

ARCHITECTURAL CONTROL COMMITTEE
OPERATION & REVIEW GUIDELINES
FOR
Westridge Place Homeowner's Association
(WPHOA)

Adopted October 3, 2005 and
Amended May 31, 2011

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**ARCHITECTURAL CONTROL COMMITTEE
REVIEW GUIDELINES
FOR
WESTRIDGE PLACE HOMEOWNERS ASSOCIATION**

**Section 1
PURPOSE**

The Architectural Control Committee (the "ACC") is responsible to protect the value, desirability and attractiveness of Westridge Place for the benefit of present and future Homeowners. As part of the Declaration of Covenants, Conditions and Restrictions (CC&R's) of Westridge Place, recorded September 29, 1998, all homeowners must conform to certain standards of construction, visual appeal, uniformity and design. These guidelines are intended to help homeowners determine what needs to be submitted to the ACC for review and approval, and how to prepare and submit details and specifications.

In some cases, following these guidelines requires no submittal. If a homeowner cannot meet such guidelines, then an "Architectural Modification Request" form must be submitted to the ACC for review and approval. This form is available from the Association Management Company or the Association Website: www.westridgeplacehoa.com under Forms, CC&R's or ACC Committee sections.

A final appeal of any denial can be submitted to the Board of Directors of the Westridge Place Homeowners Association (WPHOA).

SCOPE

The ACC will operate Per Article V of the CC&R's, and per these guidelines herein. Any conflict between this document and the CC&R's will default to the CC&R's and the Board of Directors for the HOA.

ORGANIZATION

The ACC will consist of at least three members, but not more than 5.

The ACC will designate a member to act on its behalf, known as the ACC Chairperson.

The ACC will meet at least monthly or more often as defined by the Committee.

Section 2
APPROVAL PROCESS

(Article V, Section 5. Approval of Plans by Architectural Control Committees, CC&Rs)

All applications for ACC approval ("Applications") to make any exterior changes, additions or improvements to any Lot or other request required by the CC&R's must be submitted in writing to the ACC 30 days prior to the commencement of construction and must include a copy of the construction plans and specifications and a plot plan, all to scale on plan sizes not to exceed 11"X17", together with such information as may be deemed pertinent, including for example, building permit requirements. The ACC will not respond to verbal requests for approval. If an improvement is made without ACC approval, the Board has the right to enforce its removal and/or assess a fine(s).

The ACC has 30 days from the date of receipt of an Application to either approve or disapprove the related construction plans and specifications. If additional information is required by the ACC, the Application will be considered incomplete and denied pending the ACC's receipt of the additional requested information. This stops the 30 day review period. A new 30 day approval period will begin when the additional requested materials are submitted. Plans for implementation of the proposed improvement(s) should allow for the time required to complete the approval process. In the event that the construction plans and specifications are submitted to the ACC and the ACC fails to either approve or disapprove an Application within 30 days of submission, then the owner shall be deemed to have fully complied with the requirements of Article V of the CC&R and these guidelines. The CC&Rs lists certain items as requiring prior written approval of the ACC. Those items are not automatically approved after 30 days of no action by the ACC, but require an affirmative written approval of the ACC.

Section 3
ALTERNATE APPROVAL PROCESS

(Items not needing prior approval)

With the intent of simplifying the approval process for what are thought to be trivial cases (which would otherwise require an Application and approval under Article V of the CC&Rs), the approval process is modified for certain limited items listed below in this section. Listed items exactly meeting the description, do not require an Application to be submitted and approved prior to construction, erection, placement, modification, alteration, or improvement provided the installation/construction materials/appearance/upkeep otherwise meets the CC&Rs and these guidelines. Listed items will be considered approved one year after completion. Owners accept the responsibility of compliance with the CC&Rs and these guidelines when using alternate approval and agree to bear the responsibility and cost of bringing items to compliance if lack of compliance is later determined. Owners unwilling to accept the conditions of the alternate approval or are unsure of whether or not an alternate approval applies, must submit an Application and seek approval as required by the CC&Rs. The lack of requirement for application and prior approval does not preclude the Board from enforcing the CC&Rs against any item that is in violation and/or meets the definition of "nuisances and unsightly or unkempt conditions" (see 4.23).

