

# THE OVERLOOK AT FIRE ROCK CONDOMINIUM ASSOCIATION, INC.



## ARCHITECTURAL RULES

March 13, 2024

## **INTRODUCTION - Welcome to The Overlook at Firerock!**

The Overlook at Firerock is a Distinctive Residential Community within the beautiful Master Association of Firerock. The Overlook at Firerock contains amenities for the Residents of the Community. Because attached living is a unique experience that relies on the mutual cooperation of all to be successful, The Overlook at Firerock Condominium Association, Inc. ("Association") created these Architectural Rules. Inside you will find practical rules, regulations and guidelines that are intended to help foster a harmonious, enjoyable and safe environment for all Residents within the Community. These Architectural Rules detail basic guidelines that, if observed, ensure that the structures and grounds of The Overlook at Firerock remain in good condition and that property values are maintained.

Bear in mind that the rules and guidelines established in these Architectural Rules are always subject to the Amended and Restated Condominium Declaration for The Overlook at Firerock Condominium Association, Inc. ("Declaration") and the Association's Articles of Incorporation and Bylaws. These documents (referred to collectively as "the Community Documents") establish and govern the Association and the Community. The Board of Directors has the power to revise the rules, regulations, guidelines, policies and procedures set forth in these Architectural Rules as may be necessary from time-to-time.

Please read these Architectural Rules carefully, and ensure your family, guests and tenants fully understand and follow the rules, regulations and guidelines set forth within these Architectural Rules. If you have questions, please contact the Community Manager at: **The Overlook at Firerock Condominium Association, Inc. C/O GUD Community Management (GUD), 4135 S. Power Road, Ste.122, Mesa, AZ 85212, Phone 480-635-1133, Fax 480-507-2822, Email: info@gudhoa.com.**

If you want to make any modifications to the exterior of your Unit or any Limited Common Element, a request must be submitted to the Association in writing for approval by the Architectural Committee, if such Committee is established, otherwise, by the Board of Directors. The procedures and guidelines for such modifications are located in the Modification Guidelines section of these Architectural Rules.

As you read through these Architectural Rules, you will encounter defined terms, identifiable by their initial capital letters. Except as the context otherwise requires, these defined terms have the same meaning as set forth in the Declaration. The term "Resident" includes any Person actually and lawfully residing on a temporary or permanent basis within a Unit, including a Unit Owner or Lessee of that Unit and their respective family members. The term "Community Manager" means the managing agent or property management company retained by the Board of Directors of the Association to manage and maintain Overlook at Firerock.

The purpose of the Association is to operate, manage and maintain The Overlook at Firerock for the benefit of the Residents. The Board governs the Association, and meets regularly to make decisions pertaining to those matters for which the Association is responsible. Owners will be notified of the date, time and location of all meetings of the Members and the Board. If you are interested in becoming involved in the Association, please contact the Community Manager. Information on becoming a Board member can be found in the Bylaws of The Overlook at Firerock Condominium Association, Inc.

Problems related to the Common Elements including structural portions of Buildings, front and side yard landscaping, lighting in the Common Elements, fire riser rooms, private water and sewer lines, walkways, exterior walls, fences and gates, should be reported to the Community Manager.

## **COOPERATION**

The Overlook at Firerock is a unique and luxurious living environment that calls for mutual cooperation, common sense and consideration of neighbors. To facilitate harmony within the Community, all Residents and their guests must comply with the rules and guidelines set forth in these Architectural Rules and the Community Documents. If you believe that a rule or restriction is unfair, you may bring the matter to the attention of the Board of Directors for review and possible action. Owners are encouraged to participate in the continued management and upkeep of The Overlook at Firerock by serving on the Board, participating on a Committee, and being involved in the Community.

The Overlook at Firerock Condominium Association, Inc. welcomes communication from its members. Please feel free to contact the Community Manager, the Association's liaison, to discuss any questions, issues or concerns in the Community. The Community Manager will bring such items to the attention of the Board of Directors for their consideration.

## **SEVERABILITY**

If any provision of these Architectural Rules is held to be invalid, the remainder of the provisions shall remain in full force and effect.

