

# **Sanalina Homeowners Association**

**Architectural Design Guidelines  
And  
Rules and Regulations  
Adopted: November 17, 2016**

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## **INTRODUCTION**

This manual contains the Sanalina Homeowners Association Architectural Design Guidelines (“Design Guidelines”) as well as the Sanalina Homeowners Association Rules and Regulations (“Rules”) established by the Board of Directors of Sanalina Homeowners Association. The Design Guidelines and Rules have the same force and effect as if they were set forth within the Declaration of Covenants, Conditions and Restrictions for Sanalina, as may be amended from time to time (“Declaration”). In the event that any conflict arises between any provisions of the Rules or the Design Guidelines and any provisions of the Declaration, Articles of Incorporation, or Bylaws, the provisions of Declaration, Articles of Incorporations, or Bylaws shall control. We encourage each of you to review this manual as well as the Declaration.

These Rules and Regulations are intended to be of benefit to Owners and tenants alike. Owners are responsible for their tenants’ compliance with the Declaration, Articles of Incorporation, Bylaws, Rules and Design Guidelines (“Governing Documents”) to the extent permitted by law. Owners are liable for all violations and losses caused by their tenants. Violations of these Rules and Design Guidelines and other Governing Documents may result in the imposition of fines, penalties, attorney’s fees and costs, to the extent permitted by the Governing Documents and Arizona law. These Rules and Design Guidelines are intended to protect the value and desirability of the Sanalina Homeowners Association (“Association”).

# **SANALINA HOMEOWNERS ASSOCIATION ARCHITECTURAL DESIGN GUIDELINES**

## **Article 1. ARCHITECTURAL GUIDELINES FOR CHANGES:**

### **Section 1: SUBMITTALS/ NOTICES FOR CHANGE:**

All submittals, notices, or other communications to the Architectural Committee must be sent, in writing, to the Association's statutory agent.

### **Section 2: IF REQUIRED, A PERMIT FROM THE CITY OF SURPRISE:**

The Owner shall be responsible for obtaining any and all permits required by the City of Surprise (if applicable) prior to commencing any Association approved architectural change.

### **Section 3: SUBMITTAL REQUIREMENTS/ PROCESS:**

#### **Section 3.1. WHEN TO SUBMIT:**

No improvements, alterations, repairs, excavations, grading, landscaping, satellite dishes, solar panels or other work, including exterior paint, which in any way alters the exterior appearance of any lot or the improvements from its natural or improved state existing on the date such property was purchased by each owner, shall be made or done without the prior written approval of the Architectural Committee. No building, fence, wall, lawn area, landscaping, residence or other structure shall be commenced, erected, improved, altered, made or done without prior written approval of the plans and specifications by the Architectural Committee.

#### **Section 3.2 WHAT TO SUBMIT:**

The Owner must submit the Architectural Review Request Form. See Architectural Review Request Form attached hereto as Appendix. Additional copies may be obtained from the Association's management agent. The plans and specifications must comply with the following:

- **SCALE:** All drawings to be drawn to a scale of 1"=10" (Engineer's scale) or 1"=16" (Architect's scale). Written dimensions should be included in the drawing.
- **QUALITY OF PLANS:** All drawings must be completely legible. Blue line prints, copies, or email attachments are acceptable. Faxed copies will not be accepted.
- **SIZE OF PLANS:** 8.5" x 11" or 11" x 17" are preferable, 18" x 24" are

acceptable. Plans may be scaled to fit all relevant information on the document.

