



LAKE PARK VILLAS HOA

ARCHITECTURAL

RULES & REGULATIONS

Effective date: August 15, 2023

Table of Contents

Overview3

Architectural Committee4

Application Procedure6

Architectural Chairperson Approval7

Architectural Appeals7

Architectural Guidelines8

Antennas9

Awnings9

Decks9

Decorative and Holiday Items9

Decorative Art10

Exterior Colors10

Flags & Flagpoles10

Garages11

Gutters & Downspouts11

Landscaping11

Lighting12

Patios & Patio Furniture13

Poultry & Bird Feeders13

Security Door13

Signs/Signs Political14

Surveillance Cameras14

Sunscreens14

Window Coverings14

Owner Acknowledgment Form15

OVERVIEW

Lake Park Villas Homeowners' Association

Every resident of Lake Park Villas is a member of the Lake Park Villas Homeowners' Association (the "Association"), the entity responsible for the management of all common areas as well as administration of the affairs of the community. The Association is created by the recording of the Declaration of Covenants, Conditions, Restrictions, Assessments, Charges, Servitudes, Liens, Reservations and Easements (the "CC&R's). The CC&R's set forth procedures, rules and regulations, which govern the community. The Lake Park Villas Homeowners' Association Rules and Architectural Guidelines are an extension of the "CC&R's and designed to be used in harmony with each other. Capitalized terms not otherwise defined in these Guidelines shall have the meaning set forth in the CC&Rs.

The Board of Directors (the "Board") is charged with the responsibility of overseeing the business of the Association. The Architectural Committee (the "Committee" and/or "Architectural Committee") is established by the Board to review all improvements within Lake Park Villas. The Committee has adopted design guidelines and standards to evaluate proposed improvements as well as landscape additions and/or alterations. Any changes to the outside of your home must be submitted to the Architectural Committee for approval prior to the commencement of any work on improvements requested in the submittal.

Architectural Committee

Process any change, addition, and/or modification to the landscape or building exterior of a residential property requires prior written approval of the Committee. FOLLOWING THESE GUIDELINES DOES NOT ELIMINATE THE NEED FOR SUBMISSION OF PLANS FOR APPROVAL BY THE ARCHITECTURAL COMMITTEE. JUST BECAUSE A CHANGE, ADDITION, OR MODIFICATION IS NOT SPECIFICALLY PROHIBITED DOES NOT MEAN THAT IT IS PERMISSIBLE. Even if your change, addition, or modification meets the requirements set forth in these Guidelines, is permitted by these Guidelines, and/or is identical to another, which has been approved, it still must be submitted for approval unless otherwise specifically noted herein. Because each situation may have different conditions, e.g., different locations, physical conditions, or design considerations, etc., each application will be reviewed on a case-by-case basis. Owners with proposed changes should contact the Homeowners Association Management Company to obtain the necessary architectural guidelines and submittal documentation.

The responsibility of the Committee is to ensure the harmonious, premier image of Lake Park Villas. Any Owner requesting approval of the Committee shall follow the application procedure listed below:

- Submittals to the Architectural Committee must be submitted no less than one calendar week prior to the Architectural Committee meeting at which the application/submittal is to be reviewed. The Architectural Committee Chairperson may approve late submittals at their discretion. Any submittals that have been submitted less than one calendar week prior to the next Architectural Committee meeting will be considered as a submittal for the subsequent Architectural Committee meeting unless approved for late submission by the Architectural Committee Chairperson.
- Submittals will be returned to the Owner of record either approved, disapproved, or with a request for additional information within thirty (30) days of receipt of the request. All decisions will be provided via US Mail, email or digitally via the owner account portal. Verbal approvals are permitted only after the meeting minutes are submitted to management to record. Architectural Committee Chair to submit ARC Minutes to management no later than 48 hours or (2) business days following the meeting.
- Approval Expiration – Upon receipt of approval from the Committee of any construction, installation, addition, alteration, including landscape changes and or alterations or other work approved by the Committee shall diligently pursue such work so that it is completed within a ninety (90) daytime frame. Construction must be started within ninety (90) days of the date of the Committee's approval of the application, or the approval may be deemed withdrawn, which case plans must be resubmitted in accordance with these rules.
- Review and approval or disapproval will include consideration of material, quality of workmanship, colors, and consistency with the external design and color of existing structures of the Unit and must be congruent with neighboring property. The location of the improvement with respect to topography and finished grade elevation is also considered.
- Neither the Architectural Committee nor the Board of Directors shall share or have any liability in connection with or related to approved plans, specifications, or improvements. The approval of plans shall not be deemed a warranty or representation of soundness of the improvement, nor its effect upon existing or future drainage of the Unit. The purpose of the Architectural Committee is to review plans for aesthetic purposes only.

