



**SUMMERWIND HOMEOWNERS ASSOCIATION  
ARCHITECTURAL CONTROL COMMITTEE**

**Guidelines, Criteria, and Procedures**

Updated January 2020

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**Architectural Control Committee Application Process**

**Application Process**

The application process requires completion of the Summerwind Architectural Control Committee (ACC) Application, which may be found at the community website: <http://summerwindrenton.org/>.

Return completed application to the following email:

- a. [info@vismanagement.com](mailto:info@vismanagement.com)
- b. OR mail the completed form and additional information to:
  - i. Summerwind Homeowners Association  
 c/o VIS Management Group, Inc.  
 8617 Martin Way East  
 Lacey, WA 98516  
 Phone: 800-537-9619 Fax: 253-799-8899

**Approval / Denial Notification**

VIS Management will notify applicants of the ACC decision, via email, within 14 calendar days. Approved projects must be started within 3 months and completed within 6 months of the approval date. Once the project has commenced, it must be diligently pursued without delays until complete. If the project is not completed in the allotted time, a new application must be submitted for approval.

In the event the approval is denied, an explanation will be provided by the ACC along with instructions for submitting a revised application.

**Architectural Control Guidelines**

**1. Specific Guidelines for Residents**

This document is the specific set of guidelines for residents who live in the Summerwind neighborhood. An [ACC application](#) is required for all ACC projects.

**2. No Pre-Approved Construction or Improvements**

No Summerwind home projects are pre-approved. All work requires an ACC application submitted to VIS Management before being scheduled.

### 3. Architectural Improvements

Examples of architectural improvements include but are not limited to:

Accessory structures requiring a building permit	Painting
Attic Ventilators	Room Additions
Chimneys & Metal Flues	Roofing
Driveways	Second Story Decks
Fencing	Sheds
Garages and Garage Doors	Siding
Gutters and Gutter Guards	Swimming Pools
Masonry	Windows

Major features of the house (such as vertical and horizontal lines, projections, trim details, gutters and downspouts, drainage, and materials to be used) must be reflected in the design of the improvement. All alterations must be compatible with the original house and the neighborhood setting in style, materials and color. Attic ventilators or other mechanical apparatus requiring perforation of the roof, shall be as small as functionally possible, shall be painted to match the roof, shall be located on the back of the house whenever practical, and shall not extend above the top of the roof line.

After reviewing the Summerwind guidelines:

- A. Contact the City of Renton to determine any city codes that may affect planned alterations. Do not apply for a building permit until Summerwind ACC approval. The Summerwind ACC or Summerwind Board of Directors do not apply for homeowner permits. It is the homeowner's responsibility.
- B. Submit an application to VIS Management. The form can be found at the Summerwind Community website here: [www.summerwindrenton.org](http://www.summerwindrenton.org) on the ACC page <https://www.summerwindrenton.org/acc>. The form can also be found at [www.vismanagement.com](http://www.vismanagement.com) where you log into your personal Association account to obtain the forms.
- C. The application should include as much information as is practical but must include at least a site plan showing location of structures, dimensions, elevations, property lines as well as renderings and/or photographs of the property involved. Be as detailed as possible to avoid application approval delays.
- D. Once the ACC application is approved, proceed to acquiring building permits through the City of Renton as required.

### 4. Accessory Structures

Accessory structures require an approved ACC application submitted to VIS Management. Accessory structures include sheds, workshops and other buildings attached or unattached to your home. All accessory structures must be located only in the rear yard or side yard. Generally, accessory structures attached to your home will require a building permit, check with the city. Detached structures of **120 square feet** and **6 feet or less in height** that are set-back five feet from the home and four feet from any property line do not require a building permit as of the date of this document.

Accessory structures are required to blend with the house and maintain continuity of materials and color. If the structure creates an adverse visual effect from the street or from an adjacent home, the ACC may decline the application or require a fence to be built or placement of landscaping to screen the structure. Materials and colors must match or be compatible with the house and fence to which the structure is attached or near. This includes siding, roofing, paint or stain, and construction details such as trim.

