

# **DESIGN COMMITTEE RULES**

**IVY GLADES HOMEOWNERS ASSOCIATION**

**PASCO, WASHINGTON**

([www.ivyglades.org](http://www.ivyglades.org))

**Revised: March 6, 2009**

## TABLE OF CONTENTS

<b>PREFACE IVY GLADES DESIGN COMMITTEE RULES</b> .....	4
<b>SECTION I - STATEMENT OF INTENT</b> .....	5
STATEMENT OF INTENT .....	6
A. CHARACTER: .....	6
B. ARCHITECTURAL ELEMENTS: .....	6
C. ROOFS: .....	6
D. EXTERIOR SIDING: .....	6
E. WINDOWS:.....	6
F. MASONRY:.....	7
G. FENCES & SCREENS: .....	7
H. COLORS: .....	7
I. LANDSCAPING:.....	7
<b>SECTION II - THE DESIGN COMMITTEE</b> .....	8
DESIGN COMMITTEE .....	9
A. MEMBERSHIP .....	9
B. MEETINGS .....	9
C. DEFINITIONS.....	9
<b>SECTION III - APPROVAL PROCEDURES AND SUBMITTALS</b> .....	10
APPROVAL PROCEDURES .....	11
SUBMITTALS .....	12
A. APPLICATION FOR DESIGN REVIEW .....	12
B. REQUIRED PLAN SUBMISSIONS .....	12
C. GENERAL NOTES .....	13
<b>SECTION IV - SITE DEVELOPMENT STANDARDS</b> .....	14
SITE DEVELOPMENT STANDARDS .....	15
A. BUILDING HEIGHT .....	15
B. PLACEMENT OF HOMES ON THE PROPERTY SITE.....	15
C. FENCES, HEDGES, AND WALLS .....	15
D. GARAGES AND PARKING SPACES .....	16
E. GARBAGE AREAS.....	16
F. PLANTING AND PLANTING HEIGHTS .....	16
G. COMPLETION OF LANDSCAPING.....	16
H. BURROWING OWL HABITAT .....	16
<b>SECTION V - ARCHITECTURAL STANDARDS</b> .....	17
ARCHITECTURAL STANDARDS .....	18
A. EXTERIOR BUILDING WALLS.....	18
B. WINDOW AND DOOR OPENINGS.....	18
C. DECKS .....	18
D. FASCIA.....	18
E. GUTTERS AND DOWNSPOUTS .....	19
F. ROOFS.....	19
G. ROOF VENTS.....	19
H. CHIMNEY FLASHING .....	19

I. SHEET METAL.....	19
J. SATELLITE DISHES AND ANTENNAS .....	19
L. TRASH CONTAINERS .....	20
M. DRAINAGE.....	20
N. REFLECTIVE SURFACES .....	20
O. SOLAR INSTALLATION.....	20
P. HOT TUBS .....	20
Q. DRIVEWAYS .....	20
R. EXTERIOR LIGHTING .....	20
S. SWIMMING POOLS.....	20
SECTION VI - CONSTRUCTION PROCEDURES.....	21
CONSTRUCTION PROCEDURES .....	22
A. PLANS APPROVAL.....	22
B. CONSTRUCTION COMPLIANCE.....	22
C. EXCAVATION .....	22
D. FILE ACCESS.....	22
E. CHEMICAL TOILETS .....	23
F. STORAGE OF CONSTRUCTION MATERIALS.....	23
G. SIGNS .....	23
H. VEHICLES.....	23
I. CLEAN UP .....	23
APPENDIX A - SUBMITTAL CHECKLIST.....	24
APPENDIX B – APPROVED STREET TREES .....	25
CERTIFICATION.....	26

## **PREFACE**

### **IVY GLADES DESIGN COMMITTEE RULES**

Per Article XII of the Ivy Glades Covenants, Conditions, & Restrictions (CC&R's) the Homeowners Association (HOA) Board of Directors operates an architectural review committee for "insuring that construction and maintenance of improvements within the property is in accordance with these covenants and the Design Committee Rules." As a function of the HOA Board, the Design Committee Chairperson is appointed by the Board, who in turn identifies other members of the Committee following the guidelines set forth in Section II of this document. With reference to Section III – Approval Procedures and Submittals, Paragraph C General Notes, the HOA Board is the final arbiter in case of disputes that are taken through the appeal process beyond the Design Committee.

