

Architectural Control Committee Guidelines

Revision 10 – October 16, 2017



www.TheParksatMillCreek.com

**Questions are welcomed:
TheParksACC@outlook.com**

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Revision Log

Rev. Draft	07/04/03	Drafted by Mark Minner and submitted to ACC for review and revision.
Rev. 0	08/04/03	ACC revisions incorporated.
	08/06/03	HOA Board approval received.
Rev. 1	09/09/03	Process flows and Purpose, Roles and Responsibilities revised to account for Board granted authority to ACC for decisions and initial enforcement of guidelines allowing for Homeowner appeal to the Board. Appeal process flow added. Reference 51 revised to the HOA Bylaws, revision 1. Reference 58, Exceptions to Submission of Architectural Modification Application, added.
Rev. 2	10/1/03	Clarified color requirements by adding “Colors- Doors and Shutters”, “Colors – Earth Tone”, “Colors – Fence” and “Colors – House”. Deleted “Earth Tone Colors” and the color reference under “Fences”. Added a six-foot height limit to “Woodpiles”.
Rev. 3	7/30/05	Clarified responsibilities in “Parkways” and “Sidewalks”. Clarified the restrictions to sign posting at neighborhood entrances to “Signs” Added “Tree Removal” section. Added complaint form, Ref. 59.
Rev. 4	4/12/06	Incorporated new Fine Schedule, ref. 52a, and Collection Policy, ref. 52b, in “References”.
Rev. 5	5/3/06	Incorporated size restrictions for storage sheds in “Storage Sheds”.
Rev. 6	11/12/08	Incorporated alternate materials for “Decks” and “Roofs”. Incorporated new Washington State rules on political sign posting in “Signs”. Added HOA website references. Removed the color wheel maintenance from “Colors – Doors and Shutters”.
Rev. 7	12/14/16	Incorporated cumulative rule interpretations since last update. Added “Introduction” and simplified format. Removed Fine Schedule and Collection Policy for separate posting on HOA website.
Rev. 8	6/28/17	Incorporated governmental regulations into “Fireplaces – Outdoor”
Rev. 9	9/18/17	Added “Solar Panels”.
Rev. 10	10/16/17	Added “Garage Sales”.

Introduction

These Guidelines are provided to association members as a service to introduce the ACC operations and reference the most common rules affecting neighborhood aesthetics. References to sources for these rules are also provided. Neither the list of rules or references should be considered comprehensive. The ACC exists as an educational resource for association members. Activities are geared toward working with homeowners to come to a consensus on open issues within the bounds of the association rules, the rules we all agreed to follow when we signed the Planned Unit Development rider when purchasing our homes. Keeping in mind this working together goal, two-way communication is key to our mutual success and the success of the community. The ACC works to defined processes to be consistent when dealing with all members.

Application for Project Approval

Nearly all homeowner projects affecting the external appearance and aesthetic of the structures and landscaping on any lot will require application to the ACC for approval. A flow chart of this process can be found in Appendix 2. A Modification Request form is available on the HOA website. Exceptions to the process can be found in Appendix 1.

Rule Non-Compliance

The ACC does not police the neighborhood but does accept requests for investigation from members and the Beautification Committee. Then, if needed, the ACC will engage with the homeowner to better understand and resolve any issues. A flow chart of this process can be found in Appendix 3.

Complainants are encouraged to first talk to their neighbor to try to resolve any issues. The homeowner of the property in question is encouraged to positively respond to either the complainant or the Beautification Committee so that issues don't need to go to the ACC for resolution.

ACC Application of the Rules

When dispositioning an application for project approval or an investigation of non-compliance the ACC will review the ACC Guidelines, any rule interpretations since the last update of the Guidelines, past ACC dispositions and city, county, state and federal codes. However, the final responsibility for understanding and following the government regulations outside the HOA governing documents still lies with the homeowner.

Appeal of ACC Rulings not in the Homeowners Favor

It is recognized that members might not always agree with an ACC ruling. A process has been established to allow for Board consideration and final disposition in such an event. A flow chart of this process can be found in Appendix 4.

Architectural Control Committee (ACC)

Purpose, Roles and Responsibilities

Purpose

The ACC is appointed by the Board for the purpose of uniform application and enforcement of applicable CCR's. For this purpose, the ACC will make interpretations of the applicable CCR's and record them in the ACC Guidelines for uniform application and enforcement in matters brought before the Committee. In addition, the ACC will make interpretations and policy for inclusion in the Guidelines on matters brought before them but not addressed in the CCR's.

Roles and Responsibilities

ACC Chairperson

The ACC Chairperson shall:

- be the primary interface between the ACC, the Board and the Property Manager in Committee matters.
- effectively and promptly communicate Committee business with the Committee members, the Board and the Property Manager by appropriate means; e-mail, phone, postal service, meetings, etc.
- insure adherence to all process steps and timelines.
- lead and work cooperatively with Committee members towards consensus decisions.
- assign actions to Committee members as necessary.
- schedule meetings as necessary.

ACC Members

The ACC Members shall:

- promptly respond to all communications regarding Committee business.
- cooperatively work together towards consensus decisions.
- make themselves available for required meetings and inspections.
- effectively and promptly work actions assigned by the Chairperson.

Roles and Responsibilities (cont.)

Property Manager

The Property Manager shall:

- record transactions between the Homeowners, the ACC and the Board.
- effectively and promptly communicate matters of ACC business with the appropriate parties.
- attend ACC meetings as required.
- generally, be the primary interface between the Homeowners and the ACC.
- follow up on actions taken by the Board on ACC recommendations.