You may use the "Alternate Approval Process" for:

- ◆ Repairs using materials of the same appearance and color for maintaining property in its current state. If the repair alters the appearance from the original, then approval is required.
- ◆ Interior work to a residence does not generally require ACC review and approval provided the interior work does not violate the CC&R's or any guideline. Some interior work requires a permit from the City of Vancouver and is the sole responsibility of the homeowner;
- ◆ Buried, drip and/or similar irrigation or sprinkler systems as long as the system provides no drainage onto adjacent lots per the City of Vancouver Codes;
- ◆ The addition of live plants (less than 6 ft. at full growth) or mulches of natural organic origin. Mulches of inorganic materials such as dirt, pebbles, and rocks and man-made organic materials such as polyethylene are not considered of natural organic origin and are not allowed. No invasive plants listed in Attachment A, shall be allowed;
- ◆ Window and/or door replacement with a new or upgraded style – this does not include windows or doors i) where none existed; ii) that would offer a view to a neighbor's lot that had not been offered before or; iii) changing windows or doors whose style was dictated by a previous approval;
- ◆ Other items indicated in the Declaration as not requiring prior written approval in the appropriate sections.

Section 4 **ACC GUIDELINES**

These guidelines are adopted by the Board of Directors and the ACC to specify the minimum standards and requirements that shall be used to evaluate an Application. These guidelines may be amended from time to time as the circumstances or conditions require.

Each Application is to be considered on its own merits; the ACC may grant a variance from these guidelines and procedures or from the Declaration related to buildings, structures or other improvements when circumstances such as topography, natural obstructions, hardship, or aesthetic or environmental considerations require. Such variances may only be granted when unique circumstances dictate. No variance shall i) be effective unless granted in writing, or ii) stop the ACC from denying a variance under other circumstances.

Prior to initiating any design work and/or contracting for any work and/or purchasing any materials, or otherwise incur any expense, owners are encouraged to obtain the latest copy of guidelines from the ACC and/or HOA Board. Owners who are actively in the process of design and/or preparing an Application when guidelines are changed and submit an Application within 90 days of the guideline changes, may request to be evaluated under previous guidelines where evaluation under the new guidelines may represent a

hardship through no fault of the owner or his contractors. Any owner who is denied an approval and is continuously and actively seeking changes in an attempt to obtain approval may request to be evaluated by the guidelines in effect at the first application for 90 days following the first denial. Otherwise guidelines as amended are in effect on the day of adoption by the Board. The Board reserves the right to review and amend guidelines as it determines is necessary.

No guideline is intended to grant a variance from any provisions of the CC&Rs. In many cases, ACC decisions may be based on the ACC's best judgment and opinion, in keeping with the intent of the CC&R's and these guidelines (Article 5, Section 5 of the CC&R's). Any homeowner has the right to appeal ACC decisions to the Board. Approvals for implementation are valid for one hundred twenty (120) days from the date of approval. If the project has not been completed within 120 days, the approval will be automatically withdrawn and a new approval must be obtained prior to starting project.

Section 4.1 Antennas & Satellite Dishes (Article V, Section 10, paragraph F.)

- a) Roof mounted VHF and/or UHF television antennas are not permitted.
- b) Homeowners are encouraged to locate Satellite dishes in the rear/back side of the property, so as not to be visible from any street or from ground elevation from any other Lot.
- c) Parabolic dish antennas less than 39 inches in diameter having a matte finish, such as those used for digital satellite reception may be mounted such that they are not visible from streets or other lots provided they are not visible from the street on which the house is addressed, nor visible from the side street in the case of corner lots.
- d) If an acceptable quality signal cannot be received from the locations set forth in Sections 4.1a, b or c of these guidelines, the homeowner is requested to set a mutually convenient time with the ACC to discuss alternative installation methods and locations. The ACC will follow FCC rules regulations and guidelines at all times.
- e) All other antennas, whether for transmission or reception, are not permitted.

Section 4.2. Basketball Standards (Poles) (Article V, Section 10, paragraph D.)

Basketball standards must be portable. Basketball standards cannot be used in the street for safety and City of Vancouver Code. No permanent structures are allowed.

Any variance to this guideline must be submitted to the ACC for review and approval.

Section 4.3. Security Bars (Article V, Section 5)

Must be installed on the interior side of the windows and be draped to prevent external viewing.