**Section 3.3 PLANS MUST SHOW:**

- The scale and Lot dimensions
- All applications for to the Architectural Committee must include site plans for the entire Lot including orientation and relativity to neighbors as well as colors, and building material specifications and samples.
- If work is to be performed by a contractor, the Owner must also submit the contractor's licensing information as registered with the Arizona Registrar of Contractors.
- Estimated project duration, start and completion dates.
- Proposed changes in grade, if any, to be completed as part of the landscaping. • Photos of existing conditions.
- If applicable, all necessary city building and/or engineering permits, or a letter on official letterhead stating that a permit is not required for the proposed changes.
- All plants and trees must be from the approved list as adopted from time to time by the Board of Directors.
- All turf areas shown.
- All granite areas with granite size and color.
- Any lawn edging, headers, and borders with material labeled.
- Additional hardscape areas including concrete, pavers, etc.
- If the submittal includes an automatic sprinkler or drip irrigation system, site plans must show the location of the irrigation control box. All irrigation control boxed must be located on the side of the home.
- Any fountains, statues, or ornaments, showing the type, size, and color.
- Proposed exterior colors from approved Association colors and color combinations as adopted from time to time by the Board of Directors. Approved paint colors may be obtained from the Association's property management agent.
- Legends included on site plan submitted to the Architectural Committee must not be color coded as copies will render the legend uninterpretable.

**COMMITTEE REVIEW:**

The Architectural Committee may disapprove any application if there is insufficient information submitted to exercise the judgment required by these guidelines. The Architectural Committee shall have 45 days after submission of fully completed plans to approve or disapprove such plans. The Architectural Committee's review will include, but not be limited to, consideration of material, quality of workmanship, colors, consistency with external design and color of existing structures on the Lot and neighboring Lots. The Architectural Committee will respond in writing. However, if the Architectural Committee fails to approve or disapprove the plans within 45 days the plans are deemed disapproved. Neither the Committee, nor the Board of Directors shall have any liability in connection with or related to approved plans, specifications or improvements. Any approval of plans is not an approval as to the structural soundness of any improvement nor is it a representation that the approved plans comply with applicable governmental ordinances and regulations or industry standards. Approvals are valid for a period of 6 months after the date of approval. No verbal approvals or denials of Architectural Review Requests will be accepted by the Board of Directors, Committee or the Association's management agent.

**APPEAL:**

Any Owner aggrieved by the decision of the Architectural Committee may appeal the decision to the Board of Directors. Such appeal must be made within fifteen (15) days after the decision of the Architectural Committee and must be accompanied by the written decision of the Architectural Committee, copies of the application and all items submitted to the Architectural Committee, and any other relevant evidence previously submitted to the Architectural Committee. Pursuant to Article 3, Section 3.2 of the decision of the Board of Directors after appeal will be final.

**EQUIPMENT AND MATERIALS:**

Equipment must be parked and or stored on the Owner's property during all phases of construction and or landscaping. Contractors and crews shall not park their vehicles, equipment or construction debris receptacles in any way that may obstruct traffic.

**RESTORATION:**

Pursuant to Article 7, Section 7.22, any damage to other property resulting from construction/ improvements, including but not limited to, other lots, roads, driveways, concrete curbs and gutters, shall be repaired and restored immediately, but in no event later than 2 weeks after the damage is incurred, at the expense of the Owner who commenced the construction/improvement.

**FINAL INSPECTION:**

Upon completion of changes/alterations, the Owner must notify the Association's management agent in writing, submit photos of the changes and, if applicable, supply any final acceptance letters received from the City. This information will be forwarded to Architectural Committee for final review to be completed within 5 business days of receiving such notice from the Association's management agent. If the Architectural Committee determines that the changes/alterations to the property were not installed/ completed according to the approved plans, the Architectural Committee will notify the Board of Directors so a notice of noncompliance may be sent to the Owner. The Owner must correct all nonconforming work as outlined in the notice of noncompliance within thirty (30) days of receipt of such notice.

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, which may result in the issuance of a notice of nonconformance, as determined at the sole discretion of the Board of Directors.



# **Sanalina Homeowners Association Rules and Regulations**

## **AIR CONDITIONING & HEATING UNITS:**

No air conditioning, heating, or evaporative cooler units shall be visible from the street or Visible from Neighboring Properties.

## **ARTIFICIAL TURF:**

Requests to install artificial turf in the front yard will be considered under the following conditions:

- Any application submitted without samples will be deemed incomplete.
- Artificial turf must be installed by a contractor licensed with the Arizona Registrar of Contractors.
- Artificial turf must be installed in such a manner as to appear seamless and uniform, as determined at the sole discretion of the Board of Directors.
- Only natural colors are allowed, as determined by the Architectural Committee and the Board of Directors.
- Artificial turf must be maintained in good condition, with original color, uniform, with no rips or seams visible.
- As the material ages, the Owner must repair/replace any damaged, discolored, worn or unsightly material.
- Artificial turf may not encompass more than 50% of the plantable area of the front yard.
- Owners must comply with all other requirements under the governing documents including, but not limited to, the quantity and type of required plantings.