## ASSOCIATION RULES

### A) ACTIVITIES WITHIN THE COMMON ELEMENTS

It cannot be stressed enough that all Residents be thoughtful and considerate of their neighbors. General rules of good conduct should be observed at all times. The following are general guidelines which Residents and their guests must observe at The Overlook at Firerock.

1. Safety and Noise. Please use common sense and courtesy in regard to voice levels, unnecessary noises and boisterous conduct. This includes, but is not limited to, televisions, radios and/or other sound emitting devices. Keep the volume at a reasonable level at all times so other Residents are not disturbed. **AFTER 10 P.M., THE VOLUME MUST BE SIGNIFICANTLY REDUCED TO KEEP FROM DISTURBING OTHER RESIDENTS.**
2. Damage Caused by Owners or Residents. Please take due care when using the Common Elements. Residents will be responsible for and bear all costs of repairs and/or replacement for any damage to any Buildings, recreational facilities, entrance gates or any other Common Elements, if it is determined that the damage was caused by the Owner, its Lessees, guests, employees or contractors. No Resident may store or place anything in the Common Elements.
3. No Obstruction. Obstruction of the walkways or entranceways throughout the property is not permitted. Personal property may not be left in the parking areas at any time. The Association will not be responsible for any damage to, or loss of, any personal property left in any Common Area.
4. Disposal of Trash and Recycling Materials. No garbage or trash shall be placed or kept on any Lot except in covered containers of a type, size and style which are approved by the Board of Directors. In no event shall such containers be Visible From Neighboring Property or the street except to make the same available for collection and then only for the shortest time reasonably necessary to effect such collection. The Board of Directors shall have the right to subscribe to a trash service for the use and benefit of the Association and all Unit Owners, and to adopt and promulgate rules and regulations regarding garbage, trash, trash containers and collection. The Board of Directors shall have the right to require all Owners to place trash and garbage in containers located in areas designated by the Board of Directors. It has been determined by the Board of Directors that trash containers must be stored inside the homeowner's garage, except when placed out for collection. Trash containers shall not be left in back yards, side yards, front courtyards or other adjacent areas. No incinerators shall be kept or maintained in any Unit. Exceptions for special circumstances (e.g: bulk trash pickups, dumpsters present during remodeling, storage pods in preparation for moves, etc.) may be allowed with prior approval from the Board/Architectural Committee.
5. Solicitation. Residents shall not distribute or cause to be distributed any advertising, pamphlet, free newspaper or any other printed matter on or in any portion of the property or on Resident vehicles.
6. Skateboards, Scooters, Bicycles, Rollerblades, etc. Care should be taken when riding skateboards, scooters, bicycles, rollerblades, etc. on the Private Streets of the Community. Such items shall be stored within the Unit or Garage Structure when not in use so as to not be Visible from Neighboring Properties or the street. Motorized mopeds, skateboards, go-peds, mini-bikes, scooters, miniature motorcycles, pocket bikes, and similar type of devices that are not permitted to be driven or operated on City streets and/or on highways are expressly prohibited within the Community.
7. Outside Drying or Laundering. Exterior clothesline shall not be erected or maintained for drying or airing clothes on any portion of the Unit (including Rear yards) so as to be Visible from Neighboring Property or the street. No exterior drying or laundering of clothes, towels or any other items shall be permitted so as to be Visible from Neighboring Properties or the street.

### B) CONDUCT AFFECTING INSURANCE

Residents shall not do or keep anything in any Unit or Common Elements that will increase the rate of insurance or could result in the cancellation or suspension of insurance or which would be in violation of any law.

A Resident who is responsible for an increase in the rate of insurance on the Common Elements shall be personally liable for the cost of the additional insurance premiums.

Please refer to Article 8 of the Declaration for information regarding Association and Owners insurance requirements, specifically Article 8.4 addresses insurance requirements of Unit Owners. If you have further questions, please contact the Community Manager or your insurance agent.

