

**The Lakes At Mercer Island Homeowners Association**  
**Application for Exterior Painting**  
**November 2023**

*This ACC Application form is to be used to submit requests to The Lakes ACC for approval to paint any portion of the exterior of your home. For cleaning or tinting your roof, please use the Application for Roofing.*

*If you need help completing this application, feel free to contact any of the current ACC members for assistance.*

**Step 1 – Project Description, Homeowner Information, and Contractor/Installer Information:** Complete these sections in their entirety.

**Step 2 – Documentation which must accompany the application:** Please provide the paint information as scheduled in the below application.

**Step 3 – Homeowner Acknowledgements:** The homeowner must initial each item to indicate he/she understands the CC&Rs guidelines and conditions for starting an improvement project and as a condition for the ACC to begin the application review process.

**Step 4 - Homeowner Signature:** Either a handwritten or electronic signature must be present on the document before the application review process can begin.

**Step 5 - Submitting your application to the ACC:**

**E-Mail:** If all supporting documentation can be attached to the application as a PDF or JPEG file, then the application can be sent to The Lakes ACC account at [acc@thelakesmi.com](mailto:acc@thelakesmi.com) to begin the review process.

**Hand or Mail delivery:** If the supporting documentation cannot be transferred to an electronic format, make copies for each member of the ACC of the application, plans and specifications and either mail to the Association's post office box (PO Box 914) or hand deliver to one of the ACC members. The ACC will acknowledge receipt of your application for your records and tracking purposes.

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**Application for Exterior Painting**  
**November 2023**

Date Prepared		ACC Control #	ACC
Homeowner Name		Lot Number	
Lot Address			
Designated Communicator ( <u>one person</u> )*			
Home Phone		Work Phone	
Mobile Phone		E-Mail Address	
Proposed Start Date		Completion Date	

\*All homeowners should feel free to discuss this application with the ACC; however, to ensure communications channels are clear, the ACC will require that a single designated individual adopt all decisions.

CCRs refers to the Declaration of Covenants, Conditions and Restrictions of The Lakes at Mercer Island Homeowners Association (the CCRs), as amended from time to time. ACC refers to the Architectural Control Committee (ACC) established pursuant to the CCRs.

Attached to this Application is a reference guide to the Association's Color "DNA" Table. The table contains all colors that the ACC has identified as within the Color Guidelines (see "ACC Application Review Criteria for Exterior Paint located on the website – [www.thelakesmi.com](http://www.thelakesmi.com), under the ACC tab). You can use the DNA Table to either confirm your color choices or research possible color choices.

**What Will be Painted? (please mark with an X)\***

Paint Residence		Fence Painting/Staining	
		Other- specify	

\*For roof staining, see the Roofing Application.

**Contractor Information**

Contractor's Name	
Address	
Business Phone	

**Color Choices & Sample Requirements**

Where to be Painted	Manufacturer*	Color ID Number	Color Name
Siding			
Brickwork			
Window Trim			
Shutters			
Front Door			
Fence			
Other-specify			

\*Manufacturers: BM=Benjamin Moore; Mil=Miller; RD = Rodda; PPG = PPG; SW=Sherwin Williams

**SAMPLES:** The ACC will review each color choice described above. Please either paint a sample of each color in a location accessible to the ACC or obtain color patches from the manufacturer and attach those to the exterior of the home. Multiple samples must be painted next to each other so that the overall effect can be evaluated. All colors must be sampled, even if they duplicate existing colors.

- Samples have been placed (describe where) \_\_\_\_\_  
 We will email the ACC at [AC@thelakesmi.com](mailto:AC@thelakesmi.com) when the samples are available.

**Owner's Acknowledgements:** (Please initial each)

	Initials	
1.		I have read and understand the CC&Rs, Exterior Paint Approval Process and the ACC process. These are posted to the Association website: <a href="http://www.thelakesmi.com">www.thelakesmi.com</a> under the "ACC" and "Lakes CC&Rs and Bylaws" tabs.
2.		All proposed improvements must meet city, state, and local codes. I agree to provide the ACC with copies of such reviews and approvals upon request. Information concerning permits required by the City of Mercer Island can be found at <a href="http://www.mercergov.org">www.mercergov.org</a> .
3.		I will not begin work on this project until I have written approval of the ACC, which may be by email at the email address listed above. If alterations are made without approval, I may be required by the ACC to return the property to its former condition at my expense if this application is denied wholly or in part.
4.		I understand that the ACC review process begins once I have provided all information or materials required by this application. If the ACC requires any material modification of this application, a new review period will begin once the ACC receives a completed revised application.
5.		If, after the ACC approves this application, I wish to change any specification, I will submit a new application to the ACC and discontinue work on any portion of the project affected by the change request, unless the ACC approved continuation in writing. This will begin a new ACC review process. Any work done other than in accordance with the approved application will be at my risk and subject to removal should the ACC deny any part of a modified application.
6.		I understand that I am responsible for scheduling a site visit by the ACC following completion of the work described herein. If the ACC determines that any work does not comply with the specifications of the approved application or has not been constructed to appropriate standards, I acknowledge that I shall be responsible at my sole expense to modify construction to meet the specifications of the approved application, unless the ACC determines otherwise.
7.		By signing below, I represent and warrant that I have the authority to submit this application on behalf of all owners and act as the sole communicator with respect to this project, with or without the signature of any additional owner below.