Section 4.4. Decks (Article V, Section 5)

- a) Deck Plans must be submitted to the ACC for review and approval.
- b) No decks shall encroach into any utility easement unless the utility companies involved have granted their written consent to such encroachment. Written consents shall be received prior to approval.
- c) No decks shall impede drainage on the Lot or cause water to flow on an adjacent Lot.
- d) No decks other than a second level balcony attached to the main residence shall be constructed more than eighteen inches above ground level. Any Deck not meeting this guideline must be submitted to the ACC for approval.

Section 4.5. Driveways & Walks (Article V, Section 18)

Driveways and front walks are to be constructed of asphalt or Portland Cement. The color shall be an earth tone integral with the material or an approved stain, and may not be painted any color. Dirt or loose stone driveways or front walks are not permitted. Front walks are those walks from the street curb to the residence.

Brick, stamped cement, or pavers require review and approval by the ACC. Driveway and sidewalk plans must be submitted to the ACC for review and approval, unless it is replacement of existing structures with like design and color.

Section 4.6. Exterior Lighting (Article V, Sections 5 and 7)

Must be submitted for approval with light directions labeled. No exterior light shall shine outside the intended lot and shall never shine such to cause an adverse impact to vehicles on the street. All exterior lighting will be evaluated on a case-by-case basis.

Section 4.7. Exterior Painting, Siding, and Roofing Materials (Article V, Section 5 Amended August 21, 2008 and April 21, 2011)

- a) Earth tone colors were most often used when residences were constructed. Other colors may be acceptable with prior written approval of the ACC. For the purpose of the guidelines, earth tone is a color scheme that draws from a color palette of brown, tans, grays, greens, and some blues. The colors in an earth tone scheme are muted and flat in emulation of the natural colors found in dirt, moss, trees, rocks, may include white and are of subdued shades only. Day Glow, florescent, metallic, high gloss and similar shades and overly bright or intense colors are not permitted.
- b) Applications also require submission of at least 5 "large paint swatches" for all paint or repainting projects even when repainting the home "the same color. At times, a homeowner may be requested to paint a sample on the house or similar large area for viewing as part of the ACC review process.
- c) Aluminum or vinyl siding is not permitted. Other siding not identical to existing approved or grandfathered siding may be permitted with written approval. The siding must approximate the appearance of painted wood such that it would be difficult for a layman to determine the siding composition from the street and the color must meet

an ACC approved color Metallic siding will not be permitted. Existing brick may not be covered. Owners must submit a sample of proposed siding with the application.

Section 4.8. Garages, Carports (Article V, Section 5)

- a) All Lots upon which a residence has been constructed shall have an operable garage capable of housing two or more vehicles unless otherwise approved in writing by the ACC. An operable garage is defined to be a garage with a working garage door(s) and minimum interior parking area 18 feet wide by 16 feet deep by 6 1/2 feet high or two 9 feet wide by 16 feet deep by 6 1/2 feet high parking areas. An operable garage may be air conditioned and/or heated with written approval of the ACC and not be considered a residence area per Section 4.11f of these guidelines. Section 4.11f of these guidelines does not preclude an addition to a garage with approval such that no more than 250 square feet of heated and/or air-conditioned enclosed area on the first floor may be used as a shop, hobby area provided the garage still is an operable two car garage.
- b) Plans must be submitted to the ACC for review and approval.

Section 4.9. Outbuildings (Article V, Section 10, paragraph C.)

Outbuilding plans must be submitted to the ACC for review and approval. An "outbuilding" is defined as any structure of a permanent or temporary character, which is not attached to the residence together with the operable garage ("Main Structure"). For the purposes of this Section, items covered in Sections 4.10 and 4.12 of these guidelines are not outbuildings. This definition includes, for example, lawn storage buildings, sheds, greenhouses, and gazebos. Children's playground equipment, playhouses and forts are under Section 4.12 of these guidelines. Freestanding patio covers are covered in Section 4.10 of these guidelines. Any structure not covered under the definitions of outbuildings shall require approval of the ACC Committee. All outbuildings shall require vegetation screening of a mature nature so as to screen from adjacent homeowners.