Per Article VI of the Covenants, "The Design Committee Rules may be amended at any time..." Accordingly, the Design Committee may from time to time adopt, amend and repeal by unanimous vote, rules and regulations to be known as "Design Committee Rules," which among other things, interpret or implement the provisions of the Ivy Glades CC&R's. The Design Committee Rules shall have the same force and effect as if they were set forth in and were a part of the Ivy Glades CC&R's. Pursuant to the authority vested in it by said restrictions, and subject to approval by the Ivy Glades HOA Board, the Design Committee has amended certain of the original Design Committee Rules (November 1993) and its revision of October 4, 2005, and has adopted additional Design Committee Rules. The present Design Committee Rules (6 March 2009) as amended are hereinafter set forth. Unless the context demands or unless otherwise stated in the Design Committee Rules the terms used herein which have been defined in the Ivy Glades CC&R's, are used in the Design Committee Rules as they have been defined in the Ivy Glades CC&R's.

The Design Committee's Rules presented herein amend the original Rules and are effective retroactively to 6 March 2009.

**SECTION I - STATEMENT OF INTENT**

**THE DESIGN COMMITTEE RULES**

IVY GLADES - Pasco, Washington

([www.ivyglades.org](http://www.ivyglades.org))

**March 6, 2009**

## **STATEMENT OF INTENT**

In purchasing your lot or home at Ivy Glades, you have become a part of one of the most prestigious communities in the Tri-Cities area. It is the responsibility of the Design Committee, together with you, to preserve the special qualities of Ivy Glades while building a home that suits your needs.

### **A. CHARACTER:**

It is desirable that the architecture be unpretentious. This does not mean it is unsophisticated. The structures should be functional, but not ornate and should reflect a simple elegance. The Design Committee will be looking for and encourage a style that is natural and indigenous to the Northwest style of historical architecture. The Design Committee will discourage stylistic architecture such as Tudor, Mediterranean, Colonial, etc. Facade design, where emphasis is placed on the street side only, will be discouraged. The proposed homes should be designed with all views as part of the total expression and in context with all elevations and views.

### **B. ARCHITECTURAL ELEMENTS:**

Architectural features such as dormers, skylights, trellises, enclosed porches, etc., add interest to simple shapes. The use of horizontal siding or shingles creates a pleasing texture on wall surfaces. Dormers are a common way to allow light into attic areas or upper bedrooms. Dormers are also useful to break up large roof areas. These elements should be functional and used in an honest context of the architectural solution.

### **C. ROOFS:**

Roof pitches will be restricted to no less than 6:12 with the exception of small areas of flat roofing. Steep roofs will be encouraged. A variety of roof forms are possible with steep pitches and combinations. Flat roofs will be restricted to 30% of the floor area. Roof materials will be strictly enforced. The Design Committee will place great emphasis on the appropriateness of the roof shapes and materials. Uniformity of certain major architectural elements such as roof pitch and materials are important in developing and preserving design integrity and quality at Ivy Glades.

### **D. EXTERIOR SIDING:**

Exterior siding materials will be restricted to shingles, horizontal wood siding, stucco, cement plaster, and brick in context with the historical nature of older homes. The effect of higher plate lines can be accomplished with standard framing by using boards, shingles or other siding that is not made in 8' modules. Where a break is desired at midwall height, it can be handled with changes in the direction, texture or plane of the siding.

### **E. WINDOWS:**

Window openings in general, should be composed in an organized manner appropriate for each elevation. Windows or doors are required for every 20 linear feet of wall space to break monotony.

## **STATEMENT OF INTENT (cont.)**

### **F. MASONRY:**

The Design Committee will heavily favor the use of local native materials in masonry such as river rock, stone, or granites. Decorative concrete blocks may also be approved for landscaping. Visible concrete cinder blocks will be strictly forbidden.

