

**ONE CLUB HOUSE LANE
DIVISIONS 1, 2 & 3
DESIGN GUIDELINES**

1. The One Club House Lane Design Guidelines are a statement of architectural character and community-wide standards intended to guide the Architectural Review Committee (A.R.C.) in determining the acceptability of proposed plans for the construction or alteration of new or existing residences, or for the installation of improvements within the applicable divisions of One Club House Lane.

2. The Design Guidelines are established by the Architectural Review Committee for the purpose of establishing a community which will accommodate a reasonable diversity of residential needs with a harmonious blend of good design and compatible design relationships. These Design Guidelines may vary for different phases and/or market sectors of the community and may evolve over time with changes in the marketplace. They are not intended to restrict or limit the authority of the Architectural Review Committee in approving or disapproving of any specific proposal that comes before them. The Architectural Review Committee may make exceptions or changes to the Design Guidelines where they deem it appropriate and reasonable to do so.

3. As with other high amenity communities, One Club House Lane is being developed to accommodate a wide range of housing needs. Accordingly, specific limits as to the size and price range of homes in the community have not been established at this time. This does not limit the ability of the A.R.C. to reject a proposed design that will not, in the opinion of the A.R.C., be harmonious with the community as a whole.

A. STYLE OR ARCHITECTURE

1. Homes built in One Club House Lane Divisions 1, 2 and 3, shall consist predominantly of a blend of compatible traditional architectural styles. These styles would be described as having an emphasis on strong roof forms, including steeply pitched gable and hip roofs; a quality entry statement to provide a focal point for the front of the home and to provide a sheltered vestibule for guests; and a variety of traditional window styles and designs, such as bays, dormers, arches, transom windows and multiple stacked window units with multi-paned glass to suit the traditional style of the home. The exterior of the home should contain architectural detailing that is responsive to and enhances the exterior style of the home and is constructed of quality exterior wall materials that are architecturally integrated to provide a balanced exterior facade.
2. Some variations in more contemporary architectural styles may be allowed if, in the opinion of the A.R.C., they are tastefully done and designed to blend in a reasonable way into the community. No dominating or strongly contrasting alternative architectural styles would be appropriate. The intent is that the homes in One Club House Lane, Divisions 1, 2 and 3, share a harmonious architectural character and to avoid styles that will not blend reasonably into the community.

B. EXTERIOR COLORS

1. Exterior colors and materials used in One Club House Lane Divisions 1, 2 and 3 shall be chosen from a palette based on the muted neutral earth tones, including off-whites, creams, beiges, tans and warm grays. Trim elements can be painted a moderate variation in contrast with colors that blend with the main house siding color. Strong accent colors should be limited to entry units and trim elements such as shutters. All exterior colors must be submitted to the A.R.C. for approval.

C. EXTERIOR WALL MATERIALS

1. The primary exterior wall materials are wood (or wood product) siding applied either horizontally or vertically. In most cases, the front elevations should feature a use of brick and brick detailing appropriate to the style of the home. Other materials may be used as features or accents such as stucco products, wood shingles and board and batten siding. Plywood panel type sidings are not allowed.

D. ROOFING

1. Approved roofing is cedar shake or shingle. Alternative roofing materials must be submitted to the A.R.C. for review and approval and must blend in with the existing cedar shake roofs in both style, texture and color. Small copper or colored metal roofs on bays or pop-outs will be reviewed by the A.R.C. on a case-by-case basis.

E. WINDOWS & DOORS

1. Window and door styles and sizes shall be appropriate to the design and scale of the home. Window frames are to be painted wood or colored vinyl with clear or gray glass. Window and door frames must be painted or manufactured in colors that blend with the color palette of the home. Entry doors should be of a raised panel design with or without decorative glass inserts. The use of decorative (leaded, beveled and etched) glass is encouraged in entry sidelites and transom units and where privacy is needed in bathroom windows. Garage doors shall be of multi-paneled design in a style appropriate with the home and should be painted to match house siding and trim colors.

F. SKYLIGHTS

1. Skylights are to be designed as an integral part of the roof. Skylight curbs should not exceed 6" in height and the glazing should be flat (not domed); with clear,

solar bronze or gray glass. Skylight frames shall be bronze anodized or painted to match the dark gray roof color.

G. SHEET METAL, FLASHING AND VENTS

1. Sheet metal, flashing and vents shall be painted to match the surface to which they are attached. Roof vents and terminations shall be located on roofs not facing the street frontage whenever possible.

H. GARAGES AND DRIVEWAYS

1. Garages must be provided to accommodate a minimum of two cars. Garages must relate appropriately and be integrated into the design of the home. No open or unenclosed carports are allowed. Driveways are to be exposed aggregate concrete with wood, contrasting concrete or brick dividers. Alternative paving materials will be considered by the A.R.C. on a case by case basis.

I. GUTTERS AND DOWNSPOUTS

1. Gutters and downspouts must blend in color with adjacent surfaces. Exposed gutters used as an architectural feature are to be colored to match the surface to which they are attached.

J. GAS AND ELECTRIC METERS

1. Meter locations are to be designed into the architecture and screened from view of the street.

K. DECKS AND PATIOS

1. Decks or patios shall be used to provide outdoor living space adjacent to the main living areas of the home. Decks shall be used when lot grades prevent the use of on grade patio areas. Decks fronting on the fairways must be designed to relate to the house and its surroundings and the underside shall be screened by means of lattice work or skirting, or be trimmed and finished (including painting) to match the house.

L. LANDSCAPING

1. Landscaping includes plants, trees, shrubs, lawn, ground cover, garden mulch or rock and other additions to yards. All areas to be landscaped and areas to be left in an undisturbed (native) condition will be reviewed by the A.R.C. As a design element, landscaping should be used to accent walks and driveways, define space, create privacy and soften the visual impact of structures and fences. Landscaping designs should consider the relationship of the residence and the subject lot to adjacent and surrounding lots in terms of scale, view, blockage, sun access, privacy and continuity. Landscape designs should be harmonious with the general patterns established in the community.
2. Front, rear and side yards are to be seeded or sodded and landscaped immediately following completion of construction to minimize dust and erosion. Landscaping must be completed within six (6) months from the date of completion of construction unless an extension is granted by the A.R.C. Corner lot side yards adjacent to the street shall be landscaped as front yards.
3. Landscape screening, hedges and rows of trees shall not be planted in locations that will adversely impact the safe sight distances at driveways and golf cart paths or the views of surrounding neighbors.
4. Existing surface drainage patterns shall not be interrupted by the installation of landscaping.
5. All irrigation and plantings shall be installed to industry standards and shall afford the plant materials the highest chances for survival.

6. Landscape maintenance standards will be applied on a community wide basis. Maintenance will be the responsibility and duty of the homeowner on private lots and the Association on common property within One Club House Lane.

A maintenance program will be implemented to address the following minimum requirements.

- a) Mowing, weeding and edging of lawn areas on a weekly basis during the growing season and as necessary during the off-season to maintain a maximum lawn height of 3 inches.
- b) Watering as required to maintain optimum soil moisture necessary for applicable plant or lawn growth. Monitor and repair irrigation systems as required.
- c) Fertilize lawns to maintain vigorous growth and healthy green color with a minimum of four applications per year. Plantings to be fertilized a minimum of two times per year or as needed after establishment.
- d) Control weeds in lawns and garden beds through the selective use of approved post-emergent and pre-emergent herbicides and/or periodic hand weeding. It is preferred that the chemical weed and pest control work be performed by a licensed applicator.