- a) No outbuilding shall be erected, altered, placed or permitted to remain on any Lot for use as a residence nor contain any residence area (see Section 4.11f of these guidelines). The purpose of the outbuilding must be consistent with a residential lot.
- b) Color(s), materials, and styling shall match/blend with the predominant exterior of the main residence.
- c) No outbuilding shall be higher than 8 feet from the ground to the highest point. The outbuilding shall not be forward of the rear building line of the residence, and shall be a minimum of 3 feet from the rear or side Lot fences. The overall distance from the rear or side Lot fences shall be determined based on visibility from the street in front and/or to the side of the Lot. The location of the outbuilding shall be far enough away from the fence(s) to allow for drainage to occur entirely on the Owner's Lot.

- d) An outbuilding placed on a concrete slab on top of a utility easement shall not be considered for approval unless the utility companies involved have granted their written consent to such encroachment, and the proper permits have been obtained from the City of Vancouver and furnished to the ACC.
- e) No outbuilding shall be built up against any side or rear wall of the Main Structure. (An outbuilding attached to the main residence or garage is not an outbuilding; it is part of the main residence or garage and approval will be based on requirements set forth in Sections 4.8 and 4.11 of these guidelines.)
- f) Storage sheds are portable prefabricated buildings no higher than 6 feet with no more than 150 square feet of interior space.
- g) All out building construction and placement must be reviewed and approved by the ACC in advance of construction and placement.

Section 4.10. Patio, Deck Covers and Arbors (Article V, Section 5)

- a) Patio and deck covers plans must be submitted to the ACC for review and approval. They shall be constructed of materials, which complement the main structure.
- b) Patio covers shall be situated on the Lot to provide drainage solely into the Owner's Lot via gutters and be part of the original structure. Retractable awnings must be retracted when not in use.
- c) Covered areas must use colors and materials matching the main residence and may be required to meet the other requirements of Section 4.11 of these guidelines.
- d) Arbors are allowed when reviewed and approved by the ACC.

Section 4.11. Residence & Garage Additions (Article V, Section 5)

- a) Plans for residence and garage additions must be submitted to the ACC for review and approval. Exterior materials and colors shall match the existing Main Structure as closely as possible.
- b) Additions shall not encroach into any utility easement unless the utility companies involved have granted their written consent to such encroachment.
- c) Additions will be evaluated on an individual basis. The size and shape of residence and garage additions that will be approved by the ACC depends on the architectural style and layout of the Main Structure, size of Lot, and how well the addition integrates with existing structures and neighboring residences. The roofline of an addition must integrate with existing roofline so as to appear to have been part of the original structure.

- d) Additions shall not exceed one-fourth of the remaining back yard unless otherwise approved in writing by the ACC. Additions may be denied for other reasons, i.e., harmony of the exterior design and color with existing structures; the location with respect to the topography and finished ground elevation; drainage; and as to compliance with the minimum architectural guidelines, even if it does only use one-fourth of the remaining yard. Remaining back yard is the area bounded by the residence, garage and lot limits but does not include areas that cannot be built on such as easements or areas between the garage and lot limits.
- e) ACC approval for additions shall be granted only with the provision that a copy of the building permit(s) are received by the ACC prior to beginning any construction.
- f) No addition, modification or building may be constructed, erected, altered or placed such that the lot contains residence areas or areas that may be used as residence areas for other than one detached single-family dwelling. No addition, modification or building may be constructed, erected, altered or placed such that the residence may be a duplex nor have separate residence areas or be easily modified for use as a duplex or contain separate residence areas. All additions must be interconnected such that: i) one can access the addition only through the main residence and not through a special entrance, and ii) the interconnection appears natural to the design rather than forced, e.g. a shared wall or be accessible from existing second story areas. The term "residence areas" (or areas that may be used as residence areas) are defined as those areas which have one or more characteristics that may include heating and/or air conditioning or have utilities, or are enclosed or have an intended or possible use as a bedroom, kitchen, game room, office, bathroom, or similar use.

Section 4.12. Swing Sets, Playground Equipment, Playhouses and Forts (Article V, Section 5)

- a) Swing sets, playhouses, forts and other playground equipment not meeting the requirements of the ACC guidelines, require prior approval of the ACC.
- b) If a fort has a platform, then the platform shall be no higher than 4 feet off the ground without approval.
- c) The structure must be at least 5-10 feet from the fence, property line or other structures.
- d) The structure must be obscured from view (from street or adjacent property) with mature plantings that are taller than the structure.
- e) Any structure not meeting this guideline must be submitted to the ACC for review and approval.

