

GREENWOOD CONDOMINIUMS OWNERS ASSOCIATION DUBLIN

ARCHITECTURAL GUIDELINES

All architectural submittals will be reviewed by the Architectural Control Committee (ACC). The Architectural Control Committee has the authority and the capacity to approve, conditionally approve, or deny approval of any submission in accordance with the CC&R's and the Architectural Guidelines.

It is in the homeowner's best interest and a requirement of the Association to submit a proposal and receive written approval of proposed plans, prior to commencing any alterations or improvements. This will prevent any unnecessary expense to the homeowners in the event a proposal is denied.

1. Your declaration of Covenants, Conditions and Restrictions (CC&Rs) provides for control of construction or alterations. The Board of Directors has established the following guidelines, which do not replace or alter the intent of the CC&R's. The CC&Rs take precedence in the event these guidelines are in conflict with the CC&R's.
2. **THE ACC WILL ONLY CONSIDER WRITTEN REQUESTS.** Written requests are to be submitted to the ACC for processing. Normal processing takes approximately 30 days. An Architectural Improvement Request Form is required to be completed and submitted with the proposal.
3. **ALL WRITTEN REQUESTS SHOULD;** include information necessary for the ACC to effectively evaluate the proposed improvement(s). Necessary data should include: height, width, length, size, color, materials, and location of the proposed alterations. Visual aids, such as architectural drawings, photographs, sketches or manufacturer's brochures of the alterations are valuable to the ACC. It is very important that the existing fences and building walls be depicted in your plan view. This will identify relative locations of planned improvements within the existing space.
4. **IF A PROPOSAL IS DENIED,** the applicant may appeal to the ACC to reconsider its position and is encouraged to present new or additional information which might clarify the request or demonstrate its acceptability. Only one appeal per application will be honored.
5. All **EXTERIOR ALTERATIONS,** modifications, or changes to an existing building is generally discouraged and absolutely must have the approval of the ACC before any work is undertaken.

A list of specific architectural guidelines (such as window coverings, awnings, use of patios and balconies, etc) is available from the management company.