

SUPPLEMENTAL POLICY GUIDELINES FOR THE ARCHITECTURAL REVIEW COMMITTEE

Section 1. Aspect and Objectives of Review

(a). The Design

The committee, in examining applications for design approval, considers the various aspects of design, with special emphasis on the following objectives.

(b). Landscape and Environment

To maintain Wind Meadow's aesthetic beauty by preventing the unnecessary destruction of the natural or man-made landscape.

(c). Relationship of Structures and Open Spaces.

To ascertain that the treatment of built-up and open spaces is designed so that they relate harmoniously to the terrain and to existing buildings that has a visual relationship to the proposed development.

(d). Protection of Neighbors

To protect neighbors and ensure that reasonable provision has been made for all aspects of design which may affect neighboring property: surface water drainage, sound buffer and view, light and air blockage.

Section 2. Review Criteria

(a). Submissions

Evaluate each application on individual merits. The type of house and individual site should be considered. What is appropriate for the exterior of one home may not be for another. An exterior change to a single-family home would have less of an impact than a patio home because of its adjoining properties.

These design decisions should be made by reviewing the application without personal bias. Judgments of design are based on more specific terms, and the general standards of the Declaration.

(b). Relation to the Natural Environment

Fencing in particular can have damaging effects on the feeling of open spaces. Other factors such as the removal of trees, disruption of the natural topography and changes in rate or direction of storm water run off also adversely affect the natural environment.

(c). Conformance with Covenants

All applications are reviewed to confirm that the project is in conformance with the Declaration.

(d). Validity of Concept

The basic idea must be sound and appropriate to its surroundings.

(e). Design Compatibility

The proposed improvement must be compatible with the architectural characteristics of the applicant's home, adjoining homes, and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials, color and construction details.

(f). Location and Impact on Neighbors

The primary concerns are access, view, sunlight, ventilation and drainage. For example, fences may obstruct views, breezes or access to neighboring property. Decks or larger additions may cast unwanted shadows on an adjacent patio or infringe on a neighbor's privacy.

When a proposed alteration has possible impact on adjacent properties, it is suggested that the applicant discuss the proposal with the neighbors prior to making an application. It may be appropriate in some cases to submit neighbor comments along with the application.

(g). Scale

The size (in three dimensions) of the proposed alteration should relate to adjacent structures and its surroundings.

(h). Color

The existing home and the addition's roof and trim should be matching colors.

(i). Materials

Continuity must be established by use of the same or compatible materials as were used in the original home. For instance, wood siding on the original home must be elected in the addition. On the other hand, an addition with wood siding may be compatible with a brick home.

Section 3. Workmanship

(a). The quality of the work must be comparable to the existing home. WMC (Wind Meadows Corporation) assumes no responsibility for safety of new construction by virtue of design or workmanship.

(b). Timing

All applicants must provide an estimated date of completion. If such time period is unreasonable, the ARC (Architectural Review Committee) may disapprove the application. If the approved application is not completed within a 12-month period, a new application must be submitted.

Section 4. Compliance Provisions

(a). Flexibility

Cases may arise, where the normal application of the WMC standards is inappropriate, due to an unanticipated situation or a situation that would result in an extreme hardship. In these cases the design objectives of WMC can be met by other means than those set forth in the Guidelines, Rules and Regulations. The ARC will consider such cases and, if appropriate, grant variances provided that the design objectives are met.

(b). Approval/Disapproval

When an application is approved/disapproved by the ARC and the Board of Directors, the applicant will be advised in writing.

(c). Appeal

An applicant, upon receiving a notice of disapproval, is permitted to appeal to the WMC Board of Directors. A two-thirds vote at a Board meeting is required to overturn the decision.

(d). Compliance Inspection

A designated representative of the ARC will make a compliance inspection at the time of the estimated completion date and subsequently if necessary.