HOA Board of Directors

The Board shall:

- promptly take action with the Homeowner on any unresolved violation referred to the Board by the ACC.
- follow up on actions taken by the Board for enforcement of ACC Guideline violations.
- not accept the lack of prior enforcement as a reason for non-compliance by the Homeowner.
- communicate ACC guidelines to the Association membership.
- compensate the Property Manager for ACC meeting attendance.
- process appeals in a timely manner maintaining the best interest of the Association.

Homeowner

The Homeowner shall:

- be aware of the HOA CCR's, bylaws and ACC Guidelines.
- comply with all Association regulations.
- submit an application to the Association for approval of any architectural modification, addition or improvement at least 45 days prior to the work commencing.
- be aware of and comply with all governmental regulations.
- acquire all required governmental permits.
- respond promptly to notification of a violation with the appropriate remedy.
- not use the lack of prior enforcement as a reason not to comply with Association regulations or ACC Guidelines or not to resolve a violation.
- be aware of potential consequences of noncompliance, including the loss of HOA voting rights and the assessment of fines.

ACC Guidelines

Animals

- No livestock, exotic or other non-domestic animals shall be kept on any lot.
- Domestic pets may be kept providing they do not exceed common household numbers and limits established by government regulation.
- All animal enclosures must be kept in a clean, neat and odor free condition at all times.
- All owners shall comply with governmental regulations including city dog leash and scoop, cat no roaming and noise ordinances.
- Food dishes shall not be left outside in a manner that attracts wild animals or pests.

Basketball Hoops

- Permanent in ground basketball hoops/poles are not permitted.
- The use of portable basketball hoops shall not impede vehicular or pedestrian traffic.
- Portable hoops shall not be located so as to prevent street sweepers from cleaning any part of a street or gutter.
- The use of a basketball hoop shall not become a noise nuisance.

Buffer Areas

- Buffer areas are shown on the face of the division plats available on the HOA's website.
- Cutting or clearing of trees within the buffer areas is prohibited except as allowed by the City of Mill Creek and only with the express approval of the City and the ACC.
- No debris of any kind shall be dumped in buffer areas.
- Buffer areas that are part of the Common Areas shall not be altered (see Common Areas).

Business - Home

- No trade, craft, business, profession, commercial or manufacturing enterprise or business or commercial activity of any kind, including day schools, nurseries, or church schools (except in-home day care for not more than two children, provided that there shall be no external signage of such activity), shall be conducted or permitted on any Lot.
- Exceptions may be allowed by the Board upon submittal of a request for approval including a copy of a City of Mill Creek business license.
- Homeowner must disclose to the HOA any business being operated on their lot.

Carports

- No carport shall be constructed on any lot.

Clothes Lines

- No clothes lines shall be constructed on any lot.
- No washing, rugs, clothing, apparel or any other article shall be hung from the exterior of any structure or on a lot so as to be visible from any adjoining streets.
- Consideration shall be taken to screen the view of neighboring lots and to remove any hanging material in a timely manner.

Colors – Doors and Shutters

- The color of doors and shutters may deviate from the earth tone color scheme providing the ACC finds the colors to be in keeping with the color scheme of The Parks.

Colors – “Earth Tone”

- The ACC will maintain a color-wheel defining the approved range of colors (current approved color ranges and shades are available on the HOA website).

Colors – Fence

- Fence finish may be left natural, protected with a clear preservative or may be stained or painted.
- If stained, a natural cedar, or if painted an “earth tone” color (the same as the body of the house) shall be used.
- The ACC may approve other “earth tone” fence colors after considering the color schemes of surrounding Lots.
- It is suggested that prior to staining or painting the ownership of fences between adjoining Lots be verified and appropriate permissions from neighboring Homeowners be obtained.

Colors - House

- The body of the house shall be of “earth tone” colors.
- All trim shall be white or “earth tone” in color.
- The ACC will maintain a color-wheel defining the approved range of colors (current approved color ranges and shades are available on the HOA website).

Common Areas

- Nothing shall be altered or constructed in or removed from any Common Areas.
- The Board is responsible for the maintenance of the Common Areas.
- Dumping of debris of any kind is prohibited in these areas.

Compost Piles

- Compost piles are permitted providing they are kept in a neat, clean, odorless and sanitary condition.
- The pile shall not be located where it can be seen from the street.
- The location and appearance of the pile shall take into consideration the view from neighboring lots.

Construction

- All construction requires ACC approval. An application form is available on the HOA website.
- Be aware that most construction projects will require permits from the City of Mill Creek.
- It is the Homeowner's responsibility to be aware of and to acquire all necessary permits.
- The ACC at its discretion may withhold final approval until governmental permits are issued.
- It is the Homeowner's responsibility to apply for ACC approval at least 45 days prior to commencing construction.
- Any construction shall be completed within 8 months of its start.
- The lot shall be maintained in a neat and orderly condition during construction.
- No structure, except for a fence, shall be constructed within the front property utility easement.
- No structure shall be constructed which impedes the Sight Distance/Visibility Easements on lots 143, 152, 180, 181, 192, 193, and 207 and Tract A in division 7.

Damage

- Any damage to the property of any lot, the Association or the City of Mill Creek by any Homeowner, their children, contractors, agents, friends, relatives or service personnel shall be repaired and restored to like new condition by the Homeowner within 12 days from the occurrence.

Debris

- No debris of any kind shall be disposed of in Common Areas or dumped on lots or streets.
- To assist the Association in avoiding additional cost for storm control vault cleaning the Homeowners shall keep the street area and drainage gutters adjoining their lot free of debris.

Decks

- All decks shall be constructed of cedar or approved alternate materials.
- The ACC will maintain an approved list of alternate construction materials (current approved materials are available on the HOA website).
- Decks shall be permitted in backyard locations only.

Driveways

- Driveways shall be constructed of exposed aggregate concrete paving.
- Driveways shall be maintained free of damage and excess staining (motor oil, rust, algae, mildew, etc.) that is obviously visible from the street.
- For more additional information see the "[General House and Lot Maintenance Expectations](#)" pamphlet on the HOA website.