Section 4.13. Swimming Pools & Spas (Article V, Section 5)

- a) Plans for swimming pools and spas must be submitted to the ACC for review and approval.

- b) No pool or spa of any type shall encroach into any utility easement unless the utility companies involved have granted their written consent to such encroachment. Consents shall be received prior to approval by the ACC.

Section 4.14. Wind Turbines, Ridge Vents, and Roofing (Article V, Section 5)

- a) Are not permitted.

Section 4.15. Window Air Conditioners (Article V, Section 5)

- a) Must be reviewed by the ACC.

Section 4.16. Window Shades/Awnings/Patios (Article V, Section 5)

- a) Canvas awnings shall not be permitted to be installed on windows to reduce solar exposure unless they are not visible at all from the street.
- b) Awnings shall be allowed for use on playhouses and patio covers, provided they also comply with specified requirements for proper location and color.
- c) Exterior metal and wooden slat-type shades shall be allowed by the ACC if they are deemed necessary in reduction of solar exposure and installation on appropriate windows shall be determined by the ACC. At no time, however, shall they be allowed on windows on the front of a residence.

Section 4.17 Clotheslines (Article V, Section 16)

- a) Are not permitted.

Section 4.18 Compost Piles (Article V, Section 5)

- a) A compost pile must be contained, using a properly designed, enclosed container. Areas for composting must be properly maintained for decomposition of plant materials such as grass clippings, leaves and wood, not simply a dumping area. Because lots are small in Westridge Place and odors or pests are a primary concern, compost piles should not be used for household waste and should be turned regularly to speed composting.
 - 1. Compost piles shall be located in the rear yard, within the sidelines of the house and at least 10 feet from the rear property line.
 - 2. Compost piles shall be containerized and no more than 4 feet square and 3 feet high.

Section 4.19 Decorative Objects, Exterior Lights and House Numbers (Article V, Section 5)

- a) Typical exterior decorative objects include birdbaths, wagon wheels, sculptures, fountains, pools, sundials, rocks or rock gardens, low flower and shrub border fencing, generally do not require approval.

- b) Natural exterior decorative objects (such as driftwood and stones) will be considered for both front and rear yards.
- c) Exterior lights or fixtures not included with original structures require written approval. Exterior replacement fixtures that are in keeping with the style of and are attached to the house need not be applied for.
- d) House numbers and signposts not included with the original structure require an application except in the following cases:
 - 1. The house number is attached to the house, overhang of the house, or garage and does not exceed 12 inches in length and 4 inches in height; and
 - 2. The style matches the original house numbers.
- e) The ACC may require the removal any decorative object if deemed to be non-conforming or a nuisance. (Article V, Section 5, last paragraph)

Section 4.20 Flag Poles and Banners

All are subject to the approval of the ACC. Standard rules for flying the Stars and Stripes must be observed. Additional rules required herein.

4.20.1 For All Flagpoles Six Feet (6') In Length Or Shorter. The Following Guidelines Apply:

- a) The pole may be mounted on the house or garage on a permanent or temporary basis.
- b) A temporary flagpole may be placed in the ground and kept there only when the flag is displayed.
- c) Only one flag (United States) may be flown from this pole.
- d) If temporary evening display of the flag is desired the house-mounted flag may be lit from the base of the flagpole (maximum of two bulbs) with a total of no more than 150 watts. The light must shine directly up at the flag, and cannot cause any type of light spillage onto adjoining properties.
- e) Both the house mounted and in ground flagpoles must be removed from view when no flag is displayed.
- f) All flags and flagpoles must be properly maintained at all times, including, but not limited to, replacement of faded, frayed or torn flags; and replacement of poles that are bent, rusted or damaged in any way.
- g) Attaching flagpoles to fences or trees is not permitted. Flags cannot be displayed from fences or shrubbery. All proper flag etiquette must be followed.

- h) Decorative embellishment or festive flags and banners may only be displayed from properly mounted poles attached to the house or in the lawn. For any display deemed to be non-conforming, the homeowner will be required to remove the decorative flag or banner.

For all flagpoles six (6') feet in length or shorter, no submission for approval is necessary provided these guidelines are followed.

