



ARCHITECTURAL CONTROL STANDARDS

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HIGHFIELD
ARCHITECTURAL CONTROL STANDARDS

APRIL 3, 1995

1. INTRODUCTION

1.1 The Coordinating Architect

The Coordinating Architect has been appointed by the Pinehurst/Highfield Homeowners' Association (hereinafter referred to as the "Association"), as its agent to be responsible for reviewing all plans submitted by Highfield lot owners to ensure that the criteria set forth in these architectural control standards (hereinafter referred to as the "ACSs") have been met. By so doing, it is intended that each proposed home and garden will represent a positive addition to the community.

The Coordinating Architect is the firm of Zervas Group Architects. The principal in charge of the design review process for Highfield is Michael Smith.

Each owner will be required to pay an Architectural Review Fee of \$300.00 (or \$150.00 if a pre-selected plan as described in paragraph 2.2 herein, is chosen) for each lot for which design approval is being sought at the time of his/her first submission of plans to the Coordinating Architect. This fee is intended to compensate the Coordinating Architect for its efforts in reviewing and approving each owner's design drawings and construction. It has been assumed that no more than several hours of the Coordinating Architect's time will be required to complete this process. In the event that for whatever reason additional time is required beyond the standard amount allocated by the Coordinating Architect to review and provide final approval of the owner's plans and construction, such time will be charged directly to the owner at the Zervas Group's charge-out rates which vary from \$45 per hour to \$80 per hour depending on the seniority of personnel involved.

It should be recognized by the owner that although these are technically plan review fees, the Coordinating Architect will often be providing helpful suggestions which will result in improvements to the design of the proposed home and yard.

The owner is free to use any designer or architect of his/her choice to design his/her home and garden. However, it should be recognized that Zervas Group Architects is available to provide design services directly to any owner based on arrangements and fees agreed to directly between the owner and Zervas Group Architects.

1.2 Architectural Plans - Review and Inspection Process

After detailed review of the Forest Hill Covenants, Conditions and Restrictions (hereinafter referred to as the "C,C&Rs") and these ACSs, each owner is strongly advised to prepare and send to the Coordinating Architect a preliminary package of information on his/her proposed design.

The following information should be provided:

- a) a rough sketch or picture of your chosen design;
- b) the approximate dimensions of the first floor of your house, including its garage;



- c) a rough sketch of where on your lot you would like to site the house; and
- d) a check payable to Zervas Group Architects for the Architectural Review Fee of \$300 (or \$150 if a pre-selected plan has been chosen) for each lot for which design approval is being sought.

The purpose of this initial, preliminary submission will be for the Coordinating Architect to review each owner's chosen plan so as to ensure that the owner is headed in the right direction. The Coordinating Architect will respond to the Owner on this preliminary submission within several days. Through this informal process at the front end, expensive and time consuming design work can be properly focused and detailed work on unacceptable designs can be avoided.

Once the owner is confident that his/her overall design concept should be acceptable to the Coordinating Architect, he/she should complete all of the design plans described in paragraph 9 herein for submission to the Coordinating Architect, which will provide a formal response to the owner's submission no later than ten business days from its receipt. If additional submissions by the owner are required, the Coordinating Architect will respond within six business days. The Coordinating Architect does not issue your building permit, and does not review your plans for compliance with the City of Bellingham ordinances or codes. Its responsibility is to check your plans for compliance with some aspects of the C,C&Rs and ACSs.

The owner should not submit his plans to the City of Bellingham for its approval of a building permit until they have been fully approved by the Coordinating Architect. No changes to the plans approved by the Coordinating Architect affecting the exterior appearance of the house or front yard shall be made without its further approval.

2. KEY DESIGN CONSIDERATIONS

2.1 Preferred Architectural Designs

2.1.1 Overall Form and Style

Each lot within Highfield may be used only for residential purposes, meaning the construction of one single family dwelling on each lot. No trailer, mobile home, modular home or prefabricated house is permitted on any lots other than during house construction.

A traditional form of architecture incorporating Victorian colonial, Georgian, classical or elegant cottage styles is encouraged for all houses in Highfield. Generous use of front porches, gables, dormers, shutters, columns and crown moldings should receive prime consideration. The Association and the Coordinating Architect have selected a number of house designs which are pre-approved for use by Highfield owners and are reflective of the style which is being promoted for Highfield.