The Association will require the removal/ replacement of any area of artificial turf which does not meet the standards set forth by these guidelines.

## **AWNINGS:**

Awnings must be approved by the Architectural Committee prior to installation.

The following guidelines apply:

- Must be made of canvas or other material similar in appearance.
- Solid colors only. No stripes, patterns or multi-colors.
- Color must match exterior paint or roof.

## **BASKETBALL GOALS:**

In accordance with Article 7, Section 7.29 of the Declaration, portable basketball hoops are permitted provided they are removed from view when not in use. Permanent basketball hoops are prohibited.

**BUSINESS AND RELATED USES:**

No Lot shall be used, allowed, or authorized to be used in any way, directly or indirectly, for a Bed and Breakfast, transient lodging facility, business, trade, commercial, manufacturing, industrial, mercantile, commercial storage, vending, or other similar uses or purposes, such as a daycare, nursery school, or similar child care facility. The foregoing restriction does not prohibit the Owner from conducting his or her personal affairs on the property and will not be deemed to prevent an Owner or their occupants from the incidental and secondary use of the property for business or trade purposes that utilize portions of the property in such a manner so that the existence or operation of the business activity is not detectable by sight, sounds, or smell from adjoining properties. Further, the Board may, in its sole judgment prohibit such business activity if it:

- Generates additional vehicular or pedestrian traffic or results in additional vehicles being parked within the Association that is noticeably greater than when no business is being conducted.
- Constitutes a nuisance, or offensive use, or a threat to the security or safety of the residents within the Association.
- Uses the street address in any off-sight signs, advertising, or similar marketing materials that would make the business detectable as limited by the restrictions set forth in the Declaration; or
- Violates local zoning and use laws or the provisions set forth in the governing documents.

**CLOTHESLINES:**

Clotheslines or other outside drying facilities for drying clothes are not permitted unless they are exclusively placed within a fenced yard and are not Visible from neighboring property.

**COMMON AREAS:**

Common Areas are for the use and enjoyment of Owners and residents, their guests, tenants, or invitees only. Owners are expected to be considerate of Owners and their residents living adjacent to Common Areas, as well as others using the Common Areas and may not create a nuisance. Owners are responsible for cleaning up after themselves and their guests.

**DECORATIVE YARD EDGING:**

Concrete front yard edging/curbing shall be no larger than 4 inches in height & 6 inches in width and may be placed along the property line. Concrete blocks normally used for fencing are not acceptable curbing material unless capped in a professional manner. Any installation of decorative front yard curbing is an architectural modification that must be approved by the Architectural Committee prior to installation.

**DRAINAGE:**

Submitted requests to the Architectural Committee that incorporate the use of hardscape must be accompanied with proper drainage plans. Hardscape that compromises the integrity of the engineered grading and drainage for each individual lot will not be approved.

If any City permits are required, the approved City permit must be provided to the Architectural Committee prior to approval by the Architectural Committee.

**DRIVEWAYS:**

Driveways and the street in front of a Property shall be kept free of oil stains, rust, paint, and other stains. Oil drip trays shall be removed from view when not being actively used under a vehicle. Material such as rugs, pieces of carpet, boards, kitty litter, sand, cardboard, etc. may not be used on the driveway beneath vehicles as absorbent for automobile fluids.

**DRIVEWAY EXTENSIONS:**

Driveway extensions shall be reviewed on a case by case basis with strong consideration of any impact on the architectural features of the neighborhood. The maximum driveway width (existing & addition) and configuration must conform to City code requirements. Concrete composition, thickness, color, and quality must be consistent with the existing driveway.