M. EXTERIOR SIGNS

1. One post mounted "For Sale" or "For Rent" sign of a customary realty signage design will be allowed on each lot. No other signage shall be erected or placed by an owner or occupant in One Club House Lane without prior written consent of the A.R.C.

N. WORKMANSHIP

1. All workmanship within One Club House Lane Divisions 1, 2 and 3 must be performed to a level of acceptable industry standards for the range and scope of the housing available in the community.

O. MAINTENANCE

1. All lots, structures, parking areas, landscaping and other improvements are to be maintained in a good state of repair by the owner thereof. Maintenance includes the periodic repairs, replacement and repainting of the exterior of structures and other improvements to a level consistent with the overall standard set by the community.

DESIGN STANDARDS

The following community-wide design standards have been incorporated into the Design Guidelines for One Club House Lane Divisions 1, 2 and 3.

- | | |
|-------------------|-----------------------|
| 1. Privacy Fences | See Exhibit "D" & "E" |
| 2. Fairway Fence | See Exhibit "C" |
| 3. Mail Boxes | See Exhibit "F" |

**ONE CLUB HOUSE LANE SOUTH ASSOCIATION
ARCHITECTURAL REVIEW COMMITTEE**

Complaint Procedure

The following procedure has been established for handling Association members' complaints regarding violations of the Architectural Controls. Complaints shall be registered in writing by delivery or by mail to the A.R.C. at the Association Office, c/o Lozier Homes Corporation, 1203 114th Avenue S.E., Bellevue, WA., 98004. All complaints must be signed by a member of the Association (a homeowner). Those homeowners who wish to be contacted regarding the handling of their complaint should include their name, address and phone number.

HOMEOWNERS ARE ENCOURAGED TO RESOLVE MATTERS AMONG THEMSELVES WHENEVER POSSIBLE. COMPLAINTS SHOULD INDICATE ANY STEPS YOU HAVE TAKEN TO TRY TO RESOLVE THE MATTER.

Complaints tend to fall into one of the following categories:

1. LACK OF ACTION - i.e., yards/landscaping not started, completed, or maintained; woodpiles in inappropriate locations, etc.
2. PROJECTS IN PROGRESS - not approved by the A.R.C. or which deviated from submitted, approved plan
3. COMPLETED PROJECTS - not approved by the A.R.C. or which deviated from submitted, approved plan. Complaints may also arise due to misuse, problems not originally considered, property infringement, quality of work, lack of city approval/permits, tree removal, etc.

Complaints will be logged, and the A.R.C. will appoint one member to review complaints on a bi-weekly basis. (This appointment may be rotated on a monthly basis, or other schedule as agreed upon by the A.R.C.). This member will review any plans on file, make a visual inspection of the site, and collect any other relevant data.

Should the member handling the complaint initially find that it is unfounded (not a violation of Architectural Controls), the A.R.C. will review the matter at their next meeting and, if there is agreement that no violation exists, the complaint will be closed, with notification to complainant if requested.

If a violation has occurred, the A.R.C. member will proceed as follows for each category of complaint:

1. LACK OF ACTION - contact homeowner, explain the Architectural Control which has been violated; request compliance; make note on the complaint form of action taken, return form to Association Office; report to complainant if requested; and report to the A.R.C. at their next meeting.
2. PROJECTS IN PROGRESS - contact homeowner and explain violation or problem; hand-deliver or send by Certified Mail a Stop Work Order (Appendix A) if appropriate; request a specific action by the homeowner (see possible actions below) by date of next A.R.C. meeting if possible; report to complainant if requested; and report to the A.R.C. at their next meeting, presenting a copy of Stop Work Order and other relevant documentation. The A.R.C. will determine any further action.
3. COMPLETED PROJECTS - with the exception of the Stop Work Order, this type of complaint will be handled the same as for Projects in Progress.

The Stop Work Order was developed in order to save homeowners time and money should their project be disapproved or require major modification.

At the discretion of the A.R.C., a special meeting may be called to review an application when a Stop Work Order has been issued. Category 1 and 3 complaints will be reviewed at the next regular A.R.C. meeting.

Actions which may be requested include, but are not limited to:

- 1) submission of application and plans for A.R.C. approval;
- 2) submission of modifications to plans;
- 3) steps to mitigate concerns or problems;
- 4) resolution by agreement among neighbors involved;
- 5) removal of unapproved project.

Any improvements required are the sole responsibility of individual homeowner and are to be completed at their expense.

It is in the best interest of all parties involved to review, discuss, and recommend possible resolutions. The A.R.C. will then provide a time schedule for homeowners resolution. An A.R.C. member will be assigned to follow-up on the complaint to see that appropriate action has been taken. The complaint will remain on the A.R.C. agenda until it is resolved.

If a homeowner disagrees with a decision of the A.R.C., that decision may be appealed to the Association Board of Directors by written request to the Board. Resolution in a timely manner is the goal of the Board, and such an appeal should be made to the Board for review at their next meeting following the A.R.C. decision.

If a homeowner refuses to take steps to correct a violation after adequate time to do so has elapsed, the A.R.C. will send a letter by certified mail to the homeowner outlining the violation, requesting immediate compliance, and advising that a hearing may be requested before the Board of Directors. If a hearing is requested, it shall be scheduled as soon as possible.

If at the hearing, the Board finds a violation to exist, or if no hearing is requested and the violation continues beyond fourteen calendar days after receipt by the homeowner of the certified letter, the Board of Directors may then impose a fine on the homeowner. Any fine shall become a lien in favor of the Association and against the lot or living unit in question, arising in the same manner as liens under Section 4.2 of the Declaration of Covenants, Conditions and Restrictions for One Club House Lane South. The fine will be levied daily, at a minimum of \$10.00 per day, until the

violation is cured. Fines will be billed and collected in the same manner as are the Association's general assessments.

In the event of a continuing violation which results in the assessment of more than thirty days of fines, the Board of Directors will review the situation. The Association may, at that time, initiate legal proceedings to enjoin further violation and to collect any unpaid fines. Fines may continue to be assessed during the pendency of such legal proceedings.

**ONE CLUB HOUSE LANE ARCHITECTURAL COMMITTEE
DESIGN GUIDELINES
FOR PLAY EQUIPMENT, POOLS, HOT TUBS, STORAGE SHEDS & FENCES**

Play Equipment and Game Courts

Play equipment shall be located in the rear yard. When selecting and locating play equipment, consideration shall be given to location, size, design and impact on adjoining neighbors. The Committee may require visual screening from adjacent lots and streets and fairways. Equipment utilizing natural materials is encouraged and should be painted to blend with the natural surroundings, or if located adjacent to a dwelling or fence, painted to match the background or screening structure. Bright primary colors should not be considered for play equipment when visible from adjacent lots or streets. Basketball backboards should be made of a transparent material. Portable basketball hoops should be stored in a screened side yard when not in use.