2.1.2 Elevations and Decks

All sides of houses fronting streets on corner lots require full elevational treatment. On street-fronting elevations, large areas of non-articulated wall are discouraged.

Generous front porches and rear decks are encouraged.



2.1.3 Entries

Raised or depressed panel front entry doors are desirable, prominently featured, well covered and well lit.

2.1.4 Garages

Carports or garages without doors are not permitted. All houses will be built with enclosed two or three car garages, integrated architecturally with the residence. Wood sectional garage doors with raised or depressed panels are desirable. Metal garage doors are permitted provided that they are of a good quality, simulated wood design. Detached garages are not permitted.

2.2 Architectural Design - Pre-Selected Plans

A number of exterior house plans available at modest cost from various U.S. architectural firms have been pre-selected by the Association and the Coordinating Architect for use at Highfield. Owners are encouraged to choose a design from the many diverse, attractive plans available. Selection by the owner of one of these pre-selected plans does not eliminate the need for the plan submissions to the Coordinating Architect described in paragraph 1.2 herein or adherence to all of the ACSs described herein.

Should a Highfield lot owner find none of the available plans suitable, he/she is free to make modifications as required to one of the pre-selected plans, to custom design a plan or to select an existing plan from any alternate source, subject to the approval of the Coordinating Architect.

Not all pre-selected plans will be acceptable on every lot. Because of lot topography, automobile access design, house height considerations and similar designs located on neighboring lots, some pre-selected designs will not be acceptable on some lots.

2.3 Building Envelopes

No houses, garages or ancillary buildings of any kind (ignoring the eaves) are permitted to be built within 10 feet of any side property line, within 25 feet of the front property line (in the case of lots 3, 6, 7, 17 and 20), within 35 feet of the front property line (in the case of lots 2, 5, 8 - 13, 16 and 19), within 45 feet of the front property line (in the case of lots 1, 4, 14, 15 and 18), within 20 feet of the rear property line (in the case of lots 10, 11 and 13), within 30 feet of the rear property line (in the case of lots 1, 4, 8, 9, 12, 14, 15 and 18), within 40 feet of the rear property line (in the case of lots 2, 5, 16 and 19) and within 50 feet of the rear property line (in the case of lots 3, 6, 7, 17 and 20), with the following setback exceptions and any other setback exceptions which may be granted on a case-by-case basis by the Coordinating Architect:

Lot 1, from western, side property line:	20 feet
Lot 9, from southern, side property line:	5 feet
Lot 10, from northern, side property line:	5 feet
Lot 20, from western, side property line:	20 feet



2.4 House Areas

Excluding basement and garage, houses with an internal area of less than 1,750 square feet in the case of a single level house and 2,000 square feet in the case of a split-level or two story house, or a first floor area in the case of a split-level or two storey house of less than 1,200 square feet are discouraged and are subject to the approval of the Coordinating Architect.

2.5 House Heights and Changes to Existing Grade

Houses are to be designed to respond to existing lot grade conditions. Extensive filling or recontouring of building sites is not acceptable except in extreme circumstances. Any changes to the grade of any portion of a lot of in excess of three feet from the grade existing at the time of final plat approval will be subject to the approval of the Coordinating Architect.

House heights are limited to 35 feet under height definition number 1 or 25 feet under height definition number 2 as contained in the City of Bellingham Land Use Development Ordinance.

The Coordinating Architect may restrict the height of any house to a greater degree than above if it is felt that the house may unduly restrict views to the City of Bellingham or Bellingham Bay from other houses.

2.6 House Colors

Exterior colors should harmonize with the landscape of the site and neighboring houses. Warm earth tones in paint or stain are encouraged. Bright or dramatic colors may be used to accent or highlight building features in a subtle way but may not be applied to the majority of the building surfaces.

2.7 Exterior Wall Materials

All exterior faces of the houses must be finished in either natural stone or brick, wood or stucco. However, large expanses of wall finished in stucco will be discouraged, with its use preferably limited to accent areas. The following materials will not be permitted: aluminum, vinyl, steel or asphalt siding; plywood; or synthetic stone or brick. Exposed concrete foundations must be limited to a height of 12 inches above the finished grade, except for steeply sloping sites where in some cases the Coordinating Architect may permit slightly greater exposures.

