

Glen Acres Homeowners Association Policy

Title	Architectural Standards Policy		
Category	Master Association Standards & Rules	Date of Board Approval	January 5, 2016
Policy Owner	GAHOA Board	Effective Date	January 5, 2016
Version	1.01	Review Date	January 1, 2021
Context	<p>Glen Acres Homeowners Association (“GAHOA” or the “Association”) is a “homeowners’ association,” as defined in RCW 64.38, the Homeowners’ Associations Act (“HOA Act”), with the rights and responsibilities of such an association as set out in the HOA Act. It was created with the specific purposes to provide maintenance, preservation, and architectural control of the residence lots and Common Areas or Condominium Units, including roads and utilities within the PUD. It was formed also to promote the health, safety, and welfare of the residents of the PUD.</p> <p>Glen Acres Homeowner’s Association is also a Master Association as defined by the Washington Condominium Act, RCW 64.34.276. If there is a conflict between the Condominium Divisions Declarations and the Glen Acres PUD Declaration, the Glen Acres PUD Declaration shall have priority over the Condominium Divisions Declarations.</p>		
Referenced Documents	<ul style="list-style-type: none"> • Declaration of CC&Rs for Glen Acres PUD (KCR# 20150925000627) • Bylaws of the Glen Acres Homeowners Association (KCR# 20150218000076) • Restated Articles Of Incorporation of Glen Acres Homeowners Association, A Non-Profit Corporation (WA SOS# 01/08/14 2569506-002) • Protective Covenants Running With The Land (KCR# 6102675) • Addendum of standards and restrictions of construction, materials, colors, and other design requirements (attached) <p>And as amended thereafter</p>		
Definitions	See Referenced Documents		
Purpose	To determine and establish architectural standards of the community involving aesthetic consideration of harmony of construction, materials, color, and other design which the GAHOA Board determines to be in the best interest of providing for attractive development and maintenance of the PUD. Such determinations may be amended and shall be binding on all Divisions, Units, and Owners.		

<p>Scope</p>	<p>ARTICLE 12 (See CC&Rs above) Architectural Control</p> <p>Section 12.1 Architectural Control.</p> <p>The Board of Directors shall control the architectural standards of the community.</p> <p>Section 12.2 Standards.</p> <p>The Board shall have the authority to determine and establish standards involving aesthetic consideration of harmony of construction, materials, color, and other design which it determines to be in the best interest of providing for attractive development and maintenance of the PUD. Such determinations may be amended and shall be binding on all Divisions, Units, and Owners.</p> <p>12.2.1 Standards Defined.</p> <p>The Board shall establish standards and restrictions of construction, materials, colors, and other design that will be published and available to all Divisions, Units, and Occupants. The Board may alter these standards and any changes will be published within the PUD to all Owners in ten (10) days of issue.</p> <p>Section 12.3 Submission of Plans.</p> <p>Prior to construction, repair, modification, or restoration of any portion of any property visible from the exterior of a building, all plans and specification or information required to be submitted to the Board for approvals shall be submitted to the Board in duplicate, shall be in writing, shall contain a written request for approval and the name and address of the person submitting the same and the Division (and Unit, if applicable) involved, and shall set forth the following with respect to a proposed structure or alteration: the location, the general design, the exterior finish materials and color (including roof materials), the landscape plan, and such other information as may be required to determine whether such structure conforms with these restrictions. The Board may require applicants to notify other Owners of their request for approval, so these Owners may comment.</p> <p>Section 12.4 Approval or Disapproval.</p> <p>Within thirty (30) days after the receipt of plans and specifications or information with a request for approval, the Board shall by majority vote approve or disapprove the request. The Board may disapprove any request which in its opinion does not conform to its aesthetic restrictions, or other standards as published under Section 12.2. Approval or disapproval of a request shall be made upon one of the copies thereof and returned to the address shown on the request. If the Board fails to approve or disapprove submitted plans and specification within thirty</p>
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	<p>(30) days after the plans and specifications have been submitted, which submission shall be evidenced by a written receipt, approval will not be required, and this Section will be deemed to have been fully complied with. In this event, any such plans and specifications must nevertheless be in compliance with all the restrictions contained in the Governing Documents. The Board may not approve changes to Units reserved to the Division Condominium Declarations.</p> <p>Section 12.5 Advisors.</p> <p>The Board may appoint advisors from time to time to advise on matters pertaining to the standards of the PUD. No member of the Board or advisor shall be responsible for any defect in: any plan or specification submitted or approved; or any work done according to such plans and specifications.</p> <p>Section 12.6 Variations.</p> <p>The Board shall have the authority to approve plans and specification which do not conform to the restrictions as established per Section 12.2 in order to overcome practical difficulties or prevent hardships in the application of these restrictions, provided that such variations so approved shall not be materially injurious to the PUD as a whole and shall not constitute a waiver of the restrictions herein contained but shall be in furtherance of the purposes and intent of these restrictions.</p> <p>Section 12.7 Non-Compliance.</p> <p>Any Division or Owner that fails to comply with the process set forth in this Section shall be responsible for the costs to return the property to a condition that conforms to the standards set forth by the Board. The Board may hire its own contractors to return the property to the conforming matter at its own cost. If a Division is not in compliance, the Association may assess all Owners within that Division for the costs to return to compliance.</p>
<p>Policy Principles</p>	<ol style="list-style-type: none"> 1. Prior to construction, repair, modification, or restoration of any portion of any property visible from the exterior of a building, all plans and specification or information required to be submitted to the GAHOA Board for approvals shall be submitted. 2. Approval by the GAHOA Board is required before any construction may begin. 3. Once construction begins, any deviation from the approved plans must be approved by the GAHOA Board in advance of the work being started. 4. Specific Architectural Standards (i.e. Paint, Windows, etc.) are included as the “Addendum of standards and restrictions of construction, materials, colors, and other design requirements” attached to this document, and have the full force and effect of all sections of this policy.