Pools and Hot Tubs

Pools and hot tubs must be located at the rear of a house, but special consideration will be given to an alternative location if the property is an unusual configuration. Pools and spas shall be designed not to impact adjoining properties with light or sound. Pool heaters and pumps must be screened from view and sound insulated from neighboring houses. Pool and mechanical equipment must be protected by a 6' high fence. Fences and gates should conform to the guidelines pertaining to fencing and all applicable building codes.

Storage Sheds

A shed will be considered only if it blends in with the house and maintains a continuity of building materials and color. Metal sheds or buildings are deemed not compatible. Storage sheds shall be located only in the rear yard and screened from view of adjacent streets and neighbors. Maximum size for freestanding storage sheds is 10' x 12' and 8' tall at highest point on roof.

Fences

All screen fences shall be of a uniform design (see attached example). The fence design has a similar appearance from either side and will normally be installed with the 2x 4 nailers facing your lot and the 1 x 4 cedar trim facing the street and neighboring properties. On corner lots the side street fencing may be installed no closer than 5' to the side street Lot Line or 10' from the sidewalk and landscape screening must be installed and maintained in the planting strip between the fence and street. All fencing facing a street or blvd. must be painted the standard OCHL fence color - painting of all fence surfaces is encouraged but not required.

Architectural Review Committee
Design Guidelines – Satellite Dishes

Jan 5, 1999

Satellite dishes up to 24" in diameter may be installed on the sides or rear of a home. When mounted on the side of the home, they should be placed on the rear third of the house and the upper third of the wall. Rear mounted satellite dishes should be mounted near the corner of the home as close to the roof overhang as possible. No satellite dishes may be mounted on the front of the home. If reception requires a mounting location other than those specified above, a site review by the ARC is required prior to approval.

One Club House Lane - Architectural Review Committee

Design Guidelines - Golf Netting

October 27, 1993

The following guidelines are to be used when designing golf netting installations on fairway lots in One Club House Lane, South. These guidelines are intended to afford the property owner the ability to provide the best degree of protection for their property with the least imposition on the views of adjacent neighbors. Before proceeding with the submittal of plans to the A.R.C. for the construction of golf netting, the owner should consult with Golf Northwest - the owners of the golf course - to determine that no other measures could be taken to provide protection from errant golf balls. Approval is required from both the A.R.C. and Golf Northwest prior to any golf netting installation.

GUIDELINES:

The proposed installation should consist of black nylon netting as supplied by Seattle Marine Supply Co. supported by 2½" -3" diameter steel posts set approximately 15' apart and secured in concrete with a steel top rail of approximately 1½" diameter or a stainless steel cable and guy wire with adequate strength and tension to resist sagging when the netting is installed. The top rail (guy wire) should be horizontal with the bottom of the netting cut to fit the ground contour and staked or tied to maintain a tight fit. The maximum height allowed is 24' without special approval from the A.R.C. Examples of this type of installation are attached.

If you have any questions please call:

One Club House Lane South, A.R.C. - ~~Paul Berthold (206) 425-1201~~

Golf Northwest - (206) 523-5150

1-800-333-3128

**ONE CLUB HOUSE LANE
DIVISION 10 – EAGLE CREST
DESIGN GUIDELINES**

1. The One Club House Lane Design Guidelines are a statement of architectural character and community - wide standards intended to guide the Architectural Review Committee (A.R.C.) in determining the acceptability of proposed plans for the construction or alteration of new or existing residences, or for the installation of improvements within the applicable divisions of One Club House Lane.

2. The Design Guidelines are established by the Architectural Review committee for the purpose of establishing a community which will accommodate a reasonable diversity of residential needs with a harmonious blend of good design and compatible design relationships. These Design Guidelines may vary for different phases and/or market sectors of the community and may evolve over time with changes in the marketplace. They are not intended to restrict or limit the authority of the Architectural Review Committee in approving or disapproving of any specific proposal that comes before them. The Architectural Review Committee may make exceptions or changes to the Design Guidelines where they deem it appropriate and reasonable to do so.

3. As with other high amenity communities, One Club House Lane is being developed to accommodate a wide range of housing needs. Accordingly, specific limits as to the size and price range of homes in the community have not been established at this time. This does not limit the ability of the A.R.C. to reject a proposed design that will not, in the opinion of the A.R.C., be harmonious with the community as a whole.

A. STYLE OR ARCHITECTURE

1. Homes built in Eagle Crest, shall consist predominantly of a blend of compatible traditional and craftsman architectural styles. These styles would be described as having an emphasis on strong roof forms, including moderately pitched gable and hip roofs; a quality entry porch statement to provide a focal point for the front of the home and to provide a sheltered vestibule for guests; and a variety of traditional window styles and designs. The exterior of the home should contain architectural detailing that is responsive to and enhances the exterior style of the home and is constructed of quality exterior wall materials that are architecturally integrated to provide a balanced exterior facade.

2. Some variations in more eclectic architectural styles may be allowed if, in the opinion of the A.R.C., they are tastefully done and designed to blend in a reasonable way into the community. The intent is that the homes in Eagle Crest, share a harmonious architectural character and to avoid styles that will not blend reasonably into the community.

B. EXTERIOR COLORS

1. Exterior colors and materials used in Eagle Crest shall be chosen from a palette based on the muted neutral earth tones, including off-whites, creams, beiges, browns, tans, grayed blues, warm grays, and greens. Trim elements can be painted white or a moderate variation in contrast with colors that blend with the main house siding color. Strong accent colors should be limited to entry units and trim elements such as shutters. All exterior colors must be submitted to the A.R.C. for approval.

C. EXTERIOR WALL MATERIALS

1. The primary exterior wall materials are wood (or wood like product) siding applied either horizontally or vertically. In some cases, the front elevations should feature a use of brick or stone accents appropriate to the style of the home. Other materials may be used as features or accents such as wood shingles and board and batten siding. Plywood panel type sidings are allowed in an accent application if appropriately detailed with trim boards.

D. ROOFING

1. Approved roofing is an architectural grade composition roofing. Alternative roofing materials must be submitted to the A.R.C. for review and approval and must blend in with the existing composition roofs in both style, texture and color. Small metal or shingle roofs on bays or pop-outs will be reviewed by the A.R.C. on a case-by-case basis.

E. WINDOWS & DOORS

1. Window and door styles and sizes shall be appropriate to the design and scale of the home. Window frames are to be white colored vinyl with clear glass. Entry doors should be of raised panel design with or without glass inserts. Garage doors shall be of multi-paneled design in a style appropriate with the home and should be painted to match house siding and trim colors.

F. SKYLIGHTS

1. Skylights are to be designed as an integral part of the roof. Skylight curbs should not exceed 6" in height and the glazing should be flat (not domed); with clear, solar bronze or gray glass. Skylight frames shall be bronze anodized or painted to match the dark gray roof color.

G. SHEET METAL, FLASHING AND VENTS

1. Sheet metal, flashing and vents shall be painted to match the surface to which they are attached. Roof vents and terminations shall be located on roofs not facing the street frontage whenever possible.

H. GARAGES AND DRIVEWAYS

1. Garages must be provided to accommodate a minimum of two cars. Garages must relate appropriately and be integrated into the design of the home. No open or unenclosed carports are allowed. Driveways are to be exposed aggregate or broom finish concrete with wood dividers. Alternative paving materials will be considered by the A.R.C. on a case by case basis.