3. EXTERIOR DESIGN CONSIDERATIONS

3.1 Ancillary Buildings

Any ancillary buildings to be built on any lot such as tool or storage sheds, regardless of when they are built, are subject to all of the same design parameters set out in these ACSs governing house design. The size and design, including materials and colors, of any ancillary building on a lot must be complimentary to the house.

3.2 Roof Design

Roof design is an important element in house design. Roofs with interesting and varied slopes and gables,



and deep roof fascias are encouraged. All roofs will have a minimum pitch of 5 in 12 and a maximum pitch of 12 in 12, unless used as a balcony, in which case they can be flat. Roof penetrations including dormers, clerestories and skylights create interesting, attractive interior spaces and are strongly encouraged. Their location on the roof is important in avoiding an over-decorated, visually confusing appearance. If parapets extend above the junction of walls and roofs, they shall not exceed a height of 12 inches above the junction. No skylight may project more than 8 inches above the roof surface. Rooftop access stairways, vent shafts, mechanical equipment and utility structures shall be confined within the roof.

3.3 Roof Materials

Roof materials are limited to natural cedar shakes or shingles, slate, or concrete or clay tiles.

3.4 Window Design and Materials

Bay windows and large windows on the front and rear walls and on side walls facing a flanking street are encouraged. Windows on the side walls fronting on neighboring houses should be minimized to enhance homeowner privacy.

Window frames must be constructed of wood or vinyl. Aluminum frames, reflective glass and window mounted HVAC units are not permitted.

3.5 Screening of Antennae

No television, radio or satellite antennae, receivers or dishes or other telecommunications devices shall be installed on any portion of any lot unless contained entirely within the interior of a building or in the backyard, fully screened from the view of all neighbors.

3.6 Chimney Design

Exterior chimneys visible from the street in front of the house are to be continuous to grade, not cantilevered. Exposed metal chimneys are not permitted. Decorative or corbelled caps are encouraged.

4. LANDSCAPING

4.1 General Landscaping Considerations

The specific provisions of these ACSs govern landscaping of only the front yards and side yards abutting flanking streets. The front yard is defined as that area of the lot lying between the front wall of the house (as "extended" in a straight line to the side property lines) and the street right-of-way. The landscape design of the front yards is an integral part of the overall attractiveness of the community. As a result, it is important to all homeowners that a minimum standard of quality be maintained. However, the following guidelines are not intended to control personal expression or limit design in the development of front yards. Designs will be reviewed for integrity, plant maturity and stylistic influences, and the compatibility with the boulevard tree planting being done by the developer of the Plat of Pinehurst and Highfield, Westmount Cypress Development Partnership (hereinafter referred to as the "Developer"). A suggested tree and shrub plant list is available upon request from the Coordinating Architect.



The front yard landscape plan should incorporate generous plantings of trees and shrubs, both coniferous and deciduous in "natural" groupings. Plantings designed in less conventional ways incorporating stumps, large rocks, small brick or rock walls, water features and exterior lighting are encouraged. Large expanses of lawn, uninterrupted by plantings, will not be acceptable.

The front yard landscape plan shall incorporate a total of at least 20 shrubs (of a minimum size of 2 gallons and 2 feet in height), at least 6 small trees (of a minimum size of 1.5 inches caliper for deciduous trees and 6 foot height for coniferous trees) and at least 3 large trees (of a minimum size of 3 inches caliper for deciduous trees and 10 foot height for coniferous trees). However, greater numbers of shrubs and trees than the minimum set out above is strongly encouraged. Trees must be carefully located in the front, side and rear yards so as not to unduly restrict views of neighboring homeowners of the City of Bellingham or Bellingham Bay. In the case of disagreements amongst owners, the decision of the Association will be absolute and binding on both parties.

Variances to these minimum planting requirements may be permitted by the Coordinating Architect if plans incorporating very interesting and attractive design elements are proposed. Accents such as hanging baskets, perennials, and annuals are encouraged. Pretty, flowering plants should be clustered to maximize their visual effect. Artificial features such as statuary and precast ornaments are not encouraged in the front yards.

Front yards will be well maintained by the owner at all times. Each owner's maintenance responsibility will include the strip of vegetation lying between his front property line and the concrete curb of the roadway.

At a minimum, the rear yard and side yards of each lot will be planted and maintained with grass to eliminate the possibility of soil erosion and mud run-off onto neighboring lots.