## **C) RESIDENTIAL UNITS**

1. Residential Use. All Units and Common Elements are devoted exclusively to Single Family residential use. Please refer to Section 4.1 of the Declaration for more information regarding the types of uses that are considered to be residential.
2. Pest Control. Owners are responsible for performing or contracting to have performed such pest control service for the interior of their Unit as is necessary to keep the Unit free from pest infestation. The Board of Directors shall have the right to subscribe to a service for: (i) periodic termite inspection/treatment of the Units, and (ii) pest/rodent control within the HOA Common Areas.
3. Covered and Uncovered Patios. Please note the following guidelines in regard to patios and uncovered patios:
  - (a) Each Owner shall be responsible for the maintenance, repair and replacement of all landscaping and irrigation installed within covered and uncovered patios, entryways and courtyards.
  - (b) Each Owner shall be responsible for cleaning driveways, covered and uncovered patios, entryways and courtyards.
4. Alarms. Any alarm installed or connected in a Unit shall be the type of alarm which may be monitored by a certified alarm company. Installation must be by a licensed security alarm company and requires approval of the Architectural Committee, after obtaining a permit from the City if applicable. Residents shall provide the Community Manager with the name and telephone number of the monitoring party and a contact person for purposes of addressing emergencies and false alarms, as they may affect the Community as a whole.
5. Speakers, Vibrations and Noise. To ensure everyone's quiet enjoyment of their residence, wall mounted music, television or surround sound systems, including, but not limited to, wall mounted speakers or other audiovisual devices which will cause vibrations, noise or an unreasonable annoyance or damage are not permitted to be supported by or come into contact with demising walls. No exterior speakers, horns, whistles, bells or other sound devices shall be located, used or placed on the Unit without approval from the Architectural Committee, except where such devices were either installed, or pre-wired for installation, by the builder.

## **D) ANIMALS**

1. All Residents must comply with City and County laws, ordinances and regulations with regard to control and health of pets. All dogs and cats shall have a current license and identification tag. Loose, unattended dogs, cats or other animals without a license or identification tag may be reported to the local Animal Control for pickup.
2. Guests of Residents may bring animals onto the Common Elements, provided they adhere to the same rules as Residents, which are outlined in this section.
3. No animals, birds, fowl, poultry, reptile or livestock, except for no more than two (2) Permitted Pets, may be kept or maintained within a Unit and its Limited Common Elements. For purposes of this Section, a "Permitted Pet" shall mean a dog, cat, household bird or other generally recognized household pet kept or raised solely as a domestic pet and not for commercial purposes. Homeowners may petition the Board of Directors to allow more than two (2) Permitted Pets, which will be evaluated on a case-by-case basis.
4. No pet or animal shall be allowed to make an unreasonable amount of noise, cause an odor, or to become a nuisance. Upon the written request of any Unit Owner, the Board of Directors shall determine whether, for the purposes of this Section, a pet is a nuisance or is making an unreasonable amount of noise or causing an odor. All dogs or other house pets as permitted and capable of being walked on a leash shall be kept on a leash not to exceed six (6) feet in length when outside a Unit, and all pets shall be directly under a Resident's control or direction at all times. Cats shall be kept indoors within a Unit unless confined or walked on a leash and shall not be allowed to roam freely within the Community.
5. Fecal waste deposits made by pets on any Common Elements, including landscaped areas, must be promptly cleaned up by the Owner or the responsible party of the pet. Waste must be put in a tightly sealed plastic bag before being disposed of. Any damage caused by a pet shall be repaired and/or replaced at the pet Owner's expense. Pets shall not be allowed to defecate or urinate on patios, courtyards, driveways or streets.
6. No animal shall be bathed, at any time, within any Common Elements or Association Property. No structure for the care, housing, confinement or training of any animal or pet shall be maintained on any portion of the Common Elements or in any Unit so as to be Visible from Neighboring Property or the street.

7. Pets shall not be tied to trees or any exterior Building structure. Any incidents involving damage to persons and/or property by any pet should be reported to the appropriate governing agency.
8. Pets must be kept within the Unit or within the confines of the back patio or deck when the Resident is away or cannot attend to them. Pets shall not be left unattended in front courtyards.
9. Each person bringing or keeping a pet in the Community shall be absolutely liable to other Residents and their guests for any damage to persons or property caused by any pet brought upon or kept within the Community by such person or by members of his/her family or guests.