**5. Temporary Structures**

Temporary structures must be approved by the ACC.

**6. Air Conditioners**

Air conditioners and heat pumps require an ACC application submitted to VIS Management. The application must show location, brand and style of air conditioner and documented decibel rating.

Air conditioners and heat pumps must be located on the side or rear of your home. The unit's noise rating must be below seventy-seven (77) decibels. Tubing and wiring attached to the home must be painted to match the house color.

Window air conditioning units on the front of the house must be mounted flush to the window and not protrude externally.

**7. Decks**

All decks (including backyard) require an ACC application submitted to VIS Management. Decks must be compatible with the house in materials and color (i.e. if natural wood, it must be stained).

Machinery, equipment, and personal items may be stored under the deck **only** if the deck is enclosed by lattice or landscaping screening and these items are out of view of your neighbors.

**8. Decorations (Outdoor)**

Outdoor decorations where neighbors and public can view must be "G Rated". Decorations that are considered offensive by neighbors and the public will require removal if a complaint is received. All outdoor decorations, including lighting, must be removed by the end of the holiday season. The main holiday decorating season is October 1 through January 31. Any decorations left up for more than 4 consecutive months will be considered in non-compliance with ACC guidelines.

**9. Drainage**

Obstructing the flow of drainage is prohibited. Any alteration to houses or lots that may change existing drainage patterns onto adjacent lots is prohibited.

**10. Driveways & Walkways**

Improvements or any changes to existing driveways and/or walkways require an ACC application submitted to VIS Management. Only hard, stabilized surfaces of concrete or masonry will be considered. No other material will be approved. Special care must be exercised if changes alter drainage patterns. Runoff must be disposed of within the boundaries of the homeowner's property. Concrete Work-must match existing neighborhood driveways and sidewalks of exposed aggregate. Materials and/or tint need to be stated in the description of work.

**11. Exterior Lighting**

Exterior lighting requires an ACC application submitted to VIS Management. Lighting that is not part of the original structure must have ACC approval. This shall include all walkway and landscape lighting not installed by the original builder. For example, additional lighting for security requires an ACC application.

The application should specify location of lighting on the property, height of light fixtures above the ground, wattage, and detailed descriptions of the fixtures.

Lighting shall not be directed outside the homeowner's property lines or towards adjacent homeowners' windows except to light adjacent sidewalks or paths.

## 12. Outdoor Fire Pits and Fire Places

1. The following guidelines are from the Renton Regional Fire Authority regarding recreational fires. To report an issue, call 911 and state you have a non-emergency and you will be transferred to the non-emergency dispatch:
2. Keep fires small. Fires must *not exceed three feet in diameter or two feet in height*.
3. Only use the allowed fuel. Charcoal, dried firewood or manufactured fire logs may be used. **It is illegal to burn anything else.**
4. Stay clear of structures. Fires are required to be 25 feet away from structures or combustible items (such as a fence).
5. Constant attendance is required. A person capable of extinguishing the fire must be present at all times, and the fire must be extinguished before leaving.
6. **Mind all bans.** Recreational fires are always prohibited during air-quality and fire-safety burn bans.
7. Be a good neighbor. If smoke from your fire bothers your neighbors, damages their property or otherwise causes a nuisance, you must immediately put it out.

## 13. Fences

Homeowner Guidance – review the [City of Renton Fence Code](#) prior to submitting an ACC Application. ACC requirements do not replace City of Renton fence code. You must be in compliance with the City of Renton Fence Code **BEFORE** submitting an ACC Application.

All fencing projects require an ACC application submitted to VIS Management. Homeowners must determine the exact location of their property line and make sure that any fence constructed is within that property line prior to construction. **The ACC recommends that homeowners who are unsure of their property line location have a survey done to avoid any conflicts.** In the event that a fence is located outside of the homeowner's property, the homeowner will be liable for all costs associated with relocation of that fence, including the cost of a professional survey. This rule applies to all encroachments, regardless of whether the encroachment occurred prior to or subsequent to the adoption of the revised architectural review.