- Construction Period – Construction must be pursued in a diligent manner in order to assure prompt completion. If a different deadline is approved for construction (which may be longer, at the Committee's discretion), such construction must be completed within a three (3) month period from the date of Committee approval.

Application Procedure

Application and plans (which will be kept on file with the Association) should be:

Mailed to: Lake Park Villas Homeowners' Association 16625 Desert Foothills Parkway, Phoenix, AZ 85048

Delivered to: Lake Park Villas Homeowners' Association 16625 Desert Foothills Parkway, Phoenix, AZ 85048.

Electronically: Lake Park Villas Homeowners' Association Website:
www.visioncommunitymanagement.com.

Application Form (Architectural Review Form) Application forms may be obtained from the Association office or downloaded from wearevision.com.

An application form is to be completed by the applicant prior to submittal to the Architectural Committee and must include the following information/documentation.

- Plot Plan - A site plan showing improvement/modification dimensions, relation to existing dwelling and property. Measurements must be written on the plans. Plot plans may be obtained from your builder.
- Elevation Plans - Plans showing finished appearance of improvements in relation to existing dwelling.

Specifications include:

- Color samples.
- Detailed description of materials to be used.
- Dimensions of additions/alterations to original structures along with property dimensions related to the additions/alterations or improvements/modifications.
- Photograph - If the submittal is for an existing structure or improvement, a photograph of the structure or improvement must accompany the submittal application.
- Responsibility - It is the responsibility of the homeowner to ensure that any proposed construction is coordinated with, and where applicable, approved by all counties, local, state, and federal government agencies. The Board, Management Company, Association, or Committee assumes no responsibility for obtaining these reviews and/or approvals. **ALL BUILDINGS, STRUCTURES AND OTHER IMPROVEMENTS ERECTED WITHIN LAKE PARK VILLAS AND THE USE AND APPEARANCE OF ALL LAND WITHIN LAKE PARK VILLAS, SHALL COMPLY WITH ALL APPLICABLE COUNTY ZONING AND CODE REQUIREMENTS AS WELL AS THE DECLARATION AND THESE RULES, RESTRICTIONS AND GUIDELINES.**

Architectural Committee Chairperson Approval

Chairperson Approvals with a proper application form completed, approval may be given by the Architectural Committee Chairperson and/or the Association's Community Management Company for the following:

- Satellite Dish installation, Sunscreens, Security Doors, Plant Replacement (if from approved plant list), Gravel and Flag Poles.

Architectural Appeals

Any appeal of the Committee's decision must be submitted in writing within ten (10) days of the approval/disapproval date and mailed to: Lake Park Villas Homeowners' Association 16625 S Desert Foothills Parkway, Phoenix, AZ 85048.

An appeal may be made to the Board of Directors if it appears that the following situations occurred:

- Proper procedures were not followed during the administration and review process, or
- The ARC decision was arbitrary and not based on the Lake Park Villas HOA governing documents.

To initiate the appeals procedure, the applicant must submit a written request for an appeal within ten (10) days of the applicant receiving the ARC's decision. The appeal must be mailed or emailed to Vision Community Management, and it will be forwarded to the Board of Directors for review. The form, Architectural Review Committee (ARC) Appeal Form should be used.

1. The appeal must include:

- Reasons for the appeal
- Specify in particular, why the applicant believes the decision of the ARC is incorrect or unjustified.
- Supporting documents referencing Lake Park Villas HOA CC&Rs, Architectural Rules & Regulations, etc.

2. The Board of Directors may consider all relevant material and information. The members of the ARC and the Homeowner should be present at the review to support and explain their positions. No party to the appeal may be represented by counsel at any meeting of the Board of Directors at which an appeal is being considered.

3. The owner will be forwarded the results of the appeal within two (2) weeks of the Board's meeting at which the appeal was considered.

4. The owner, contractor, and architect should abide by the decision. No further appeal may be made. Failure to comply with the decision may result in any or all legal remedies available under the provisions of the CC&Rs. These procedures follow the requirements set forth in the Arizona Condominium Act.