#### **E) FIRE SAFETY DEVICES**

1. Smoke Detectors. Each Resident must maintain the smoke detectors, alarms and horns installed in his or her Unit. As part of this maintenance, you must replace all smoke detector batteries regularly.
2. Fire Sprinklers. Each Resident must take care not to harm, damage or unnecessarily activate the fire sprinklers installed in his or her Unit. The fire sprinklers are heat activated and permitting high heat, steam or burning in the vicinity of a fire sprinkler may cause it to activate, potentially causing extensive damage to your Unit, your personal property, the Common Elements and residences adjacent to yours. Except for periodic dusting, you should never touch or allow anything else to touch the fire sprinklers. In particular, you are not allowed to paint the sprinkler covers or have any item hanging from the fire sprinklers, including, without limitation plants, laundry, posters or other objects. You should also not tie string, floss, wire or any other material on, around or across any portion of a fire sprinkler. Nothing should be stored within eighteen (18) inches of a sprinkler head.
3. Fire Alarm System. Residents and their guests are prohibited from tampering with the fire alarm system which includes: smoke detectors, heat detectors, flow switches, tamper switches, etc. Disconnecting the horn in any Unit to the fire alarm system is against the law and will affect the operation of the horns in the other Units. If you notice anything irregular about the fire alarm system in the Community, you should notify the Community Manager immediately.

#### **F) GENERAL RESTRICTIONS REGARDING PARKING OF VEHICLES AND GARAGES**

1. No motor vehicle classed by manufacturer rating as exceeding 3/4 ton carrying or cargo capacity, commercial vehicle, inoperable vehicle, mobile home, travel trailer, tent trailer, trailer, camper shell, detached camper, recreational vehicle, boat, boat trailer, or other similar equipment or vehicle may be parked, kept, maintained, constructed, reconstructed or repaired on any part of the Condominium except fully enclosed within a garage.
2. Except for emergency repairs (e.g: windshield replacement, battery replacement, etc.), no vehicles or equipment shall be constructed, reconstructed, serviced or repaired on any portion of the Condominium. Adding fluids (e.g: window washer fluid, oil, anti-freeze, brake fluid, transmission fluid. etc.) is permitted only in the homeowner's garage (with the door closed) and shall not be accomplished in the driveway or street.
3. Passenger automobiles, vans, SUVs, motorcycles, scooters, trucks with 3/4 ton or less carrying or cargo capacity, golf cart, and other similar passenger motor vehicles that are not commercial vehicles and are not inoperable vehicles (hereafter "Passenger Vehicles") should be parked within the homeowners garage (preferred) or on the Limited Common Element driveway allocated to the Unit, so long as such Passenger Vehicle does not encroach upon the sidewalk or street.
4. Without the approval of the Board of Directors, no Passenger Vehicle shall be parked: (i) on the streets within the Condominium other than for pickup/drop off, loading/unloading, or, when the driveway is insufficient to accommodate guest vehicles, guest parking for not longer than an aggregate of six (6) hours within any twenty-four (24) hour period; or (ii) in any guest parking area, except for guests and invitees of an Occupant for not longer than the actual length of the visit of the guests/invitees, but in no event exceeding an aggregate of four (4) days in any thirty (30) day period.
5. The Board of Directors shall have the right to have any truck, mobile home, travel trailer, tent trailer, trailer, camper shell, detached camper, recreational vehicle, boat, boat trailer or similar equipment or vehicle or any automobile, motorcycle, motorbike, or other motor vehicle parked, kept, maintained, constructed, reconstructed or repaired in violation of the Condominium Documents, towed away at the sole cost and expense of the owner of the vehicle or equipment. Any expense incurred by the Association in connection with the towing of any vehicle or equipment shall be paid to the Association upon demand by the owner of the vehicle or equipment.
6. No garage shall be converted to living spaces or altered or used for storage of material or other purposes so as to not allow for the parking of at least two (2) automobiles. Vehicles shall be parked inside garages, rather than in driveways or the street, to the greatest extent practical. The interior of all garages shall be maintained and kept in a neat, clean and slightly condition, free of debris or unsightly objects. Garage doors shall be kept closed except when the opening of the door is necessary to permit ingress or egress.

