

TILLICUM VILLAGE HOMEOWNERS ASSOCIATION

Architectural Review Request Resolution

"This document supersedes any and all previously dated Architectural Review Submission Policies"

The Board of Directors of Tillicum Village Homeowners Association (the "corporation") adopts the following resolution:




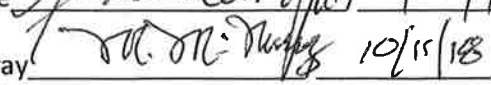
NOW, THEREFORE, BE IT RESOLVED that the following procedures be used to address property owners' responsibility to adhere to the Architectural Review Guidelines set forth in the Declaration, the amended declaration, and the Bylaws.

According to the Article V, & Article VI the approval and requests for exterior changes are up to the Boards discretion.

Below is the procedure to be followed by homeowners and the Board of Directors pertaining to the requests for exterior changes in Tillicum Village Homeowners Association. This document does not cover what is and what is not approved, only how to submit a proper plan.

1. Fill out the approved form in its entirety.
 - a. One project per form.
 - b. Multiple projects on one form will not be accepted.
 - c. New neighbor signatures must be obtained for each project.
2. Submit the fully filled out form to the Architectural Review Board member, via email, by USPS mail, or in person.
 - a. All submittals must be received one week prior to any board meeting to be reviewed at that meeting.
 - b. You will receive a written (email or hard copy) received response by the Architectural Review Board member. This is not an approval, or denial.
 - c. In your received response the Architectural Review Board member will give you an approximate date on which your project will be reviewed.
 - i. Time frame not to exceed 30 days for decision.
 - d. If your request form is not filled out properly, at this time the Architectural Review Board member will let you know what is missing and return it to you.
 - i. The 30 day time frame will not start until a properly filled out form is formally accepted.
3. The Board of Directors will discuss your submission at the next following Board Meeting, given that the request form was submitted correctly and no less than one week prior.
4. You will receive in writing (via email, or hard copy) an approval or denial from the Architectural Review Board member.
 - a. No verbal approvals will be given
 - b. Only written approvals or denials will be counted as an official record.
5. NO WORK MAY BEGIN UNTIL WRITTEN APPROVAL IS GIVEN.
 - a. Any work done before written approval is given will be fined immediately, in an amount of the Boards discretion not to exceed \$1000.00 per incident, or a daily fine not to exceed \$500.00 until the issue is corrected.
 - i. All fines are due and payable within 30 days of the fine date and are subject to late fees and finance charges
 - b. All unapproved changes must be returned to the original state in no less than 10 days and fines will still apply.
 - c. Once written approval is received by the homeowner work may begin immediately.
6. The Board May give/have leniency to this resolution regarding emergency situations, such as fire, acts of God, unforeseen situations.

This document is to be mailed to all homeowners of record, at their last known mailing address,

Terry Ranstad  10/11/18 Minda DeBuge  10/11/18
Dan Sempert  10/11/18 Mike McMurray  10/15/18