



CIRCLE G RANCHES IV
HOMEOWNERS ASSOCIATION
ARCHITECTURE AND LANDSCAPE GUIDELINES



Architectural Review Process

The CC&Rs require written approval from the Architectural Control Committee (ACC) before any home or building construction, landscape change or installation, or any alteration to a lot, house, building, structure or exterior of a residential property, including elements added to the rear yard that are visible from adjacent lots, street or common areas. The ACC has the ultimate decision on approvals and denials. If any lot owner has any questions regarding the rules and guidelines, please contact the community management company for clarification. If a resident modifies their home or lot without obtaining written approval from the ACC, the outlay of effort and financial investment will not impact the decision of the ACC.

The Architectural Control Committee may adopt new rules and guidelines or change these rules and guidelines at any time it deems to be appropriate and such rules and guidelines are not in conflict with the CC&Rs.

General Landscape Requirements

Definitions and Guidelines

Definitions

Growing Season: The period of the year during which grass, shrubs, trees, flowers, etc., grow best. The growing season is typically March through October for the Phoenix area.

Lawn: The area planted with grass which is maintained at a low, even height.

Yard: The "yard" is defined as the space or grounds surrounding the residence or Lot. This means the physical area of a Lot, including, but not limited to, shrubs, all grass areas, planting beds, trees, flowers and the driveway area.

Standards for Landscape

The Standards for Landscape are the guidelines for residents to use for maintenance of their property. These references were designed to be easy to understand. Residents are always encouraged to contact a member of the ACC to assist with questions or proposed plans/modifications.

Landscape Design Style

The proposed landscape design must be compatible with the design aesthetics of the property itself, adjoining properties and the neighborhood setting. The committee considers whether the enhanced landscape detailing reflects the character of a custom home development and compliments the aesthetics of the home and neighborhood.

Landscape Modification Plans

Landscape modification plans are required to be submitted to the ACC. Approved landscape plans must be completed within 90 days of the project start date.

Landscape Maintenance Guidelines

Lawns

During the growing season the following actions need to be taken to ensure the lawn/yard is properly maintained.

1. Lawns must be mowed on a regular basis, lawn height not to exceed 5 inches.
2. Homeowners who choose to have and maintain a winter lawn are required to have and maintain a summer lawn. Homeowners are prohibited from allowing lawns to die off during summer months (roughly May – September when the winter Rye dyes off).
3. No part of the lawn shall run onto or grow into;
 - a. Paved surfaces such as sidewalks, curbs and common areas.
 - b. Planting beds or areas covered with decorative stone.
4. Lawns must be watered on a regular basis sufficient to maintain health and green color. This is weather and temperature dependent. Lawns typically need several inches of water a week to stay healthy and green.
 - a. Small areas of brown grass or dead spots due to excessive heat, poor soil, or other factors is common/acceptable.
 - b. Reasonable effort should be made to correct these problem areas such as; adjusting sprinklers, additional watering, fertilizer, etc.
5. Lawn debris, including lawn clippings should not be left along the curb, sidewalk or street.
6. Leaves, weeds, and other debris should be removed from the lawn in a timely manner.

During the non-growing season, the following actions should be taken to winterize the lawn/yard through the fall and winter months. Winter Over seeding is not mandatory for the lawn.

1. End of growing season lawn/yard maintenance should include pulling or spraying for weeds and a final mow of the lawn.
2. Leaves, weeds, and other debris should be removed from the lawn in a timely manner.

Shrub Care

1. Shrubs to be watered/maintained/trimmed to generally accepted guidelines for the Phoenix area.
2. Dead shrubs shall be removed in a timely manner.
3. Shrubs should not excessively overhang or obstruct the sidewalks or the street.

Tree Care

1. Trees be watered/maintained/trimmed to generally accepted guidelines for the Phoenix area.
2. Dead trees shall be removed in a timely manner.
3. Mature trees need to be pruned as needed to be safe and presentable.
 - a. Branches overhanging the sidewalks should be pruned back or up to allow approximately 10 ft of vertical clearance over the sidewalk.
 - b. Branches overhanging the street should be pruned back or up to allow approximately 12 ft of vertical clearance over the street.