7. The HOA is not responsible for any damage to vehicles parked on driveways, visitor parking areas or the street, stemming from maintenance (e.g: landscaping, painting, etc.) of adjacent HOA common areas.

8. Homeowners are responsible for ensuring that their visitors (guests, vendors, etc.) are aware of, and comply with, these general restrictions regarding parking of vehicles

#### **G) NUISANCES AND OFFENSIVE ACTIVITY**

1. No nuisance, as defined by the Board, shall be permitted to exist or operate upon the Unit and no activity shall be conducted upon the Unit which is offensive or detrimental to any portion of the Unit or any Resident. No exterior speakers, horns, whistles, bells or other sound devices, except security or other emergency devices used exclusively for security purposes, shall be located, used or placed on the Unit without the prior written approval of the Architectural Committee. Excessive noise within the Unit or Common Elements is not permitted.

2. Sidewalks, parking areas, driveways, etc. shall not be obstructed or used for children's play, bicycle riding or for purposes other than for entrance and exit.

#### **H) RENTAL OF RESIDENTIAL UNITS**

1. No Owner shall lease his or her Unit except in accordance with the terms and conditions of Section 4.20 of the Declaration. For purposes of this Section, a Lot will be deemed to be leased or rented when (i) the Lot is occupied by anyone other than the Owner or the Owner's family members, as defined in A.R.S. § 42-12053 (as amended, repealed, or re-codified) or (ii) where the Owner receives monetary compensation from any Occupant(s). No Unit Owner may lease less than his entire Unit and dwelling. All leases must be to a Single Individual or Single Family. No Unit may be leased for a period of less than thirty (30) days.

2. All leases shall be in writing and shall provide that the terms of the lease shall be subject in all respects to the provisions of the Condominium Documents, and any failure by the lessee to comply with the terms of the Condominium Documents shall be a default under the lease.

3. Upon leasing a Dwelling, a Unit Owner shall promptly (i) notify the Association of the commencement date and termination date of the lease and the names of each lessee or other adult person who will be occupying the Dwelling during the term of the lease and (ii) provide the Association with a completed copy of any "rental registration form" adopted by the Board

4. Any severe violation, continuing violation or repeated violations (violation occurring three or more times) of the Declaration shall be a default under the lease. The Owner shall remain liable for compliance with the Condominium Documents, and shall be responsible for any violations thereof by the Owner's tenant or his tenant's agents, licensees, invitees, guests, or family. All notices shall be sent to the Owner.

5. Association Amenities. If you lease your Residential Unit then your rights to use the amenities in the Association Property transfer to the Lessee or tenant. An Owner shall have no personal use privileges upon leasing their Unit.

6. No Unit may be divided or conveyed on a time increment basis or measurable chronological periods other than pursuant to a written lease as permitted under this Section. There shall not be any agreement, plan, program or arrangement under which the right to use, occupy or possess the Residential Unit rotates among various persons, either corporate partnership, individual or otherwise, on a periodically recurring basis for monetary or like-kind use privileges.

7. Each Owner shall provide a copy of the Condominium Documents to each tenant of his/her Unit. By becoming a tenant, each tenant agrees to be bound by the Condominium Documents and recognizes that any continuing violation or repeated violations of the Declaration is grounds for eviction from the Unit. If a tenant commits violations that are grounds for eviction, the Association may provide notice to the Owner of the tenant's violations, and require that the Owner evict the tenant for the violations. If the Owner fails to make a good faith effort to evict the tenant, the Association may impose reasonable monetary penalties against the Owner as determined by the Board, and may exercise any other remedies available under the Declaration and Arizona law.

#### **I) SIGNS**

No Resident may display any emblem, logo, sign or billboard of any kind so that it is Visible from Neighboring Property or the street without the prior written approval of the Architectural Committee except for:

(i) One commercially-produced "For Sale", "For Rent/Lease" or "Open House" sign (and sign riders) in conformance with the industry standard size. Such signs may only be displayed in the window(s) of the Unit or adhered to the Unit's front courtyard gate.

