

# **Cachet at Grayhawk**

## **Architectural Change Procedures**

**For inclusion in Cachet at Grayhawk Condominium Association  
Disclosure Documents issued by Rossmar & Graham**

*Approved January-21,-2009*

One of the many benefits of living in a master planned community such as Grayhawk and, in particular, the condominium community of Cachet at Grayhawk is that every owner may rightfully be assured that the street scene, the outward appearance of the buildings and the beauty of the common areas will remain the same as they were when purchased as time passes. In order to maintain this harmony it is necessary that many proposed changes be reviewed and approved by governing bodies prior to any work being done.

The governing body empowered to make these decisions within Cachet at Grayhawk is the Board of Directors of the Cachet at Grayhawk Homeowners Association. Such responsibility is derived from The Condominium Declaration for Cachet at Grayhawk (the CC&R's), The Master Declaration of the Grayhawk Retreat, and, in some cases, The Golf Declaration.

Article 4.4 of our CC&R's states in part that...."No Unit Owner shall make any structural additions, alterations, additions or improvements within a Unit, unless prior to the commencement of each addition, alteration or improvement, the Unit Owner receives the prior written approval of the Board of Directors and an architect or engineer, licensed in Arizona, certifies that such addition, alteration, or improvement will not impair the structural integrity of the building within which such addition, alteration or improvement is made. Any Unit Owner may make nonstructural additions, alterations and improvements within his Unit without the prior written approval of the Board of Directors, but such Unit Owner shall, to the extent permitted under Arizona law, be responsible for any damage to other Units and to the Common Elements which results from any such alterations, additions or improvements".

To obtain approval of the Board of Directors Unit Owners must complete and submit an Architectural Request Form. The form may be printed from our Web Page [www.cachetatgrayhawk.com](http://www.cachetatgrayhawk.com) or obtained by contacting our Management Company, Rossmar & Graham at 9362 E. Raintree, Scottsdale, AZ 85260 Ph 480-551-4300. The form may be submitted to the Management Company or to the Board of Directors at a regular monthly meeting. Once received, the Architectural Committee will review the request, review the necessary Declarations and make a recommendation to the Board of Directors as soon as practically possible. The Unit Owner will be notified of the Board's position in writing.

Because additions, alterations and improvements may create activities that may disturb other residents the Board may require that certain conditions be met prior to and during construction. These may include but are not limited to:

- Notifying surrounding residents of the upcoming work
- Limiting work to certain hours of the day and/or days of the week
- Designating where vendors may or may not park during construction
- Preventing loud music during construction
- Designating how scrap materials may be stored and how they should be removed
- Requiring the Unit Owner to supervise the construction

Please refer questions regarding this subject to the Management Company, Rossmar & Graham 480-551-4300.