

ARCHITECTURAL CONTROL COMMITTEE (ACC) APPLICATION FOR PROPERTY ADDITION/ALTERATION

Please make your description of the planned improvement project as specific as possible and include sketch of location on site, dimensions, a sample of the new roof, a list of materials and manufacturers, schematics, etc.

EXTERIOR PAINT APPROVAL REQUESTS: Please paint a 2ft x 2ft sample section on the side of your home with the proposed body and trim colors prior to submitting this application, and attach paint chips of those colors to this request.

Name: _____ Div: _____ Lot: _____

Address: _____

Phone: _____ E-Mail Address: _____

Proposed Work: _____

Signature: _____ Date: _____

DISCLAIMER OF LIABILITY OR WARRANTY: THE APPROVAL OF AN APPLICATION BY THE STONEBROOK ARCHITECTURAL CONTROL COMMITTEE APPLIES ONLY TO THE STYLE, EXTERIOR FINISHES, APPEARANCE, AND GENERAL LOCATION OF THE STRUCTURES SHOWN IN SUCH REQUEST, AND SHALL NOT BE RELIED UPON AS AN APPROVAL OR WARRANTY REGARDING ENGINEERING AND STRUCTURAL DESIGN, BUILDING OR ZONING CODE COMPLIANCE, FEASIBILITY OR MARKETABILITY FOR ANY PURPOSE, OR COMPLIANCE WITH APPLICABLE BUILDING ORDINANCES, STANDARDS, OR REGULATIONS. BY APPROVING THE APPLICATION NEITHER THE ARCHITECTURAL CONTROL COMMITTEE OR THE MEMBERS THEREOF, THE ASSOCIATION, NOR THE BOARD ASSUMES ANY LIABILITY OR RESPONSIBILITY FOR ANY CONSTRUCTION DEFECTS, NOR DOES THE APPROVAL IMPLY ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR ANY PURPOSE. APPLICANT IS SOLELY RESPONSIBLE FOR CONTRACTOR SELECTION AND SUBSEQUENT DETERMINATION AS TO THE EXISTENCE/STATUS OF ANY CONTRACTOR'S LICENSE AND/OR BOND TO HIS OWN SATISFACTION.

FOR ACC USE ONLY:

Date Received: _____

Approved: _____ Disapproved: _____

Comments/Conditions: _____

Referred for Board review: ___ Yes ___ No

Notified By: ___ Phone ___ Email ___ USPS

ACC Members Initials: _____

MAIL APPLICATION TO:

Stonebrook Homeowners Association P.O. Box 25800 Federal Way, WA 98023

STONEBROOK ARCHITECTURAL CONTROL COMMITTEE (ACC) GUIDELINES

The function of the Architectural Control Committee (ACC) is to ensure the aesthetic quality of the homes in our community is maintained. The ACC has adopted the following broad-based guidelines for some of the most common improvement applications submitted to the Committee. These guidelines will be used to evaluate requests for changes and additions received by homeowners. Each project will be evaluated separately to determine its uniqueness to the project itself, conformity with our neighborhood CCR's, and collectively to provide homogeneity to the surroundings.

All buildings and structures such as fences, walls, rockeries, decks, patios, spas, pools, sheds, etc. to be installed, removed, or altered (including color changes) must be approved by the ACC. Individual homeowners are solely responsible for determining if the proposed construction or alteration also requires any City approval or permitting. The ACC approval pertains only to aesthetics of design and compatibility with the existing immediate surrounding improvements and the neighborhood as a whole, and does not constitute endorsement of any specifications, engineering, and/or adherence to/compliance with current city or universal Building Codes (UBC).

The ACC will strive to respond to any request received within five days, either by personal inspection or by telephone. If an application is denied the homeowner may appeal in writing to the Board of Directors who will then have 30 days to review the application and render their decision.

Applications should be as complete as possible, and can include plot plans showing dimensions and distances, samples of materials and colors, and any other information a homeowner deems relevant or pertinent to the decision rendering process by the ACC.

Applications will be evaluated on the merits of the individual request. Consideration will be given to the design proposal, intended location, conformity with the CCR's and ACC standards, harmony with the surroundings, compatibility with the homeowners residence and the neighborhood setting (includes architectural style, materials, colors, etc.), and the potential adverse impact to the adjoining neighbors as to lighting, drainage, views, noise, etc.

MAJOR EXTERIOR ALTERATIONS/MODIFICATIONS include, but are not limited to garages, interior additions to the home requiring external structural changes, windows and doors, second story decks and balconies, sports courts and any other recreational structures/equipment, gazebos, etc. Because items such as these represent a significant undertaking in terms of cost and planning, the ACC strongly recommends a preliminary application be submitted for items of this nature and concurrently submitted to the City, if applicable, for their review as well.

MINOR EXTERIOR ALTERATIONS/MODIFICATIONS will be evaluated according to the same principles of compatibility, materials, color, impact, etc. Following are the most common items requiring ACC approval, though the list is NOT intended to be all-inclusive:

Antenna/Satellite Dishes – dishes eighteen inches in diameter and smaller will be permitted to be installed on the rear of the dwelling ONLY.

Basketball Hoops – portable units are permissible in driveways and alongside a home so long as it does not prevent parking by the neighbors or passage by other residents. No hoop, backboard, or similar equipment may be temporarily or permanently affixed to the wall or roof, or in the front yard of the home.

Clothes lines – are not permitted

Decks – must be approved for construction of a new structure and/or modification of an existing one. Locations other than in the rear of the residence will be evaluated according to the merits of the request.

Driveways/Sidewalks – hard, stabilized concrete surfaces are the only acceptable material that will be approved. Masonry accent/trim will be considered per submission.

Fencing – all new AND replacement fencing must conform with Article 3.7 of the CCR's, and must be approved as to style, material, height, board size, color, and gate style/location. Front yards may not be enclosed with fencing, and approval by the ACC of any fence requests does not constitute a warranty with regard to placement of fence relative to property lines.

Landscaping – approval is required for ALL rockeries, retaining walls, etc. and will also be reviewed to assess the impact of the proposed structure on adjoining neighbors.

Painting – repainting the house, fence, deck, trim, etc. must be approved whether or not a color change is involved. It is suggested an application contain samples of the proposed stains and/or paints to assist the ACC with their evaluation process. If the color samples are insufficient for the ACC to render an approval, you may be asked to apply the proposed color scheme to a four-foot square section of one side of your home to facilitate a visual review by the committee.

Patios – can only be located in the back yard and must be constructed of wood, brick, stone, or concrete. Requests for patios will also be considered for the impact their construction may have on adjoining properties relative to drainage.

Pools/Spas/Hot Tubs – must be located in the rear of the property and will be evaluated for material, placement, screening material if applicable, etc.

Roofs – this is addressed directly by Amendment 6 to the Stonebrook CCR's. On our website, there is a listing of the types of products that the Stonebrook Community has currently approved. Please refer to that document for approved specifications.

Storage Buildings/Sheds – ALL buildings and sheds MUST be approved, and may only be located on the side or in the rear of a lot. Evaluative criteria for approval of these requests will begin with whether the foundation to be utilized will be a concrete slab or block/skid framing. Structures of the former style will be required to be constructed in like style and materials as is required of a residence (siding, roofing, painting, etc.). Structures utilizing the latter foundation may not exceed seven feet in height, excluding the foundation. In addition to the structure and foundation being requested, the ACC will also consider placement of the building/shed on the lot and the availability/incorporation of fencing or screening material to provide positive visual appeal in its decision making process. Metal and/or aluminum storage buildings/sheds are expressly prohibited.

09/2014