### **G. FENCES & SCREENS:**

The underpinning of the homes and porches should be generally screened or enclosed. Such screens and lattices can be a major and very attractive design element. Fences should be used only to enclose or screen specific areas and they should be designed to be a part of the architecture of the buildings. The Design Committee will not approve the construction of fences to delineate property lines or those that are made of materials that are not appropriate to the overall design of the home or Ivy Glades.

### **H. COLORS:**

The Design Committee will consider all proposed color selections but will be more favorable towards those that blend with the landscape and surrounding homes rather than those that contrast. Those colors that are deemed by the Design Committee to be excessively bright, intense, or have undesired hue or shade shall be rejected.

### **I. LANDSCAPING:**

Landscaping around buildings is generally informal.

It is the intent of the Design Committee to develop and maintain at Ivy Glades those things that will make it attractive to you and to other homeowners. In doing so, heavy emphasis will be placed on the use of forms and styles that are in concert with an overall scheme in the development. We also recognize that there are a great number of appropriate architectural solutions. The Design Committee encourages you and your architect to study Ivy Glades and work closely with the Design Committee to discover those special qualities that can be enhanced when your home becomes a part of the landscape and the development.

**SECTION II - THE DESIGN COMMITTEE**

**THE DESIGN COMMITTEE RULES**

IVY GLADES - Pasco, Washington

([www.ivyglades.org](http://www.ivyglades.org))

**March 6, 2009**

## **DESIGN COMMITTEE**

### **A. MEMBERSHIP**

The Design Committee shall consist of five (5) members who currently reside in the Ivy Glades development. Such residence is a requirement for continued participation as a member of the Design Committee.

### **B. MEETINGS**

The Design Committee shall meet from time to time as necessary to properly perform its duties hereunder. The vote or written consent of any three (3) members shall constitute an act by the Design Committee unless the unanimous decision of its members is otherwise required by the Ivy Glades Restrictions; provided, however, approval of new home or remodeling plans, drawings, and specifications by the Design Committee shall require the written review of an architect and the approval of three (3) Design Committee members.

### **C. DEFINITIONS**

Architect: As used locally, the term "architect" implies a person holding a certificate to practice architecture in the State of Washington. For Ivy Glades Design Committee purposes, the term "architect" shall mean a person appropriately licensed to practice architecture or landscape design in any State of the United States.

**SECTION III - APPROVAL PROCEDURES AND SUBMITTALS**

**THE DESIGN COMMITTEE RULES**

IVY GLADES - Pasco, Washington

([www.ivyglades.org](http://www.ivyglades.org))

**March 6, 2009**

## **APPROVAL PROCEDURES**

The three-step procedure leading to the Design Committee approval of working drawings for a new home or the remodeling of an existing home is outlined below.

If work is not begun within one (1) year, a new application for approval is required.

**STEP 1** - (a) Owner/Buyer will provide two (2) complete sets of plans, including plot plan, to any member of the Design Committee, or plans can be mailed to P.O. Box 4083, Pasco, WA 99301-4083. Plot plans must include setback dimensions. Floor plan and elevations must be shown exactly as the structure will be built. Exterior materials (including roof materials) are to be noted on the elevation and exterior color samples included.

(b) A check for the design review fee (\$100 to Ivy Glades HOA) must be included with the plans. This fee covers the review of the plans by a licensed architect, and is subject to change.

(c) Appendix A (Submittal Checklist) is the list of items needed for the design review process. Appendix B is the list of approved street trees for Phases 2, 3, and 4.

**STEP 2** - (a) The Design Committee meets regularly to review plans. Check with a Design Committee member or HOA Board member for the dates and location. It is time-saving and helpful to submit the plans a few days in advance to ensure they are complete, before the Committee meets to review them. If the plans are approved, the Design Committee will submit one plan to the architect for review. Upon favorable review by the architect, one plan will be returned to the Owner/Buyer along with the Design Committee's written approval that will be submitted by the Owner/Buyer to the City of Pasco for a building permit. One copy of the submitted plan will remain in the possession of Ivy Glades and become part of the Owner/Buyer's file.

(b) If the submitted plans are not approved by the Design Committee, they will be returned to the Owner/Buyer for indicated changes and must be resubmitted as stated above.