4.2 Tree Removal

No trees existing on a lot at the time of final plat approval over 10 feet in height (in the case of a coniferous tree) and over 4 inches in caliper (in the case of a deciduous tree), and no trees regardless of size located in the road rights-of-way may be damaged, either during construction or at any other time, removed or excessively trimmed without the express written approval of the Association or the Coordinating Architect. Such actions without approval, whether or not carried out by the lot owner, will result in an immediate forfeiture of the C,C&R Performance Deposit of the owner of the lot on which the tree was located, replacement of the affected tree by the lot owner with as large a tree as possible as well as other legal actions which may be taken by the Association.

4.3 Tree Growth Restrictions

Any tree located on a lot and not in existence at the time the lot was initially purchased from the Developer which significantly impairs the view out to the City of Bellingham or Bellingham Bay of a neighboring homeowner will be immediately topped or trimmed back to an appropriate degree, taken down or relocated by the owner on whose lot the tree is located upon the reasonable request of the affected neighbor.

At the reasonable request of an affected homeowner, the Association will be responsible to top or trim back any street trees, planted in the road rights-of-way, which have grown to the point that attractive views from the home are impaired.



5. YARD DESIGN

5.1 Driveways and Walkways

Driveways and walkways will not exceed 22 feet and 5.5 feet, respectively, in width, except in the case of a house with a three car garage, where the driveway as it approaches the house can widen outwards to a maximum of 32 feet. Walkways and stairways should follow the natural contours of the lot. Long, straight walkways and stairways are to be avoided. Driveways and walkways are to be constructed of concrete with a high quality exposed aggregate finish, brick pavers or paving stones. Asphalt is not permitted.

5.2 Patios and Decks

Patios and decks are to be constructed of concrete with a high quality exposed aggregate finish, brick pavers, paving stones, stone or wood. If wood is utilized, dimensional cedar, treated lumber, or duradeck or similar material is permitted to be used as a surface material. Deck walls and railings should be constructed of materials consistent with those used on the exterior of the deck itself and on the exterior of the house, and may include wrought iron, plexiglas and plate glass. Planters and other edge details located around the perimeter of decks and patios are encouraged.

5.3 Retaining Walls/Foundation Plans

Retaining walls shall not exceed a height of 4 feet and shall be constructed only of the following materials: stone, heavy timber, concrete with brick, stone or wood facing or concrete with a high quality exposed aggregate finish. Railroad ties or similar prefabricated wood products are discouraged.

5.4 Fencing

Rear and side yard boundary line fencing will be permitted to a maximum height from finished grade (on both sides of fence) of 6 feet, constructed only of wood. No fencing will be permitted in front yards or side yards abutting streets unless approved by the Coordinating Architect. Fencing, if painted, shall be in a color complimentary to the house or the surrounding vegetation. Brick or stone columns will be permitted on a case-by-case basis by the Coordinating Architect.

5.5 Gateposts at Driveway Entrances

Gateposts at driveway entrances displaying house numbers, made of stone, brick or wood are encouraged.

5.6 Exterior Lighting

Indirect lighting (defined as having the light source itself shielded and not directly visible from adjoining properties or the street) is permitted provided the intensity and number of sources are not excessive. Unshielded, incandescent wall mounted entry lights will be considered on a case-by-case basis by the Coordinating Architect.

5.7 Sign Restrictions

Homeowners are permitted to erect one small, professionally designed permanent sign in their front yard containing their last name and/or street address.



On a temporary basis, homeowners are also permitted to erect in their front yard or display from their house, one sign at any given time advertising their property for sale provided such sign does not exceed six square feet in size. During house construction only, up to four signs may be posted on an individual lot provided that each such sign does not exceed six square feet in size.

5.8 Clotheslines Restrictions

Clotheslines are only permitted in the backyard of a lot completely screened from view at any point along the street. Clotheslines are restricted to 30 feet in length. Generally, clotheslines are discouraged.

5.9 Screening of Vehicles and Other Objects

All automobiles and other permitted vehicles, if kept or parked on the property, shall be in good order and working condition. The following types of vehicles and other items shall not be parked or kept on any lot unless enclosed in a garage, ancillary building or located in the backyard completely screened from view with landscaping or fencing from the street or from any neighbors: recreational vehicles, trucks or commercial vehicles of more than one ton capacity, utility trailers, campers, travel trailers, buses, boats, partially wrecked, disrepaired or discarded automobiles, fuel tanks, service yards, firewood, trash and other unsightly vehicles and objects.