I. GUTTERS AND DOWNSPOUTS

1. Gutters and down spouts must blend in color with adjacent surfaces. Exposed gutters used as architectural feature are to be colored to match the surface to which they are attached.

J. GAS AND ELECTRIC METERS

1. Meter locations are to be designed into the architecture and located on the side of the house not directly facing the street.

K. DECKS AND PATIOS

1. Decks or patios shall be used to provide outdoor living space adjacent to the main living areas of the home. Decks shall be used when lot grades prevent the use of on grade patio areas.

L. LANDSCAPING

1. Landscaping includes plants, trees, shrubs, lawn, ground cover, garden mulch or rock and other additions to yards. All areas to be landscaped and areas to be left in an undisturbed (native) condition will be reviewed by the A.R.C. As a design element, landscaping should be used to accent walks and driveways, define space, create privacy and soften the visual impact of structures and fences. Landscaping designs should consider the relationship of the residence and the subject lot to adjacent and surrounding lots in terms of scale, view, blockage, privacy and continuity.

2. Front and rear yards are to be seeded or sodded and landscaped immediately following completion of construction to minimize dust and erosion. Landscaping must be completed within six (6) months from the date of completion of construction unless an extension is granted by the A.R.C. Corner lot side yards adjacent to the street shall be landscaped as front yards.
3. Landscape screening, hedges and rows of trees shall not be planted in locations that will adversely impact the safe sight distances at driveways and golf cart paths or the views of surrounding neighbors.
4. Existing surface drainage patterns shall not be interrupted by the installation of landscaping.
5. All plantings shall be installed to industry standards and shall afford the plant materials the highest chances for survival.
6. Landscape maintenance standards will be applied on a community wide basis. Maintenance will be the responsibility and duty of the homeowner on private lots and the Association on common property within One Club House Lane.

A Maintenance program will be implemented to address the following minimum requirements.

- a) Mowing, weeding and edging of lawn areas on a weekly basis during the growing season and as necessary during the off-season to maintain a maximum lawn height of 3 inches.
- b) Watering as required to maintain optimum soil moisture necessary for applicable plant and lawn growth.
- c) Fertilize lawns to maintain vigorous growth and healthy green color with a minimum of two applications per year. Plantings to be fertilized a minimum of one time per year or as needed after establishment.
- d) Control weeds in lawns and garden beds through the selective use of approved post-emergent and pre-emergent herbicides and/or periodic hand weeding. It is preferred that the chemical weed and pest control work be performed by a licensed applicator.

M. EXTERIOR SIGNS

1. One post mounted "For Sale" or "For Rent" sign of a customary realty signage design will be allowed on each lot. No other signage shall be erected or placed by an owner or occupant in Eagle Crest without prior written consent of the A.R.C.

N. WORKMANSHIP

1. All workmanship within Eagle Crest must be performed to a level of acceptable industry standards for the range and scope of the housing available in the community.

O. MAINTENANCE

1. All lots, structures, parking areas, landscaping and other improvements are to be maintained in a good state of repair by the owner thereof. Maintenance includes the periodic repairs, replacement and repainting of the exterior of structures and other improvements to a level consistent with the overall standard set by the community.

DESIGN STANDARDS

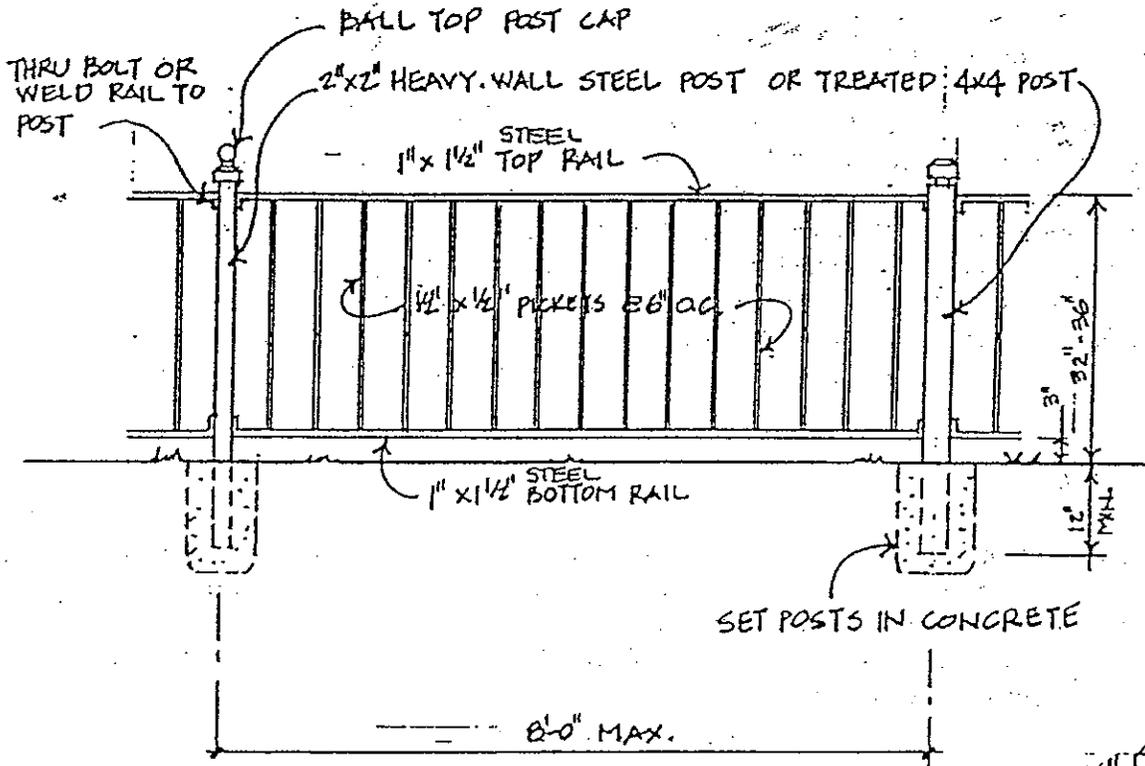
The following community-wide design standards have been incorporated into the Design Guidelines for One Club House Lane, Championship Circle, and Eagle Crest.

- | | |
|-------------------|-----------------------|
| 1. Privacy Fences | See Exhibit "D" & "E" |
| 2. Fairway Fence | See Exhibit "C" |
| 3. Mail Boxes | See Exhibit "F" |