Fences

- Fences and gates shall conform to the design and construction specified on the standard fence detail in Appendix 5.
- The ACC may approve some variation in design providing it is in keeping with fence designs of lots in the immediate area and maintains a uniform curb appeal.
- Fences shall be located to one side of the French drain between lots.
- Fences shall be located inside the property line of the applicant's lot, unless applicant has written agreement from the adjacent lot owner to install the fence on the property line.
- No fence over 3 feet high shall be permitted to extend beyond the minimum front yard setback line or corner lot side yard setback line facing the street.
- Also see **Color-Fence**.

Fireplaces-Outdoor

- Outdoor fireplaces shall be of a design that contains the fire.
- Fireplaces may be of a built-in or portable type.
- Fires shall be small in size.
- Fires shall be for pleasure, religious, ceremonial, cooking, or like social purposes.
- No incinerators or open waste burning shall be permitted.
- Fireplaces shall be located so as not to endanger surrounding vegetation or structures.
- Fires shall not "smoke out" the neighbors and shall be extinguished upon request.
- For additional information see the "Outdoor Burning" pamphlet on the HOA website.

Fireworks

- No common fireworks shall be sold, used or discharged within the city of Mill Creek at any time.

Flagpoles – In Ground

- Only one flagpole will be allowed per lot.
- Flagpoles shall be of a commercial type manufactured for the purpose of flying a flag.
- The flagpole shall be manufactured to specifications that meet climate (specifically wind) conditions of this region.
- Installation of the flagpole shall strictly adhere to the manufacturer's instructions and governmental codes.
- The flagpole may not be located within the front property utility easement.
- The flagpole must be located, at least one foot further than the flag length, away from any structure that could interfere with the flag.
- Flagpoles shall be a maximum height of 25 feet.
- Only the U.S. Flag (Stars and Strips) shall be flown from the flagpole.
- Flag size shall be 3'x 5' for flagpoles up to 20 feet in height and 4'x 6' for flagpoles above 20' to 25'.
- No night time illumination of the flag shall be permitted.

Garage Sales

- Garage sales may only be held during the traditional Mill Creek garage sale schedule of the first Saturday in May and October.
- No signs advertising a garage sale are allowed anywhere within The Parks as they are not necessary due to the traditionally high traffic without advertising.

Heat pumps / AC units / Permanent Home Auxiliary Power Supplies

- Exterior power units must be installed in compliance with all governmental regulations including structure setback and noise ordinances.

Landscaping

- Landscaping of lots shall not deviate significantly from the theme and appeal of the Parks.
- Landscaping shall not alter the grade of a lot or otherwise obstruct or impair the flow of water within the public drainage easements.
- Landscaping shall not cause drainage waters to be discharged on to any roadways or hamper proper road drainage.
- Landscaping shall not cause drainage to be discharged onto another lot or adversely affect the effectiveness of a French drain shared between lots.
- Buffer Areas or Tree Preservation areas shall not be altered beyond allowances.
- No wall hedge or mass planting over 3 feet in height, other than foundation planting, shall be permitted to extend nearer any street than the minimum setback line.
- Landscaping shall be maintained in a healthy and attractive condition.
- All front yard landscaping projects shall be completed within one month from their start.
- All side and back yard projects shall be completed within six months from their start.
- Landscaping of the Common Areas and The Parks entrances is the sole responsibility of the Association and shall not be altered by the Homeowner.
- For additional information see the "[General House and Lot Maintenance Expectations](#)" pamphlet on the HOA website.

Mailboxes

- No individual mailboxes shall be permitted.
- The Association mailboxes shall not be altered or repaired by the Homeowner. Contact the Property Manager if repairs are required.
- For sign posting on Association mailboxes see [Signs](#).

Parking

- Off street parking is encouraged.
- No vehicle may be parked on any street for more than 24 hours.
- No commercial-type trucks, campers, trailers, motorhomes, boats, or motorcycles shall be parked on any lot unless stored in a garage or a rear yard area screened from adjoining lots.
- No such vehicles shall be parked on the street overnight.
- In addition to large commercial vehicles, vans, pick-up trucks, SUV's and sedans with commercial signage are considered commercial vehicles.
- Vehicles belonging to guests may occasionally be parked, providing it is for a reasonably brief period.
- No inoperative motor vehicles shall be parked or stored on lots or streets for more than 72 hours.

Parkways/Parking Strips

- Parkways, or Parking Strips, the area between the sidewalks and streets, are part of the public right of way and are governed by the City of Mill Creek.
- The adjacent Lot owner is responsible for maintaining the landscaping in this area.
- Street tree pruning is not to be done by the homeowner. The HOA budgets funds to do the necessary street tree pruning for a uniform appearance and in compliance with City specifications. If you feel a street tree needs pruning contact the Property Manager.
- Parkways shall not be altered but must maintain the original landscaping of grass and trees.
- The Parkway shall be kept fertilized, watered and mowed by the Homeowner.
- For additional information see the "[Public Right-of-Way Landscaping Maintenance](#)" pamphlet on the HOA website.

Play Structures

- Play structures are not permitted in front or side yards visible from the street.
- Large permanent or semi-permanent play structures (generally of wood or metal construction) require ACC approval.

Porches

- All concrete porches shall be exposed aggregate.
- All wood porches shall be constructed of cedar.

Roofing

- All roofing shall be of Board approved roofing materials.
- The ACC will maintain a list of approved roofing materials (current approved materials are available on the HOA website).