(c) If the architect finds that any part of the plans do not conform to Ivy Glade's Design Rules, the plans will be returned to the Owner/Buyer for indicated changes. The Design Committee will review the plans after said changes have been made and, upon conformity, issue the written approval.

**STEP 3** - The applicant shall notify the Design Committee when construction work is completed. The Design Committee must notify the applicant of non-compliance of the work within sixty (60) days of completion of the building, or the work will be considered approved.

## **SUBMITTALS**

### **A. APPLICATION FOR DESIGN REVIEW**

Application to initiate the Design Committee review and approval process shall be made to any Design Committee member or by mail to:

Design Committee - Ivy Glades  
P.O. Box 4083  
Pasco, WA 99301-4083

### **B. REQUIRED PLAN SUBMISSIONS**

Design Plan: Two (2) sets of all required documents as set forth in first page of this section (see STEP 1) plus a check for the architectural review fee.

Working Drawings: Shall be drawn to scale - to include Floor Plan, Elevations, and Plot Plan.

Plot Plan: To include property owner name, contact address and phone number, property street address, legal description, north arrow, property lines, set backs, building pad, driveways, placement of all structures, fencing, screens, walks, etc. and all natural features.

Floor Plans: To include balconies, decks, patios, atriums, carports, garages, square footage of total living area of residence, and decks and other special features.

Exterior Elevations: To include all exterior elevations of main walls, etc., with heights and materials clearly indicated.

General Landscape: The preliminary submittal is to include, on a separate sheet or overlay, the general landscaping plan. This plan will include location and species of common area street trees (see Appendix B).

Detailed Landscape Plan: To include fences, walls, trellises, arbors, gazebos, patios, decks, trees, ground covers, shrubs, exterior walkways, sprinkler system, slope stabilization, grading, drainage. This plan may be submitted upon completion of the house and **MUST** be submitted and approved before commencement of landscaping.

Exterior Colors and Finishes: Submission to include either material color sample board or an elevation sheet with color chips attached and a clear indication as to which surfaces the colors relate to and a sample of finish roofing material.

Additions, Remodels, Refinishing: No additions, remodeling, changes of exterior finish, landscaping, decks, fences, balconies, or other structures shall be constructed on any lot without the approval of the Design Committee. The submittal procedure shall be as outlined above. Remodeling additions to existing homes require architect review and are subject to a review fee.

## **SUBMITTALS (CONT.)**

### **C. GENERAL NOTES**

The Design Committee will make its best effort to review working drawings within fourteen (14) days of the submission. Committee findings will be reported to the applicant within three (3) days after Committee review. In any event the Design Committee will respond to applicant no later than forty-five (45) days of submission.

Review and approval of the Design Committee is necessary before additions or alterations are made to any portion of the approved plans.

The Design Committee may add further requirements not covered in the foregoing outline, or modify the standards set forth, if in its opinion such modifications are in the best interest of Ivy Glades and do not derogate the Ivy Glades Covenants, Conditions, and Restrictions.

#### Appeal Process for Residents

In the event the Design Committee disapproves a design plan based on a preliminary submittal, and any owner disagrees with the decision of the Design Committee, the owner may submit a written request for a meeting with the Design Committee to appeal and/or provide additional information for consideration. Such a meeting with the Design Committee shall take place within 14 days of the written request, unless the Committee is unable to assemble a quorum within said period of time, in which case the Design Committee shall meet as soon thereafter as reasonably possible. Within five (5) days after the meeting, the Design Committee shall respond in writing to the owner with its decision.

In the event the owner does not agree with the final decision of the Design Committee, such owner may submit a written request of appeal to the Homeowners Association Board of Directors within thirty (30) days of notification of the Design Committee's final decision. No appeal to the HOA Board of Directors shall be taken until the owner has met with the Design Committee to discuss his/her appeal. The Board of Directors shall review the information submitted to the Design Committee, together with any information the owner desires to submit for consideration. The HOA Board of Directors may also meet with the Design Committee and/or owner prior to making a decision on the appeal. The HOA Board of Directors shall render the final decision within five (5) days of the date of its consideration and will notify in writing the Design Committee and owner involved in the appeal.