General Landscape Maintenance

1. All landscaped areas visible from a street or neighboring property must be maintained year-round.
2. Front yard watering systems must be automatic underground systems.
3. Minimum maintenance requirements include watering, mowing, edging, pruning, timely removal and replacement of dead or dying plants and trees.
4. Control and timely removal of weeds and noxious grasses as they appear and removal of trash and debris from gardens, desert landscape/decorative rock areas, sidewalks and driveways.
5. Landscaped areas visible from the street are not to have exposed dirt areas, i.e. unplanted flowerbeds, grade level and raised planters, etc.
6. Tree and shrub trimmings must be removed from view from the front yard after the maintenance is performed until trash pick-up day.
 - a. **Exception:** Staging of trimmings and debris for bulk pickup by the City of Tempe is exempt from this rule. Homeowners should follow the guidelines set by the city as to when to stage material which is typically no more than 10 days prior to scheduled pickup date.

Grade Level and Raised Planter Maintenance

Planters finished with stucco and paint must be maintained and free from flaking/cracking/showing noticeable damage, must be maintained, finished & painted to match main home color. Exposed dirt areas are only acceptable with routine seasonal planting of annual flowers. Annual Beds must be replanted seasonally, and cannot remain empty. Shrubs and flowering shrubs must be back-filled with landscape rock to match existing landscape rock and/or approved by ACC. Plants should be appropriately sized and spaced in the planter to adequately fill planter. Dead plants to be replaced immediately and existing plants are to be watered/maintained/trimmed to generally accepted gardening guidelines for the Phoenix area. Planter must be maintained and free from weeds and debris at all times.

Ornamentation

Ornamentation that is not part of the approved landscape plan needs to be submitted and follow the review process to gain approval. Such items could include, but are not limited to, driftwood, skulls, wagons, fountains, flagpoles, planters, sculptures, signs, statues, etc. Lots with an excessive number of pots, ornaments and yard art that visually obstructs the permanent landscape and/or attempts to substitute for permanent landscaping are prohibited.

Holiday Decorations

All holiday decorations are permissible for 30 days with the exception of Christmas decorations which may be displayed November, December and January.

Grading, Drainage and Erosion

All lots are required to have and maintain a grading and drainage plan per the city of Tempe's requirements. Any changes in the grading and drainage of a lot must be submitted to the Architectural Control Committee. Work may not begin without prior written approval from the ACC.

Workmanship

The quality of workmanship evidenced in landscape installation and maintenance must be equal to or better than that of the surrounding properties.

Decomposed Granite

In visible landscape areas where granite is applied, a minimum 2-inch depth application is required over entire landscape area. White, green and other “unnatural” colors of decomposed granite are not permitted.

Landscape Lighting

Landscape lighting is encouraged and subject to the following criteria:

1. All landscape lighting shall be approved by the ACC prior to installation.
2. All wiring for light fixtures must be buried below grade per the manufacturer’s requirements.
3. Controller equipment must be located in a discrete location or screened from view from the street or adjacent property.
4. Colored light bulbs, lens, or reflectors are not permitted.
5. Lighting system should be intended to produce useful light.
6. Light trespass, generally caused by poor lighting design or inadequate optical control in the fixtures, is discouraged. Encroachment of light over a residential property line or “spill light”, may be found objectionable. Addressing and controlling light trespass is the responsibility of the homeowner.

ACC suggestion on lumens for various outdoor lights:

Path lighting: 100 – 200 lumens

Step lights: 12 – 100 lumens

Flood lights” 700 – 1300 lumens

Pools, Fountains and Other Water Features

Fountains and water features may be installed in rear yards and front courtyards only and shall be limited in height to seven (7) feet above the finished grade of the house. The design of such features must be compatible with the architectural character of the residence, submitted and approved by the ACC before construction or installation. Pool equipment must be appropriately screened from the view of adjacent neighbors, common areas and street. Pool equipment must be placed in a location that minimizes noise impacts on adjacent neighbors. Backwashing and draining onto streets, horse trails, common tracts or easements is not permitted. Any applicable governmental regulations regarding the disposal of pool water must be followed.

Hardscape Elements

Custom designed landscape elements such as walkways, patios, pool decks are encouraged subject to the following criteria:

1. Material and color of proposed hardscape elements must be compatible with the architectural character of the home, surrounding landscape and aesthetics of the neighborhood.
2. Where practical, material, color and texture of hardscape elements should minimize solar reflectivity.

Artificial Turf Grass

Premium grade, natural looking synthetic turf may be installed with ACC approval. Artificial turf grass must be maintained and free from debris and trash. Artificial turf will only be approved if it gives the same appearance as live grass.