Satellite Dishes and Antennas

- The location of a satellite dish or antenna installation requires ACC approval.
- Antenna installations for the purpose of receiving over-the-air television signals or for broadcast radio or amateur radio are prohibited.
- Antennas or satellite dishes that are greater than one meter in diameter or diagonal measurement are prohibited.
- An antenna that is one meter or less in diameter or diagonal measurement and is designed to receive video programming services via MMDS (wireless cable) or to receive or transmit fixed wireless signals other than via satellite is permitted.
- A satellite dish less than one meter in diameter and is designed to receive direct broadcast satellite service, including direct-to-home satellite service, or to receive or transmit fixed wireless signals via satellite is permitted.
- Installations which would extend beyond the Homeowner's lot are prohibited.
- No satellite dish or antenna shall be located on any lot in a location that is visible from adjoining homes, streets or roadways unless doing so precludes the receiving or transmitting of an acceptable quality signal or if the location unreasonably increases the cost of installation.
- If a mast is required for acceptable quality reception and it exceeds 12 feet in height the installation may be subject to local permitting requirements for safety purposes.
- There may be other safety restrictions that apply which could further restrict a satellite dish or antenna installation and the Homeowner is responsible for verifying all installation safety requirements with the local governments for all installations.

Sidewalks

- Sidewalks are part of the public right of way.
- Repair of the sidewalks is the responsibility of the City of Mill Creek. Report any disrepair to the City's Public Works Dept. or the Property Manager.
- The homeowner of the lot adjacent to the sidewalk is responsible for keeping the sidewalk free of debris and the surface in a safe condition.
- A safe condition includes the removal of snow and ice.
- Only non-salt and surface water safe deicers shall be used to remove or prevent ice.
- Proper care shall be taken when using lawn care products containing iron to prevent rust stains on sidewalks. If a Homeowner causes stains they shall be responsible for the stain removal.
- For additional information see the "Public Right-of-Way Landscaping Maintenance" pamphlet on the HOA website.

Siding

- All siding other than masonry or stucco shall be wood or wood-look cement board (ex. Hardiplank).
- All construction or modification of buildings (houses, sheds, and the like) shall use the same materials as the original construction, unless a complete re-siding is to be done.
- All stone, brick and like accents shall be left natural.
- All other siding shall be stained or painted in “earth tone” colors.
- All trim shall be white or “earth tone” in color.

Signs

- No signs of any kind shall be displayed to public view on any lot (this includes business advertising).
 - Exceptions:
 - Political signs
 - “For Sale” or “For Rent” signs
 - Open House signs
 - “For Rent” or “For Sale” must be permitted by the city and be of conventional type and size.
 - No “For Sale” or “For Rent” signs may be posted at The Parks’ entrances.
 - “Open House” signs must be city permitted. Only one directional sign per intersection is allowed. Signs are only allowed during hours of the open house. No balloons, banners or flags are allowed.
 - Political signs will be allowed during the period 60 days prior to and 3 days following a general or primary election. The sign(s) must be a minimum of 15 feet from the street, and the height may not be more than 4 feet above the ground. The total sign area for an individual residence may not exceed 6 square feet.
 - Neighborhood signs of a non-business nature may be posted on mailbox shelters by a Homeowner.
 - These signs shall not be any larger than 8.5”x 11” in size.
 - The Homeowners name and phone number must be included.
 - The sign must be posted with fasteners that will not damage the shelter.
 - The sign, including fasteners, must be removed within 7 days of posting by the Homeowner.
 - The Association may also post announcements and information on the mailbox shelters for a period to be determined by the Board.
 - No commercial advertising signs are allowed on any lot, public right-of-way or homeowner operated vehicle; except contractor vehicles doing work on a lot and during business hours.

Solar Panels

- No panels to be installed on the roof's front elevation facing the street.
- Panels to be parallel to the slope of the roof surface.
- Panels installed as close to the roof surface as possible (maximum of 6 inches from surface).
- All panel framing, mounting bracketry, interface hardware, etc. must be painted the same color as the roofing material.
- Panel installations must meet State and City regulations.

Storage Sheds

- Storage shed design and construction shall be in keeping with the design, construction and color of the home on the same lot.
- Shed size shall be no more than 120 sq. ft. in floor area and 9 ft. in height at roof ridge line.
- Shed location must meet minimum zoning setback requirements.
- No sheds of metal or molded plastic/resin construction are allowed.

Swimming Pools, Spas and Hot Tubs

- Any swimming pool, spa or hot tub installation shall comply with the latest revision of the International Swimming Pool and Spa Code (ISPSC) as required by the City of Mill Creek.
- City codes, including safety fence and property line setback requirements, shall also be complied with.

Temporary Structures

- No structure of a temporary character, including a trailer, tent, shack, garage, barn, or other outbuilding shall be placed or used on any lot as either a temporary or permanent residence.

Trampolines

- The homeowner should research trampoline safety.
- Trampolines shall not be located in front or side yards visible from the street.
- The trampoline should be located behind privacy/safety fences and gates.
- Trampoline use must comply with any local government regulations. It is the homeowner's responsibility to determine what these regulations may be.
- Homeowners should check with their insurance carrier for the potential requirement of a special liability insurance rider or possible nullification of house coverage.
- The homeowner accepts sole responsibility for any liability incurred from the use of a trampoline.

Transmission Lines

- No outdoor overhead wires for the distribution of electricity or for telecommunications purposes shall be installed on any lot.
- No structure for supporting such wires shall be erected on any lot.
- All Homeowners shall use underground service wires to connect any structure to electric or telecommunication facilities.

Trash Containers

- All trash containers, including recycling and yard waste, shall be screened so as not to be visible from the adjoining homes or streets.
- Containers shall be curbside only from the afternoon prior to trash pick-up day until the evening of pick-up day.

Tree Preserves

- Tree Preserves (no cut zones) are shown on the face of the division Plats.
- These preserves generally are across a portion of a lot.
- Where retaining walls or rockeries have been installed to maintain the grade around trees that grade shall not be altered.
- Cutting or clearing of trees within the preserves is prohibited except as allowed by the City of Mill Creek and only with the expressed approval of the City and the ACC.
- No debris of any kind shall be dumped in preserves.

