



Whitemud Ridge Homeowners Association (WRHA)

Board Policy 4 – Perimeter Fence Maintenance

Purpose: Fences in highly visible and high traffic areas provide an opportunity to maintain a consistent look across the community. This policy is intended to guide how the WRHA supports its members (homeowners) in the maintenance of fences in the neighbourhood.

By-law Alignment: Sections 1.3 (e) and 4.2 (j)

Policy Details:

1. Principles

- All fences in the neighbourhood are within the property lines of private homeowners and are the property of the homeowner.
- The WRHA is not required to maintain or provide financial support to maintain fences across the neighbourhood. This policy is done voluntarily to increase the desirability of the neighborhood and incentivize homeowners to maintain a common aesthetic over time. It is not intended to create any legal obligations.
- The WRHA Board of Directors (the Board) will allocate a fixed amount every year in the budget for fence repair. Any amounts not spent during the year will go into a reserve fund specifically created for this purpose.
- To limit potential liabilities and due to administrative challenges in obtaining consent from homeowners, the WRHA will not directly maintain fences on homeowners' property.
- Homeowners are responsible for securing any materials and/or contractors to complete the work and are responsible for the outcomes of the projects. The WRHA will reimburse a portion of the expenses as per this policy.
- The Board, at its sole discretion, may approve the WRHA to undertake the repairs if adjacent homeowners submit a proposal which includes at minimum:
 - Demonstrates a cost saving compared to each homeowner undertaking the project themselves,
 - A signed "Consent and Release" Form from each homeowner (sample template provided in Appendix C), and
 - Advance payment for the homeowners portion of the cost-share.
- The Board is the sole authority for approving any cost-sharing application made under this policy. The Board may approve or reject any application at its sole discretion.
- The Board may amend, postpone, cancel, or re-instate this policy at any time at its sole discretion.

2. Eligibility

- Fences that are covered by this policy are located adjacent to Hodgson Boulevard, Rabbit Hill Road, Hodgson Road, Hodgson Way and 23rd Avenue (Appendix A).
- The homeowner applying under the policy must be a WRHA member and have paid in full the WRHA fees for the calendar year in which the cost share will be paid out and have no arrears from previous years.



- This policy covers only repairs from normal wear and tear. Homeowners may be able to claim cost of repairs from damages caused due to natural calamity, damages caused by third parties, damage caused by owner, etc... from their Home Insurance. Homeowners should check to make sure their Home Insurance covers damages to their fence.

3. Applying for Cost-sharing

- The Homeowner shall apply to the WRHA for cost sharing approval prior to any repair work taking place. Applications for repairs started before receiving approval from the Board will be declined.
- The application is provided in Appendix B.
- Cost sharing will only be considered if the fence is repaired in accordance with the WRHA Fence Standards (see Section 6).
- Two or more Board members shall go to the Homeowner's residence to assess & document the state of the fence.

4. Approval Process and Reimbursement

- Applications will be processed in the order they are received. If there are insufficient funds, the request will be prioritized at the sole discretion of the WRHA Board. High visibility fences will be prioritized over others. For example:
 - Priority 1: Fences along 23 Ave and Rabbit Hill Road
 - Priority 2: Fences along Hodgson Way and Hodgson Blvd
 - Priority 3: Hodgson Rd
 - Priority 4: All other fences
- There must be sufficient funds available in the WRHA annual budget to fund the cost share, with the amount of funds determined annually at the sole discretion of the Board.
- Applications whose cost exceeds the available funds in a given year will be processed the following year.
 - Previous year's application will go through the same priority review process and WRHA may prioritize current year's application in a high priority area over the previous year's application in a lower priority area.
- The Board may refuse any cost share application in the event any otherwise eligible repair work has been started prior to the Board communicating its acceptance of the application, or in the event the Board determines, in its sole discretion, that any of the otherwise applicable deterioration in the fence is beyond normal wear and tear (e.g. damage as a result of neglect by the homeowner).
- The Board shall assess the application as per the 'Perimeter Fence Maintenance Policy'.
- The WRHA shall only share costs associated with the repair as needed. This determination is at the sole discretion of the Board.
- The Board shall communicate its decision to the homeowner in writing or via email.
- The WRHA shall only reimburse shared cost after the fence has been appropriately repaired and painted (if applicable) in the approved colour and Masonry Fences use the same design and colour.
- The WRHA shall only reimburse shared cost only upon presentation of receipts showing the purchase of materials and payment for commercial repair services, and after



inspection by one or more members of the Board of the finished repairs, and confirmation that said repairs have occurred in accordance with this policy.