(ii) Those signs as may be required by legal proceedings or as must be permitted by law,

(iii) Those signs associated with alarm systems/alarm company monitoring, provided they are located inside the homeowner's front courtyard or immediately adjacent to the garage door (the Board/Architectural Committee reserves the right to require relocation of such signs), and

(iv) Community signs, which include Children at Play, Cautionary Signs, Political Signs and Association Specific Political Signs. However, Political Signs, Association-specific Political Signs and Children At Play/Cautionary Signs must be in accordance with the Firerock Community Association's "Resolution & Restatement of Policy Regarding Community Signs" as well as in accordance with Federal and State Law.

## **J) SOUND ATTENUATION**

In any multi-family dwelling, sound may be audible between Units, particularly where the sound level of the source is sufficiently high and the background noise in an adjacent Unit is very low. Each Resident shall endeavor to minimize any noise transmission from his or her Unit.

1. No holes or other penetrations shall be made in demising walls (common walls) without the prior approval of the Board. Acoustical sealant shall be packed around all holes made by nails or screws when hanging items from any common wall.
2. No modifications shall be made to any Unit which would result in a reduction in the minimum impact insulation class of the Unit.
3. Speakers for music reproduction, television and other audio-visual devices shall not be supported from or contact common walls and shall be elevated from the floor by a proper acoustic platform.

## **MODIFICATION GUIDELINES**

These Modification Guidelines are designed with the goal of maintaining the aesthetic beauty, and preserving the safety, value and desirability of Overlook at Firerock. By adhering to these Guidelines, which include guidelines and standards for all improvements, all Residents will benefit from the beauty and enjoyment of The Overlook at Firerock.

Prior to making any Improvements to your Unit or any patio, uncovered patio or Garage Structure, you must first submit a complete Modification Approval Request Form to the Architectural Committee. Any visible modifications will also need approval from the Firerock Master Association, which is the Home Owner's responsibility to obtain. Nothing in these Guidelines shall operate to limit the rights of the Master Association or the obligations of Owners of Units pursuant to the Master Declaration. Specifically, Article IV, Section 2(a) of the Master Declaration states that the Association and all Owners of Units are obligated to (i) comply with the Master Association's "Design Guidelines" as that term is defined in the Master Declaration (ii) comply with any other guidelines, standards and rules adopted by the Master Association's Architectural Committee as that term is defined in the Master Declaration and (iii) obtain approval of the Master Association's Architectural Committee for any improvement, alteration, repair, excavation, grading, landscaping or other work, whether undertaken by the Association or a Unit Owner.

After receiving written approval from both the Overlook Architectural Committee and Firerock Master Association, as well as complying with any/all applicable City or governmental agencies, you may install your Improvements, or undertake your approved action. Please review these "Modification Guidelines" prior to completing your Modification Approval Request Form to ensure your submittal is complete. In the event of a conflict between these Modification Guidelines and the Declaration, the Declaration shall prevail.

It is recommended that you also refer to Article 4 of the Declaration in conjunction with these Modification Guidelines to ensure a complete understanding of the submittal and review process. If at any time you have any questions regarding the review process, please contact the Community Manager.

## **K) PURPOSE**

These Modification Guidelines are not intended to restrict individual creativity or personal preference, but rather to protect the rights of neighboring homeowners and assure and preserve the value, desirability, attractiveness, consistency and architectural integrity of The Overlook at Firerock.