EXHIBIT "C" REVISED EXHIBIT "F"
 ONE CLUB HOUSE LANE AT
 HARBOUR POINTE

6-30-5

STANDARD FENCE DESIGN FOR FAIRWAY LOT BOUNDARIES



NOTE: TOP & BOTTOM TO RUN PARALLEL TO GROUND.
 PAINT FENCE & POSTS WITH DARK GREEN ENAMEL TO MATCH PARKER 5925N GRAPHITE

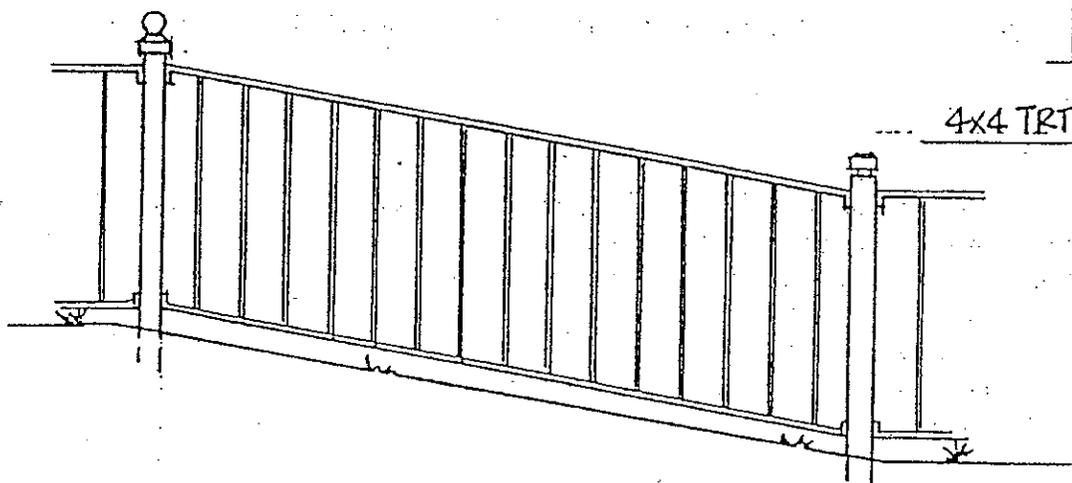
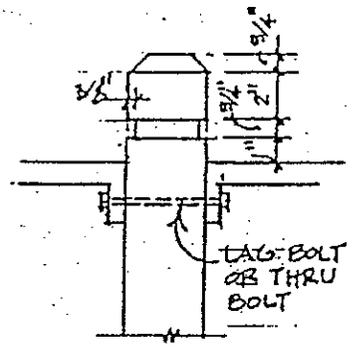
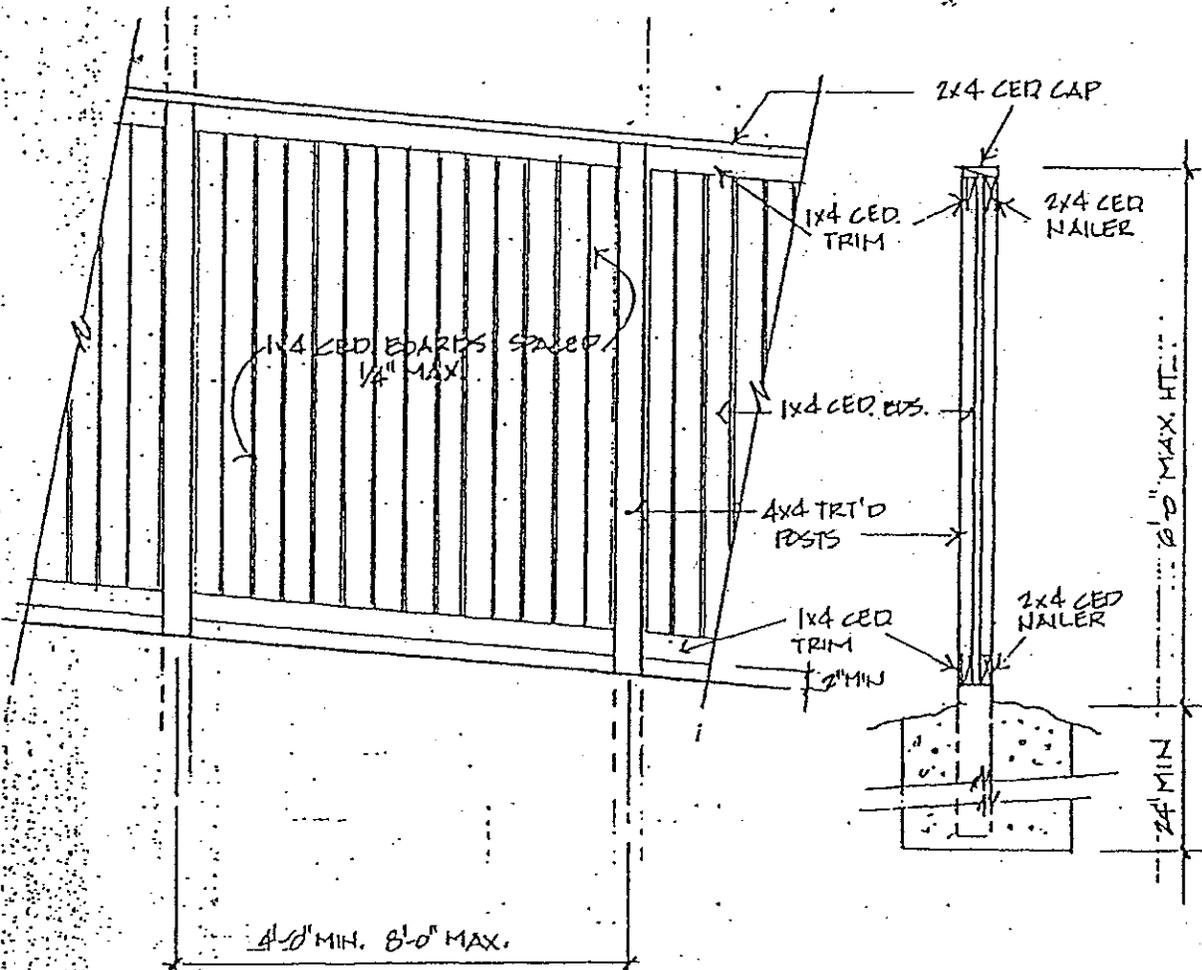


EXHIBIT "D"