**SECTION IV - SITE DEVELOPMENT STANDARDS**

**THE DESIGN COMMITTEE RULES**

IVY GLADES - Pasco, Washington

([www.ivyglades.org](http://www.ivyglades.org))

**March 6, 2009**

## **SITE DEVELOPMENT STANDARDS**

### **A. BUILDING HEIGHT**

Maximum height for all buildings shall be two story or maximum of thirty-five (35) feet in height. Height shall be defined as the vertical distance from the grade to the highest point of the coping of a flat roof or to the deck line of a mansard roof, or to the average height of the highest gable of a pitch or hip roof. Grade is the average of the finished ground level at the center of all walls of a building or structure. Appurtenances such as chimneys, vents and skylights are not included in the height measurement. The Design Committee may make exceptions.

### **B. PLACEMENT OF HOMES ON THE PROPERTY SITE**

The Design Committee may at its discretion limit the placement of homes on lots beyond the restrictions imposed by city setbacks, restricted private areas, or view corridor reserves, as it deems necessary to assure compatibility with Ivy Glades. The following home setback requirements will apply unless otherwise agreed to by the Design Committee:

- One side yard will be 5 ft. minimum from property line to roof overhang
- One side yard will be at least 15 ft from property line to roof overhang
- Rear yard length will be equal to at least one-fourth (1/4) of the property depth

### **C. FENCES, HEDGES, AND WALLS**

Fences should be designed to perform a specific function related to living areas, or for aesthetic considerations. The overall theme of Ivy Glades is one of spaciousness and unobstructed view corridors. In order to maintain this theme, fences, hedges, and walls may not extend from a house into its side yard, unless otherwise agreed to by the Design Committee. The use of fences, hedges or walls to delineate property lines is prohibited. No fence shall exceed 4' in height from existing grade and shall be set a minimum of 5' from property lines. The Design Committee has the discretion to approve 5' fences for safety and security around a hot tub/pool area, or for special screening situations, such as around a patio. Fences over 5' in height will not be approved. The style, color, and placement of all fences must be pre-approved by the Design Committee prior to construction.

**\*All fences approved prior to October 4, 2005 that do not meet the above revised criteria shall be considered "grandfathered", and therefore exempt from the current revisions.**

#### **Fencing on East and North Perimeter Lots:**

*Due to the need for both a visual screen and a safety barrier on the East perimeter lots, the Design Committee will allow the following exception to the above fencing regulations:*

The Design Committee encourages owners of the seventeen (17) Lots that border the East Perimeter to erect a solid 6' white vinyl privacy fence directly on the east boundary line of each lot. In order to maintain uniformity along the entire east boundary, only fences constructed from the exact same materials will be approved (for example, see [www.vsnvinyl.com](http://www.vsnvinyl.com): "6' solid privacy fence"). No other type of fence, hedges or walls will be approved on the East perimeter property line.

East boundary fences must extend the entire width of the homeowner's lot, (peg-to-peg); no partial fencing will be approved. Owners must provide a smooth tie-in to neighboring fences in order to maintain a straight North-South fence line, and a continuously level vertical height.

As stated in Section C above, fences, hedges, and walls may not extend from a house into its side yard. The Design Committee, however, will allow homeowners to connect approved back yard fences (4' height maximum) directly to the East or North perimeter fence. The North perimeter fence is the fence built along Court Street to screen Ivy Glades from the road.

#### **D. GARAGES AND PARKING SPACES**

Each residence shall contain parking spaces for 2-4 automobiles within their private area using the following means:

1. A garage connected directly to the main structure of the residence, or connected by a roof and/or a major fence.
2. A provision of two or more open parking spaces (hard-surfaced) within the private area.

#### **E. GARBAGE AREAS**

Garbage cans shall be kept in the homeowner's garage, or concealed behind a fence, wall, or appropriate landscaping.

#### **F. PLANTING AND PLANTING HEIGHTS**

A detailed planting plan must be submitted for review and approval. The locations of trees and shrubs by an owner shall be subject to Ivy Glades Covenants, Conditions, and Restrictions – See Article VIII, Section J.