## **L) SUBMITTAL OF APPLICATION FOR ARCHITECTURAL COMMITTEE APPROVAL**

Prior to the commencement of any addition, alteration, construction work or other Improvements, you must first submit a Modification Approval Request Form to the Architectural Committee for approval of such work in accordance with the procedures set forth below. Even though a proposed Improvement may not be listed below, you should submit a Modification Approval Request for your proposed Improvement, unless the Declaration or Modification Guidelines specifically exempts that particular Improvement from architectural review. Architectural Committee approval is required for the following proposed Improvements to Units:

a. **Interior Improvements:** All interior Improvements to your Unit which impact adjacent Units or alter any part of the Common Elements require the approval of the Architectural Committee. For the purpose of these Architectural Guidelines, the term "Interior Improvements" shall include, but not be limited to:

- Moving of non-bearing walls
- Window coverings including draperies, shutters, shades, etc.
- Plumbing changes
- Electrical changes including permanent light fixtures, installation of electronic vehicle charging stations, etc.
- Security system
- Permanent fixtures
- Ceilings and columns

Any other Improvement (including demising walls) which may impair or alter the structural integrity of the Building or the Unit. "Structural" includes the more integral components of construction, such as load-bearing walls, roofs, foundation slabs, etc. Whereas "Nonstructural" means interior modifications to include construction elements such as non-load bearing walls, doors, cabinets, flooring, trim and other finishing materials.

b. **Electrical, HVAC and Plumbing:** New installations or changes to any originally installed electrical, HVAC or plumbing of any kind require approval by the Architectural Committee. No Resident shall overload the electric wiring in the Building or operate machines, appliances, accessories or equipment in such manner as to cause an unreasonable disturbance to others or connect any machines, appliances, accessories or equipment to the heating or plumbing system without the prior approval of the Committee.

c. **Exterior Changes or Additions:** Any changes or additions to the exterior of any patio or uncovered patio that will be Visible from Neighboring Properties or the street must be submitted to the Architectural Committee for approval. The following is intended to describe some of the Improvements which require approval by the Architectural Committee. These shall include but are not limited to, patio covers, windows, screens, sunshades, awnings, walls, doors, railings, gates, patio furniture, landscaping, etc.

d. **Entry Door Hardware:** Residents shall not remove or replace any hardware on any entry doors without the prior approval of the Architectural Committee.

e. **Patio and Uncovered Patio Furnishings.** The Board will review the types of furnishings solely to confirm the furnishings are not in conflict with the Community as these items will be Visible from Neighboring Properties or the street.

f. **Garage Structure.** No modification may be made to the Garage Structure or designated space without prior approval from the Architectural Committee. No holes may be cut into the side walls. Finish surfaces, shelving, cabinets, garage door openers and lighting fixtures may be attached and standard garage epoxy materials designed for garage floors may be applied, with prior approval from the Architectural Committee. To minimize noise from garage door usage, replacement of garage door openers shall be of the same type as originally installed by the Builder, or any other such type or model garage door opener specifically designed to minimize noise and vibration levels. All garage door openers must be submitted with a brochure of the type and model information to the Architectural Committee prior to replacing.

**Failure to Obtain Approval:** It is important that you obtain the approval of the Architectural Committee so that you are not in violation of the Community Documents. Please also remember that approval from the Firerock Master Association is also needed, and a building permit or other permit may be required by the County, City or other governmental agencies, prior to the commencement of any work.

**Projects Initiated by the BoD:** Those projects meeting the above criteria, but which contracted and/or executed by the Overlook Board of Directors, are exempt from the Architectural Review process.



## **M) ARCHITECTURAL REVIEW PROCESS AND PROCEDURES**

### Submit Requests To:

The Overlook at Firerock Condominium Association, Inc.

C/O GUD Community Management (GUD)

4135 S. Power Road, Ste.122

Mesa, Arizona, 85212

Fax: 480-507-2822

Email: [info@gudhoa.com](mailto:info@gudhoa.com)

Application for Approval: All Modification Approval Requests Forms must be submitted in writing, together with the items described below ("Submittal Package").

- A completed Modification Approval Request Form (attached or additional copies may be obtained from the Community Manager);
- Plans and specifications showing the location, nature, kind, shape, height and materials, including the color and any other requirements set forth herein ("Plans and Specifications"), clearly indicating all proposed modifications;
- Floor plans, if a Resident is requesting permission to remove or relocate a wall;
- Description of materials and colors and material samples;
- A proposed construction schedule (including proposed start and completion dates as a minimum);
- Affirmation that the Contractor(s) are licensed, bonded and insured (not applicable for approved landscape changes).
- Permits and licenses, if applicable;
- Names, addresses and phone numbers of all contractors and subcontractors who will work on the project.
- Detailed description, location and planned duration for any materials, debris or other items (e.g: portable toilets) which may be located and/or stored on homeowners property or common elements.
- Detailed description and planned duration for any vendor vehicles which may be present for an extended duration (greater than 1-2 days).