Tree Removal

- Tree removals require approval from both the City of Mill Creek and The Parks HOA. (see also Buffer Areas and Tree Preserves)

Walkways

- All front entry walks shall be constructed of exposed aggregate concrete.

Walls

- Necessary retaining walls, not to extend over two feet above finished grade at the back of the wall shall be permitted.

Water / Sewage

- No individual water supply or sewage disposal system shall be permitted on any lot.

Window Coverings

- Curtains, drapes, blinds or valances shall be installed on all windows within 90 days of occupancy.
- No makeshift window coverings shall be visible from the exterior of the structure.

Woodpiles

- No wood pile shall be located within the front yard setback or otherwise in a location visible from the street.
- Woodpiles shall not exceed six feet in height.

Yards and Lots

- The Homeowner shall keep the lot and any structures on the lot in a clean and sanitary condition, free of rodents and pests, and in good order, condition and repair.
- The Homeowner shall do all redecorating, painting, landscaping and maintenance at any time necessary to maintain the appearance and condition of the structures and lot.
- The home owner shall keep the front yard landscaping well maintained, including weed removal, trimming, mowing, fertilizing and watering (subject to governmental restrictions on watering).
- Gardening equipment shall not be left in the front yard when not in use. Except that hoses may be left out if coiled and neatly stored against the house.
- The side and back yards shall be kept in similar condition as far as they are visible from neighboring lots.
- Whether visible or not, side and back yards shall be kept free of weeds that may broadcast seeds to neighboring yards.
 - For more additional information see the “General House and Lot Maintenance Expectations” pamphlet on the HOA website.

Regulation References

CC&R = AMENDED AND RESTATED DECLARATION AND COVENANTS, CONDITIONS, RESTRICTIONS, EASEMENTS AND RESERVATIONS FOR THE PARKS AT MILL CREEK - Original Amendment August 1995 (Available on HOA website)

CC&R1 = First Amendment, February 28, 1997 (Available on HOA website)

CC&R2 = Second Amendment, May 28, 1997 (Available on HOA website)

CC&R3 = Third Amendment, October 21, 1997 (Available on HOA website)

MCMC = Mill Creek Municipal Code (Available on City website)

RCW = Revised Code of Washington (Available on Washington State Legislature website)

Animals

CC&R	3.5.2	Maintenance of Buildings, Lots and Landscaping
CC&R	3.5.6	Animals
CC&R	3.5.11	Offensive Activity
MCMC	Title 6	Animals

Basketball Hoops

CC&R	3.5.11	Offensive Activity
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Buffer Areas

CC&R	1.1.4	Common Areas
CC&R	2.10	Buffer Areas
CC&R	3.5.10	Trash Containers and Debris
MCMC	15.10	Land Clearing and Tree Cutting

Business - Home

CC&R	3.5.11	Offensive Activity
MCMC	5.04	Business Licenses

Carports

CC&R	3.1	Uniformity of Use and Appearance
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Clothes Lines

CC&R	3.5.8	Clothes Lines
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Colors - House

CC&R	3.4.2	Siding
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Common Areas

CC&R	1.1.4	Common Areas
CC&R	2.4	Alteration of Common Areas
CC&R	2.8	Monument and Landscape Easement
CC&R	3.5.10	Trash Containers and Debris
CC&R	6.2	Use of Common Areas

Compost Piles

CC&R	3.5.2	Maintenance of Buildings, Lots and Landscaping
CC&R	3.5.10	Trash Containers and Debris

Construction

- CC&R 1.1.5 "Construction" and "Constructed" Definition
- CC&R 1.1.16 "Structure" Definition
- CC&R 2.5.1 Grant of Front Property Line Easement
- CC&R 3.1 Uniformity of Use and Appearance
- CC&R 3.2.1 Construction
- CC&R 3.2.2 Submission [of Application]
- CC&R 3.2.3 Approval [of Application]
- CC&R 3.3.3 Local Codes
- CC&R 3.4 Appearance
- CC&R 3.5.3 Completion of Construction
- CC&R2 11. Sight Distance/Visibility Easements

Damage

- CC&R 3.5.14 Damage.

Debris

- CC&R 2.4 Alteration of Common Areas
- CC&R 2.9 Public Drainage Easements
- MCMC 15.14.230 Discharge of polluting matter prohibited.

Decks

- CC&R 3.4.3 Entry Walks, Porches and Decks

Driveways

- CC&R 3.4.4 Driveways
- CC&R 3.1 Uniformity of Use and Appearance
- CC&R 3.5.2 Maintenance of Buildings, Lots and Landscaping

Fences

- CC&R 3.1 Uniformity of Use and Appearance
- CC&R 3.5.15 Fences
- MCMC 17.22.040 Fences and hedges

Fireplaces-Outdoor

- MCMC 15.06 Outdoor Burning
- Puget Sound Clean Air Agency
- Snohomish County Fire District No. 7

Fireworks

- MCMC 5.12.100 Sale, use and discharge of common fireworks prohibited

Flagpoles – In Ground

- RCW 64.38.033 Flag of the United States—Outdoor display

Heat pumps / AC units / Permanent Home Auxiliary Power Supplies

- MCMC 17.22.030 Yard setbacks
- MCMC 9.14 Noise Regulations

Landscaping

- CC&R 2.4 Alteration of Common Areas
- CC&R 2.8 Monument and Landscape Easement
- CC&R 2.9 Public Drainage Easements
- CC&R 2.10 Buffer Areas
- CC&R 2.11 Tree Cutting Easements and Tree Preservation Plans
- CC&R 3.1 Uniformity of Use and Appearance
- CC&R 3.5.2 Maintenance of Buildings, Lots and Landscaping
- CC&R 3.5.3 Completion of Construction
- CC&R 3.5.15 Fences
- MCMC 15.10 Land Clearing and Tree Cutting
- MCMC 15.14.230 Discharge of polluting matter prohibited.