Rear Yards

Architectural Control Committee approval is required for all detached garages, fireplaces, barbecues, pizza ovens, play structures, swing sets, pergolas, gazebos, cabanas, sheds, workshops, guest houses, accessory buildings, sport courts, play equipment, lighting and any other element or structure visible from an adjacent lot, common area or street. Items added to lots must be properly maintained and remain in good working order/condition.

Natural Screening Guidelines

Oversized play equipment, boats, trailers, sheds, or other structures/items that are visible above the fence line, from an adjacent lot, common area or street often require natural screening. Please consider the guidelines below when developing your plan for concealment.

1. The ACC requires plant growth that will achieve 75% concealment within 18 months of the application approval date and 95% concealment within 24 months.
2. The ACC requires a rendering/drawing identifying plant locations, total number of each plant variety, plant spacing and plant varieties.
3. A watering plan as well as documentation from journals, certified landscape architects or other notable sources justifying the planting pattern should also be submitted. Live vegetation screening can include vines, plants, shrubs and trees. Live vegetation installed for the intended use of screening/concealment must be evergreen, heat and frost resistant and fast growing to achieve concealment.
4. The ACC requires any trellis used for screening/concealment to meet the full height of the item to be screened.
5. Any item being screened should not be visible from adjacent lots, common areas and/or the street.
6. Removal of approved or existing screening between lots requires ACC approval.
7. Dead or dying trees and/or shrubs used for screening must be replaced or replanted within 30 days of removal.

Block Wall Height Increase

Increasing the height of block walls requires ACC approval. Shared walls must be finished to reasonably match the stucco and paint finishes of the adjacent lot, at the applicant's expense.

General Architecture Guidelines

Standards for Homes are the measures for keeping our community beautiful. The standards provide owners with the benchmark that their property should reflect, enabling residents to enjoy not only the beauty of their property, but of neighboring properties as well. It is important for residents to understand the standards and to voluntarily identify when maintenance of wood, metal, stucco, concrete, etc. is needed.

The goal of standards is to ensure the beauty and unique charm of Circle G Ranches IV through regular maintenance and upkeep. Standards address the accepted appearance and maintenance of physical elements already on your property.

Property within Circle G Ranches IV will be routinely reviewed for compliance to the standards by the property management company. In addition, a review will be conducted when a modification is complete, at time of sale, or upon request by an owner. ***Owners can save time and challenges by requesting a pre-inspection prior to putting their home on the market.*** A property is considered to be out-of-compliance when discrepancies can be identified upon observation from the sidewalk, path, street, common area or adjacent property. Private areas (backyards, enclosed courtyards, etc.) will not be entered during routine reviews, but will be inspected as part of the modification process and at time of sale.

Design Compatibility

The proposed construction must be compatible with the design characteristics of the property itself, adjacent properties, and the aesthetics of the neighborhood.

Workmanship

The quality of workmanship evidenced in construction must be equal to or better than that of the surrounding properties. Total build time may not exceed one year. The Committee responds to all submittals within 30 days of receipt. This includes re-submittals. All approvals and/or denials will be delivered in writing through the management company.

Plan Submittal

Homeowners are required to fill out an Architectural Change Application form completely and provide complete copies of the architecture and landscaping plans to be reviewed and have all requirements as set forth in the CC&Rs. Any and all modifications to an already approved set of plans must be re-submitted for approval by the Committee before working on unapproved changes. Allow thirty (30) days for response from the ACC.

Please contact the property manager or a member of the ACC with any questions not addressed in these guidelines.

Architecture/Landscape Application Requirements

1. Complete architecture and/or landscaping plans
2. Site plan to scale with setback dimensions noted
3. Maximum structure height and square footage noted
4. Livable and under roof square footage noted
5. Design board that shows samples/swatches of all exterior paint colors, treatments, roof tile specifications (manufacturer, model and color) or sample of tile, window frame specifications (manufacturer, model, material, color), concrete color sample, samples and pictures of any brick, pavers, stones, lighting (coach and carriage lights, manufacturer, model, color), mailbox finishes, hardware, tree/plant/shrub varieties, and any other materials and colors to be used on the exterior of the home. Inspiration pictures are also often helpful and provide the Committee with a better idea of the vision for the project.

It is the homeowner's responsibility to ensure that proposed construction is coordinated with, and where applicable, approved by city, county, state and federal government agencies. The Committee, the Management Company, the Board of Directors and the Association assume no responsibility for obtaining these reviews and approvals.