#### **G. COMPLETION OF LANDSCAPING**

Landscaping visible from the street shall be completed within three (3) months of final inspection of the dwelling unit. Landscaping is to include underground sprinklers, lawn, and required street trees or common area plantings. Unfinished areas such as side or back yards must comply with Pasco Municipal Code and be treated with a spray on dust control tacking or matting that is certified to last at least 120 days from date of application. Any areas that do not require lawn cover or underground sprinklers, must be treated with a cover that prevents air borne dust such as pea gravel, bark, decorative rock, etc. Landscaping of the entire dwelling lot that requires underground sprinklers and lawn must be completed within six (6) months after the final building inspection of the dwelling unit.

#### **H. BURROWING OWL HABITAT**

No property owner shall erect a burrowing owl habitat that is less than seventy-five feet (75') from any neighboring property unless said neighbor has given prior written approval. All burrowing owl habitats must be submitted to the Design Committee for written approval prior to being erected.

**SECTION V - ARCHITECTURAL STANDARDS**

**THE DESIGN COMMITTEE RULES**

IVY GLADES - Pasco, Washington

([www.ivyglades.org](http://www.ivyglades.org))

**March 6, 2009**

## **ARCHITECTURAL STANDARDS**

ALL REQUIREMENTS NOTED WITHIN THIS SECTION WHICH ARE PERTINENT TO THE DEVELOPMENT OF AN OWNER'S LOT SHALL BE INCORPORATED INTO THE FINAL PLAN SUBMISSION IN THE FORM OF GENERAL NOTES, DETAILS, OR DRAWINGS.

### **A. EXTERIOR BUILDING WALLS**

1. Materials allowed for the exterior cover of building walls are:
  - a. Wood, horizontal siding or shingles.
  - b. Masonry, stone, stucco (native materials are preferred).
  - c. Other materials as approved by the Design Committee.
  - d. Siding shall be installed in such a way that it comes to within 12" of the finished grade.
2. Wood members shall be colored with stain or painted.
3. Shingle siding shall be colored with stain or painted.
4. Concrete masonry may be used for foundation walls. Exposed walls may be faced with wood, stone, or painted with acceptable color masonry paint.
5. Where approved, stucco colors may be integral or applied.
6. Exterior architectural treatment must be continuous and consistent on all elevations of a residence in order to achieve a uniform and complete design. Designs which emphasize a street oriented "facade" may be disapproved.

### **B. WINDOW AND DOOR OPENINGS**

Windows should be composed in an ordered arrangement and composition within the total wall surface of an elevation. As noted in Section I - Statement of Intent, arrangement is very important. Windows or doors are required for every 20 linear feet of wall space to break monotony. Reflective glass is prohibited.

### **C. DECKS**

Underpinning for decks must be designed with a continuous screen wall to conceal structural members

### **D. FASCIA**

Fascias shall be wood, stucco, copper, or painted galvanized iron.

## **ARCHITECTURAL STANDARDS (cont.)**

### **E. GUTTERS AND DOWNSPOUTS**

1. All gutters should be concealed unless their exposure is an important architectural design feature. Exposed gutters used as an architectural feature should be painted a color consistent with the overall design (unless copper is used).
2. Downspouts should be treated as above.

### **F. ROOFS**

1. Roofs shall be composition shingle, slate, or tile
2. All roofs should be a minimum pitch of 6:12 (Vertical : Horizontal). No roof surface shall consist of any reflective or shiny surface unless approved by the Design Committee. See Section I - Statement of Intent.
3. Flat roofs: That portion of a structure covered by a flat roof shall not exceed 30% of the total floor area as measured in plan, and may be approved for special situations such as patio roofs.

### **G. ROOF VENTS**

All roof vents to be colored to match the dominant roofing material color. Concealment or “ganging” of vents is encouraged. Placement to the rear of ridge lines is encouraged.

### **H. CHIMNEY FLASHING**

All chimney flashing shall be handled consistently with gutters, downspouts, and vents.

### **I. SHEET METAL**

All wrought iron to be galvanized prior to applied finish color. The color should be consistent with other metal treatment.

### **J. SATELLITE DISHES AND ANTENNAS**

1. Care in location selection for installation should be given as to minimize the visibility from neighboring homes. Overly large and obtrusive satellite dishes are prohibited.
2. There shall be no antenna of any sort either installed or maintained which is visible from neighboring properties.