4.20.2 For All Permanent And Temporary In-Ground Flagpole Installations Where The Pole Is Taller Than Six (6') Feet. The Following Guidelines Apply:

The following guidelines have been developed to assist the homeowner in complying with the above requirements. **A design application must be submitted for review by the Architectural Control Committee (ACC) for all permanent and temporary flagpoles taller than six feet.**

- a) Permanent in ground flagpoles are generally defined as those that are installed in an appropriate footing (usually concrete) and are not meant to be removed unless the flagpole is being replaced. Temporary in ground flagpoles are generally defined as those poles that are installed in the ground by a sleeve system that is designed to allow the easy removal and reinsertion of the pole.
- b) The tops of permanent or temporary flagpoles may not be lower than fifteen (15') feet nor taller than eighteen (18') feet when measured from ground level (including the pole ornamentation). The size of the flag must be appropriate for the height of the flagpole.
- c) Flagpole halyards must be of a type which does not make noise under any wind conditions. Halyards must be securely fastened.
- d) Poles must be mounted on an appropriate footing and if this footing is visible, it must be screened with adequate landscaping. All flagpoles must be installed per the manufacturer's guidelines.
- e) The pole may be white, bronze, or silver. Pole material must be metal. The only pole ornament that will be permitted is a ball of the same material and color as the pole, gold, or an eagle.
- f) The preferred location for placement of the pole is within the landscape beds; however under all circumstances, flagpoles may not be placed more than ten (10') feet from the foundation of the house (residential structure, not from the front of an attached garage). On houses that have a front yard fifteen (15) feet or less in depth, the pole may be placed in a position, equidistant from the house's foundation and the sidewalk. Poles may only be

installed in front yards and within the established building lines. Poles must be installed in a manner that prevents a view obstruction to neighbors.

- g) If the flag is to be flown after dusk, it must be properly illuminated per the Flagpole Etiquette Guidelines. The flag may be lit with an in ground light (maximum of two bulbs) with a total of no more than 150 watts. The light must shine directly up at the flag. It cannot cause any type of light spillage onto adjoining properties. The flag must be removed by 10:00 pm and the lights turned off.
- h) Only the United States and/or Washington State flags may be flown on these flagpoles. (For all other type of flag displays - i.e. seasonal, decorative flags - please see the Decorative Embellishment Guidelines above).
- i) The flag and flagpole must be properly maintained at all times. Should the flag become faded, frayed or torn; it must be replaced immediately. If the flagpole becomes scratched, dented, leaning; or if the paint is chipped or faded, it must be replaced or repaired immediately.

Submittal Requirements: Include a design drawing, a site plan showing the proposed location of the pole, along with pictures of the front of the house showing existing tree conditions. State the size and color of the pole.

4.20.3 Excerpts From The Federal Flag Statute:

The following flag laws and regulations are contained in the Public Law as amended July 7, 1976 by the 94th Congress of the United States. They set forth the existing rules, customs and etiquette pertaining to the display and use of the flag of the United States of America.

TIME AND OCCASIONS FOR DISPLAY: HOISTING AND LOWERING

Display on buildings and stationary flagstuffs in open; night display. It is the universal custom to display the flag only from sunrise to sunset on buildings and on stationary flagstuffs in the open. However, when a patriotic effect is desired, the flag may be displayed twenty-four hours a day if properly illuminated during the hours of darkness.

PARTICULAR DAYS OF DISPLAY

The flag should be displayed on all days, especially on: New Year's Day, January 1; Inauguration Day, January 20; Lincoln's Birthday, February 12; Washington's Birthday, third Monday in February; Easter Sunday (variable); Mother's Day, second Sunday in May; Armed Forces Day, third Saturday in May; Memorial Day (half-staff until noon), the last Monday in May; Flag Day, June 14; Independence Day, July 4; Labor Day, first Monday in September;

Constitution Day, September 17; Columbus Day, second Monday in October; Navy Day, October 27; Veterans Day, November 11; Thanksgiving Day, fourth Thursday in November; Christmas Day, December 25; and such other days as may be proclaimed by the President of the United States; the birthdays of States (date of admission); and on State holidays.

Section 4.21 Fencing (Article V, Section 11)

Fencing plans must comply with the correct CC&R exhibits and must be submitted with adjacent lots shown so as to determine existing fencing and ascertain fence return location to adjacent lots and homes, and conform to the requirements contained in the CC&R's. Side yard fencing returns must be set back (2 ft) from the adjacent lots, side yard fence. Sealants and stains must be approved by the ACC.