CHANGES IN ELEVATIONS TO BE MADE WITH TOP & BOTTOM RAILS - PARALLEL

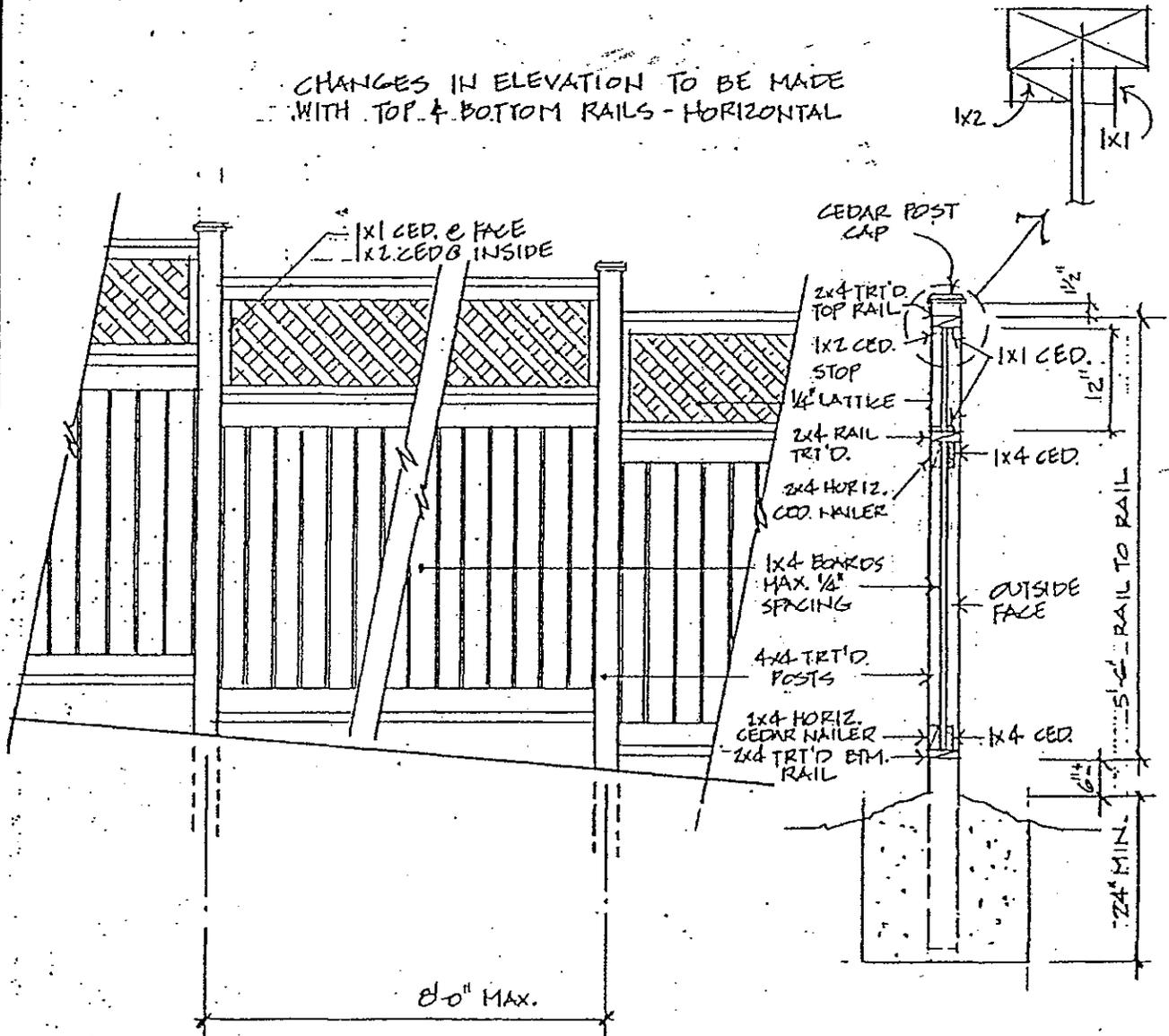


NOTE:

ALL POSTS TO BE ON LINE, PLUMB & SQUARE
 THE STREET FRONTING FACE OF ALL FENCES
 IS TO BE PAINTED PARKER - 5352M WHARF

EXHIBIT "E."

CHANGES IN ELEVATION TO BE MADE WITH TOP & BOTTOM RAILS - HORIZONTAL



NOTE:
ALL POSTS TO BE ON LINE, PLUMB. & SQUARE
THE STREET FRONTING FACE OF ALL FENCES IS TO BE PAINTED PARKER-5352 M WHARF



CLUB HOUSE LANE LATTICE TOP FENCE DTL.
(NON-FAIRWAY APPLICATION)

DATE: 6-92
DET. NO.

One Club House Lane South Association

ARC Fence Guidelines – Adopted at Board Meeting June, 10, 2015

All screen fences shall be of the uniform design (see attached example). The fence design has a similar appearance from either side and will normally be installed with the 2X4 nailers facing your lot and the 1X4 cedar trim facing the street and neighboring properties. On corner lots the side street fencing may be installed no closer than 5' to the side street Lot Line or 10' from the sidewalk. Landscape screening must be installed and maintained in the planting strip between the fence and the street. All exterior fencing visible from the street or boulevard must be painted the standard OCHL fence color (Parker 5325M Wharf— or something similar looking, for example Behr Premium Plus Exterior Flat Base: 4400, flat, matte – use a chip to match at paint store). Alternate fence colors may be approved if they are chosen from a palette based on muted neutral earth tones, including off-whites, creams, beiges, tans and warm grays. Alternate fence colors (for example to match house) must be (acknowledged with signatures on the ARC Form by the immediate neighbors who have either a direct line of sight and/or all adjoining property owners. An alternate fence color must have final approval of the Architectural Review Committee. Painting of all fence surfaces (for example inside & back) is encouraged but not required. See exhibits C, D and E.

Alternate fence materials (for example metal) and/or designs (such as gates and/or arbors) (not meeting exhibits C, D or E) may be approved. Drawings and/or illustrations showing design of proposed fence must be included with the ARC request form. Alternate fence materials and/or designs must be (acknowledged with signatures on the ARC Form by all neighbors on both sides of the street who have either a direct line of sight and/or all adjoining property owners. Alternate fence materials and/or designs must have final approval of the Architectural Review Committee.

Fencing materials that will not be approved by the ARC but not inclusive of shall be: vinyl, polycarbonates, plastics and other composite materials.

Any fencing materials reviewed by the ARC must be a minimum distance of ten (10) feet from the door of the transformer and three (3) feet from the other sides of the transformer. PUD guidelines may change from time to time. Owners are responsible to obtain any permits if necessary and follow local municipal laws.

The foregoing fencing guidelines were adopted by the Board of Directors on June, 10, 2015.

A handwritten signature in black ink, appearing to read "Jeffrey S. Danta", written over a horizontal line.

Jeffrey S. Danta
Secretary

ONE CLUB HOUSE LANE SOUTH ASSOCIATION

Policy Resolution: 201001
Approved Fine Schedule
Page 1 of 2

WHEREAS, the Board of Directors (BOARD) of One Club House Lane South Association (ASSOCIATION) is empowered to make and enforce a fine schedule pursuant to Section 3.22 of the Bylaws of the ASSOCIATION and State Law RCW 64.38.020; and

WHEREAS, the establishment of a fine schedule will help promote the goals of the ASSOCIATION in establishing rules, regulations, and design guidelines governing the ASSOCIATION; and

WHEREAS, there exists a fine schedule in the ARC Complaint Procedures but there is confusion as to whether the existing ARC Complaint Procedure with its fine schedule was ever published and distributed to all the Owners of the ASSOCIATION; and

WHEREAS, Section 3.22 of the Bylaws of the ASSOCIATION requires that the fine schedule be distributed to all Owners of the ASSOCIATION and there is a need to have a published and actionable fine schedule that complies with Section 3.22; and

WHEREAS, it is the intent of this Resolution to clear up the confusion noted above and to provide and publish a fine schedule that shall be applicable to all home Owners within the ASSOCIATION.

NOW, THEREFORE, BE IT RESOLVED THAT the existing ARC Complaint Procedure is hereby replaced with the following fine schedule and additional notice requirements are hereby established to be used in conjunction with the Fining Procedure set out in 3.21 of the Bylaws of the ASSOCIATION.

Fine Schedule

A fine may be imposed by the Board, especially for a repeating violation. Each imposed fine will be initiated with a written notice per the notice requirements and based upon the date given to correct the violation. If not corrected by the requested date, the fines will be assessed per the schedule below, and/or a one-time fine may be imposed by the Board ranging from \$10.00 to \$100.00 depending upon the severity of the violation.

Assessment Schedule

Days after Violation Cure Date	Fine
0-30 days	\$10.00, per day, per occurrence
For each 30 day period subsequent to initial 30 days	\$20.00, per day, per occurrence

The Board reserves the right to negotiate the fine amount, at anytime during the process based upon an agreed resolution of the violation.