Section 5. Corrective Action

(a). Promptness

As soon as an apparent violation is observed and confirmed, the ARC Chairman or the Site Manager shall send a letter to the offender reminding him/her of the design review requirements. If an application was not submitted, enclose a copy of the Policy Guidelines and an ARC application form. If the offending party has design approval but has altered the approved plans, ask the party to take corrective action promptly.

(b). Attitude

ARC proposal review shall be inspected with an open-mind, problem solving, result oriented approach. Pitting neighbor against neighbor must be avoided.

(c). Resolution

In addition to other remedies available to the Corporation or to owners under the Declaration, the Bylaws, or applicable law, the Corporation shall have the right, following delivery of written notice of violation and expiration of 30 days without cure of the violation by the owner, to impose against any owner in violation of the Declaration, the Bylaws, or these Rules and Regulations, a fine against the owner according to the following schedule:

A fine of \$200 per month for the first twelve-month period.

If the violation is not cured within twelve months, the amount of the fine will double to \$400 per month for the next twelve months.

These fines will not be prorated for partial months and are applicable to all Wind Meadows Corporation Guidelines, Rules and Regulations.

Fines are to be paid immediately to the Corporation. If any fine is not paid within ten days after billing, the Corporation will apply the Wind Meadows Corporation Delinquency Procedure, PRO.017.

If a violation is by a lessee and the lessee or owner do not cure the violation after both lessee and owner have received written notice and 30 days have passed, the above fine schedule will be imposed against the owner of the property.

This Section 5 (c). does not have any effect on the ability of the Corporation to seek legal action under Article X, Section 7 (c.) (3.) of the Wind Meadows Corporation Restated Bylaws.

ARCHITECTURAL REVIEW COMMITTEE GUIDELINES

This outlines the parameters that homeowners should use when making a request. This does not imply automatic approval of items covered or disapproval of those not covered.

Section 1. Erection of Sheds/Dog Runs

- (a). No sheds or similar structures may be erected in Wind Meadows. No dog runs or doghouses are allowed.

Section 2. Privacy Walls and Fencing

- (a). Patio, Manor, Village and Prairie Meadow Homes
 - (1). Fences must be of natural wood and match existing fencing erected by the developer in style, color and design.
 - (2). All enclosures must be located within the applicant's private lot area.
 - (3). The enclosure must provide at least one entry to common property, a minimum of 3½ feet wide.
 - (4). Gates must be of natural wood and match existing fencing erected by the developer in style, color and design.
 - (5). Proposed privacy walls can be no higher than eight feet.
 - (6). All privacy walls must be stained with the WMC approved stain.
 - (7). All enclosures must be rectangular in shape.
 - (8). The outside privacy walls, where applicable, must remain as originally designed.
 - (9). The unit owner must maintain all enclosed areas.
 - (10). A building permit, where applicable, according to Village regulations, must be obtained before construction begins.
- (b). Single Family Homes
 - (1). No fencing is allowed in Single Family Home areas (PSA IV and VII).

Section 3. Planting

- (a). Manor, Patio, Village and Prairie Meadow Homes
 - (1). Planting areas shall be mulched.
 - (2). There shall be no picket fences or any types of edging placed around planting areas without prior approval of the ARC.
 - (3). No future window boxes are permitted.

Section 4. Extension of Patios

- (a). The design and construction of the patio extension must be approved by the ARC and it cannot be extended beyond private lot lines without the ARC approval.

Section 5. Awnings

- (a). No awnings are permitted in Wind Meadows.

Section 6. Greenhouses and Vegetable Gardens

- (a). No greenhouses or vegetable gardens are permitted in Wind Meadows. Only Single Family Homes are permitted to have a vegetable garden, in the deeded lot in the backyard, not to exceed 8 feet by 10 feet. If framing is used, 4 x 4 treated wood can be used; no fencing or any railroad ties are allowed. Gardens must be kept neat at all times.

Section 7. Bay Windows

- (a). Only Single Family Homes are permitted to have bay windows.