goals. With close coordination and

cooperation between the residents and the Committee, our standards can be maintained and our aims met.

Rules and restrictions must be established before our standards can be met. It is not intended that these guidelines constrain the obvious pride and efforts of the individual resident; nor is it intended to promote a monotonous and uniform appearance throughout the community. The sole purpose is to protect the homeowners' investments and to insure that Revell Downs remains a pleasant, tasteful and desirable place to live.

Section 2.

A. Prohibited Modifications/Conditions.

Certain alterations which are considered to be detrimental or which detract from the general appearance of the Community are prohibited. Items in these categories are:

- (1) Window awnings of any kind
- (2) Raw metal storm doors and windows
- (3) Fencing in front yard
- (4) Antennas, other than satellite television antennas, which together with any support exceed 10 feet in height.
- (5) Motor vehicles parked on ground other than approved driveways or roadways.
- (6) Any addition, modification or attachment found objectionable to common decency or taste.

B. Modifications Requiring Submission for Approval.

- (1) Fencing other than front yard will be considered. Recommended types of fencing are: stockade, Alternating Board, Picket, Split Rail, Crossbuck and Chain Link.
 - (a) The height of any fence shall not exceed four (4) feet from the ground to the top of the fence except for:
 - (1) Stockade - 6 feet
 - (2) Alternating Board - 6 feet
 - (b) Wooden fence posts shall be .40 pressure treated.
 - (c) Wooden fence material must be free of bark.
 - (d) The painting of wooden fences.
 - (e) Wire mesh enclosures may be attached inside of any fence so as to keep domestic animals within the boundaries of the fenced area.

- (2) Combination storm doors or windows, provided they meet the following specifications:
- (a) Door is full length glass (one or two panels).
 - (b) Door is crossbuck type.
 - (c) Door with colored side panel.
 - (d) Door protective grills (constructed or wrought iron) or other ornamentation.
 - (e) Wooden screen door must be color coordinated. No raw wood look storm doors or storm windows.
 - (f) Accepted colors are: Black, Dark Brown, White, or custom painted to match color of door, house or house trim.
- (3) Attic exhaust fans, provided:
- (a) Fan has low profile.
 - (b) Fan is installed on the roof to the rear of the building, centered side to side, near peak.
- (4) Decks and Patios:
- (a) Wood used to construct decks and patios must be treated to guard against termite infestation. Wood resting on the ground must be constructed of .40 treated wood.
- (5) Garages or House Additions
- (6) Sheds, subject to the following specifications:
- (a) Must be constructed of aluminum or wood.
 - (b) Roof style must be:
 - (1) Barn
 - (2) Gable
 - (3) A-Frame
 - (4) One side slanted
 - (c) All applications for shed sizes will be considered on an individual basis.
 - (d) All sheds must be color coordinated with the house.
- (7) Exterior house trim painting other than the original color. (Submit color chip with application).
- (a) Both homeowners of Duplex must agree to do the entire house.
 - (b) Entire house must be changed at the same time.

(8) Permanent outdoor Fireplace. (Wood-burning type).

- (a) Must be ten (10) feet away from property line and any structure (house, shed, deck, or fence).

(9) Window Boxes

- (a) Metal - color must match house trim or white.
- (b) Plastic - same as above.
- (c) Wooden - same as above or natural.

(10) Flagpoles

- (a) Must be a removable pole (Pole removed when flag not being displayed).
- (b) Flags displayed only from dawn to dusk (unless lighted by spotlight).
- (c) Flagpole must not exceed fifteen (15) feet.

(11) Retaining walls in excess of twelve (12) inches in height.

(12) Any other structure, addition or change that will alter the exterior appearance of the house or property in any way except those items specifically outlined in Section II. Part C.

(13) No satellite television antenna shall be erected, constructed, maintained or operated except in conformance with the following:

(a) Definitions

- (i). "Satellite television antenna" is an apparatus capable of receiving communication from a transmitter or a transmitter relay located in planetary orbit.
- (ii). "Usable satellite signal" is a satellite signal which, when viewed on a conventional television set, is at least equal in picture quality to that is received from local commercial television stations or by way of cable television.

(b) Satellite antenna location

Subject to the provisions contained herein, such antenna shall be located only in the rear yard of any lot.

(c) Antenna size

- (i) Such antenna shall not exceed fifteen (15) feet in height, including any platform upon which said antenna is mounted or affixed. Such antenna may not exceed ten and one-half (10 1/2) feet in diameter.

- (ii) Satellite television antennas shall be located and designed to reduce visual impact from surrounding properties at street level and from public streets.
- (iii) Not more than one satellite television antenna shall be allowed on any lot less than one-half (1/2) acre in size.
- (iv) Antennas shall meet all manufacturers' specifications, be of non-combustible and corrosive resistant material, and be erected in a secure, wind-resistant manner.
- (v) Every antenna must be adequately grounded for protection against a direct strike of lightning.

