

MURRAY PARK CONDOMINIUM ASSOCIATION OF UNIT OWNERS Architectural Review Procedures And Guidelines Resolution

WHEREAS various Articles, including Articles 8 and 9, of the Bylaws of Murray Park Condominium Association of Unit Owners, a nonprofit corporation formed under the laws of the State of Oregon, provides for the Association to have authority to review and approve or disapprove of all improvements to be erected, placed or altered on or in any unit or lot. Lot owners may not permit any architectural changes until such time that the construction plans and specifications showing the nature, shape, heights, materials, colors and proposed locations of the improvement have been submitted to the Architectural Control Committee and approved in writing,

AND WHEREAS, it is the intent of the Board of Directors, through the Architectural Review Committee, to ensure that any changes proposed are carefully considered for their effect on the uniform appearance of the real property and its improvements

NOW, THEREFORE BE IT RESOLVED THAT the following procedures shall be followed:

1. The Architectural Review Committee (ARC) is hereby formed to ensure the enforcement of Articles Eight and Nine of the Association Bylaws.
2. Prior to commencement of any alteration or addition to an existing structure and/or the addition of a new structure and/or improvement, the plans and all required forms shall be submitted in writing to the Architectural Review Committee, via its managing agent.
3. The Unit Owner's proposal, submitted within the Alterations, Additions & Improvements Application (attached to this resolution), shall contain a description of the alteration or addition, including the height, width, length, color, materials used, finishes, etc., and all requested information shall be provided in the format required.
4. Verbal requests will not be considered.
5. Each alteration or addition must be specifically approved even though the intended alteration or addition conforms to the CC&R's and Resolutions, and even when a similar or substantially identical alteration or addition has been previously approved. (A record of previously approved additions or alterations will be maintained by the Association.)
6. The ARC shall make a recommendation as to approve or disapprove an application to the Board of Directors within thirty (30) days of the application being received by the managing agent. If the ARC feels that more information is required, the ARC must request that of the homeowner within thirty (30) days of receiving the application.

7. The applicant shall be informed in writing within thirty (30) days of application of the ARC decision to approve, disapprove, or request more information. The Board of Directors shall have final authority in all matters related to Architectural Review. An owner may appeal a decision of the ARC to the Board of Directors by submitting a written request of appeal in writing to the managing agent. The Board shall render a decision on the appeal no later than the date of the next scheduled Board of Directors meeting and the applicant shall be informed of their decision, in writing, within ten (10) days of the date of the decision.

8. The ARC has further authority to specify a product to maintain uniformity of appearance of the real property and/or its improvements.

9. The ARC will make periodic visual inspections of the community. Any Lot Owner seeming to be in violation of Architectural Review guideline requirements will be sent a letter by the Association. The Owner must reply within ten (10) days of the date of the letter.

10. The Association may charge the Owner for costs associated with administering or processing requests or reviews involving an Architect, Engineer, Managing Agent, etc. as needed. All major expenses related to the request will also be charged to the owner.

11. Satellite Dishes - Satellite Dishes may be placed on the property after submitting a request to the ARC. Satellite Dishes may be attached to the patio or deck railing/fencing using a clamp or ties, but may not be attached via penetration into any part of the condominium structures. Wiring should be ran along the building in the least conspicuous way possible, and should connect to the unit via the pre-existing entry point.



Approved by the Board of Directors this 5th day of September, 2013.

Attest:

Secretary
Board of Directors
Murray Park Condominium Association of Unit Owners

Date

MURRAY PARK CONDOMINIUM ASSOCIATION OF UNIT OWNERS
ALTERATIONS, ADDITIONS & IMPROVEMENTS APPLICATION

PLEASE SUBMIT COMPLETED FORM TO:
MURRAY PARK CONDOMINIUM ASSOCIATION OF UNIT OWNERS
c/o FRESH START Real Estate Inc.
6107 SW Murray Blvd. #313
Beaverton, Oregon 97007
Manager@FRESHSTARTofOregon.com

Date: _____

Property Owner

Name: _____

Unit Address: _____

Mailing Address (if different):

Telephone Number: _____

E-mail: _____

Proposed Project Start Date: _____

Proposed Project Completion Date: _____

Architect/Designer/Contractor

Name: _____

Business Address: _____

Telephone Number: _____

Fax Number: _____

Email: _____

Briefly describe the proposed improvement:

DETAILS OF HOME IMPROVEMENTS SUBMITTED FOR REVIEW

TYPE OF PROJECT:

- REMODEL
- INSTALLATION OF EXTERIOR MODIFICATION (e.g. air conditioning unit, fence, satellite dish)
- OTHER: _____

Work will be completed by (check all that apply):

- Owner
- Contractor

Does this project require a Washington County building permit? : _____

Will the project require modification of existing landscaping? : _____

If yes, please provide a detailed description of proposed changes to the existing landscaping along with a scale site plan for the overall landscaping.

ACKNOWLEDGEMENT:

- I/we have read the Declaration, Bylaws and applicable Resolutions (including the Architectural Review Process and Guidelines Resolution, of Murray Park Condominium Association of Unit Owners and fully understand the requirements of this application.
- I/We understand that the cost of an independent review by the legal counsel, architects, engineers or other pertinent consultants, on behalf of the Association, if so deemed necessary by the ACC or Board of Directors, will be passed on to me/us.
- I/We assume responsibility for any and all damage caused by my/our construction, and/or the construction performed by our contractors, to adjacent units, common areas, or my/our property.
- Owner has provided all samples required by this Resolution and this Application, if applicable.

Owner agrees to the foregoing terms and submits this Application, certifying, to owner's best knowledge, this Application and the material submitted in support of it is true and correct.

Signature: _____ Date: _____

Architectural Review Decision <i>(To be completed by ACC)</i>		
<input type="checkbox"/> Approved	<input type="checkbox"/> Approved w/conditions	<input type="checkbox"/> Disapproved
Comments or Conditions of Approval:		

Signature: _____ Date: _____		