



# Kent Woodlands Property Owners Association

## Project Types and Fees

*Adopted April 15, 2024*

*All projects described herein require submitting a written application to the KWPOA Architectural Committee. The non-refundable Application Fee, and in some cases a Reserve Fee, is due at the time the application is submitted.*

*Where a Reserve Fee is indicated, the Architectural Committee reserves the right to invade the Reserve Fee when the estimated hourly fee cost of the consultant for project review exceeds the Application Fee for the given category. Applicant may request to receive any unapplied Reserve Fee balance upon project completion.*

*In the case of significant or unusual complexity or staff requirements, the Architectural Committee reserves the right to assess additional monies to meet additional costs incurred in assessing applications.*

**No Review Required:** Rooftop solar panels; removal of dead, diseased, or hazardous trees (with arborist's report); repainting with same colors or colors indicated on the approved color chart; re-roofing with same materials; rebuilding decks, fencing, bulkheads, etc. in same location/height with same materials.

### **Administrative Approvals • PROJECTS THAT REQUIRE MINIMAL REVIEW AND NO HEARING • \$500**

Basic generator installation; other very minor projects at the Architectural Committee's discretion. If drainage, structures, or landscaping are altered in any way, the project is not in this category.

### **C1: Project Category 1 • MINOR CHANGES • \$600**

Minor changes to existing development including installing non-rooftop solar panels, generators requiring a site visit or staff review, re-painting or re-roofing with different color or materials, significant tree trimming or removal of non-hazardous trees.

### **C2: Project Category 2 • MINOR ADDITIONS • \$1000**

Minor additions (less than 200 sq ft), window changes, new or different fencing, the addition of small decks, change in exterior lighting, and/or significant plantings or landscaping, etc.

### **C3: Project Category 3 • PRELIMINARY REVIEW • \$1,500**

Applicants must request a preliminary review of Type 4, 5, and 6 projects. Preliminary review must precede submission of a complete application. The applicant must provide information for the Committee and its staff to thoroughly understand the proposal, e.g., sketches and drawings, site photographs, a site plan, and elevations. The Committee will consider such and will provide the applicant with its preliminary opinions about the proposal with an eye to sparing the applicant the cost of unapprovable drawings. If additional meetings are required to produce an approvable project, fees may be increased commensurate to planning consultant costs. Preliminary review shall not be considered an approval of all or any portion of the proposed project. The Architectural Committee Coordinator may waive a preliminary review for a C4 project if they deem it relatively straightforward and the application includes all required documentation for the proposed project type.

### **C4: Project Category 4 • SIGNIFICANT CHANGES IN APPEARANCE • \$2,000**

Significant change to appearance, e.g. addition of second stories, enlargement of existing house, new out-buildings, cabana, guesthouse, garage, pools, etc. Any new gross construction up to 1,000 square feet.

### **C5: Project Category 5 • SUBSTANTIAL REMODELS • \$7,000**

**Application Fee: \$5,000; Reserve Fee: \$2,000**

All remodels and additions exceeding 1,000 square feet.

## **KWPOA PROJECT TYPES AND FEES (continued)**

### **C6: Project Category 6 • TEARDOWNS • \$10,000**

**Application Fee: \$8,000; Reserve Fee: \$2,000**

Removal of existing structure(s) and new construction.

### **C7: Project Category 7 • CHANGES TO APPROVED PROJECTS • \$1,500**

All changes to approved projects must be submitted to the Committee for approval.

### **C8: Project Category 8 • VIEW RESTORATION • \$1,500**

View Restoration (see Architectural Rules and CC&Rs)

### **C9: Project Category 9**

**APPEALS (other than from Project Category 8, View Restoration) • \$2,500**

**APPEALS from Project Category 8, View Restoration • \$1,500**

Any decision of the Architectural Committee may be appealed to the KWPOA Board of Directors. Such appeals must comply with established appeal procedures, including time limits for filing such appeals, set forth by the Board.

### **C10: Project Category 10 • CHANGES IN ROOF FORM • \$800**

Significant changes in roof form, style, or height.

### **C11: Project Category 11 • SLIDE REMEDIATION • \$1,000**

Slide remediation including retaining walls, bulkheads, debris containment walls and slide face replanting.

### **C12: Project Category 12 • TIME EXTENSIONS**

**Application Fee: 25% of prior fee**

Construction of projects approved by the Committee must begin no later than 24 months after approval. If an applicant does not begin construction within that time, approval is void unless a written application for extension (up to 12 additional months) is submitted at least 30 DAYS PRIOR to the expiration of the existing approval period. Projects seeking extension may be subject to modification of plans as requested by the Committee. Up to two extensions may be granted. After two extensions, a complete, new application (including payment of the then-current fees) must be submitted for any project.

### **C13: Project Category 13 • APPLICATIONS RESULTING FROM ENFORCEMENT ACTION**

**Application Fee: Four times the Application Fee, and one time the Reserve Fee (if applicable) for Project Category on this schedule**

Kent Woodlands property owners must obtain approval of any construction project PRIOR to its construction. If a property owner undertakes an Improvement or modification to an approved plan without prior approval, the property owner must subsequently submit a complete application for the project to the Committee for its approval and pay the requisite fees. The requirement for submission of this late application does not imply that the Committee will approve the project as built or modified. The Committee may require modification or removal of the as-built improvements.

### **C14: Project Category 14 • ITEMS NOT COVERED BY ABOVE FEES TO BE SET BY THE ARCHITECTURAL COMMITTEE**

If you are unsure what category might include your project, or whether your project requires an application, please contact the Committee. It will determine the application requirements and fees for any type of project not covered by this schedule.

**PLEASE NOTE: Once work on an application has begun, Application Fees are non-refundable.**