5.10 Mailboxes

Installation of cluster mailboxes is the responsibility of the Developer based on requirements of the U.S. Postal Service. No individual mailboxes are required or permitted.

6. CONSTRUCTION STANDARDS

6.1 General Considerations

These construction guidelines are primarily designed to maintain a safe and appealing neighborhood environment for existing residents and potential buyers during construction of homes in Highfield. The guidelines are not intended to overly constrain contractors but simply to provide enough control to ensure an orderly construction process.

Construction must be carried out in strict conformity with the design plans which have been approved by the Coordinating Architect.

6.2 Permitted Working Hours

Construction activity will be permitted from 7:30 a.m. to 7:30 p.m. on weekdays and from 9:00 a.m. to 6:30 p.m. on Saturdays and Sundays. No construction is permitted on holidays.

6.3 Completion Schedule for Houses

Construction of all buildings on a lot shall be carried out diligently from commencement of the work until the exteriors are fully completed (including painting, weather permitting). The maximum time limit for construction, excluding landscaping, is 10 months from the date of commencement of site work.



No occupancy of a house may occur until after full completion of construction of its exterior.

If a lot owner does not commence construction of a house by the later of one year after final plat approval is received for Highfield or six months after the closing of the lot purchase, he/she will be required to hydroseed the entire lot with two ounces per 100 square feet of coverage of the following grass/wildflower mix: 30 percent Northwest Wildflower Mix and 70 percent Spartan Hard Fescue.

6.4 Completion Schedule for Landscaping

Completion of all landscaping work and exterior lighting installation on a lot shall be carried out diligently from commencement of the work until full completion, which must occur within 60 days of issuance by the City of Bellingham of the occupancy permit for the house. Extensions will be granted in the case of snow cover or frozen ground conditions.

6.5 C,C&R and Landscape Performance Conditions

On closing of each lot sale, the owner will be required to deposit with First American Title Company of Bellingham a C,C&R Performance Deposit of \$2,000.00 per lot, to be held in trust by First American until satisfaction by the owner of all performance criteria set out in the C,C&Rs and ACSs.

Should any owner fail to complete the landscaping of his/her lot in accordance with the approved landscape plans and these ACSs within the 60 day time limit, in addition to any other rights it may have, the Association is granted the unfettered right to:

- 1) if the work has not been carried out in accordance with the approved plans and these ACSs, rectify the work so that it is in conformity; or
- 2) if the work has not been completed on time, complete the work in accordance with the approved plans and these ACSs.

In the case of the Association carrying out any landscaping work as set out above, the owner agrees to fully compensate the Association within 15 days of invoicing for all bona fide costs incurred in carrying out this work including a supervisory/ management fee of 10% of third party costs incurred. Funds from the C,C&R Performance Deposit will be used to reimburse the Association to the extent required for landscape work carried out pursuant to the immediately preceding paragraph.

Should the owner meet all landscape performance conditions, and provided no other defaults related to the C,C&Rs or these ACSs have occurred which result in compensation to the Association or the Developer, then the C,C&R Performance Deposit will be returned in full to the owner without interest upon receipt of notice from the owner that the landscape performance conditions have been fully satisfied. Otherwise, deductions will be made from the C,C&R Performance Deposit to compensate the Association and the Developer as required and the balance remaining, if any, will be returned to the owner upon the completion of the landscaping of the lot.

6.6 Environmentally Sound Building Materials

Designers and contractors are strongly encouraged to specify and utilize building products and systems that are environmentally sound, provided such materials are of sufficient quality and are cost competitive. Such



products may fall into a number of categories:

- they contain recycled content;
- they consume less raw material resources to achieve the same purpose;
- they are energy efficient; or
- they are safe for the installer and the residents in terms of potential toxicity.

Energy efficiency may come into play at many levels such as the embodied energy (that is, the energy necessary to produce the product itself) being relatively low, or the product acting to reduce the energy necessary to heat or cool the home.

Products that fall within the above parameters are many and their numbers are growing daily. For example, many products contain recycled content such as quarry tile made from windshields, cellulose insulation made from recycled paper and "Meadow Board", an interior wallboard made from rice straw (otherwise a waste product which is slash-burned). Non-toxic paints and coatings give off no harmful gases and generate far less hazardous waste in their manufacture. Pre-engineered wood web joists use less wood than their solid sawn counterparts.

