

**HSIA GENERAL GUIDELINES
For Building Permit Committee**

HSIA Covenants and Deed Restrictions (Restrictions) for Hillsmere Shores currently provide that:

- A. No building or structure may be erected, converted, permitted, maintained or operated for any other purpose than residential, and no business of any kind shall be permitted except by special permission of HSIA, and then must be in a specially designated area (No. 2 of Restrictions).
- B. The Building Committee of HSIA must approve the exterior plan and construction or any alterations of any building and the position of the building on the lot. No construction shall commence without first having a permit issued by the HSIA Building Committee. No building may be more than 2½ stories in height. No fence, sign, billboard or advertising matter of any kind may be placed upon any lot without the approval of HSIA (No. 3 of Restrictions).
- C. No building, or part thereof, except as hereinafter provided, shall be erected or maintained on any part of any lot, as shown on the plats of Hillsmere, closer than thirty (30) feet to any road, street, or highway thirty (30) feet or more in width on which the plot upon which the building is erected fronts. No building or any part thereof erected shall be closer than fifteen (15) feet from the division line of any lot, and only one building for private residential purposes shall be erected on each lot. HSIA has the right to approve deviation from these distances if the contour or shape of a lot will not permit compliance with these restrictions (No. 4 of Restrictions).
- D. No waterfront property owner may erect any fence, piers, wharfs, or any other obstructions to water rights without obtaining permission of HSIA (No. 9 of Restrictions).

These Restrictions have been designed to maintain a well-kept, neat community. During the time since such Restrictions have been in effect further details and knowledge have been gained which provide helpful assistance.

"B" above specifies 2½ stories for building height. However, the County also lists a 32-foot height restriction. Also, by deed, the property along Green Springs Lane limits building heights to 1½ stories.

"C" above refers to building "fronts." On waterfront property the house is considered to front the water. Therefore, different criteria is required for waterfront construction. The County does specify a certain set-back from the street to the rear in these cases. The last sentence in "C" above refers to deviations. HSIA practice has been to permit variances only on non-rectangular lots.

To achieve the intent of the HSIA Restrictions, the following guidelines are provided to assist in the granting of building permits in Hillsmere Shores:

1. Any resident of Hillsmere Shores planning construction shall request a building permit and must receive such permit prior to any construction covered above. The request shall contain:
 - A. Owner and builder name, address of construction including parcel and lot number;
 - B. Sketches or plans of the proposed construction including set-back distances from property lines and street;
 - C. Related Anne Arundel County permit approval;
 - D. Letters of concurrence or objection from neighbors abutting property when a variance is requested; and
 - E. \$25.00 fee as of 01/01/2018
2. In the event construction is under way without a proper HSIA permit, a stop-work letter shall be delivered to the property owner and builder listing the violations and describing the required permit process (see Appendix A).
3. Upon receiving and approving a request for a building permit the Building Permit Committee shall send a form letter (see Appendix B) and issue a HSIA permit to be displayed at the construction site.
4. Request for variances from HSIA Restrictions shall be presented to the HSIA Board for action.