

Cedarwoods Design Guidelines

Homeowners Association Responsibilities

Maintenance of Buildings and Garages

- HOA will be responsible for the general maintenance of the exterior of Cedarwoods buildings and garages unless otherwise noted below as owner's responsibilities.
- Generally, this includes items that affect all of the buildings and are not specific to a particular unit including: regular painting, roof replacement or repair, damage or wear on garages and garage doors (unless caused by individual owner), parking areas, lawns, and common areas.
- All general maintenance items are covered in Cedarwoods annual budget (approved by homeowners at the annual meeting) and are paid for by annual HOA dues.
- The Cedarwoods Management Committee and the Property Manager schedule and oversee the projects and expenditures. The Management Committee will conduct two inspections a year to identify problem areas and notify owners as appropriate or put the items on the HOA to-do list.
- Should special assessments for large expense projects be necessary, they must be voted on and pre-approved by a majority of the Cedarwoods Homeowners.
- Damage caused by Acts of Nature may be covered by Cedarwoods insurance.
- Damage caused by individual owners will be the owner's responsibility.

Painting

- Painting schedule: Buildings are scheduled to be repainted every 4 years. Touch-up painting may occur as necessary for exterior walls damaged by weather or sun between their scheduled painting times.
- In case owners need touch-up paint:
Building color: Sandal
Trim color: White
(Available and on file at Ace Hardware -Coast to Coast)

Roof

- Roofs are examined annually and are replaced or repaired every 15-20 years or as needed. Replacement must be approved by Homeowners and may be subject to a special assessment.

Grounds, Landscaping, Trees in common area spaces

- HOA dues cover annual lawn care, mowing, fertilizing, spraying, maintenance of sprinkler system, tree and shrub maintenance, trimming and planting in common areas.
- In addition to annual tree maintenance, owners may request in writing special tree trimming, care or tree removal that impacts their particular unit. Approved projects will be scheduled through the Cedarwoods landscaper or arborist at the owner's expense. Owner's may not remove or plant trees without approval of the Management Committee.
- The Cedarwoods sprinkler system is older and inadequate to cover all areas of our lawns and common grounds. Owners are encouraged to water damaged areas of the lawn as needed.

Exterior lighting

- Exterior light fixtures will be maintained and repaired by HOA. Owners are encouraged to replace burned out light bulbs in front of their buildings and garages. Replacement bulbs are available upon request.

Tennis Courts

- HOA will maintain and repair tennis courts.

Cedarwoods Design Guidelines continued...

Signage, sidewalks, parking areas and driveways

- HOA will maintain and repair sidewalks, parking areas and driveways. Repair and maintenance projects are budgeted, approved and scheduled in advance.

Owners Responsibilities

General Guidelines

- Exterior items specific to individual units will be maintained by individual owners and kept in good condition, appearance (including regular painting or staining as needed.) and repair.
- Items that are Owners Responsibilities include: doors, steps, decks, gutters, and shrubs and plants immediately in front or back of a unit.
- The Management Committee will be responsible for two inspections a year to assess the overall condition of Cedarwoods buildings and grounds.
- Owners who do not keep the exterior of their units in good shape will be asked in writing by the Management Committee to repair the problem. Failure to comply in a timely manner may result in the Management Committee having the work completed at the owner's expense.
- Owners are responsible for any damage they or their renters cause to the exterior of a building, garage, light fixture, garage door, doors, etc.
- Design Guidelines are meant to allow for some variety of individual units in order to add visual interest to our buildings while enforcing a certain uniformity and quality for the Cedarwoods complex.
- Plans for all improvements, changes, additions, or repairs to the exterior of individual units must be submitted in writing to the Property Manager and approved by the Management Committee prior to beginning the project. Review and approval or comments will be made within 14 business days.

Doors: storm doors and front doors: see examples of styles and colors attached

- All doors must be maintained in good repair and appearance (including painting or staining as needed, no broken screens or glass, no broken doors)
- A variety of styles and colors are acceptable. Door replacement or change in color must be pre-approved by the Management Committee.
- Colors must be natural earth tones including browns, red browns, black, beige, light brown. No primary colors or bright colors are acceptable.
- Storm doors may be wood, metal or high quality fiberglass (plastic).

Decks: see examples of styles and colors attached

- Decks must be maintained *in* good repair and good appearance (painted or stained as needed). Owners of decks that have received notices from the Property Manager must repair or replace their decks in 2007 or make arrangements with the Property Manager. Exceptions to the deck replacements are those units affected by the pending Rafter J water system project.
- A variety of deck styles (with or without railings) and colors are acceptable. Deck replacement or change must be pre-approved by the Management Committee.
- Decks must be constructed of wood or composite material (Trex).
- Decks must be constructed on appropriate foundations.
- Decks must be stained or painted natural wood colors or earth tones (redwood, cedar, browns) No bright colors or primary colors are acceptable.

Cedarwoods Design Guidelines continued...

Front Steps

- A variety of styles (with or without railings) and colors are acceptable for front steps. Replacement or change to front steps must be pre-approved by the Management Committee.
- The original Cedarwoods front steps (covered with indoor outdoor carpeting) are generally in disrepair and poor appearance and are no longer acceptable. Owners with the original steps have been contacted by the Property Manager and must replace the steps in 2007 or make arrangements with the Property Manager.
- Front steps must be constructed of wood.

Windows and Sliding Glass doors

- Broken window panes or glass doors or ripped screens must be repaired or replaced.
- New windows or glass doors must conform to the size and shape of the existing windows and doors.
- When replacing windows or glass doors, exterior trim must be replaced and painted the Cedarwoods trim color.
- Window frames may be metal, wood or high quality fiberglass (plastic)
- Sliding glass doors may be replaced with French doors.

Gutters

- Management Committee and/or Property Manager will inspect gutters annually and report to owners any problems or damage caused from faulty or missing gutters.
- Repair and replacement of gutters is owner's responsibility.
- Gutters must be standard dark brown metal or plastic

Skylights

- The replacement or repair of skylights is the owner's responsibility.

Landscaping immediately around individual units

- Shrubs and flowers in front of individual units may be planted without HOA approval.
- Plans for raised flower beds or permanent planters must be pre-approved by the Management Committee.
- Shrubs and plants should be trimmed and maintained by owners. Shrubs that are overgrown and are not maintained by owners will be trimmed 2 times per season by HOA landscapers at a nominal charge to owners.
- No trees may be planted or removed without pre-approval of the Management Committee.