Further information on these and many other environmentally sound building materials can be obtained through environmental information services such as Environmental Resource Services, Suite 623, 1155 North State Street, Bellingham, Washington 98225, (206) 676-5723 (a free service affiliated with the Whatcom County Recycling Program) and the Third Arrow Project at (206) 671-2365.

6.7 Compliance with Governmental Codes

All construction work at Highfield must be carried out in a first class, professional manner and must fully comply with all federal, state and municipal requirements, ordinances, by-laws and building codes.

7. CONSTRUCTION METHODS

7.1 Excavation Near Trees and Survey Stakes

Extreme care should be taken when working and excavating close to trees. Damage to roots, contact of the tree with construction equipment or changing the grade of the land immediately around the base of trees should be avoided. If the owner or the owner's contractor determines that damage to a tree or trees on a lot or in the street boulevards cannot be avoided as a result of required construction activities, the Coordinating Architect must be immediately contacted and his permission obtained to damage or remove the affected tree(s).

Survey stakes lost or moved by the owner or owner's contractor must be reinstalled by the project surveyor at the expense of the owner.

7.2 Erosion Control

Provisions shall be made at each construction site as may be reasonably required to control erosion such as straw bales, seeding and shielding excavations through the use of material such as visquine.



7.3 Construction Debris and Site Clean-Up

Owners and their contractors shall take all normal steps to keep the streets, boulevards and neighboring lots free of trailers, job toilets, construction materials and construction debris. The construction site and surrounding areas should be regularly monitored for unnecessary construction debris and for drainage and mud slides onto neighboring lots and into storm drains. During construction the road in front of the lot should be kept broom clean and the catch basin kept clear of debris and in working order at all times.

7.4 Storage and Disposal of Construction Materials

Construction materials should be neatly stored on site at the end of each construction day. Construction waste and garbage should be disposed of in a large trash receptacle or removed from the site as required to prevent an unsightly build-up of waste materials.

Contractors are encouraged to recycle their waste materials. In many cases, recycling can turn out to be less costly than conventional disposal. Many materials can now be picked up for recycling on job sites, such as: cardboard, kraft paper, sheetrock scrap, lumber and plywood, scrap metal, and pallets and other wood wastes.

In addition, contractors are encouraged to donate all reusable construction materials which are excess and would otherwise be disposed of to retail outlets specializing in the sale of reusable building materials such as the RE Store, 4229 Guide Meridian (at Kellogg) in Bellingham. In so doing, disposal costs are avoided and donations may be tax deductible for the value which the contractor sets on the material.

Further information on these matters can be provided by environmental information services such as Environmental Resource Services, Suite 623, 1155 North State Street, Bellingham, Washington 98225, (206) 676-5723 (a free service affiliated with the Whatcom County Recycling Program) and the Third Arrow Project at (206) 671-2365.

7.5 Construction Equipment

Owners and their contractors shall be expected to take normal precautions to prevent damage to installed roadways, curbs, sidewalks, services, and trees and vegetation in the road right-of-way. In particular they shall not drive track or studded vehicles on paved or concrete surfaces and protect sidewalks and curbs when it is necessary to drive construction vehicles across them. Owners will be responsible for the repair of damage to improvements adjoining their lot if the damage occurs during the construction of their house even if:

- 1) the cause of the damage is unknown;
- 2) the identity of the party causing the damage is unknown; and/or
- 3) the party causing the damage does not pay for the repair for any reason.



7.6 Conduct of Workers

The impact of construction activities on neighboring residents must be kept to a minimum by treating neighbors in a courteous manner. Issues include parking, use of job toilets, construction crew pets (which must be kept on a leash at all times), loud music, speeding, use of profanity, and the borrowing of power, water or phone service from neighbors.