Fence frames must face the homeowner's property. This is commonly called a "Good Neighbor Fence."

Chain link fences are not allowed except for the purposes of pet enclosures.

### A. General fence requirements:

1. Wood fences shall be natural or stained when constructed and then maintained as necessary. **(Fences may not be painted.)** (See **Appendix A** for recommended styles)
2. Fences, walls, and screens built on slopes greater than 15% and visible from a public space or common area shall step in sections.
3. Fence designs shall have a desirable appearance from both sides.
4. Fences shall be constructed using high quality workmanship and high-quality construction materials.
5. Metal fences must be powder coated or vinyl coated black.

### B. Front yards:

1. The combined height of a fence, rockery, or retaining wall located in a front yard shall not exceed 6 feet.

### C. Side and back yard fences adjacent to public spaces or common areas:

1. Public spaces or common areas are defined as the following: Streets, sidewalks, trails, parks, and open space including critical areas.

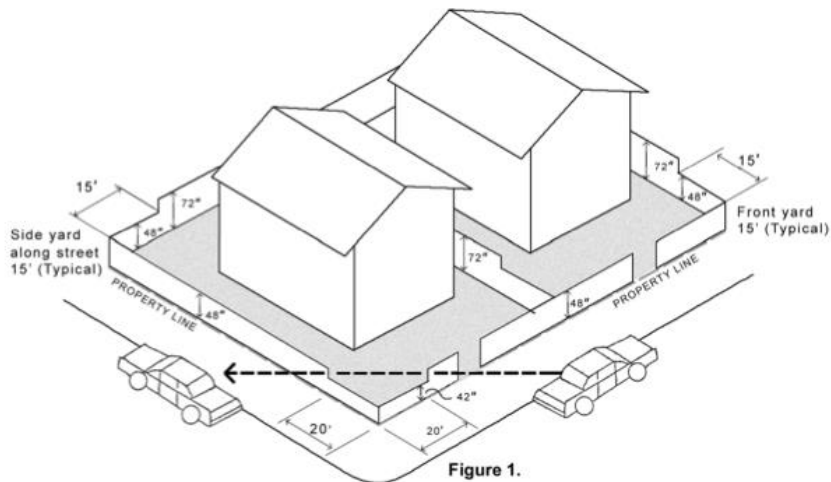
2. Fences and screens over 48 inches in height in a side or back yard and adjacent to public space or common area shall be either:
  - a) At least 50% visually permeable for the portion above 48 inches
  - b) At least 50% visually permeable for 50% of the entire fence surface area; or
  - c) At least 50% visually permeable for the entire fence surface
3. Fences 48 inches or less with above portion 50% visually permeable in height may be either solid style or open style and do not require a set back from the property line.
4. Fences over 48 inches in solid style require a setback of 15 feet minimum from the property line.

**D. Side and Rear Yards:**

1. "Living fences" made up of trees or shrubs on side or back yards must not exceed eight (8) feet in height.
2. Wood and metal fences in side or back yards may not exceed six feet (6) in height.
3. Side yard fences must be set back at least three (3) feet from the front corners of the house or garage unless connected to a front yard fence, hedge, or wall.
4. Side yard fences attached to the house must have an opening or a gate on at least one side of the house to allow for access between front and back yards. (See diagram on next page.)

**E. Fences adjacent to intersections (street corners) and access points (driveways):**

1. At intersections (street corners) and access points (driveways), a site distance triangle must be maintained for traffic safety reasons. The two sides of the triangle from the intersection point shall be 20 feet in length. Within the triangle, fences can be no higher than 42 inches.
2. Fences also can be located on top of retaining walls. The total height of the wall and fence cannot exceed ten feet with the fence portion not exceeding six feet in height.



**F. Gates:**

1. Gates shall be accent elements and must be constructed of compatible materials.
2. Gates may exceed the fence height.

**G. Fence and Gate Stain Colors:**

Stain color must accompany the ACC application. Painted fences are not allowed. If a home has an existing painted fence it is the homeowner's responsibility to return the fence to an approved cedar stain when the paint and/or fence fails.