Section 4.22 Landscape Maintenance (Article V, Section 7)

Yards are expected to continually conform to the landscaping designs and standards as originally approved.

- a) The ACC may require, trimming, removal and/or replanting, fertilizing, watering of grass, trees, shrubs or other approved vegetation that may have significantly deteriorated and detracts from the attractiveness of the neighborhood.
- b) Ponds and fountains must be maintained as to not present a health hazard such as mosquitoes.
- c) Lawns must be maintained to comply with City standards to prevent pests and diseases.
- d) Vacant lots must comply with City weed control standards and be kept in mowed state at all times.

Section 4.23 Unsightly Conditions and Nuisances (Article V, Section 10, paragraph B.)

It shall be the responsibility of each Property Owner to prevent the development of any unclean, unsightly or unkempt conditions of buildings or grounds on the Property, which shall tend to substantially decrease the beauty of the community as a whole or as a specific area. This includes deterioration and fading of paint, excessive moss on the roof, gutters or siding. No rubbish or debris of any kind shall be dumped, placed or permitted to accumulate upon any portion of the Property. Nor shall any nuisance or odors be permitted to accumulate upon any portion of the Property.

Section 4.24 Political Signage: (Article V, Section 15, RCW 64.38.)

The rule regarding the size, placement, quantity, and duration of display of signs arose from the Board's desire to implement Washington State Law RCW 64.38.034, which may be deemed contrary to Article V Section 15 of the Covenants, Conditions, and

Restrictions (CC&R's) of Westridge Place Homeowners Association, especially in terms of the display of political signs. This rule is set forth to clarify the requirements of the Association's CC&R's in keeping with the restrictions of RCW 64.38.034.

Political signage shall not exceed five (5) square feet in area and no dimension shall exceed two feet six inches (2'-6"). Political signage shall be set back a minimum of 10 feet from the common sidewalk and a minimum of 10 ft from adjacent property or properties. All signs shall be maintained by the homeowner to present a neat and professional appearance at all times. Damaged signs shall be immediately removed from view or repaired for suitable display.

No political signage shall be posted more than thirty (30) days in advance of any election, nor remain on display more than five (5) days following an election. Display of political signage shall be limited to one sign per lot. A homeowner wishing to display multiple political signs may change the sign on display, but at no time will be allowed more than one sign per lot.

No political signage shall be placed in common areas such as entrances, parks, swales, mailbox kiosks, undeveloped sections of Westridge Place, or any land owned and maintained by the Association, without the express prior written approval of the ACC of Westridge Place Homeowners Association. No sign shall be placed on any property without the express consent of the homeowner.

All other provisions of Article V, Section 15 remain in effect.

Section 4.25 Tree Selection, Planting, Maintenance and Removal Guidelines

A beautiful, well-maintained tree adds environmental, economic and social value to the community. Planting the right tree in the right place is an investment in the future. Choosing the right tree and the best place to plant will help provide beautiful, healthy trees that require less maintenance. The temptation to plant a fast growing tree is great. However, fast-growing trees often develop problems prior to maturity because much of their energy is used in growth with little left over for defense of pests and diseases. Trees with slow to moderate growth rates are usually healthier, survive longer, and they are able to tolerate attacks from pests and diseases. Good tree selection should also accommodate site use and safety needs.

4.25.1 Original Native Fir Tree Maintenance and Removal Policy:

Homeowners with native fir trees over 50' in height on their lots must maintain the tall firs as they would any other part of their property. Such maintenance may be defined as regular arborist review of tree health, regular trimming and other treatments as deemed necessary by the arborist or the ACC Committee and/or Board of Directors and/or according to the City of Vancouver Street Tree Manual.

However, from time to time a tall fir tree weakens and cannot be saved. In that event, WPHOA CC&Rs are very specific on the requirements for tree removal. Westridge Place HOA CC&R's provides requirements for submission for native tall fir tree removal.

In addition, the Board of Directors has adopted a requirement that all stumps must be removed and replacement trees of a like variety with a similar height at maturity must be planted within 120 days of removal. Architectural Modification Request applications detailing the replacement tree species, size and location must be submitted for approval prior to replanting.