LAKE PARK VILLAS ARCHITECTURAL GUIDELINES

General Principles

The purpose of the Committee is to ensure consistent application of the Architectural Guidelines. The Committee monitors any portion of any Lot which is visible from other Units, streets, or Association common areas. The Architectural Guidelines promote those qualities in Lake Park Villas that enhance the attractiveness and functional utility of the community. Those qualities include a harmonious relationship among structures, vegetation, topography, and overall design of the community.

Design Compatibility

The proposed construction must be compatible with the characteristics of the property itself, adjoining properties, and the neighboring setting, as determined in the sole discretion of the Committee. Compatibility is defined as harmony in style, scale, materials, color, and construction details.

Workmanship

The quality of workmanship evidenced in construction must be equal to, or better than that of the surrounding properties. In addition to being visually objectionable, poor construction practices can cause functional problems and create safety hazards. The Homeowners' Association and The Committee assume no responsibility for the safety or livability of any altered construction by virtue of design or workmanship. Building Architecture In general, any exterior addition or alteration to an existing residence shall be compatible with the design character of the original structure. Building Repair

- No improvement shall be permitted to fall into a state of disrepair.
- In the event any improvement is damaged or destroyed, the Owner of record is responsible for immediate repair or reconstruction.

ANTENNAS, CABLE, AND SATELLITE DISHES:

Antennas, Cable (e.g., Cox, etc.) or Satellite Dishes must be approved in writing by the Committee.

1. The location of the receiver is to be on the upper roof of the building and secured with a concrete block. **Mechanically fastening the receiver to the roof is strictly forbidden.**
2. All cabling must be properly secured with cable fastener clips. The color of the clip and cable must be either beige or white. Cables must follow the lines of existing cabling.

AWNINGS:

All awnings must be approved by the Architectural Committee. Awnings are permitted only on the lower front facing windows of the C and D Units.

In keeping with the design characteristics of the community, awnings shall be canvas and of one solid color which matches the body color of the home.

- Awnings must have a straight edge (i.e., no Greek key or scalloped edging) and overlays are not permitted.
- All awning submittals must include a drawing and pictures showing the location of the proposed awning installation.
- A sample of the material to be used, along with the color, design and dimensions of the proposed awning is required.
- The Owner is responsible for maintenance and repair of the awning.

DECKS:

- Decks are to be neat and clean at all times.
- No gas or charcoal grills are to be located on decks per fire code.
- Handrails are not to be obstructed. For example, planter boxes mounted to handrails, plantings growing on railing like ivy or climber, etc.
- Potted plants are allowed on decks provided that have a saucer tray to capture water. Limit three (3).
- Tile flooring is not permissible on decks.

DECORATIVE AND HOLIDAY ITEMS:

Seasonal and Holiday Decorations - Holiday decorative items, such as seasonal lighting, displays and holiday flags, do not require approval; however, such decorative items shall not be displayed more than thirty (30) days prior to the actual holiday with which they are associated with and must be removed fourteen (14) days after the actual holiday.

Seasonal and Decorative Flags - Seasonal flags shall not be displayed more than thirty (30) days prior to the actual holiday and must be removed fourteen (14) days after the date of the holiday. Decorative flags must be maintained in good condition at all times. Torn, ripped, faded etc. constitute grounds for

removal. Flags may not be offensive to neighbors or the Association, as determined in the sole discretion of the Committee. See “Flags and Flagpoles,” below, for further information on the display of flags.

Sporting Event Flags - All sporting event flags may be displayed within the week before and the week after the sporting event takes place. See “Flags and Flagpoles,” below, for further information on the display of flags.

Decorative and Seasonal Items - The Committee reserves the right to require removal of decorative items based on size, quantity, color, location, and any other criteria. The Committee, at its sole discretion, shall make a determination on a case-by-case basis.

DECORATIVE ART:

- The largest dimensions of decorative art shall be no greater than three feet in length, width, or height, and must first have prior written approval from the Architectural Committee.
- Decorative art on homes shall be neutral in color and limited to three items of similar character, color and style.
- Artificial flowers are prohibited.

EXTERIOR COLORS:

- The exterior colors of all buildings and structures are:

Approved Paint Colors from Dunn Edwards Body/Patio Walls/Patio Gates/Overhead Garage Doors is Birchwood – DEC 752 – RL#659. Units A, B, or E – Side Entry Garage Access Door is Boxwood – DEC 778 – RL#69. Front Doors are either Boxwood – DEC 778 –RL#69 or wood finish.