## **ARCHITECTURAL STANDARDS (cont.)**

### **L. TRASH CONTAINERS**

Must be screened from streets and adjacent properties.

### **M. DRAINAGE**

Surface drainage will be in accordance with the concept and designs on the tract grading and county/city requirements. It shall be the responsibility of the lot owner to insure that the system functions in accordance with these design standards. All drainage changes shall be reviewed and approved by the Design Committee. Surface water may not be diverted onto neighboring property. Surface water generated from roofs, drains and patios must be disposed of on the lot. When new construction adjoins existing developed properties, the grades for the new construction must be compatible to existing developed properties.

### **N. REFLECTIVE SURFACES**

Mirrored glass or white translucent or domed shaped sky lights shall not be installed if visible from neighboring property.

### **O. SOLAR INSTALLATION**

Solar collectors are considered improvements requiring Design Committee approval. Their location, shape, and detailing must be a part of the design submittal.

### **P. HOT TUBS**

Hot tubs and spas are improvements requiring Design Committee approval prior to installation. They must be located in such a way that their use poses no intrusion on neighboring properties, commons, or public use areas. The hot tub or spa as well as mechanical apparatus must be screened from view. Fence enclosures around hot tub or spa areas must also be approved by the Design Committee.

### **Q. DRIVEWAYS**

All driveways shall be concrete unless otherwise approved by the Design Committee.

### **R. EXTERIOR LIGHTING**

Exterior lighting installed or maintained by a lot owner shall be subject to review by the Design Committee to minimize light sources that will be excessively annoying to neighbors.

### **S. SWIMMING POOLS**

Permanent above-ground or in-ground swimming pools are additions that require Design Committee approval prior to installation. They must be located in such a way as to pose as little intrusion as possible on neighboring properties, commons, or public use areas. Any mechanical apparatus must be screened from view. Fence enclosures around pool areas must also be approved by the Design Committee.

**SECTION VI - CONSTRUCTION PROCEDURES**

**THE DESIGN COMMITTEE RULES**

IVY GLADES - Pasco, Washington

([www.ivyglades.org](http://www.ivyglades.org))

**March 6, 2009**

## **CONSTRUCTION PROCEDURES**

All applicable codes, ordinances, regulations, requirements, etc., shall be strictly adhered to.

### **A. PLANS APPROVAL**

Construction may not proceed until the Owner has received written approval from the Ivy Glades Design Committee. Approval shall be in the form of an approval letter containing at least three (3) design committee member signatures on the final working drawings, which are the basis of both the Owner/Builder construction contract, and the building permit.

### **B. CONSTRUCTION COMPLIANCE**

On the basis of the conditions under which an Ivy Glades construction permit is issued, it is assumed that all construction which takes place is in compliance with the plans upon which that permit is based. If the Design Committee finds construction that is not in accordance with, or a part of the approved plans, it may require the correction and or removal of the non-approved construction. The Design Committee may also require the submittal of as-built plans to complete its files and the approval process.

### **C. EXCAVATION**

General Contractor shall not dispose of any excavated material on any adjacent lot or common area. Generally, excavated material must be removed from Ivy Glades unless arrangements are made with the Developer in advance for disposal. No excavation shall be done on any neighboring lot.

### **D. FILE ACCESS**

Files may be available to:

1. Design Committee members and Design Committee staff while in the performance of their official duties.
2. Legal counsel for Ivy Glades Design Committee while in the performance of his/her duties.
3. The Ivy Glades Association Board of Directors in the performance of their duties.

Plans, drawings, conditions of approval contained in a file may be made available to:

1. Owners of the property or owners' agents designated as such in writing by owners.
2. Owners who are directly affected in their view, drainage, subsidence, or privacy.
3. The Ivy Glades Association Board of Directors in the performance of its official duties.

## **CONSTRUCTION PROCEDURES (cont.)**

### **D. FILE ACCESS (cont.)**

Access to files may be permitted by the Committee Chair of the Design Committee or, in his/her absence, any member of The Ivy Glades Design Committee. Each time access is granted to a person, not a member of the Design Committee or its staff, a record will be inserted in the file identifying the person granted such access, the purpose for which access was sought, the name of the person approving access and the date of access.