Note: Projects described in numbers (1), (4), (5), (6), and (8) require county building permits. Approval from the Architectural Control Committee and the Board at Directors should be received prior to making any application for a county building permit.

C. Modifications Not Requiring Submission for Approval.

- (1) Plants, shrubs, and flowers (corner lot planting may not exceed three (3) feet in height so as not to obstruct visibility).
- (2) Picnic tables in side or rear yards only.
- (3) Decorative flower bed or garden borders in the following styles:
 - (a) White picket or wire fence not to exceed twelve (12) inches in height and less than five (5) feet from the front or side of the house.
 - (b) Natural, white or green brick not to exceed six (6) inches in height.
 - (c) Railroad or landscaping ties which must be chemically or pressure treated and not exceed twelve (12) inches in height.
 - (d) Natural stone.
- (4) Deadbolt locks, door knockers and door knobs.
- (5) Holiday decorations may be displayed on one's property but should be removed within fifteen (15) days after the holiday has passed.
- (6) Swing sets or playground equipment, which must be placed in rear at house only. May not be placed in front yard or side yard.
- (7) Privacy screening wall for a distance of not more than ten (10) feet along the side boundaries of the rear of the lot.
- (8) For sale signs not exceeding two (2) feet can be displayed.

Section 3. Procedures for Submission. Submission must be in writing on forms to be provided by the

Committee and addressed to:

Revell Downs Association, Inc.
c/o Architectural Control Committee
P.O. Box 324
Annapolis, MD 21404

Submission forms may also be given to any Board member. Each request should describe in detail the proposed change or modification including the exact location, dimensions, and materials to be used. In the event there are multiple projects, a separate request form for each project is to be submitted. Any proposed change that is not mentioned in Section II, Part C of this document must have the prior approval of the Architectural Control Committee and written approval of the Board of Directors.

Members are urged to read and remain familiar with the Covenants of the Revell Downs Association, Incorporated. In the event that any items in these guidelines are in conflict with the Covenants, the Covenants shall be the final authority.

Alterations requiring approval should not commence until approval is received. Disapproval could require restoration to original condition by owner. If in doubt, residents are encouraged to discuss proposals with committee members for advice.

The Committee will act upon all submissions within thirty (30) days of receipt of plans. Failure of the Committee to respond within thirty (30) day in writing will constitute implied approval of plans as submitted.

Failure of the homeowner to complete the approval project in the agreed upon manner as submitted will result in revocation of approval of the project and may force procedures by the Board of outlined in the Article VII of the Covenants.

Section 4.

(a) Boats on cradles or trailers.

Boats on cradles or trailers parked for more than twenty-four (24) hours may be parked behind or along side, but not extending past the front corner of the residents dwelling.

(b) Trailers and/or Campers.

Trailers and/or campers, used for recreational purposes only, may be parked behind or along side, but not extending past the front corner of the residents dwelling.

(c) Vehicle under 3/4 ton.

Vehicles registered as trucks that are classified as vehicles under 3/4 ton will be considered passenger vehicles and therefore will fall under passenger vehicle regulations.

(d) Trash.

No lot shall be used or maintained as a dumping ground for rubbish. Trash, garbage or other waste shall not be kept except in sanitary containers in the back or along side, but not extending past the front corner of the residents dwelling. All incinerators or other equipment for the storage or disposal of such materials shall be kept in a clean and sanitary condition and can not be moved to the front of the property more than twelve (12) hours prior to trash removal.

As with any structure, application and approval must be obtained from the County Permits Office and the Architectural control Committee prior to commencing any work.

ARTICLE XIII

Corporate Seal

The Association shall have a seal in circular form having within its circumference the words: Revell Downs Association, Inc.

ARTICLE XIV

Amendments

Section 1. These By Laws may be amended at a regular or special meeting of the members called for that purpose. Prior to such regular or special meeting at which any By Law amendment is to be proposed, the proposed By Law amendment must have been approved by the Board of Directors or by a written petition signed by ten percent (10%) of the members of the Association, with this petition to be given to the Board of Directors for the purpose of promulgating the notice of such proposed amendment to the members. All members of the Association shall be given written notice of any proposed amendment at least twenty (20) days prior to any regular or special meeting of the members at which the proposed amendment is to be introduced. To be effective, any proposed amendment must be passed by a vote of two-thirds (2/3) of members present in person or by proxy at any such meeting where a quorum is present.

Section 2. In the case of any conflict between the Articles of Incorporation and these By Laws, the Articles shall control, and in the case of any conflict between the Declaration and these By Laws, the Declaration shall control.

Section 1. The fiscal year of the Association shall begin on the first (1) day of January and end on the thirty-first (31) day of December of every year, except that the fiscal year shall begin on the date of incorporation.

Section 2. In the event that the Association shall take any action to enforce any provision of the Declaration or these By Laws, the Association shall be awarded and paid as additional damages for such action reasonable attorney's fees based on actual time expended, costs of the action, and other expenses related to the enforcement action.

Miscellaneous

ARTICLE XV