FLAGS AND FLAGPOLES:

Flagpoles must be submitted to and approved by the Architectural Committee prior to installation.

Flag Display Requirements:

- Other than seasonal, decorative, and sporting flags discussed above (see “Decorative and Holiday Items”), only the flag of the United States of America, The Gadsden Flag, the Arizona State flag, an Arizona Indian Nations flag, or a flag representing any of the five United States military branches (Army, Marine, Air Force, Coast Guard, Navy) may be displayed on a Unit. No more than one (1) flag may be flown on a Unit at one time.
- The maximum size of any seasonal, decorative, and/or sporting flag shall be three feet by five feet (3 ft. x 5 ft).
- The maximum height of a flagpole, whether permanent, removable, or freestanding, can be no greater than the height of the roof peak, and must be submitted for approval by the Architectural Committee.
- A staff (i.e., a rod which is attached by a bracket to a dwelling for display of a flag) shall be a maximum of five feet (5ft) long with attaching brackets painted to match the attachment area and will require prior approval.

- All flagpoles, staffs and flags must be maintained in excellent condition according to the United States Flag Code, Title 36, U.S.C., and Chapter 10.
- Only one staff or flagpole, whether permanent, removable, wall mounted, or freestanding, will be permitted per Lot. A flagpole may be in either the front or backyard, but not both.
- It will be the responsibility of the homeowner or resident of the Lot on which the flag is displayed, to ensure flags are displayed with proper respect and in accordance with flag etiquette and the U.S. Flag Code.
- Any lighting for nighttime illumination must be directional, low voltage, and not create glare to neighboring properties.

GARAGES:

- The interior of all garages situated in the community shall be maintained in a neat and clean condition.
- Garages shall be used only for parking of vehicles and the storage of normal household supplies and materials and shall not be used for or converted for living or recreational activities.
- Garage doors shall be left open only as needed for ingress and egress.
- Garage doors may not be removed and/or be converted with a permanent wall, door, windows, etc. If the entire garage door requires replacement then it is to be replaced with a 16-panel door rather than an 8-panel door. The exception would be if there are more 8 panel doors on an individual building.

GUTTERS & DOWNSPOUTS:

- Gutters and downspouts will be considered for approval if the finish matches the exterior trim or the color of the home.
- The Architectural Committee strongly recommends use of high-quality materials that offer long life, as the gutters must be maintained in good condition.

LANDSCAPING:

Installation of Landscaping:

- The landscaping and irrigation improvements shall be installed in accordance with plans approved in writing by the Architectural Committee and all irrigation shall be underground drip with all equipment concealed.
- Trees must be a minimum of at least five (5) feet in height at the time of installation.
- Landscape rock/ground cover is 1" screen Table Mesa Brown.
- Contained plantings (small shrubs, cacti, flowers, etc.) shall be placed in planters that are harmonious with the home and surrounding neighborhood colors and design. No artificial plants.

Prohibited Yard Landscape:

- Olive trees (*Olea Europaea*)
- Fountain grass (*Pennisetum Setaceum*) or Pampas Grass (*Cortaderia Selloana*)
- All varieties of Citrus
- Mexican Palo Verde (*Parkinsonia Aculeata*).
- All varieties of Mulberry trees
- All varieties of Bamboo
- Cat Claws
- Sissoo Trees
- Lucky Nut Trees
- Grass Palms

Grass:

Lake Park Villas Homeowners Association encourages water conservation and installation of desert landscapes.

If the Association decides not to overseed with winter rye.

- You are not required to install winter rye, but if you choose to over seed with winter rye, then the turf must be fertilized and maintained by the Owner.

Hardscape/Walkways:

- Any additional pavement areas in any form such as pavers, concrete, brick, tile, or masonry, etc. must be approved by the Architectural Committee prior to installation.

Water Features:

All fountains and waterfalls must be submitted to the Architectural Review Committee for approval prior to installation. Approval will be based on consideration of size, location, material, and appearance.

Different standards apply to water features such as fountains and waterfalls, depending on whether they are in the yard or patio.

