

ARCHITECTURAL REVIEW COMMITTEE

The purpose of this article is to provide information about the purpose, reasoning, and functioning of the Architectural Review Committee (ARC).

As with ALL such organizations, the Meadows-Ferndale HOA is required by Section 64.38 of the Revised Code of Washington (RCW) to establish Covenants, Conditions, Restrictions and Reservations (CC&Rs), Bylaws, and Rules and Regulations as governing documents pertaining to the use and operation of the development/subdivision/community. Our primary governing documents were initially enacted on June 7, 2016, and duly filed with the State, as required by State law. The CC&Rs were enacted at the same time and have been periodically amended by action of the HOA Board. The portion of the governing documents that define the scope of ARC responsibility is Exhibit D of the CC&Rs: The Design Guidelines.

The over-arching goal of the CC&Rs, Rules, and Design Guideline standards is to define and maintain design character, compatibility, harmony, and safety within the community – while simultaneously minimizing negative impact on neighbors or other residents. They also provide site design requirements, as well as architectural and landscape standards which must be met. The process for achieving these goals is specifically intended to avoid being overly restrictive or punitive.

The RCW and CC&Rs provide for the creation of an Architectural Review Committee (ARC) as a subcommittee of the Board of Directors, with members appointed by the Board. The purpose of the ARC is to review the plans for new lots and thereafter to review all modifications or additions to the exterior of any home – as well as associated landscaping to ensure that the proposed project adheres to the Design Guidelines and standards adopted for our community. The ARC will review submissions and make recommendations to the HOA Board. The ultimate responsibility for approval or adjudication of any application rests with the HOA Board. All members of the ARC are neighbors living within the Meadows neighborhood and serve as volunteers.

Homeowners are encouraged to become familiar with the Design Guidelines, which are available in the "Governing and Financial Documents" pull-down menu option in our website (Meadows-Ferndale-HOA.org). The ARC application form is located under the "General Information/HOA Forms" pull-down menu option. This form must be used to submit a proposed project to the ARC for review.

The ARC process also includes ensuring that proposed projects adhere to City of Ferndale (COF) codes, statutes, and regulations. Neither the ARC nor the Board can approve any plan on behalf of the COF. Lot owners are ultimately responsible for securing any required COF approvals or permits.

The overwhelming majority of ARC applications are approved promptly and without modification. In some instances, the ARC reply will include a suggestion for improving the overall neighborhood compatibility of the changes. An example is a slight exterior color change to avoid having too many homes with the same color palette in the immediate vicinity.

Since the Meadows is now almost fully developed, we will experience a decreasing number of ARC applications regarding new homes and associated landscaping. Moving forward, our primary focus will be upon substantive changes to exterior colors, landscaping and structures. A major aspect of that charge will be to ensure that changes comply with COF requirements regarding fences, and setbacks.

Examples of changes that DO NOT require submission of an ARC application include minor changes in front or back yard landscape, plants, and patio furniture.

Examples of changes that DO require submission of an ARC application include:

- a. Change of exterior finishes or colors;

ARC PROCESS

- b. Substantive changes in exterior structure/remodeling (including addition of solar panels);
- c. Substantive changes in front yard landscaping;
- d. Substantive changes in back or side-yard structures or landscaping (especially regarding height); and
- e. New or revised fencing (especially relative to materials, and height).

Easy access to the form for submission of an ARC application is provided in the HOA website: [Meadows-Ferndale-HOA.org/General Information/HOA Forms/ARC Form](http://Meadows-Ferndale-HOA.org/General%20Information/HOA%20Forms/ARC%20Form)). See URL above.

Applications may be submitted using either option in the "Send us a Message" portal at the bottom of the home page for the HOA website. The URL is provided above. For any application, please provide as much additional supportive information as you can, such as overhead plans, photos, or diagrams of proposed projects, photos of equivalent projects, etc. This will make the process faster and easier for all.

Rick Horsman

Acting ARC Chair