

TITLE: Architectural Changes INDEX NUMBER 5.100

Date Issued: March 2003 Date(s) Revised: _____

Issuing Authority: Board of Directors

- I. Article VII (C) of the CC & R's requires the Board of Directors of HMA appoint annually an Architectural Committee. Article VII further provides that:
- A. No structural alterations to any unit shall be made, and no plumbing or electrical work within any bearing or party walls shall be made by any individual owner without the prior written consent of the Board of Directors.
 - B. No owner shall make any alterations, additions or modifications to any part or portion of the common area herein defined and described without the prior written approval of both the Board of Directors and the Architectural Committee.
 - C. With respect to the installation of awnings, sunshades and other installations to any individual unit, the prior written approval of the Board of Directors only shall be required and the discretion of the board of directors shall be exercised with a view to promoting uniformity in such installations and thereby enhancing the attractiveness of the project as a whole.
 - D. Petitions to the Architectural Committee and/or the Board must be in writing and accompanied by appropriate sketches describing the changes or additions desired and must include size, style, materials, color and methods of attachment as they apply.
 - E. Failure to comply with the provisions of Article VII may result in the requirement of restoration of condominium property at the owner's expense.
 - F. Authority to require restoration, if necessary through the judicial process, is vested in the Board of Directors.

5.101 Modifications

- A. City Permits may be required for all work and copies must be provided to the Board of Directors prior to the start of work.
- B. No work will proceed without submission of the Owner's signature on a "Hold Harmless" document.
- C. Copies of all final inspection documents will be submitted to the Board of Directors.
- D. HMA and its Board take no responsibility for the maintenance of any modifications.
- E. Painting, caulking, sealing, etc. must be scheduled by the owner and done at the owner's expense in accordance with overall condominium maintenance standards.
- F. Permanent signage requires approval by the Architectural Committee.

- G. Maintenance or damages resulting from modifications are strictly the responsibility of the owner and not of the HMA.

5.102 Specific Architectural Items

A. Prohibited Modifications

1. Creating access between a garage and a living unit (1988 Uniform Building Code Sec. 1104) is prohibited.
2. Conversion of a garage to a bedroom, den, or other live-in area.
3. Gangway and porch handrails must not be tacked, nailed, or stapled, nor should tape or other material be applied that can damage the finish.

B. Typical modifications requiring Architectural Committee approval (this list is not all inclusive) are:

Skylights
Breezeway Gates
Window replacement or addition
Enclosing Upper Unit
Jacuzzis and Hot Tubs
Doors (sliders, front, garage)
Floats (Dinghy Docks)
Boat Lifts