### **E. CHEMICAL TOILETS**

Unless waived by the Design Committee, a portable chemical toilet of a type approved by the County/City Sanitarian shall be specified in building plans and provided at each construction project during the course of construction. Chemical toilet(s) shall be placed in a remote and inconspicuous location as feasible, as approved by the Ivy Glades Design Committee. No chemical toilet shall be placed next to an occupied residence.

### **F. STORAGE OF CONSTRUCTION MATERIALS**

Generally, all materials must be stored on the building site. Material must not be stored on the roads or adjacent lots. If in certain cases, and as a practical matter, if additional space is needed, the general contractor shall obtain written approval of his storage plan from the Design Committee prior to storage of material.

### **G. SIGNS**

Job identification signs shall be limited to two (2) per site. At the time of final inspection by the Design Committee, all job identification signs must have been removed before the construction deposit will be released.

### **H. VEHICLES**

Autos and trucks belonging to contractors and their employees must be parked so as not to inhibit access or parking of the property owners, guests, and the public in the immediate area. General contractor shall be responsible for adequate snow removal to provide parking off of the subdivision roads. No vehicles shall be left overnight which are not parked on the job site.

### **I. CLEAN UP**

Daily clean up of areas surrounding the construction site must be rigorously maintained by the general contractor, subs, and construction personnel. The general contractor has the primary responsibility for clean up.

**APPENDIX A - SUBMITTAL CHECKLIST**

Phase # \_\_\_\_\_

Block # \_\_\_\_\_

Lot # \_\_\_\_\_

Builder: \_\_\_\_\_

**Preliminary Design Submittal Checklist:**

- \_\_\_\_\_ **1. Plot Plan**
- \_\_\_\_\_ **2. Grading Plan**
- \_\_\_\_\_ **3. Floor Plan**
- \_\_\_\_\_ **4. Exterior Elevations**
- \_\_\_\_\_ **5. Exterior Finishes**
- \_\_\_\_\_ **6. Landscape Plans**
- \_\_\_\_\_ **7. Exterior Colors**
- \_\_\_\_\_ **8. \$100.00 Review Fee (payable to: Ivy Glades HOA)**

**When all above items have been submitted, and checked off, your applications will be complete for review.**

([www.ivyglades.org](http://www.ivyglades.org))

## **APPENDIX B – APPROVED STREET TREES**

### **Ivy Glades Street Tree Guidelines for Phase 2, 3, and 4**

#### **Acceptable Species:**

1. Flowering Pear
2. Parkway Norway Maple
3. Scanlon Red Maple
4. Washington Hawthorn

(Other species may be acceptable. Check with the Design Committee.)

#### **Unacceptable Species:**

1. Box Elder
2. Silver Maple
3. Sycamore
4. Cottonwood
5. Black Locust
6. Weeping Willow
7. Elm

#### **Planting and Location Requirements:**

1. Trees shall be no smaller than 6 feet in height at planting.
2. Trunk size shall be adequate to support the tree.
3. Stakes shall be used to protect the tree in high winds.
4. Planting location shall be approximately 3 to 4 feet from street pavement with 25 feet between trees. Confirm placement with the Association before planting.

**CERTIFICATION**

The undersigned certify this \_\_\_\_\_ day of \_\_\_\_\_, 2009, that the above are the Amended Design Committee Rules for the Ivy Glades Homeowners Association.

IVY GLADES HOMEOWNERS ASSOCIATION

By: \_\_\_\_\_  
President

By: \_\_\_\_\_  
Secretary

**STATE OF WASHINGTON)**

) ss

**County of Franklin )**

On this day personally appeared before me \_\_\_\_\_ and \_\_\_\_\_, to me known to be the President and Secretary of the Ivy Glades Homeowners Association, who executed the foregoing Amended Design Committee rules, and acknowledged that they signed the same as the voluntary act and deed of the said corporation for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute the said instrument.

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

\_\_\_\_\_  
Notary Public in and for the State of  
Washington, residing at \_\_\_\_\_