At all times, the requirements of the tree preservation corridor must be maintained. If area of tree preservation is not possible two trees per lot will be planted. Not intended to require more than two trees per lot.

Vancouver Municipal Code VMC 12.05 or VMC 20.770 may require a tree removal permit. The Homeowner is responsible for obtaining any required permits.

The ACC Committee may use the City of Vancouver Street Tree Manual as authority for tree selection, size and placement.

Section 4.25.2 Landscape Trees Installation, Maintenance and Removal Policy:

Landscape trees are defined as all trees not of the native tall firs. As such, homeowners who wish to plant, remove and/or replace a landscape tree in excess of 6' feet tall must submit an Architectural Modification Request, which clearly indicates the tree location, species and mature growth habit (including height and width).

The ACC Committee may use the City of Vancouver Street Tree Manual as authority for tree selection, size and placement.

According to Vancouver Municipal Code VMC 20.770, a permit is required for removing private trees in certain situations. A permit is not required for pruning on private trees. Homeowners should review Municipal Code requirements to ensure compliance prior to submitting an Architectural Modification Request.

In addition, the Board of Directors has adopted a requirement that all stumps must be removed and replacement trees of a like variety with a similar height at maturity must be planted within 120 days of removal. Architectural Modification Request applications detailing the replacement tree species, size and location must be submitted for approval prior to replanting.

Section 4.25.3 Prohibited Tree Species

<u>(Common Name)</u>	<u>(Scientific Name)</u>
Cottonwoods, Aspen, or Poplars	Populus sp.
Willows	Salix sp.
Silver Maple	Acer Saccharinum

Tree of Heaven
Boxelder
Black Locust

Ailanthus altissima
Acer negundo
Robinia pseudoacacia

Section 4.25.4 Potentially Acceptable Tree Species

Refer to Appendix A of the City of Vancouver Street Tree Manual for potential acceptable tree species. The ACC Committee reserves the right further limit the list of acceptable tree species.

**EXECUTION
OF
ARCHITECTURAL CONTROL COMMITTEE
REVIEW GUIDELINES**

Date: _____

By: _____

Print Name: _____

President, Westridge Place Homeowners' Association

Date: _____

By: _____

Print Name: _____

Secretary, Westridge Place Homeowners' Association

Attachment A – Non permitted Invasive Plant Species

These listed species are either invasive plants that spread easily between lots, are difficult to eradicate once it has grown, and/or can cause significant damage to the eco system by having birds spread the seeds to local forested areas, as defined by the State of Washington.

Acer platanoides	Norway maple
Ailanthus altissima	tree-of-heaven
Alliaria petiolata	garlic mustard
Bambusa –	Bamboo (Any Species)
Betula pendula/pubescens	European birch
Brachypodium sylvaticum	false-brome
Buddleia alternifolia -	Buddleia davidii fountain butterfly bush
Crataegus monogyna	English hawthorn
Cynoglossum officinale	common houndstongue
Cytisus monspessulana	French broom
Cytisus scoparius	Scot's broom
Daphne laureola	spurge
Geranium lucidum shining	crane's-bill
Hedera helix	
Hypericum perforatum	St. John's wort
Ilex aquifolium	English holly
Iris pseudoacorus	yellow flag iris
Lamiaceae –	Mint Species
Lathyrus latifolius	sweet, perennial or everlasting pea
Linaria vulgaris	yellow toadflax
Lythrum salicaria	purple loosestrife
Myriophyllum spicatum	Eurasian water milfoil Includes water-milfoils.
Myriophyllum aquaticum (M. brasiliense; parrot's feather) and M. spicatum (Eurasian milfoil)	
Phalaris aquatic	Harding grass
Phalaris arundinacea	reed canary grass
Polygonum cuspidatum (and related species and hybrids)	Japanese knotweed
Populus alba	white poplar
Prunus cerasifera	thundercloud plum
Prunus laurocerasus	English laurel
Prunus mahaleb mahaleb	cherry
Pueraria montana var. lobata	kudzu
Ranunculus ficaria lesser	celandine
Robinia pseudoacacia	black locust
Rosa eglanteria	sweet-briar
Rubus armeniacus (discolor)	Himalaya or Armenian blackberry
Rubus rosoideae -	Raspberry