<p>Roles & Responsibilities</p>	<ol style="list-style-type: none"> 1. Project owner is responsible for development and submittal of all plans and specifications at their cost. 2. Condominium Division Board is responsible for reviewing and either approve or disapprove the submittal of plans and specifications in a timely manner, prior to their submittal to the GAHOA Board. 3. GAHOA Board is responsible to approve or disapprove submitted plans and specification within thirty (30) days after the plans and specifications have been submitted, which submission shall be evidenced by a written receipt.
<p>Process</p>	<ol style="list-style-type: none"> 1. Prior to submittal to the GAHOA Board all plans and specifications or information required must be submitted to the Condominium Division Board in which the project resides, and approved by that Board. 2. At least 45 days prior to construction, repair, modification, or restoration of any portion of any property visible from the exterior of a building, all plans and specification or information required to be submitted to the GAHOA Board for approvals must be submitted. 3. Within thirty (30) days after the receipt of plans and specifications or information with a request for approval, the GAHOA Board shall by majority vote approve or disapprove the request.

**Addendum of standards and restrictions of construction,
materials, colors, and other design requirements**

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Paint Specifications- Glen Acres /Townhouse Units (Rev. 2007)

GLEN ACRES / TOWNHOUSE UNITS

PAINT SPECIFICATIONS ——— REVISED 2007

PARKER PAINT

EXTERIOR SIDING & WOOD DECKS.

100.% ACRYLIC SATIN WATER BASE
"OVERALL" #1910 DEEP BASE
#5374.D (NO KX2Y ^{PER} GALLON)

TRIM COLOR.

"VASHON" ACRYLIC SATIN-EGG SHELL
#2261 -WATER BASE-

ENTRY DOORS PAINTED OR CLEAR COAT

"VASHON" SEMI-GLOSS - OIL BASE
#4261

METAL RAILINGS (SOME UNITS)

MARATHON #1061 GLOSS - OIL BASE

Window Replacement Policy (Rev. 12/18/2007)



Glen Acres Homeowner's Association, Inc.

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WINDOW REPLACEMENT POLICY

The purpose of this statement is to establish a clear policy for the replacement of existing windows in each Glen Acres condominium unit.

The objective is to provide an architectural consistency through the Glen Acres community.

- ◆ All window frames will be either anodized bronze aluminum or brown tone fiberglass material. (Milgard window manufacturer makes the fiberglass framed windows).
- ◆ Vinyl window frames are not allowed at this time. Brown color vinyl is unstable, has a rapid rate of fading, and white or colored vinyl frames are not acceptable at this time.
- ◆ The quality of work for any window change shall be equal to or better than that originally used.
- ◆ There is to be no change to the exterior of the building itself without prior written approval of the Board of Trustees.
- ◆ Place all requests in writing and deliver to the Management Office. The Board of Trustees will review and discuss your request at the next regular Trustee's meeting. The Board of Trustees meets on the 3rd Tuesday of each month.

For effect on: December 18, 2007

Board Resolution No. #07-26