#### **H. Fence Styles:**

Recommended styles can be found in **Appendix A**. Please submit photograph of style or reference style letter on application.

#### **14. Flags**

Permanent flagpoles require an ACC application submitted to VIS Management. All permanent flagpoles must be made of powder coated metal, aluminum or of fiberglass and must be securely mounted, in the ground. No banner arms or horizontal mounted flagpoles are permitted. Flagpoles must have an internal rope halyard system to minimize noise. Powder coated flagpoles must be either an unobtrusive neutral color or the color of the house.

This does not cover non-permanent flags and pennants displayed on a temporary basis from a bracket affixed to a dwelling.

#### **15. Gazebos / Arbors / Pergolas / Patio Covers**

All arbors pergolas, gazebos, patio covers, and sun control devices require ACC application submitted to VIS Management. Wooden structures should be constructed of rot-resistant wood or stained. Metal structures must be powder coated. A sample of the color must accompany the application.

#### **16. Hot Tubs**

All hot tubs/spas must be in the rear of the property and must incorporate a cover with securing mechanism. Hot tub and gazebo framing structures must be made of wood or similar composite/synthetic material and in a color compatible with the color of the house. Issues taken into consideration are noise, size/location (including gazebo coverings), windows and softening by landscaping.

#### **17. Landscaping**

Major modifications to your landscaping require ACC application submitted to VIS Management. Landscaping can be effectively used to accent driveways, define space, create "soft" privacy screens, and reduce the visual impact of fences, and sheds. Since landscaping is a design element, consideration should be given to relationship to the applicant's house and the neighborhood setting.

Homeowners are urged to consider their neighbor's view when landscaping and the size and maturity of trees and plants being considered. Special care must be exercised if changes alter drainage patterns. Runoff must be disposed of within the boundaries of the homeowner's property.

Applicants are reminded that Washington law requires the owner or their contractor to call the Underground Utility Locator Service at least 2 business days prior to digging 12" or deeper.

Landscaping of the house and garden typically includes lawn, trees and evergreen groundcover. A front lawn with evergreen foundation shrubs forms the basic landscaping.

#### **Synthetic and Artificial Turf**

Synthetic and artificial turf is NOT allowed in the front, side or back yard.

#### **Residential Landscaping**

##### *Recommendations:*

- The use of lawns in front yards or well-manicured shrubs.
- An uninterrupted flow of landscaping between houses and the sidewalk by placing elements such as gardens close to the front of the house or in a side or back yard.
- Planting areas should consist of at least 50% lawn.
- Low hedges used as screens shall have a maintained maximum height of 42 inches.
- Trees shall be a variety tolerant of selective pruning without topping.
- Trees and large shrubs shall be set back from house facades.



- Trees and large shrubs should be located so as not to block views from interior rooms or adjacent properties.
- Evergreen plant materials shall be used to screen exposed house foundations.
- Yards need to be edged where yards meet the sidewalk, driveway and any concrete areas.
- It is the responsibility of the homeowner, not the City of Renton, to maintain the sidewalk in front of the residence. This includes weed control and pressure washing.
- It is the responsibility of the homeowner, not the City of Renton, to maintain weed control on the street directly in front of the residence. The City of Renton does have a routine street sweep schedule. This does not include weed control.

### **18. Residential Mailboxes**

Summerwind residential mailboxes/mailbox clusters are the financial responsibility of the homeowners. The Summerwind HOA is responsible for the maintenance of the wooden kiosk structures.

If your mailbox is broken into or damaged, you will need an individual to organize your cluster, collect payments and submit an ACC application submitted to VIS Management. Please check the other box and insert "Mailbox Replacement". Attach a picture of the replacement structure.