Mailboxes

- CC&R 2.4 Alteration of Common Areas

Parking

- CC&R 3.5.4 Parking
- CC&R 3.5.11 Offensive Activity
- MCMC 10.12.120 Parking over 24 hours prohibited
- MCMC 17.22.080 Vehicle parking
- MCMC 17.26.020 General requirements

Parkways

- MCMC 12.06.060 Duty to maintain landscaping in public right-of-way

Play Structures

- CC&R 1.1.5 "Construction" and "Constructed" Definition
- CC&R 1.1.16 "Structure" Definition
- CC&R 3.2.1 Construction
- CC&R 3.2.2 Submission [of Application]
- CC&R 3.2.3 Approval [of Application]

Porches

- CC&R 3.4.3 Entry Walks, Porches and Decks

Roofing

- CC&R 3.4.1 Roofing
- CC&R3 11. Roofing

Satellite Dishes and Antennas

- CC&R 3.5.9 Radio and Television Aerials and Satellite Dishes
- MCMC 17.22.090 Antennas
- FCC rule 47 C.F.R., Section 1.4000

Sidewalks

- MCMC 12.06.040 Sidewalk maintenance standards.
- MCMC 12.06.050 Duty to reconstruct or repair sidewalks

Siding

- CC&R 3.4.2 Siding

Signs

CC&R	3.5.5	Signs
MCMC	17.26.020	General requirements
MCMC	17.26.050	Temporary off-premises real estate directional signs
MCMC	17.26.060	Temporary on-premises real estate/construction signs
MCMC	17.26.070	Political signs
RCW	64.38.034	Political yard signs

Solar Panels

CC&R	3.1	Uniformity of Use and Appearance
MCMC	15.16.110	Solar energy and alternative sources
RCW	64.38.055	Governing documents—Solar panels

Storage Sheds

CC&R	3.1	Uniformity of Use and Appearance
MCMC	17.22.050	Accessory buildings

Swimming Pools, Spas and Hot Tubs

Refer to the Building Department web page on the City of Mill Creek website

Temporary Structures

CC&R	3.5.7	Temporary Structures
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Transmission Lines

CC&R	2.5.6	Undergrounding
CC&R	3.5.12	Underground Utilities

Trash Containers

CC&R	3.5.10	Trash Containers and Debris
MCMC	15.14.230	Discharge of polluting matter prohibited.

Tree Preserves

CC&R	2.11	Tree Cutting Easements and Tree Preservation Plans
MCMC	15.10	Land Clearing and Tree Cutting

Tree Removal

CC&R	2.11	Tree Cutting Easements and Tree Preservation Plans
MCMC	15.10	Land Clearing and Tree Cutting

Walkways

CC&R	3.4.3	Entry Walks, Porches and Decks
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Walls

CC&R	3.5.15	Fences
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Water / Sewage

CC&R	3.5.13	Water Supply/Sewage Disposal
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Window Coverings

CC&R	3.5.16	Window Coverings
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Woodpiles

CC&R	3.5.17	Wood Piles
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Yards and Lots

CC&R	3.5.2	Maintenance of Buildings, Lots and Landscaping
CC&R	3.5.11	Offensive Activity

Appendix 1

The Parks at Mill Creek HOA Exceptions to Submission of Architectural Modification Application and Tips for the Homeowner

Exceptions

- Side yards and backyards not visible from the street.
 - General landscaping projects that do not alter the existing grade or elevation nor adversely affect drainage.
 - Including: soft paving (i.e. gravel, stepping stones or patio blocks, bricks and stones on sand and gravel).
- Front yards
 - Modest landscaping projects that do not deviate significantly from the theme and appeal of the neighborhood.
 - For example, if you plan to significantly reduce or eliminate your lawn area it is best to run it by the ACC to avoid future issues.