<b>8.</b>	I acknowledge that I shall be responsible for any legal expenses incurred by the Association in connection with this application, dispute or non-compliance related thereto.	
Signature of Designated Communicator		Date:
Print Name		
Signature of other homeowner		Date:
Print Name		

Submit Form by:

<b>Mail:</b> The Lakes ACC PO Box 914 Mercer Island, WA 98040	<b>Email :</b> Lakes ACC @thelakesmi.com
<b>Delivery:</b> As arranged with the ACC.	
An application that includes drawings or pictures must provide an attachment of sufficient scale for the ACC to evaluate the proposed project. The ACC may request full-scale documents and its evaluation will begin once those are received.	

## ACC Evaluation and Response

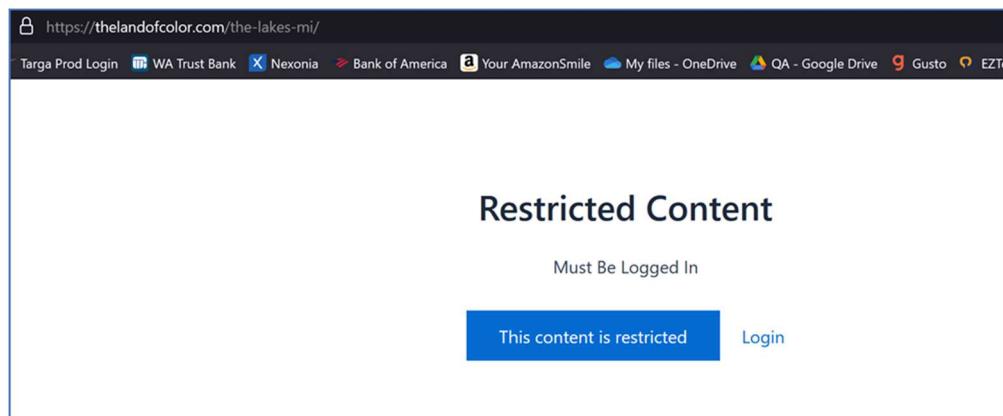
	Date	Action
1.	ACC	<p><b>Approval</b></p> <p>Your application has been approved for the specified modifications per the attached Application (and any attached modifications or amendments). Any revisions or alterations require re-submission prior to commencement. Approval denotes review and approval pursuant to the requirements of the CCRs only and carries no warranty regarding structural fitness, compliance to building codes, assurances against encroachments or other matters not covered by the ACC review process pursuant to the CCRs.</p>
2.	ACC	<p><b>Additional Information Required</b></p> <p>The ACC requests additional information prior to processing your request.</p>
	ACC	<p>Please provide the following information within [ ] business days so that the ACC may complete its review:</p>
		<p>Once provided, the ACC will determine if your application is complete and if so, complete its review of your application with thirty (30) days.</p>
3.	ACC	<p><b>Modifications to Application Are Necessary</b></p> <p>Your specifications do not meet The Lakes guidelines as presented. Please reassess and re-submit your plans in accordance with the below comments.</p>
		<p><b>Comments</b></p>
		<p>Color selection(s) is/are not approved</p>
		<p>Other:</p>

## Using the Color DNA Table

The DNA Table allows you to research color choice either after you have chosen your candidates or to research possible color choices. The “Brand” and “Family” characteristics have drop-downs that you can use to narrow your search. Hue, value and chroma all default to “all”. The tutorial included with the DNA Table discusses these color characteristics and how to use them to adjust your color expectations (light/dark; bright/subdued, hue gradation, etc.).

### **Getting Started**

The DNA table can be accessed at <https://thelandofcolor.com/the-lakes-mi/>. The following will be displayed:



Chose “Login” and enter the Username The Lakes (include the space) and password Lakes1985 (no space). The DNA Table for The Lakes will then be displayed.

### **Tutorial**

A tutorial on using the Table is available at the top of the initial page and the Table itself is displayed below.

### ***A few notes about using the Table***

“Return” does not work to obtain results. Use the magnifying glass located next to “Search”.

“Reset” and the “X” next to the magnifying glass remove all filters, meaning you must begin again. So, it is important that you identify ALL your search criteria before you begin selecting specific paint possibilities.

### **To obtain samples**

“Try It” is located at the far right of each paint choice. Click this to get instructions for ordering paint samples from the manufacturer.

### **Manufacturers**

The DNA Table includes the below brands; all are further annotated to indicate colors that are overall acceptable or limited to doors and shutters (DS).

Benjamin Moore – BM

Miller Paints – MP (If using Rodda, their color identifiers are identical to Miller, so do your search using Miller. Miller paint “Try It” samples are linked to ECOS color definitions.)

Pittsburgh Plate Glass – PPG (sold at Home Depot)

Sherwin Williams - SW

**If you know what color(s) you want, check to see if your color(s) are included in the DNA Table.**

Do the following:

- select the specific brand from the drop-down menu
- enter the name of the paint color and/or the color identification number. This will confirm whether your choice is within the scope of the DNA Table. If your color is not on the Table, you can still submit it to the ACC for evaluation.
- Order paint samples
- Repeat the above for each of your color choices

### **Using color characteristics to research colors**

The ACC based its color determinations using the hue, family, value and chroma color characteristics. These characteristics are explained in the “?” next to each characteristic drop-down. The “Brand” and “Family” characteristics have drop-downs that you can use to narrow your search. Hue, value and chroma all default to “all”. Using these search techniques, you can narrow your choices and make selections. Once you have narrowed your range of choices, you can:

- Check “Save” next to the colors you would like to sample
- Click “Compare Table” to eliminate non-selected colors
- Order samples and write down the manufacturer, color name and color numbers of your choices.
- If you would like to “see” a sample on a house, click the “exterior” tab on the screen (not available for Miller Paints).

If you wish to further study color characteristics, The Land of Color website will help you understand LRV, L, C, and h\*, all of which are included in the DNA Table.