### **19. Painting**

An ACC application submitted to VIS Management is required for painting **any** part of the home. Color samples must be submitted with the application along with a detailed description of where the colors are to be applied (trim, body, and doors, etc.). There are no "pre-approved" paint colors. The ACC will consider the color schemes of surrounding homes to determine the consistency of the selected colors. Color blocking (colors ending on an outside corner) is prohibited; all paint colors and materials shall end at inside corners of the structure. Colors must follow the existing architecture. In addition, residents are required to paint a 3ft x3ft section of proposed paint color for the body color and smaller samples for trim, gutter and front door on the front or side of home for review by the ACC.

If you are painting your home the same color, an ACC application submitted to VIS Management is required.

Paint colors have evolved since Summerwind was originally developed. Please keep this in mind as the ACC's goal is to keep Summerwind attractive and updated to support house values.

### **20. Patios**

Patio materials shall be brick, stone or concrete and require an ACC Application submitted to VIS Management. Mitigation of any possible adverse effects of drainage changes must be shown on the application. Homeowners shall be responsible for mitigation of any adverse effects of drainage changes after completion of patio construction.

### **21. Pet houses / Runs / Enclosures**

Pet houses must be compatible with the homeowner's house in color, material and size, and must be located where they will be visually unobtrusive and will have the least impact on neighbors for visibility, noise, and smell. Generally, this means away from shared property lines.

Chain link fences for dog runs will only be considered if inside solid privacy fencing, softened by supplemental landscaping, and well screened. Enclosures to confine pet(s) in an area less than the entire back yard must be placed in a location where minimum nuisance and inconvenience is caused to neighbors, and away from shared property lines and living areas of neighborhood residences.

No animal, livestock, or poultry of any kind shall be raised, bred, or kept on any lot, except: that cats, dogs, birds or other household pets may be kept if they are not kept, bred or maintained for any commercial purpose. All residents should be aware of the City of Renton regulations regarding pets in residential neighborhoods.

## **22. Prohibited Items / Construction**

The following are expressly prohibited in all areas of Summerwind:

### **Clotheslines**

Clotheslines of any type or style are not allowed.

### **Drainage**

Obstructing the flow of drainage is prohibited. Any alteration to houses or lots, which may change existing drainage patterns onto adjacent lots, is prohibited without ACC approval and required city or county permits, if any.

### **Temporary Residence**

No outbuilding, basement, tent, shack, garage, trailer or shed or temporary building of any kind shall be used as a residence either temporarily or permanently.

## **23. Recreation, Sports and Play**

Portable and fixed-freestanding basketball hoops must NOT be stored on public sidewalks. Recreational play equipment shall be placed in back yards whenever possible. Consideration should be given to lot size, equipment size and design, and visual screening.

Basketball backboards may be attached to the house when not visible from the street.

## **24. Retaining Walls**

Construction of retaining walls requires an ACC application submitted to VIS Management. Please submit drawings along with a photo or material sample with the application.

Retaining walls must be used in combination with appropriate landscaping with aesthetic impact being considered. Retaining walls that alter existing landforms must provide adequate drainage. Concrete retaining walls exceeding 36 inches in height shall incorporate a special pattern, texture, or treatment to visually reduce the overall scale.

### **Front Yards**

Rockerries and retaining walls located to separate a front yard from an adjacent public space or common area shall not exceed 42 inches in height. Walls located in a front yard shall be constructed of stone, masonry, brick, or concrete with shadow lines and reveals and complement the house style. Be clear on your application as to brick/masonry colors.

### **Side and Back Yards**

Retaining walls or rockeries exceeding 48 inches in height and located on side or back yards shall be terraced or stepped in sections if they are:

- a. Visible from a public space or common area; and
- b. 15 feet or greater in length; and
- c. Located within 10 feet of a sidewalk or other pedestrian walk.

## **25. Roofing**

All roofing requires an ACC Application submitted to VIS Management. The type and color selection of laminated asphalt shingle must be approved by the ACC before the roofing project begins. The colors that will be considered are tans, grays, browns, and blacks. The shade is based on the

Presidential 50/TL color chart for tan (wood tone), gray (showdown gray), brown (bark brown), and black (charcoal black). The approved color is based on shades with a darker than natural tendency. The manufacturer’s warranty of the laminated shingle must be at least 50 years, with a minimum weight of 350lbs per square, and a wind rating of 90mph.