**FLAGS AND FLAGPOLES:**

No approval is required for bracket use. Seasonal Flags or banners may only be displayed using a pole in a bracket mounted to the front of the house. Sports flags or banners can only be flown on game days. Flagpoles may be installed on individual lots within the front or rear yard with the following restrictions:

- Poles may not exceed the height of the house.
- Architectural Committee approval of the location is required prior to installation.
- Owner is liable for any property damage incurred in the event the pole shall fall.
- A maximum of two flags may be flown. If only one flag is flown, it must be the U.S. Flag (in accordance with the U.S. Federal Flag Code). If more than one flag is flown, the U.S. Flag must be flown above the second flag.
- U.S. Flag Code guidelines must be strictly adhered to. The following are a few examples:
  - Remove the flag in inclement weather.
  - Never allowing the flag to touch the ground.
  - Flag must be maintained in good repair, without tatters or fading.
  - May only be displayed from sunrise to sunset unless properly lit.
  - Flag flown with correct orientation.
  - Lighting for flags must be installed in such a way as to properly illuminate the flags without disturbing the neighboring properties.

- Flags permitted to be flown from installed flagpoles are restricted to the following:
- U.S. Flag
- U.S. Army Flag
- U.S. Navy Flag
- U.S. Air force Flag
- U.S. Marine Corps Flag
- U.S. Coast Guard Flag
- POW/MIA Flag
- Arizona State Flag
- Arizona Indian Nations Flag
- The Gadsden Flag

**GATES:**

Gates must be of 1 inch wrought iron frame with 1"x4" natural wood slats. Gates shall match existing style throughout the neighborhood, natural wood stains or base home color. All changes and modifications to the appearance, color, structure, location or placement of an existing gate shall require written approval of the Architectural Committee. New gates will only be permitted on the front street-facing wall adjacent to the residence and may not open onto Common Areas. Gates must be maintained in good condition by the Owner and remain closed when not in use.

**GRADING CHANGES:**

Changing the grading of the property may have a substantial effect on neighboring properties. Owners may be required to return property to original grading, assume all responsibility and costs should the neighboring property be negatively affected by a change in the grading.

City permits are required prior to Architectural submission and approval.

**GRANITE / GRAVEL / ROCK:**

Minimum granite size is ¼ inch. Maximum granite size is 1¼ inch. Granite must be of natural earth tone colors. White, green, blue, or red granite is not permitted. Painted rock of any kind is not permitted. A maximum of two different colors of granite is permitted. River rock may range in size from 1 inch to 6 inches in diameter and may not cover more than 20% of the front yard. Granite in the curbside parkway must match that used in the front yard. Pea gravel is not permitted. Any change in granite must first be approved by the Architectural

Committee.

**GUTTERS & DOWNSPOUTS:**

No architectural submittal is necessary for gutters & downspouts. Gutters and downspouts are considered approved if the finish matches the color of the house. The Association strongly recommends the use of high quality materials that offer long life, as the gutters must be maintained in good condition at all times.

**HOLIDAY/ EVENT DECORATIONS:**

Holiday/event decorations are permitted. Holiday decorations may be visible 30 days prior to the holiday and must be removed no later than 14 days after the holiday occurs. Event decorations should not be visible more than 45 days. Holiday/event decorations do not require prior approval from the Architectural Committee.

**IRRIGATION SYSTEM:**

Automatic irrigation systems are required. The system must be sufficient to allow for proper watering of all plants and grass. The manual use of a water hose for permanent watering instead of an automatic system is not allowed. Water hoses may be used for occasional watering purposes. Water hoses must be stored properly when not in use.

**LIGHTING:**

- Permanent lighting fixtures may be located at the garage/front entrance and any installation of such requires prior approval from the Architectural Committee. Low voltage lighting and solar lighting may be used in the front yard, unless otherwise determined to be a nuisance by the Board of Directors. Colored bulbs and lenses are prohibited. Lights shall be adjusted to minimize glare onto adjacent properties or streets.
- Exterior security lights with motion sensors may be used.