Builder/Contractor Requirements

Each lot owner is responsible to make sure their builder and contractors conform to the following rules and guidelines. If any violations of these occur, the lot owner will be fined accordingly.

For major renovations & construction:

- 1) If lot will be exposed such that pedestrians could gain access to the lot, a chain link fence must be installed to prevent unauthorized access and safety of the community.
- 2) If restroom facilities are required, the facility must be placed in the back yard.
1. A dumpster is required. All trash and debris must be contained. The lot must be free of debris at all times and walkways must be kept safe for pedestrian and equestrian traffic at all times.

All renovations & construction:

2. Consider neighbors regarding dust and noise control, crew start times, and deliveries.
3. The Committee may request on-site reviews during construction for the purpose of determining compliance with the approved plans.
4. A written report will be provided, specifying any deficiencies, violations or unapproved variations from the approved plans, within five (5) business days of the review.
5. All trash and debris must be contained. The lot must be free of debris at all times and walkways must be kept safe for pedestrian and equestrian traffic at all times.

Doors

Doors are the gateways to our homes. House, garage and other doors should be properly hung. Paint or stain on doors shall be from the home's approved color palette or finish. Doors, including trim, hardware, threshold and associated features, shall be free of noticeable peeling, faded paint, cracks, dents, warpage and other visible defects.

Exterior Lighting

Outdoor lighting fixtures and photocells shall be in operable condition, and all parts, such as posts, and lamp fixtures, free of damage, oxidation or other visible defects. Circle G Ranches IV follows a "dark skies" philosophy to minimize light pollution and light trespass.

Exterior Paint

Body, accent and trim colors should be complementary and should be inspired by nature and or neutral. All exterior painted and coated surfaces shall be substantially free of peeling, blistering, chalking, fading, spalling, mildew, mold, rust, efflorescence and other blemishes/discoloration. All paint color changes require approval from the ACC.

Play Equipment

Play equipment may be installed within the private (fully walled) rear yard of a home. Height is limited to 11 feet above grade finish. The equipment should be screened from view to the extent possible and well-maintained. Play equipment exceeding the height limit and sport courts that are permanently installed require prior approval and are required to adhere to Natural Screening Guidelines and city setback requirements.

Roofs

Roofs shall be free of cracked, missing or otherwise damaged tiles or shake shingles. Repairs should be made with materials that match the existing tiles or shingles. Vents and other protrusions through the roof shall be painted to match the color of the roof.

Solar

Solar panels should be screened from view to the extent possible, and be free of visible defects, discoloring and other disrepair. Solar energy devices may be added with prior ACC approval.

Stone and Brick

Stone, brick and similar elements shall be free of efflorescence and replaced or repaired when cracked, missing, discolored, or show other visible defects. Architectural styles and color palettes should be considered for any changes. Any addition or significant change requires ACC approval.

Stucco

Stucco shall be substantially free of blistering, peeling, chalking, fading, spalling, mildew, mold, rust, efflorescence, discoloration or other visible blemishes. Paint should be in good repair and match the home's color palette and texture. When stucco is covering block, the block pattern may eventually begin to show through and require restuccoing. Any addition or significant change needs prior approval through the ACC.

Walkways, Steps, Driveways and Patios

Concrete, stone, brick, paver and other hardscape surfaces shall be level and free of missing stained sections and substantially free of pot holes, large cracks, grade depressions or other signs of erosion. Surfaces should be maintained in a clean condition and no colored, glossy, or reflective materials applied. Matching material shall be used when replacing damaged areas. Gravel driveways should not track gravel onto the street.

Walls, Retaining Walls and Boundary Walls

Retaining walls are designed with weep holes at the bottom, which shall be kept clear of debris to allow water to be released. Walls that are not designed as retaining walls shall not have soil against them (includes raised planters), as it may result in finish or wall failure. All walls shall be in good repair and match the home's approved color palette. Exterior walls should be finished to match the stucco and main color paint finish of the home. Retaining walls shall be waterproofed. Shotcrete walls should not be painted. Common walls between adjacent lots are the responsibility of both neighbors.

Windows, Shutters, Screens and Skylights

Windows and related outdoor elements, such as screens, shutters, skylights, window grids and window treatments shall be clean, complete and well maintained. Tin foil, bedsheets, etc. are not acceptable for use as window coverings.

Wood

Wood shall be maintained free of peeling finishes, splintering, fading, rot, warpage or damage and match the home's approved color palette.