ONE CLUB HOUSE LANE SOUTH ASSOCIATION

Policy Resolution: 201001

Approved Fine Schedule

Page 2 of 2

Notice Requirements

The Board, acting for the Association, will use the following process for notification of violations and assessing fines:

Warning Letter- A warning letter will be sent to the address of the homeowner maintained in the Association records. The letter shall state the alleged violation; a reference to governing documentation; the corrective action required; the date by which the action must be accomplished.

Notice of Intent to Fine- If an alleged violation is not corrected by the deadline of the Warning Letter, a second notice will be sent to the address of the homeowner maintained in the Association records. The mailing will reference the data contained in the Warning Letter; function as a 10 day cure notice; advise the homeowner they have ten (10) days to request a hearing per the Association Bylaws; inform the homeowner the fine to be applied from the date of this notice.

Deviation of Notice- the Board has discretion in determining whether 1.a violation is such that an imminent threat to peace, health, or safety of persons or property exists; 2.a violation is a recurring one. In such cases the Board may omit the warning letter from the notice procedure above, but nothing shall prevent the homeowner the right to be heard in regard to the alleged violation. The objective in this case will be to mitigate the perceived threat as soon as possible.

CERTIFICATE OF ADOPTION

The undersigned Directors of the One Club House Lane South Association certify that the foregoing Resolution were duly adopted by the BOARD on the 29th day of July, 2010 and shall become effective upon the 30th day of August, 2010 following distribution of this Resolution to the members of the ASSOCIATION.



President - Board of Directors



Director at Large - Board of Directors

One Club House Lane South Association

Roofing Committee Charter

Pursuant to Article 5 of One Club House Lane South Association's Bylaws, the Board of Directors hereby resolves to create a Roofing Committee which shall adhere to the following committee charter.

- Purpose:** At the direction of the Board of Directors, the Committee shall make recommendations to the Board of Directors regarding roofing materials that may be used on homes throughout the community for future re-roofing projects. The Committee's recommendations shall reflect the ultimate goal of upholding the overall aesthetic value of homes within the community. Any recommendations shall adhere to the current Architectural Guidelines within the One Club House Lane South Association.
- Responsibility:**
1. To arrange and meet with roofing material supplier(s)
 2. To create a comprehensive list of roofing material requirements
 3. To create a list of a minimum of (3) roofing materials that meet or exceed the Committee's requirements
 4. To create a list of appropriate colors for each of the selected roofing materials
 5. To make written recommendations to the Board of Directors no later than April 1st, 2009
- Scope:** The scope of the Committee's influence will be: Definition of roofing material requirements, selection of approved roofing materials, and selection of approved colors of each roofing material.
- Membership:** The Committee shall consist of three to five members. One member shall be appointed Chairperson by the Board and there shall be a liaison from the Board of Directors appointed by the Board. The members of this Committee shall be appointed and removed by the Board at any time, with or without cause.
- Meetings:** The Committee shall meet on an as needed basis. When appropriate, at least one member shall attend Board meetings to provide written updates to the Board of Directors.
- Reports To:** The Board of Directors
- Term:** Committee shall exist until the Board of Directors has properly passed a resolution formally documenting a list a "pre-approved" roofing materials, at which time the Committee will be automatically dissolved.
- Budget & Expenses:** The Committee does not have an assigned budget and there should be no significant costs associated with the performance of the Roofing Committee Charter. In the event that a Committee Member wishes to be reimbursed for an expense, the expense must be approved by the Board of Directors prior to being incurred.
- Authority:** The Board of Directors shall maintain final decision making authority and shall maintain sole authority to contractually bind the Association with outside contractors. The Committee has no authority to enter the Association into any contract and shall make no representation to any person or party that it possesses the authority to enter into contracts or agreements on behalf of the Association.

Prepared 12/17/08

One Club House Lane South Association Community Improvement Committee Charter (CIC)

Pursuant to article 5 of One Club House Lane South Association Bylaws, the Board of Directors hereby resolves to create a CIC Committee which shall adhere to the following committee charter.

- Purpose:** At the direction of the Board of Directors, the Committee shall make recommendations to the Board of Directors on how the annual budget for landscaping and maintenance should be used. The Committee's recommendations shall reflect the ultimate goal of maintaining and improving the existing landscaping within the community. The committee shall also identify any damage or maintenance needed in the parks and trails and make recommendations for repairs.
- Responsibility:**
1. To arrange and meet with landscape and maintenance contractors and obtain bids.
 2. To make written recommendations to the Board of Directors
 3. To provide bids obtained from landscape/maintenance contractors to the Board of Directors
 4. To provide oversight and assistance in the implementation of approved projects
 5. To improve and maintain the integrity of the landscape in our community
 6. To evaluate landscape/maintenance contractor performance and verify completion of work through regular area walkthroughs.
 7. To create and update as needed an annual calendar of landscaping and maintenance activity.
- Scope:** The scope of the Committee's influence will be: The landscape and maintenance standards, the landscape and maintenance contracts, and the landscape and maintenance contractors.
- Membership:** The Committee shall consist of three to five members. One member shall be appointed Chairperson by the Board and there shall be a liaison from the Board of Directors appointed by the Board. The members of this Committee shall be appointed and removed by the Board at any time, with or without cause.
- Meetings:** The Committee shall meet on an as needed basis. When appropriate, at least one member shall attend Board meetings to provide written updates to the Board of Directors.
- Reports To:** The Board of Directors
- Term:** The Committee's work is ongoing, and volunteers are encouraged to commit to a minimum one year term.
- Budget & Expenses:** The Committee does not have an assigned budget. Any expenses will be by Board approval only.
- Authority:** The Committee together with the Board liaison shall be given written authorization from the Board of Directors prior to spending any Association funds for landscape and maintenance.
- The Chairperson shall have authority to request proposals and information from the contractor.
- The Board of Directors shall maintain final decision making authority and shall maintain sole authority to contractually bind the Association with outside contractors for the performance of work. The Committee has no authority to enter the Association into any contract and shall make no representation to any person or party that it possesses the authority to enter into contracts or agreements on behalf of the Association.

Prepared 1/29/2009

One Club House Lane South Association Social Activities Committee Charter (SAC)

Pursuant to article 5 of One Club House Lane South Association Bylaws, the Board of Directors hereby resolves to create a SAC Committee which shall adhere to the following committee charter.

- Purpose:** At the direction of the Board of Directors, the Committee shall make recommendations to the Board of Directors on how the annual budget for social activities should be used. The Committee's recommendations shall reflect the ultimate goal of organizing events which provide an enjoyable all-inclusive atmosphere for neighbors to meet and socialize.
- Responsibility:**
1. To define two to three social events per budget year.
 2. To make written recommendations to the Board of Directors including estimated costs for each activity.
 3. To provide oversight and assistance in the implementation of approved events
 4. To create and update as needed an annual calendar for social event planning and activity.
- Scope:** The scope of the Committee's influence will be: OCHLSA social event planning
- Membership:** The Committee shall consist of three to five members. One member shall be appointed Chairperson by the Board and there shall be a liaison from the Board of Directors appointed by the Board. The members of this Committee shall be appointed and removed by the Board at any time, with or without cause.
- Meetings:** The Committee shall meet on an as needed basis. When appropriate, at least one member shall attend Board meetings to provide written updates to the Board of Directors.
- Reports To:** The Board of Directors
- Term:** The Committee's work is ongoing, and volunteers are encouraged to commit to a one year term.
- Budget & Expenses:** The Committee does not have an assigned budget. Any expenses will be by Board approval only.
- Authority:** The Committee together with the Board liaison shall be given written authorization from the Board of Directors prior to spending any Association funds for an event.
- The Board of Directors shall maintain final decision making authority and shall maintain sole authority to contractually bind the Association with outside contractors for events. The Committee has no authority to enter the Association into any contract and shall make no representation to any person or party that it possesses the authority to enter into contracts or agreements on behalf of the Association.