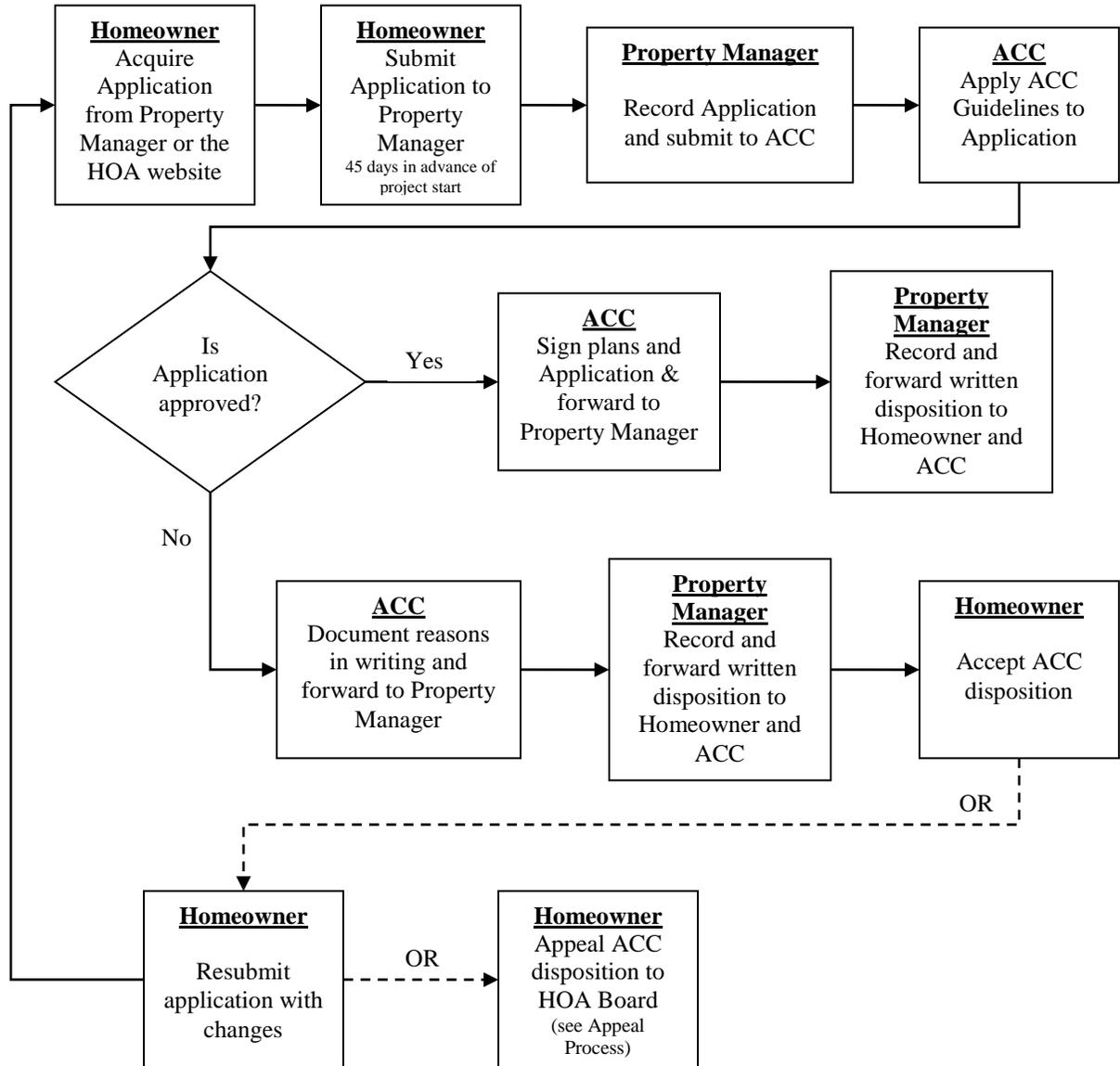
NOTE: Parking strips are NOT excluded from the application process. They are part of the HOA's responsibility to the City of Mill Creek regarding public rights of way.

Tips for the Homeowner

- Review the ACC Guidelines for items applicable to your project. Most exterior projects require ACC Approval prior to commencement.
- Learn about home maintenance. Help is available in do-it-yourself books, at home improvement centers, at libraries, and on the Internet.
- Check with local government agencies for permit requirements and restrictions.
- Check the plat map for tree preservation and buffer zones on your lot, then check with the City of Mill Creek for restrictions.
- If digging, call your utility companies to mark the location of underground services. At least 3 working days ahead of digging, call the Underground Location Center, Dial-Dig, at 1-800-424-5555. They will contact all your utilities. This is a free service and required by law. Remember if you dig and interrupt utility service it is restored at your cost.
- Give your neighbor a courtesy visit to make them aware of your project.

Appendix 2

The Parks Homeowners Association Architectural Modification/ Addition/Improvement Application for Approval Process