LIGHTING:

- Hanging or suspended lighting that is visible over any perimeter walls must be approved by the Architectural Committee.
- Only clear (not colored) bulbs or reflectors are permissible. All light fixtures shall be shielded such that the light shines primarily on the Unit; lights that create glare visible from other Units are prohibited.
- Clear (white), low voltage/low wattage (12 watts maximum) accent lights, or reflectors to provide soft accent for trees, shrubbery, and structures are permitted.
- Solar ground mounted lights (12" in total height, or less) are permitted for walkways for safety reasons.

- Light fixtures shall be black, oil rubbed bronze or brown. The prohibited colors are silver, white, copper, brass, and aluminum. The preferred light fixture styles are: Nautical, Beach, Lantern, Mission/Stickley and Spanish Colonial.
- Solar powered lights which give off a yellow or blue light will not be permitted.
- Motion or security lights are permitted, but the reflected light must be aimed within your property limits and must be approved by the Architectural Committee prior to installation.
- No light of any kind may be mounted on the top of any wall.

PATIOS and PATIO COVERS

Patio Covers that attach to the permanent structure are prohibited.

- All Patio Covers are required to be submitted to and approved by the Architectural Committee before installation and must be free standing.
- All additions and/or alterations must be constructed of materials that match the original structure in materials and color and must be congruent with neighboring properties.
- Lattice and/or privacy screening is prohibited above any perimeter wall and may not be visible over perimeter walls.

PATIO FURNITURE:

- Only furniture designed for outdoor use is permitted.
- Furniture must be in good repair at all times. Rusted, broken, poorly maintained furniture must be removed or repaired/restored to a “like-new” condition.
- The definition of patio furniture is furniture such as chairs and tables suited for use on a patio.
- Furniture designed for indoor use is not permitted.
- Spas are not permitted.

POULTRY and BIRD FEEDERS

No poultry is allowed in Lake Park Villas Homeowner’s Association as it cannot meet the City of Tempe Ordinance.

Bird Feeders are prohibited. Hummingbird feeders are permitted.

SECURITY DOORS:

- Wrought iron security doors must be submitted for approval prior to installation. Recommended colors are trim color, black, oil rubbed bronze, brown or beige.
- Silver colored or aluminum screen doors are prohibited.
- Photo and brochure of intended installation including color and design must be included with submittal.

SIGNS:

No signs shall be displayed on any Unit except for the following: For Sale / For Rent Signs: (ARS 33-1808)

- The size of a sign offering a property for sale, for rent or for lease shall be in conformance with the industry standard size sign, which shall not exceed eighteen by twenty-four inches, and the industry size sign rider, which shall not exceed six by twenty-four inches. All such signs shall be commercially produced. Open House Signs: (ARS 33-1808)
- Open houses of property for sale or for rent may be held from 8:00 a.m. to 6:00 p.m. Open house signs shall not be placed in common areas and may be no larger than industry standard size.

Political Signs: (ARS 33-1808)

- Political signs are permitted at any Unit that are installed not more than 71 days prior to an election and removed no later than three (3) days following the same election.
- Security Signs must not exceed 12" by 12" in size.
- Security signs must be professionally fabricated and maintained in good condition at all times.

SURVEILLANCE CAMERAS:

- Surveillance Camera-Must receive prior written approval.
- Surveillance cameras are only permitted to scan an Owner's property.
- Cameras must be placed out of sight of the street and neighboring Units.
- Cameras must also keep with the color scheme of your home.

SUNSCREENS:

Gray, charcoal, beige, or any earth tone color sunscreen may be installed but must be submitted to the Architectural Committee prior to installation.

- The frame of the window screen must match the screen material or existing window frame.
- Sunscreens must be maintained to their original condition, free from dirt, torn screen material and bent or damaged frames.

WINDOW COVERING CRITERIA:

Permanent window treatments shall be installed on all windows within sixty (60) days of occupancy.

- No reflective materials such as aluminum foil, reflective screens, glass, mirrored or similar type materials shall be installed or placed on the inside or outside of any window.
- Acceptable window coverings are shutters (white or wood toned), blinds (white) and draperies with white lining or white sheers.
- Broken, torn, or damaged window treatments must be replaced within thirty (30) days.

LAKE PARK VILLAS HOA ARCHITECTURAL RULES AND REGULATIONS
OWNER ACKNOWLEDGEMENT FORM

The undersigned, acknowledges receipt of the Architectural Rules and Regulations of Lake Park Villas Homeowner's Association and agrees to follow all of the prescribed rules and regulations therein.

Owner's Printed Name: _____

Owner's Signature: _____

Date: _____