8. SERVICE CONNECTIONS

Upon final plat approval, each lot will be serviced with water, sanitary sewer, storm sewer, electricity, gas, telephone and cablevision. All services are underground and all connections to homes similarly must be built below grade. The suppliers of these services are as follows:

Water:	City of Bellingham 210 Lottie Street Bellingham, Washington 98225
Sanitary sewer:	City of Bellingham
Storm sewer:	City of Bellingham
Electricity:	Puget Sound Power & Light Company 2131 Nevada Street Bellingham, Washington 98226
Gas:	Cascade Natural Gas Corporation 1600 Iowa Street Bellingham, Washington 98226
Telephone:	U.S. West Communications, Inc. 12999 Deer Creek Canyon Road Rm. 3B-209 Littleton, Colorado 80127
Cablevision:	TCI Cablevision of Washington, Inc. 777 West Horton Road P.O. Box 460 Bellingham, Washington 98227

Connections to watermains, sanitary sewers and storm sewers are to be made in accordance with City of Bellingham regulations. Authority for such connections will be obtained by making an application for a Building Permit to the City of Bellingham and by paying all applicable hook-up and related fees.

Arrangements should be made with the above suppliers of electrical, gas, telephone and cablevision services for the supply of these services by means of underground connections to the owner's home and for the payment of any fees charged in relation to such connections.



It is acknowledged that the Developer and the Association have no liability for any costs related to the installation, servicing or maintenance of any services or products supplied by any of the aforementioned five utilities and services suppliers.

9. ARCHITECTURAL AND LANDSCAPE PLANS - PREPARATION AND PROCESSING

As described in paragraph 1.2 herein, once the owner is confident that his/her intended exterior house design is generally acceptable to the Coordinating Architect, he/she should have three complete sets of the following plans, with properly completed title blocks showing owner name, designer name and address, lot number and plan name and number, submitted to the Coordinating Architect for its formal review and approval. A completed checklist is also required. The checklist form is available at the office of Zervas Group Architects, 209 Prospect St., Bellingham 98225, phone 734-4744, upon request. Once all of the changes, if any, are made to the satisfaction of the Coordinating Architect, it will retain one set of final plans for its records and will return the other two sets to the owner with its signature thereon specifying its approval. The owner will then be in a position to complete his/her detailed working drawings and apply for a building permit.

9.1 Site Plan(s)

This drawing (or drawings) should show at least the following information:

- a) Property boundaries and dimensions.
- b) Locations and finished ground floor grades of all buildings and decks showing dimensions and square footage of each.
- c) Locations of all trees (or groupings of trees) which are to be retained.
- d) Locations of trees proposed to be removed (such trees should be flagged on site).
- e) Proposed finished lot grades and existing grades around the perimeter of the lot shown in two foot contours. Existing grading plans are available from the office of Jones Engineers, 307-851 Coho Way, Bellingham 98225, phone 733-8888, upon request.
- f) Total lot square footage.
- g) Front, side and rear yard setback lines.
- h) Easements.
- i) Locations of all built surfaces such as driveways, walkways, parking areas, decks, patios, pools, hot tubs, stairs, walls and fences.
- j) Line of proposed roof overhangs.
- k) Routing of site and footing drainage.
- l) All utility routings and connections to house.

9.2 Landscape Plan(s)

This drawing (or drawings) should show at least the following information for the lot's front yard and side yard abutting a flanking street:

- a) Materials, colors and specifications of all built surfaces such as driveways, walkways, parking areas, decks, patios, pools, hot tubs, stairs, walls and fences.
- b) Location and details (such as common names, size and height) of all plantings and planting beds.



- c) Complete specifications of all other landscape elements such as putting greens, planters, ornamentation, water features, rockery gardens, landscape lighting and the like.
- d) Treatment of remainder of the lot not specified above including lawn and ground cover areas.

9.3 Elevation Drawing(s)

This drawing (or drawings) should show at least the following information:

- a) Building elevations showing the design of each exterior wall of each building on the lot.
- b) Design and specifications of exterior siding, exposed foundation, trims and fascia material, roofs, skylights, doors, windows, porches, decks, chimneys, railings, exterior indirect lighting, building height limits per applicable height by-laws and actual building height as measured using applicable standards.

9.4 Cross Section Drawing(s)

This drawing (or drawings) should show at least the following information:

- a) Cross section through the highest portion of each building detailing the design of the foundation, exterior walls and roof.

9.5 Floor Plan(s)

This drawing (or drawings) should show at least the following information:

- a) The internal layout and dimensions of all rooms on all floors of all buildings on the lot including the total square footage of each floor and the location and size of all doors and window openings.

9.6 Samples

Color and material samples should be used wherever practical to demonstrate exterior colors and materials which are proposed to be utilized. These should include paint samples of all exterior colors, including a description of where each occurs. A sample of the proposed roofing material should also be provided.

