

Sea Links Community Association

Architectural and Design Guidelines



1. Preamble and Purpose

The purpose of these Architectural and Design Guidelines is to ensure all homes and properties within Sea Links maintain a high standard of appearance, protect property values, and preserve the aesthetic harmony of our community. These guidelines supplement the community's Covenants, Conditions, and Restrictions (CC&Rs). All changes or modifications to the exterior of any property must be submitted to the Design Control Committee (DCC) for approval **prior** to beginning any work.

2. Design Control Committee (DCC) procedures

- **Application Submission:** Homeowners must submit a completed application form, available on the HOA website and the bottom of this page, for any exterior changes, additions, or modifications. The application must include all required documentation, such as drawings, sketches, plans, material specifications, and color samples.
- **Review Process:** The DCC will review the application for compliance with these guidelines and consistency with the community's overall design. Decisions are based on materials, quality of workmanship, location, and harmony with adjacent properties.
- **Timeline:** The DCC will provide a written decision within 30 days of receiving a complete application.
- **Expiration:** Approvals are valid for six months from the date of approval. Projects not completed within this timeframe require a new application for an extension.
- **Denial and Appeal:** If an application is denied, the homeowner will receive a specific written reason. The homeowner may revise and resubmit the application or appeal the decision to the HOA Board of Directors in writing within 30 days.

3. Exterior Modifications and Additions

- **Building Style and Materials:** All modifications must maintain the original architectural style and be compatible with the materials used on adjacent homes.
- **Exterior Colors:** All primary and trim colors must be approved by the DCC.
- **Roofs:** The DCC must approve all roofing materials and colors. Samples of acceptable materials are available on loan from the DCC.
- **Doors and Windows:** New windows and doors, including trim, must be consistent with the home's overall design. Decorative grilles must match those of the original construction.
- **Awnings:** Window awnings must be a solid color compatible with home exterior color. They are only permitted on the side or rear of the home.

- **Decks and Patios:** New decks and patios must be approved by the DCC. Ground-level decks exceeding 18 inches in height above grade must be built in compliance with Whatcom County building codes. (May need railings, etc.)

4. Landscaping and outdoor features

- **Lawn and Yard Care:** Homeowners are responsible for maintaining lawns and planting beds in a neat and healthy condition. Lawns must be regularly mowed and edged. Weeds must be removed regularly. To reduce damage to our curbs and roadside, unwanted growth must be removed from the space between the curb and pavement.
- **Planting and Trees:** Invasive plant species are prohibited. Trees or shrubs visible from a neighbor's property or common areas must be well-maintained. Certain tree species, such as fruit trees, may be restricted to rear yards.
- **Fencing:** Fencing must be approved by the DCC and comply with setback requirements. Materials and height must adhere to standards outlined in CC&Rs, such as a maximum height of four feet for certain fences.
- **Exterior Lighting:** All exterior lighting must be low-intensity and not cause glare onto neighboring properties or streets. I.e. color temperature of maximum 3000K.
- **Play Structures and Equipment:** Play structures like swing sets or tree houses are permitted in rear yards only and require DCC approval. Permanent basketball hoops are prohibited. Temporary, movable hoops are permitted but must be stored out of sight when not in use.

5. Other Aesthetic Standards

- **Antennas and Satellite Dishes:** Installation is subject to the FCC's "Over-the-Air Reception Devices" (OTARD) rule, but homeowners must still notify the DCC of their intent to install. Location must be as inconspicuous as possible.
- **Paving and Hardscapes:** Paving in front yards is limited to prevent a disproportionate amount of a front yard being used as a parking lot. All concrete and stonework must be of a natural or earth-tone color.

6. Enforcement and Compliance

- **Violations:** Failure to comply with these guidelines can result in fines and other enforcement actions as outlined in the HOA's governing documents.
- **Vendors:** All vendors must be licensed and bonded.
- **Board Authority:** The Board of Directors and the DCC have the right to inspect properties for compliance and, after proper notice, take action to correct violations.
- **Failure to Obtain Approval Prior to Commencing Work Will Result in a \$1000 Fine.**

DESIGN CONTROL COMMITTEE REQUEST FOR CHANGE FORM

<https://sealinksbirchbay.org/design-control-committee-request-for-change-2/>