**LOT MAINTENANCE:**

- Organic and non-organic ground cover shall be maintained so as to have no visible/bare earth. Exposed tree stumps and tree roots, or unused irrigation lines longer than 2” are prohibited.
- Lots shall be maintained free of weeds and dead plants or portions thereof, including the area between the sidewalk and the street curb.
- All structures shall at all times be kept in good condition and repair and adequately painted or otherwise finished.
- Lots may not be used for dumping and/or storing trash.

**LOT NON-UNIFORMITY:**

Different lots may have different landscaping designs. The Architectural

Committee shall not be required to approve or disapprove landscaping design because another similar or exact design has previously been approved or disapproved. The Architectural Committee may, at its sole discretion grant variances from the provisions set forth in these Architectural Guidelines. **The Committee cannot grant variances from the Declaration.**

#### **OUTDOOR FIREPLACES:**

Outdoor fireplaces that are Visible from Neighboring Property must have Architectural Committee approval prior to installation. Any and all permits required by the City of Surprise must accompany the request prior to approval. All outdoor fireplace exteriors must be constructed with heat resistance brick, stone, tile or stucco material that complements the architectural design, color and texture of the home. Chimneys shall be constructed of the same material, texture and color of the home. Exposed flues are prohibited.

#### **PARKING:**

- Parking on granite, lawns or any surface other than that which is intended for parking is prohibited.
- Per Arizona State Statute the Board will not prohibit a resident from parking in the street overnight if the vehicle is required to be available at designated periods at the person's residence as a condition of the person's employment if the following applies:
  - The resident is employed by a public service corporation that is regulated by the corporation commission, federal energy regulatory commission, or a municipal utility and is required for emergency deployments for natural gas, electrical, telecommunications or water infrastructure.
  - The resident is employed by a public safety agency, including police or fire service for a federal, state, local, tribal agency, private fire service provider, or an ambulance provider.
  - Overnight parking is to be defined as 12am – 6am.

#### **PETS:**

Animals cannot be kept or raised for commercial purposes and they are not allowed to make an unreasonable amount of noise or become a nuisance (including odors) to neighbors. When handling a dog on Association or City property it must be on a leash not longer than 6 feet at all times (City Ordinance Sec. 10-56). Dogs must be kept on a leash at all times when not inside a residence or not contained within an enclosed rear yard. All owners must clean up after their pets & dispose of pet waste in designated containers. Farm animals are not permitted at any time.

#### **PLAY STRUCTURES:**

Due to privacy concerns for adjacent neighbors and to ensure a community aesthetic appeal, plans for play structures and similar recreational equipment,

including, but not limited to trampolines, swing sets, play sets, monkey bars, and

slides, must be submitted for approval if the equipment or structure is higher than the fence line. Play structures higher than the fence line may be constructed or erected only in the backyards and with prior approval from the Architectural Committee.

Submittals must include a picture or brochure of the structure, total dimensions, materials list, plot map or drawing indicating the proposed location and its proximity to the party wall.

All play structures and similar recreation equipment must be setback a minimum of 15 feet from a perimeter wall more than 10 feet high at highest point. No deck or platform is permitted to be higher than 4 feet from grade.

Any shade canopy color must be earth tone. Regular maintenance of the play structure is required, such as staining or painting as needed.

### **POOLS AND SPAS:**

Pools and Spas located on an Owner's property must be maintained to ensure the safety of the Owners, occupants, and all residents within the Association. Pool and Spa filters must be regularly cleaned in the backyard. Pools and Spas may not be drained or backwashed in the street or Common Areas. They must be drained within the backyard so that the flushed water is contained within the Owner's property or into a sewer clean-out on the Owner's property.

### **RAMADAS AND GAZEBOS: (CC&R 7.2)**

Ramadas and gazebos may be constructed in the backyard of the Property only and the Unit Owner must obtain prior approval from the Architectural Committee. All plans must be in accordance with the building restrictions outlined in Article 7, Section 7.2 of the Declaration. All such structures must be painted to match the exterior color of the Property. Lighting of the structure must be approved by the Architectural Committee prior to installation, plans for which must be included in the request.

- Owners must submit building permits from the City if the City requires a building permit for the proposed structure or correspondence from the City indicating that the structure does not require a permit.

### **REPAIR OF BUILDINGS/ STRUCTURES: (CC&R 7.22)**

Paint on the exterior of the Property must be consistent and non-fading. Owners must complete painting on the exterior of the Property within 12 months from the date of the first notice of violation.

### **RESTRICTED ACTIVITIES: (CC&R 7.10, 7.19 & 7.28)**

No illegal, noxious, or offensive activity is permitted on any property within the Association. No act or use may be performed on any property that is or may become an annoyance or nuisance to the neighborhood generally or other Owners or their residents or that interferes with the use and quiet enjoyment of any Owner or the Owner's Property.



**ROUTINE MAINTENANCE:** (CC&R 7.22)

Routine maintenance such as re-painting the home the same colors as the original or Architectural Committee approved color existing, weather treating the wood gate slats or re-painting the black wrought iron, roofing repairs performed using the same type and color tiles does not require Committee approval.

**SATELLITE DISHES/ ANTENNAS:** (CC&R 7.4 & 7.5)

Satellite dishes and antennas require Architectural Committee approval and should, to the extent possible, be installed so as to not be seen from the street or Visible from Neighboring Properties. If that is not possible they should be placed in the least conspicuous location and screened from view. Antennas and dishes not regulated by the FCC must be located so that they are concealed from view from the street and not Visible from Neighboring Properties. Only one satellite dish may be on a home at any time. At no time may a satellite dish be attached to the front of a home or located forward of the adjacent lateral block walls without prior approval from the Architectural Committee.

**SECURITY CAMERAS:**

Security cameras are permitted as long as they meet the following criteria;

- Are an unobtrusive color (no colors that clash with paint scheme).
- Any visible cable to the camera is painted to match the house.
- The field of view of any installed security camera must encompass only the installer's property and streetfront.
- No additional lighting may be added or used for the operation of the camera at night (sunrise to sunset) that would illuminate any portion of the neighbor's yard (either adjacent or across the street).

**SECURITY DOORS:**

Security and/or screen doors do not need to be submitted for Committee approval provided that the color matches the exterior body or trim of the house. If installing a security or screen door with any other color, an architectural change application must be submitted for approval. Aluminum/silver colored doors are not permitted.

**SIGNS:** (CC&R 7.15 & 7.16)

Placing signs on Common Areas, walls or mailboxes is strictly prohibited. All signs must be properly maintained. No signs are allowed on private lots where visible from the street or neighboring properties. The following exceptions apply:

- One for Sale or Lease sign may be placed in the front yard.
- Political signs displayed in the front yard or windows must be compliant with applicable City and County ordinances pursuant to A.R.S. § 33-1808.
- A political sign may not be displayed before 71 days prior to, or 7 days after each election.

- Theft/Alarm company signs may not exceed 12x12 inches and no more than one per property.
- Vendor signs (landscape/ pool contractors), not to exceed 18x18 inches. They may only be displayed during construction. Vendor signs must be removed within 24 hours after all work is completed.

**STORAGE SHEDS:**

Storage Buildings and Sheds are permitted, providing they are not visible from the street or Visible from Neighboring Property and are less than one hundred (100) square feet (10' x 10') in footage. In the event an Owner wishes to construct a storage shed that will be visible from the street or Visible from Neighboring Property, plans must be submitted to the Architectural Committee that meet the following criteria:

- No roof mounted equipment is permitted without prior approval from the Architectural Committee. Storage structures must be free standing and not attached to the dwelling unit.
- Storage Structures must be a minimum of fifteen (15) feet from any perimeter wall.
- Storage Structures visible from the street or Visible from Neighboring Property must be of plastic, resin or wood. Metal is prohibited. All exterior architectural detail, roof materials, color, style, character etc., must be approved by the Architectural Committee. No shingled roofs.
- Storage Structures may not be placed adjacent to view fencing.
- The Architectural Committee reserves the right to approve or disapprove a storage structure that in their sole discretion is deemed too large for or aesthetically incompatible with the lot or proposed location. It is the Owner's responsibility to obtain all necessary permits including local City, County or State approvals and to adhere to all code requirements. All approved storage shed must be maintained in "good" condition by the Owner.

**TRAILERS, BOATS, RV'S & OTHER VEHICLES: (CC&R 7.9)**

- No motor vehicle exceeding 3/4 ton, mobile home, travel trailer, tent trailer, camper shell, detached camper, boat, boat trailer, or other similar equipment or vehicle may be parked, stored, maintained, constructed, reconstructed or repaired on any lot or on any street so as to be visible from neighboring property or the street. This excludes the temporary loading and unloading or cleaning of such vehicles.
- RV's & campers are allowed to be parked on the street for no more than 48 hours for loading, cleaning etc.
- Storage of a vehicle behind the double gates on resident's private property is permitted, if the item does not exceed ¾ ton in weight and does not exceed 7 feet in height.

**TRASH/ RECYCLE CANS:** (CC&R 7.11 & 7.20)

Trash and recycle cans/container shall not be set out prior to 5:00 pm the night before pickup. They must be removed from the street no later than 10:00 pm the day of pickup. Trash and recycle cans/containers must be stored where they are not Visible from Neighboring Property.

Bulk Pick-up from City of Surprise – To schedule a bulk trash pick-up please call the City of Surprise (623) 222-6000. Refer to the City website for details on acceptable items & process. [www.surpriseaz.gov/index.aspx?nid=1457#bulk\\_trash](http://www.surpriseaz.gov/index.aspx?nid=1457#bulk_trash)

It is recommended that Owners contact the management company & notify them of a pending Bulk Pick up as collection from the City can take up to 2 weeks. This is to avoid receiving a violation for improper storage and disposal of trash.

**TREES / PLANTS / SHRUBS:**

- A minimum of two 15-gallon trees must be included in each front yard area. One must be placed in the parkway (area between sidewalk and curb). Trees must be selected from the approved plant list. The use of artificial plants, trees, flowers, or other foliage is not permitted in the landscaping. (Please review approved plant list). Trees, shrubs, and flowers in decorative pots are not included in the minimum plant count requirements.
- A minimum of seven 1-gallon (or larger) plants must be included in the front yard area and a minimum of three different varieties should be used. This is part of the permanent landscaping. Permanent landscaping is that which is planted in the ground, below the surface of the dirt/gravel. Shrubs planted in decorative pots are not included in the minimum tree requirements.
- Minimum of one shrub must be placed in the parkway (area between sidewalk and curb). Plants must be selected from the approved plant list. Artificial plants, trees, flowers, or other foliage are not permitted in landscaping. (Please review approved plant list).

**REPLACEMENT OF TREES AND PLANTS:** (CC&R 7.17)

- Approval is not required to replace existing trees and plants as long as they are replaced with trees or plants on the approved list.

**VEHICLE REPAIRS:** (CC&R 7.24)

- Washing a vehicle in the driveway is permitted.

**WALL/FENCE DECORATIONS:**

Fence and wall decorations are permitted as long as they are placed on inside walls and are not Visible from Neighboring Property and care is taken to avoid excessive weight. Any damage to party walls is the sole responsibility of the Owner whose actions caused the damage.

**WATER FEATURES & STATUES:**

Water features/fountains, statues etc. are permissible in the rear yard and do not require Architectural Committee approval except on Lots with view fencing. Such items must be approved for installation on the front yard. The Architectural Committee reserves the right to limit the size & number of statues in the front yard as well in the rear yard of those homes with view fencing.

**WEEDS & YARD MAINTENANCE: (CC&R 7.21 & 7.23)**

Owner shall maintain front yard in weed free condition. All landscaping shall be maintained in a neat and attractive condition. Minimum maintenance requirements include watering, mowing, trimming, edging, removal/replacement of dead or dying plants, removal of weeds and the removal of trash and debris.

**WINDOWS & WINDOW COVERINGS:**

No aluminum foil, reflective window film, sheets, newspaper, tablecloths, or other materials shall be used for window coverings, which are not customarily made for such use. Window and exterior treatments or coverings, including garage window coverings, must be neutral in color on all windows that can be seen from the street and neighboring properties. All window coverings will be kept in good repair.

Exterior security roll-down shutters are prohibited on any portion of the home that is exposed to the street.