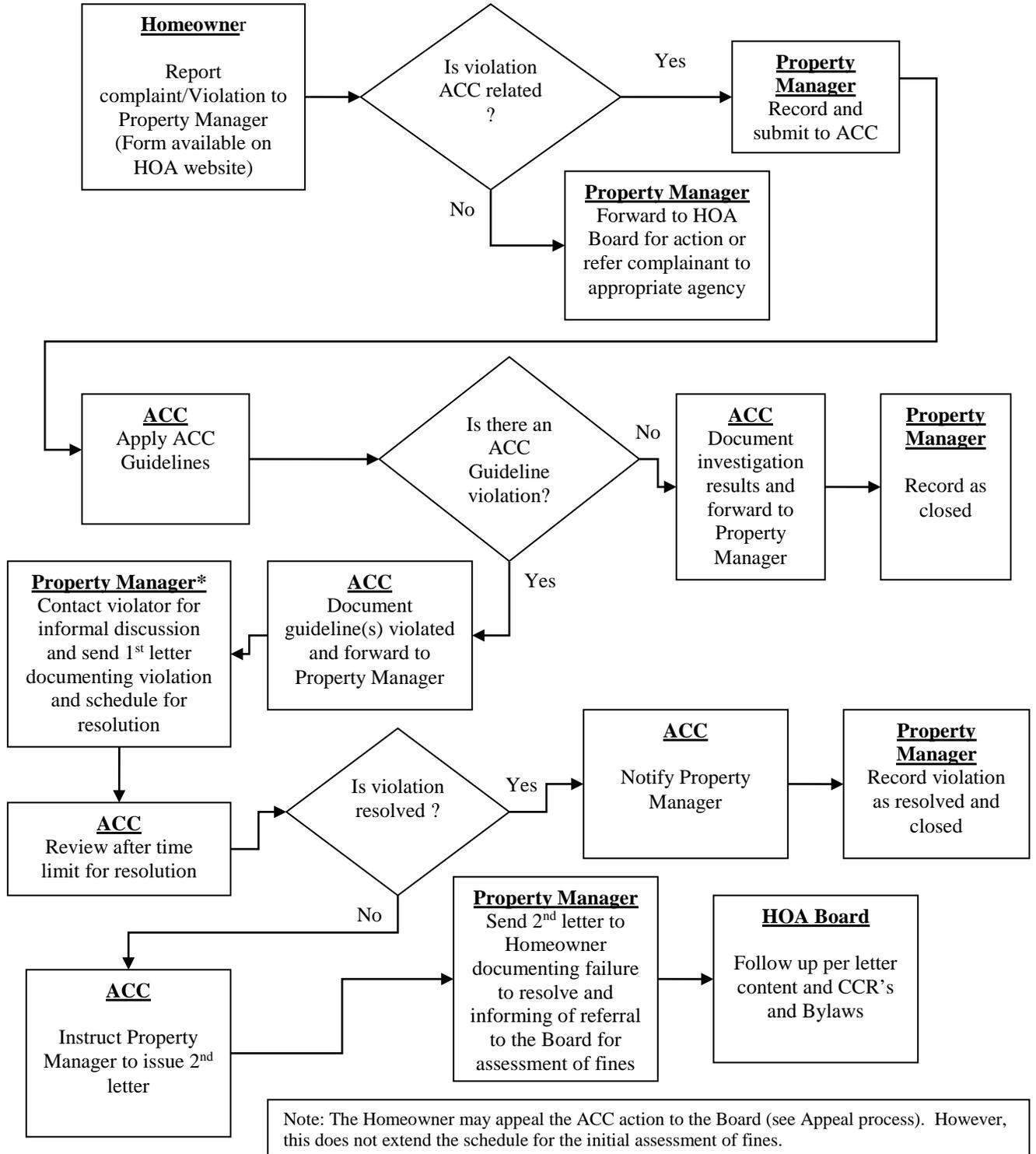


Application may also be submitted to the ACC at TheParksACC@msn.com when submitting to Property Manager.

Appendix 3

Architectural Control Committee's Homeowner Complaint / Violation Process

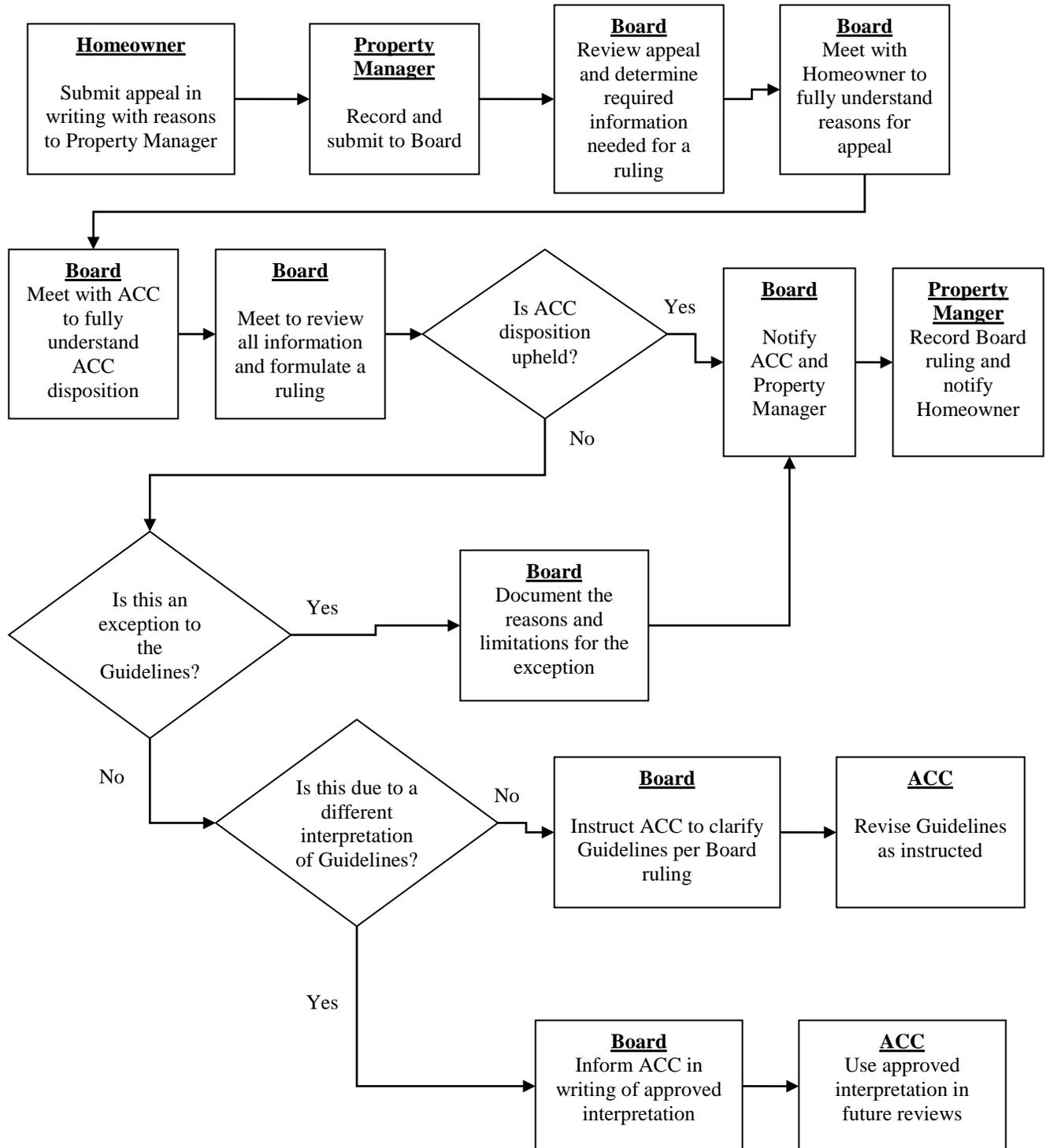
If possible and appropriate the complainant should first try to contact the violator to determine if complaint can be resolved neighbor to neighbor. In the event that the matter cannot be resolved in this manner then this formal complaint process is to be followed.



*The ACC may conduct the initial and follow-on contacts as an option.

Appendix 4

Homeowner Appeal of ACC Disposition



**THE PARKS AT MILL CREEK
ARCHITECTURAL CONTROL COMMITTEE
STANDARD FENCE DETAIL
July 2003**