5. Cost Sharing Rates

- Wood fences at 25% of the cost to a maximum of \$15 per linear foot.
- Wrought iron fences at 50% of the cost to a maximum of \$30 per linear foot.
- Masonry columns, as part of either wood fences or wrought iron fences, at 80% of the cost to a maximum \$2,400 per homeowner property per request.
- Masonry fences at 75% of the cost to a maximum of \$80 per linear foot.

6. WRHA Fence Standards

- The approved colour for fences are:
 - Wood Fences: Cloverdale Whitemud Ridge Fawn
 - Wrought Iron Fences: Black
- Masonry columns and fences were made by G&M Masonry, which continues to have the blueprints for the design of these structures.

7. Perimeter Fence Painting

- In support of maintaining a common aesthetic look, the Board may decide, at its sole discretion, to paint the perimeter fencing around the community every 10-15 years.
- Perimeter fencing is:
 - Wood fences along Rabbit Hill Road and 23rd Avenue.
 - Wrought iron fences along Hodgson Blvd and Hodgson Way.
- Prior to any work being started, signed "Consent and Release" forms from homeowners must be provided. (Template provided in Appendix C)
- Funding will be sourced from the annual budget allotment for fence maintenance under this policy.

8. Contact

- Please contact admin@whitemudridgehoa.ca with any questions on this policy.

Appendix A - Fences covered under the WRHA Perimeter Fence Maintenance Policy (red lines)





Appendix B – Perimeter Fence Maintenance Application Form

Applicant Information

Name:

Address:

Fence Repair Details

Please describe the issue with the fence.

Please describe what repairs you propose completing.

When do you expect the repairs to be completed?



What are the estimated costs for these repairs? Have you received quotes from vendors?
(please attach them as part of the application)



Appendix C: Consent and Release

**Fence Maintenance Consent and Release Form
(Not for Homeowners. For use by WRHOA Only)**

Parties Involved

1. Homeowner:

Name: [Homeowner's Full Name]

Address: [Homeowner's Address]

2. Whitemud Ridge Homeowners Association (WRHOA):

Name: Whitemud Ridge Homeowners Association

Address: [HOA Address]

Property Address:

Property Address: [Property Address]

Type of Fence: [Description of Fence]

Scope of Work: [Detailed Description of Fence Repairs]

Estimated Start Date: [Start Date]

Estimated Completion Date: [Completion Date]



Consent and Release:

I, [Homeowner's Full Name], the homeowner of the property located at [Property Address], hereby consent to and authorize WRHOA or its agents and/or contractors, to perform the repairs to the fence as described above.

I understand that WRHOA will take precautions to protect the safety and integrity of the property and the fence. I agree to provide access to the property as needed to facilitate the repair work.

I acknowledge that I have reviewed the scope of work and the estimated timeline for the repairs. I understand that unforeseen circumstances may cause delays, and I agree to cooperate with the WRHOA to address any issues that may arise.

In consideration of the repairs to be completed, I release Whitemud Ridge Homeowners Association, its agents, and contractors from any and all liability for damages, losses, causes of action or claims of any kind, that may arise as a result of the repair work.

By signing below, I acknowledge that I have read and understood this Consent and Release form and that I agree to the terms and conditions outlined herein.

Homeowner's Signature: _____

Date: _____

WRHOA Representative's Signature: _____

Date: _____



Policy Reference

Version	Description	Date Approved	Signature
1.0	Policy approved by the Board.	July 17, 2024	<i>HR</i>