Roofing materials not considered: metal, slate, hot tar, torchdown, concrete, tile, composite, rubber, laminated shingles that do not meet the above requirements, and asphalt shingles that are 3-tab (non-laminated). Note – original Summerwind homes are cedar shake -not shingles.

Cedar Shake – Due to fire hazard, the use of cedar shake materials is only recommended in the case emergency repair of an existing cedar roof.

Even if you are selecting a pre-approved product, you are still required to submit an application to VIS Management.

Your application should include, at minimum:

1. The brand
2. The product name
3. The color

**Approved Roofing Materials for Summerwind homes**

Company & Product	Warranty	MPH Wind Rating	Weight per Square
<b>GAF</b>			
Glenwood	Lifetime	130	540
Grand Canyon	Lifetime	130	438
Grand Sequoia	Lifetime	130	360
<b>CertainTeed</b>			
Presidential Shake TL	Lifetime	110	475
Presidential Solaris Gold	Lifetime	110	355
Presidential Shake	Lifetime	110	355
<b>PABCO</b>			
Paramount	50 YR Limited	110	360
Paramount Advantage	50 YR Limited	110	430
Premier Advantage	50 YR Limited	110	400

Note to homeowner – Additional materials may be submitted for review if they meet or exceed the above requirements. Check vendor websites.

**26. Satellite Dishes**

Satellite dishes require an ACC application submitted to VIS Management. Dishes must be less than 39” in diameter.

**27. Siding**

Installing or replacing siding of home requires ACC application submitted to VIS Management. Siding must be of a wood, simulated wood, or cement product. Vinyl and aluminum siding is prohibited. Lap rate must be approximately 5.5 inches in width.

**28. Signs**

No signs (including No Trespassing), shall be displayed on any lot except for one political sign (no larger than 18" by 24") and/or one professional sign (i.e., realtor or contractor signs) and no larger than 24" x 24". Political signs must be removed the day after the election.

**29. Solar Panels**

Installation of solar panels requires an ACC application submitted to VIS Management. Installation of solar panels is allowed on the roof of the home and subject to neighborhood height restrictions.

**30. Swimming Pools**

An ACC application submitted to VIS Management is required for an in-ground swimming pool and surrounding fence is required. The application must include a site plan showing dimensions of the pool, deck, fenced area, and relationship to the house, adjacent houses, and property lines. The pool and any mechanical equipment must be completely enclosed by a six-foot high wood fence. All swimming pools (above ground, below ground, and prefabricated) must be in back yards.

**31. Garbage, Recycle and Yard Waste Receptacles**

Enclosures for trash receptacles require an ACC application submitted to VIS Management. Trash containers shall be located abutting back or sides of house and shall be contained within an enclosure if visible from the street. The design and material of said enclosure shall be in keeping with the general appearance of the house. If applying to erect a trash can enclosure, some designs are shown in **Appendix B**.

Garbage, recycle, and yard waste containers and/or bags must be stored out of view from the street during non-pickup hours. Containers and/or bags may only be placed at the curb/street for pickup 12 hours prior to and 12 hours after pickup time.

**32. Trees**

Trees overhanging sidewalks must be pruned to at least 7'6".

**33. Windows**

Windows replacement and/or alternation requires an ACC Application submitted to VIS Management. Windows must be of the style and design consistent with existing windows in the community. In your application, please state what color your frames will be and if any of your windows will have grids.

**34. Wires and Pipes**

All utilities, wires and pipes except for control or monitoring housings must be underground. This includes, but is not limited to, such additions as external light wires, satellite dish wires, sprinkler systems or any other electronic devices wires.

## APPENDIX A

### RECOMMENDED FENCE STYLES (Subject to placement and topography)



## APPENDIX B

### TRASH CAN ENCLOSURES