Prepared 1/29/2009

**ONE CLUB HOUSE LANE SOUTH
HOMEOWNERS ASSOCIATION**

Policy Resolution: 200802

Inspection of Association Records Resolution

Page 1 of 2

WHEREAS, article VI, section 6 of the bylaws provides that the records of the Association shall be available for examination by all members, holders of mortgages on the lots, and their respective authorized agents on reasonable advance notice during normal working hours at the offices of the Association or its managing agent, and

WHEREAS, there is a need to adopt procedures for inspecting records, and

WHEREAS, it is intended that this policy be applicable to all members, holders of mortgages on the lots, and their respective authorized agents and shall remain in effect until otherwise rescinded, modified, or amended by a majority of the Board of Directors.

NOW, THEREFORE, BE IT RESOLVED THAT the following procedures regarding the inspection of books and records by members, holders of mortgages on the lots, and their respective authorized agents shall be adopted by the Board of Directors:

1. A completed "Request to Inspect Association Records and Certification of Non-Disclosure" form must be submitted in writing to the Board of Directors or its duly authorized representative at least (5) business days prior to the planned inspection.
2. Upon receipt of the written request, the Board of Directors or its duly authorized representative will contact the requesting party to make an appointment convenient to all parties.
3. All records must be inspected at the office of the managing agent of the association between the hours of 9:00 a.m. and 5:00 p.m. Monday through Friday, excluding holidays.
4. The notice must specify with particularity which records are to be inspected.
5. At the discretion of the Board of Directors, or its agent, certain records may only be inspected in the presence of a Board member or an employee of the managing agent.
6. The person(s) requesting access shall not disrupt the ordinary business activities of the managing agent office or its employees during the course of the inspection.
7. No records may be removed from the office without the express written consent of the Board of Directors.
8. Copies of records may be obtained by tagging records to be photocopied. Management will perform copying according to the per copy rate in the Management Agreement with the Association.
9. Consistent with an individual's right to privacy and applicable law, the following reports will not be made available:
 - a. Records of Administrative Hearings pertaining to the imposition of punitive measures.

**ONE CLUB HOUSE LANE SOUTH
HOMEOWNERS ASSOCIATION**

Policy Resolution: 200802

Inspection of Association Records Resolution

Page 2 of 2

- b. Records where disclosure would violate a constitutional or statutory provision of applicable public policy.
- c. Files concerning any active or ongoing litigation. Once litigation has been settled these records are generally available for inspection.
- d. All correspondence from/to any attorney representing the Association.
- e. Personnel records.
- f. Preliminary data, information, or investigations which have not been formally approved by the Board of Directors, such as contractor bid proposals.

CERTIFICATE OF ADOPTION

The undersigned Directors of the One Club House Lane South Homeowners Association certify that the foregoing Resolution was duly adopted by the Board of Directors in accordance with the procedures provided in the Declaration at a meeting held on the 15th day of APRIL, 2008 and shall be effective on the 1st day of MAY, 2008 until further modified.



President – Board of Directors



Secretary – Board of Directors

**ONE CLUB HOUSE LANE SOUTH
HOMEOWNERS ASSOCIATION**

Administrative Resolution: 200801

Creation and Use of Resolutions

Page 1 of 2

WHEREAS, the Board of Directors of the One Club House Lane South Homeowners Association is granted a certain authority and empowered to act on behalf of the Association pursuant to Article III, Section 18 of the by-laws.

WHEREAS, there has become a need to effectively exercise that authority, a more formal process is required to administer some aspects of the Association.

WHEREAS, it is the intent that this formal resolution process shall be applicable to all future Resolutions adopted by the Board of Directors, until further modified.

NOW, THEREFORE, BE IT RESOLVED THAT the following process concerning future Association Resolutions is hereby adopted by the Board of Directors:

1. As appropriate, the Board of Directors shall adopt Resolutions in one of two forms:
 - a. **Policy Resolutions** relate to governing the Association, including but not limited to, actions affecting the members' rights of enjoyment and obligations, and the protection of Association and members' equity.
 - b. **Administrative Resolutions** deal with the Association's operation, including but not limited to, committee responsibilities, financial procedures, and policy and rules administration.
2. All resolutions shall conform to the attached Model Resolution format.
(See page 2 of this Resolution for the format)
3. When a need for a new Resolution is identified, the Board of Directors may, as appropriate, solicit Association members' comments and feedback regarding the proposed Resolution.
4. Based on the member input received (if applicable), the Resolution may be revised by the Board of Directors.
5. Once the Resolution is in its final form, the Board of Directors shall vote to either approve or disapprove the Resolution. If the Resolution is approved, the Resolution will be enforceable by the Board of Directors within the mandate of its Association powers and duties.
6. A Book of Resolutions adopted by the Association will be maintained by the Secretary and Resolutions that materially affect Association members will be mailed to each Association member prior to the Resolution's effective date.

**ONE CLUB HOUSE LANE SOUTH
HOMEOWNERS ASSOCIATION**

Administrative Resolution: 200801

Creation and Use of Resolutions

Page 2 of 2

MODEL RESOLUTION FORMAT:

**ONE CLUB HOUSE LANE SOUTH
HOMEOWNERS ASSOCIATION**
Administrative (or "Policy") Resolution: 20XX0X
Title of Resolution
Page X of X

WHEREAS, *(One or more paragraphs providing the AUTHORITY for this Resolution)*

WHEREAS, *(One or more paragraphs describing the PURPOSE the Association is trying to accomplish through this Resolution)*

WHEREAS, *(One or more paragraphs describing the SCOPE of this Resolution or whom this Resolution applies to and/or for how long)*

NOW, THEREFORE, BE IT RESOLVED THAT *(One or more paragraphs describing the specific details of the Resolution, may also be in numeric format)*

CERTIFICATE OF ADOPTION

The undersigned Directors of the One Club House Lane South Homeowners Association certify that the foregoing Resolution was duly adopted by the Board of Directors in accordance with the procedures provided in the Declaration at a meeting held on the Xth day of MONTH, 20XX and shall be effective on the Xst day of MONTH, 20XX until further modified.

President – Board of Directors

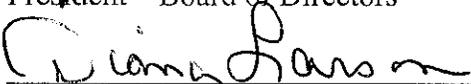
Secretary – Board of Directors

CERTIFICATE OF ADOPTION

The undersigned Directors of the One Club House Lane South Homeowners Association certify that the foregoing Resolution was duly adopted by the Board of Directors in accordance with the procedures provided in the Declaration at a meeting held on the 15th day of APRIL, 2008 and shall be effective on the 1st day of MAY, 2008 until further modified.



President – Board of Directors



Secretary – Board of Directors