

**Cherrywood Estates Homeowners Association
Architectural Control Committee Guideline
Rev 1**

Prepared by:
Cherrywood Estates HOA Board
Richland, Washington
November 20, 2019

Cherrywood Estates Homeowners Association
Architectural Control Committee Guideline

Approvals

J. Andrew Bagley

Andrew Bagley – President

11-20-2019

Date

Glenn Hammond

Glenn Hammond – Vice President

11-20-19

Date

Heidi Stenner

Heidi Stenner – Secretary

11/20/19

Date

David Rohrig

David Rohrig – Treasurer

11-20-2019

Date

Rich Lewis

Rich Lewis – Member at Large

11-26-2019

Date

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Requirement for Guideline:

This guideline is provided in conjunction with Cherrywood Estates Covenants, Conditions and Restrictions (CCRs), Article IV.H, for homeowners in developing and completing new construction, additions, and modifications, including exterior paint/stucco to their home/property.

Architectural Control Committee (ACC) Purpose: “Keeping Solid Property Values”

The ACC is of critical importance to the functioning of the HOA in accomplishing its mission. The primary purpose of the ACC is to represent the interest of homeowners, ensuring that the visual harmony and beauty of Cherrywood Estates is maintained. Per the CCRs, the ACC is responsible for reviewing the plans for all proposed new construction, additions, modifications, and exterior paint/stucco to any home and lot. The ACC consists of two (2) homeowners; and one board member who will oversee the committee and present approvals or denials of requests to the Board of Directors. The ACC shall allow reasonable latitude and flexibility in the design of plans.

Submitting Plans:

As stated in the CCRs, any property owner seeking to add to or modify any portion of their property shall submit a request/plan to the ACC for review and approval. The CCRs further state that no construction, change, modification, or alteration (this includes paint/stucco) for which plans are to be submitted shall commence until the plans and specifications have been approved in writing from the ACC.

Homeowners shall submit their request/plans for such modification to the ACC for review through utilization of a “Project Request Form” (attached). The homeowner is responsible for meeting all City of Richland codes and attain City building permits as required.

Approval of Plans:

The ACC will review the submitted Project Request Form, take appropriate action to approve or deny request, and notify the Homeowner of decision within a reasonable period of time after receipt of request. If the submitted request form is denied, the homeowner can appeal to the Cherrywood Estates HOA Board of Directors. Much like government inspectors who give final approval of building code requirements, the decision to approve additions, changes, or modifications include some judgement based on precedence and common standards of construction.

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Project Guidelines:

In an effort to better define the basis for such judgement, the following guidelines shall be used by the ACC and the Board of Directors to provide guidance to homeowners wishing to make changes to their property that may not specifically be covered in the CCRs for Cherrywood Estates. The Homeowner is responsible for securing City Permits as applicable for all work.

1. Fences/Walls:

The property's exterior fences/walls should be of the same masonry material and design as currently exists on the existing or adjacent lot. The acceptable height of fences is no more than 6 feet.

2. Coverings/Pergolas:

A covering over any concrete patio, private sidewalk.

3. Rain Gutters and Rolling Shutters:

There is no need to obtain approval for rain gutters or rolling shutters as long as they meet the CCR requirements for colors as defined in CCR Section IV.D.e. and match the existing colors of the residence.

4. Detached Accessory Buildings/Storage Structures:

Per CCR Section V.C. detached accessory/storage structures shall have the same look and style as the home.

5. Exterior Painting/Stucco Work:

Requests for painting and stucco work are to include the color name and color number, along with a sample tab. Colors proposed for all exterior finishes (including paint color, brick, stone, rock and stucco finishes) shall be variations of earth tone colors.

6. Vehicle Storage Areas:

Per CCR Section V.O. Mobile homes, campers, trailers, boats, recreations vehicles and commercial vehicles shall not be permitted on the driveway in front of the house.

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Please fill in the blanks and submit your request to the Architectural Control Committee (ACC) chairperson or Board of Directors. The ACC will then review the request and give a recommendation to the HOA Board of Directors. Additional sketches, pictures or other supporting information may be attached to this form. Please keep a copy of your entire submission for your records.

This form may be submitted in person, via mail or email to: Cherrywood Estates HOA, PO Box 4253 West Richland, WA 99353 cherrywoodestateshoa@gmail.com. If there is a need to expedite, please contact the ACC Chairperson or any Board member.

Name:

Email Address:

Phone:

Home Address:

Contractor

Expected Start Date:

Expected Completion Date:

Color Name:

Color Number / Sample Tab:

☐ **Project** ☐ **Paint/Stucco**

Description of Work to be Completed:

(Please attach any drawings and or photos if applicable)

Please Read Before Signing:

By signing below, I am attesting that to the best of my knowledge, the completed work will be within the requirements set forth in the Cherrywood Estates CCRs & in accordance with this request and follow all city building codes. I understand that no work is to be initiated prior to acceptance of this request, and should I decide to begin work prior to acceptance, I will be liable for restoration to the original conditions should the request be denied. Also should changes or additions be required, a new modification request must be submitted for another ACC review.

Approval is based only on the aesthetics of the proposed modification and is not to serve as certification as to the construction worthiness or structural integrity. If the submitted request/plans that are approved are not what is being built, a lien will be placed on your property and you will be held liable for changing your plans back to its original submitted request or further action will be taken.

*The homeowner or contractor will take all necessary precautions to keep the job site clean of debris and protect the finished work of other trades from damage such as existing streets, sidewalks and landscapes. If concrete work is being done, all concrete **material or residue** must be cleaned off of all surfaces to include streets and sidewalks. Unsightly job cleanup will be treated as a violation of the covenants.*

Homeowner Printed Name

Homeowner Signature

Date Submitted

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(FOR COMMITTEE USE ONLY – DO NOT WRITE IN THIS AREA)

Request Received By:

Cherrywoodestateshoa@gmail.com
HOA Email Address:

Date Request Received:

☐ **HOA Covenants Verified to meet CC&Rs**

☐ **Architectural Project Request Approved**
(see additional Conditions for Approval)

☐ **Architectural Project Request Denied**
(see additional Conditions/Reasons for Denied Plans)

☐ **Paint/Stucco Project Request Approved**
(see additional Conditions for Approval)

☐ **Paint/Stucco Project Request Denied**
(see additional Conditions/Reasons for Denied Plans)

Conditions for Approval:

Conditions/Reasons for Denied Plans:

ACC Committee Chairperson Signature:

Date:

ACC Committee Signature:

Date:

ACC Committee Signature:

Date:

Additional Comments:

