

Hill Farm Homeowners Association

an Arizona non-profit corporation

Architectural Guidelines and Standards

As adopted 04/15/19

Table of Contents

Section I. Governing Authority

Section II. General Information

Section III. Review Process

Section IV. Design requirements established by the CC&R's (The following section references are to the CC&R's)

Section 6.1 Conversion of Garages

Section 6.4 Utility Lines

Section 8.3 Antennas and Exterior Devices

Section 8.7 Construction Activity

Section 8.8 Equipment (screening)

Section 8.15 Storage Tanks

Section V. Design standards established by the Board of Directors

Appurtenances (windows, doors, etc.)

Driveway and Sidewalk Replacement

Non-decorative Attachments (Conduits, Pipes, Wires, etc.) on
Exterior Walls and Roof

Construction Reinstatement

Grading and Drainage

Basketball Hoops

Antennas and Satellite Dishes

APPENDICES

Appendix A. Architectural Review Application

Appendix B. External Lighting Policy, Resolution # 18-02

Appendix C. Approved Plant List

Appendix D. Front Yard Landscaping, Resolution # 18-03

Appendix E. Approved Mailbox Policy, Resolution # 15-01

Appendix F. External Paint Colors, Resolution # 15-02

Appendix G. Construction Activity, Resolution # 11-02 *Revised*

Section I. Governing Authority

Establishment of Architectural Committee and the Requirement for Approval of Exterior Improvements

Section 6.1 Requirement for Approval of the CC&R's dictates that any exterior addition, change or alteration on any lot cannot be commenced, erected, or maintained without written submittal and written approval of plans and specifications by the Board or "an Architectural Committee (AC) composed of three or more representatives appointed by the Board".

Because Hill Farm Homeowners Association is subject to the Arizona Planned Communities Statutes, the AC must be chaired by a member of the Board (A.R.S. §33-1817).

Architectural Guidelines and Standards (Standards)

Section 6.2 Architectural Guidelines and Standards of the CC&R's authorizes the Board to "adopt and (subsequently) amend...rules and regulations pertaining to landscaping, color and building materials and any other regulations that interpret, implement, and supplement this Article (VI) of the Declaration. These rules and regulations may set forth procedures for review of modifications to improvements, construction, and installation of Improvements on any Lot, and the standards for development within the Project".

Section 7.2.3 of the Bylaws authorizes the Board to establish and publish these Standards and associated rules and regulations within the authority granted by the CC&R's and the Bylaws, and once adopted, the Standards have the same force and effect as the CC&R's.

This document replaces and supersedes Board Resolutions # 17-01 and # 11-02.

Section II. General Information

The Board and the AC have the responsibility to administer and enforce the Standards which may be revised, from time to time, by the Board. Homeowners are responsible for ensuring that they have the most current Standards in contemplating improvements to their lots.

Approval by the Board or the AC of an Application for improvement does not constitute governmental regulatory approval. Likewise, approval by a government regulatory agency does not constitute approval of a proposed improvement by the Board or the AC and therefore, does not constitute approval of an Application.

The applicant must obtain all necessary building permits, and ensure that the finished project is completed in a workmanlike manner, in accordance with the approved plans and specifications, and in compliance with all relevant codes.

What improvements require an Application?

The CC&R's require that any exterior alteration or addition to a lot be approved by the Association in writing. Owners must submit an Architectural Application and Review Form (**Application**) and obtain written approval of the Association before proceeding with any such improvement.

Alterations and additions shall include, but are not limited to, the following: home extensions, porches, patios, canopies, solar shading, additional windows, window and roof replacements if they have a different appearance from the original, security doors and enclosures, security window screens, rolling shades and shutters, skylights, solar panels, relocated air conditioning and heating equipment, external water softeners, certain antennas/satellite dishes, fences, patio walls, driveways, sidewalks, storage sheds, and a change of paint color.

Standard for review by the AC

The standard for review of Applications for proposed improvements, as set forth in *Section 6.1 of the CC&R's*, is "harmony of external design and location in relation to surrounding structures and topography".

Section III. Review Process

Application Process

The Application form is attached as Appendix A.

The Application shall describe the proposed alteration or addition in detail, color scheme (if applicable), and accompanying plans or drawings must be to scale

The Association may charge the applicant a fee if professional services are needed to review of the Application. This fee is to be paid in advance of commencement of the review (*Section 6.3 of the CC&R's*).

The Application shall include the proposed construction schedule (start and end dates).

The AC shall approve or reject an Application in writing. A simple majority vote of the AC members is sufficient to approve or deny any Application, and the AC shall inform the Board of any action taken with respect to an Application. *"In the event the Board, or its designated committee, fails to approve or disapprove the Plans within 60 days after the plans have been submitted to it, approval will not be required and this Article will be deemed to have been fully complied with."* (*Section 6.1 of the CC&R's*).

Appeal of a rejected Application

The AC will attempt to work with the homeowner to bring a rejected Application into compliance with the Standards. The homeowner may make a written request for an appeal of a rejected Application to the Board, although the Board has the discretion to deny hearing such an appeal.

Section IV. Design Requirements Established by the CC&R's

Articles VI and VIII of the CC&R's address certain restrictions on exterior modifications of a lot (see list below). Owners should review these restrictions in their entirety before submitting an Application. The Association will not approve any exterior change or improvement that conflicts with the CC&R's.

Section 6.1 Conversion of Garages

Section 6.4 Utility Lines

Section 8.3 Antennas and Exterior Devices (see Section V)

Section 8.7 Construction Activity

Section 8.8 Equipment (screening)

Section 8.15 Storage Tanks

Section V. Design Standards Established by the Board of Directors

The following are additional standards concerning exterior modifications and improvements adopted by the Board. More complex standards, such as landscaping and lighting, are contained in the Appendices. *The policies in the Appendices are incorporated by reference into these Standards.*

Appurtenances (Windows, Doors, etc.) and Exterior Paint Color

Applications for alterations or additions to windows or sliding glass doors, security doors, screens or enclosures, rolling shades or shutters, must include a sample of the manufacturer's actual finish color, as nomenclature and appearance may vary from vendor to vendor.

Windows and sliding glass doors: Exterior-facing sides of windows and sliding glass doors, whether new or replacement, are to be the selected manufacturer's version of "Architectural Bronze" or a close color match, and the following are to be included in the Application: (1) a frame section indicating color and profile and (2) the manufacturer's brochures for proposed window(s) and/or door(s).

Homeowners are referred to Appendix F, Exterior Paint Colors for details of exterior paint requirements for Hill Farm.

Driveway and sidewalk replacement

Materials must be of approved materials and color. The standard of review is as stated in Section II. The Architectural Committee may require actual samples or catalog photos of the intended block color and pattern.

Sleeves are required to be installed under new driveways and sidewalks to enclose any existing irrigation pipes or control wires belonging to the Association. Two additional new empty sleeves (two inch diameter) are also to be installed for future, undetermined uses.

Non-decorative Attachments (Conduits, pipes, wires, etc.) on exterior walls and roof.

Conduits, pipes or wires installed on any part of an exterior wall or roof that are visible from the street must be securely fastened to the wall and be painted the same color as the wall or roof. Utility and similar boxes and other non-decorative attachments must be painted the same color as the wall.

Construction Reinstatement

Homeowners who engage in construction and renovation activity at their homes are financially responsible for the reinstatement of the street, adjacent common areas, front yards, and landscaping to their condition prior to the start of the construction.

Construction activity shall be deemed to include any work carried out by a utility that involves the installation of a new service to the property (e.g. replacement of a phone or cable TV line).

Reinstatement shall include but not be limited to trees, other landscaping, hardscaping (deco rock, river rock), street surface damaged by construction vehicles or by making cable cuts, damage to irrigation lines, and the removal of all paint and other markers used by Arizona Blue Stake on behalf of contractors and utilities.

Grading and Drainage

Homeowners are not permitted to alter the drainage design and patterns on their lots without the express written permission of the Board. A Drainage Report or Statement prepared by a licensed Professional Engineer supporting the proposed alteration is required with the Application in order to be considered for approval.

Basketball Hoops

Basketball hoops will be considered for approval on a case by case basis with approval for installation dependent on the configuration and slope of the driveway and the location and resultant level of street traffic for the subject lot. The primary consideration for approval will be the safety of the community.

Basketball backboards must be attached to the house structure. Freestanding poles will not be permitted.

Antennas and Satellite Dishes

Pursuant to Federal Communication Commission regulations, dish satellites and MMDS (multichannel multipoint distribution service) antennas that are one (1) meter or less in diameter, and antennas of

any size used for local television broadcast signals may be installed without the Association's prior written approval; provided, however, that an owner installing such a device shall notify the Association, in writing, within seven days of the installation so that the Association may inspect same. These devices shall be installed so as not to be visible from the street or common areas as long as an acceptable signal can be obtained, and painted to match the improvements on the lot unless doing so would void the device's warranty.

All other types of antennas and exterior devices require the submission of an Application and the prior written approval of the Association.

**HILL FARM HOMEOWNERS ASSOCIATION,
an Arizona non-profit corporation**

**A RESOLUTION OF THE BOARD OF DIRECTORS
Re: CONSTRUCTION ACTIVITY**

At a meeting of the Board of Directors of Hill Farm Homeowners Association (the Association"), an Arizona non-profit corporation, duly called and held on the 15th day of April 2010, a quorum being present and voting, the following policy was adopted:

1. Construction activity cannot commence until approval of the design has been obtained from the Architectural Committee.
2. Daily construction activity may not commence prior to 7 a.m. and shall cease by 6 p.m. Monday thru Friday. Activity on any other day or at any other time, including holidays, requires a waiver from the Architectural Committee.
3. All construction activity and the removal of trash must be in compliance with Sec. 8.7 of the CCR's. In addition, all construction debris within the Common Area and visible from the street must be removed at the end of each working day.
4. The street in front of the property shall be kept clean at all times.
5. The positioning of dumpsters which cannot be wholly located on driveways requires approval from the Architectural Committee and may be subject to conditions regarding location, duration, marking with traffic cones, and repairs to street surfaces.
6. The street parking of construction vehicles is limited to two at the front of the residence. They must be parked on one side of the street, and not cause any obstruction to driveways, mailboxes, or the free passage of large trucks and emergency vehicles. Excess construction vehicles must be parked in the residence driveway, visitor spaces or on Ft Lowell Road.
7. No overnight street parking of construction vehicles or trailers will be allowed.
8. No contractor signage will be permitted before, during or after construction.
9. The Board reserves the right to issue a "stop work" order if construction activity does not comply with this policy.
10. Any homeowner who considers that he or she have special circumstances that require a variance from this policy may discuss them prior to the start of construction at a regular meeting of the Board.
11. This policy supersedes policy document # 11-02.

DATED this 15th day of April, 2019 .

HILL FARM HOMEOWNERS ASSOCIATION
an Arizona non-profit corporation

By: Kenneth F. Peroli
Its: President