

**PIONEER HILLS OWNERS ASSOCIATION, INC.**  
**POLICY REGARDING AWNINGS**  
**Adopted APRIL 18, 2012**

**Whereas**, the Board of Directors of the Pioneer Hills Owners Association, Inc., is empowered to govern the affairs of the Association (Association Bylaws, Article V, Section 5.1.)

**Whereas**, the Association desires to maintain uniformity and the desire to maintain high standards regarding awnings, may do so at any time after notice to respective Owners. The maintenance and installation of an awning is the responsibility of the individual owner and must be completed in a professional manner, approved by the Association. The following policy will guide the Owners in fulfilling its responsibilities relative to awnings.

**Recommended Standards and Installation.**

Awning specifications are divided into the following three sections:

- I. Description and material specifications;
- II. Aesthetics structure and installation; and
- III. Maintenance and responsibility

*Homeowners must complete a design review form prior to any application.*

**I. Description and Material Specifications.**

Awnings falling under this category shall conform to the following description. Applicants are strongly encouraged to stay within these guidelines.

Applicant must provide with their design review form, awning specifications and installation instructions showing compliance with all requirements in each section.

1. Style of awnings allowed shall be Retractable installation (typical installation to deck only).
2. Awning ***fabric*** choice is from the Sunbrella® line of awning fabrics, as an example, or of similar quality and material, and Awning ***colors*** shall be of a natural earth tone (provide picture or sample).
3. All ***awning supports*** shall be constructed of the following material based on design of covering. ***Retractable awning systems*** (both manual and motorized) are packaged as a unit and the approval of a desired package will dictate the accompanying support mechanisms and framework. Installation of retractable awnings must be affixed to the structural members or unit.

NOTE: Retractable awnings, when not in use, should be stored in closed position to minimize potential damage to the exterior of the building for which the unit owner bears full responsibility.

**OPTIONAL AND RECOMMENDED:** Wind speed sensor designed to monitor wind speed and wind gusts.

## **II. Aesthetics, Structure and Installation**

The Applicant must provide with their application, dimensions specifications and installation instructions showing compliance with all requirements in each section. Initials, designs, fringe, etc., will not be recommended.

All installations shall conform to structural and functional requirements deemed appropriate by manufacturer and installer and applicable requirements and rules of Architectural Review Committee.

The Architectural Review Committee shall examine and take into consideration any visual obstruction issues an awning installation presents to the immediate and adjacent or other affected neighbors.

## **III. Maintenance and Responsibility**

**NOTE:** Unit owners and all subsequent owners of said unit, where an awning has been installed, shall bear responsibility for the : installation and maintenance of an awning, association framework and any electrical supply lines, controls and additionally, are also responsible for the common elements to which the awning is affixed to a building. Annual cleaning and any repair work (including the replacement of tattered, discolored or faded awning(s) should be done in a timely fashion and is the responsibility of the unit owner.

The unit owner shall assume responsibility for the following:

1. Completing and submitting an Application for Architectural Review and supplying all required information on forms as now written and as may be modified from time to time, including signature sheets.
2. Selecting a contractor that is bonded and insured before letting job.
3. Applying for or seeing that contractors applied for necessary building permits, if applicable, and said permit is displayed during installation. The ultimate responsibility for obtaining and displaying a permit lies within the unit owner.
4. Acquainting the contractor with The Pioneer Hills Owners Association requirements as set forth in this document and as may be modified from time to time.
5. Undoing and making whole, at unit owner's expense, any work done without approval of Architectural Review Committee.
6. Failure to comply with any of these requirements with respect to aesthetics, installation defects and structural damage shall result in corrections at unit owner's expense. This also includes replacement of non-approved awning(s) with approved ones.
7. It shall be unit owner's responsibility to request a clarification from the Architectural Review Committee on requirements not understood by them or their contractors.

- 8. Unit owners shall, by the act of installing any awning even though in conformity with all awning requirements), assume full responsibility for any damage to the exterior of the unit, other units or to common area.
- 9. Unit owner shall bear all responsibility for restoring unit to original condition and appearance, should the unit owner desire to remove existing approved awning.
- 10. Unit owners shall be responsible for any additional costs, caused by installation of awning, during routine association building maintenance.
- 11. Unit owner's assumption of responsibility for maintenance, replacement and liabilities outlined in paragraph 8 above shall be passed on to subsequent owners. It shall be incumbent upon unit owners to notify prospective buyers of their assumption of their awning installation liabilities and unit applicants for awning installation hereby agree to so notify all prospects. Notification methods and requirements may change from time to time, but notification of new buyers shall always remain incumbent upon the selling unit owner.

THE FOLLOWING ITEMS MUST BE INCLUDED WITH YOUR APPLICATION

- \_\_\_\_\_ Design Review Form
- \_\_\_\_\_ Provide drawing or photograph showing side of building with window(s) or door over which awning(s) will be installed.
- \_\_\_\_\_ Provide dimensions of awning.
- \_\_\_\_\_ Indicate color and fabric awning is to be made of.
- \_\_\_\_\_ Provide product literature/ brochure for awning
- \_\_\_\_\_ If motorized, indicate how and where motor will be located and its power source. A building permit may be required.

PIONEER HILLS OWNERS ASSOCIATION, INC.  
 By: [Signature]  
 President

This Awning Policy was adopted by the Board of Directors on the 10<sup>th</sup> day of April, 2012, effective the 10<sup>th</sup> day of April, 2012 and is attested to by the Secretary of the Pioneer Hills Owners Association, Inc.

By: [Signature]  
 Secretary

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