The Architectural Committee will not be able to review your application unless all required plans, forms, fees and information for your proposed Improvement(s) are included in your Submittal Package.

Submittal Package for Patio Furnishings and Window Coverings: For any patio furnishings and window coverings (where required), the Resident shall submit one (1) copy of a picture showing patio furnishings, samples of proposed fabrics and finishes, a photo of the proposed window covering and any applicable fabric and liner samples.

Submittal Package for Uncovered Patio Landscaping: For any uncovered patio landscaping, the Resident shall submit one (1) copy of plan with list of plants, sizes and location, dimensions if applicable as well as any hardscape items, a photo or brochure if possible should be included.

Review of Application: The Community Manager shall, on behalf of the Architectural Committee, review the Submittal Package to ensure that it is complete with all applicable items required to review.

The Architectural Committee will review the Submittal Package and provide written notification of approval, approval with conditions, or disapproval of the proposed modifications to the Community Manager. The Community Manager will forward your Modification Approval Request Form to the Firerock Master Association for additional comments or approval. The following is intended to describe some of the Improvements which require approval by the Architectural

Committee. The Community Manager will then provide written notice of the actions taken by the Architectural Committee within thirty (30) days from the receipt of the complete Submittal Package.

Appeal: Owners may appeal a decision of the Architectural Committee to the Board of Directors. Such appeal must be submitted in writing within thirty (30) days of the mailing date of the Architectural Committee's decision to:

The Overlook at Firerock Condominium Association, Inc.

C/O GUD Community Management (GUD)

4135 S. Power Road, Ste.122

Mesa, Arizona, 85212

Diligence in Construction: Upon final approval of the Submittal Package, the Resident shall promptly commence construction and diligently pursue completion of the construction in conformance with the construction schedule.

#### **N) ARCHITECTURAL STANDARDS**

The standards set forth below shall apply to the Improvements within the Community. These standards are in addition to the standards set forth in the Community Documents.

#### **O) ANTENNAS AND SATELLITE DISHES**

1. Dishes one meter or less in diameter may be installed within the boundaries of a patio or uncovered patio if screened appropriately. In no event shall the dish be mounted to any walls. The dish must be situated on a tripod and shall not exceed the height of any wall or fence surrounding the patio or uncovered patio.
2. Wires or any other satellite dish or antenna appurtenances should not be attached to any Building exterior, except through an Owner's glass door adjacent to his patio. All wires and other appurtenances must be painted to match the Building exterior Color.
3. Access for the satellite dish may not be gained by drilling holes into the exterior walls of a Unit. Any drilling into a glass door to accommodate satellite dish wires shall be done in a neat, inconspicuous and water tight manner.
4. An Owner shall be solely responsible for, and shall indemnify the Association against, any structural damage, moisture intrusion, or other loss or cost resulting from the installation of a permitted satellite dish or antenna within or the attachment of the same to the physical boundaries or structures of a Unit, patio or uncovered patio.
5. The Owner has the right to place the devices governed by 47 C.F.R. § 1.400 (Over-the-Air Reception Devices Rule), as amended, repealed, or re-codified, at or above the roof line of the Owner's Unit, so long as the devices are not overly high or visible from the street or neighboring property. Such devices may also be installed on exterior portions of the dwellings on the Owner's Unit (such as covered and uncovered patios) only if approved by the Board/Architectural Committee. However, the Owner is advised that the Association has the obligation, under Section 5.1.3 of the Declaration, for the maintenance, repair, and replacement of such Areas of Association Responsibility. If the Association determines that it is necessary or desirable to cause such Areas of Association Responsibility to be maintained, repaired, or replaced, and if it is necessary for the devices governed by 47 C.F.R. § 1.400 (Over-the-Air Reception Devices Rule), as amended, repealed, or re-codified, to be temporarily removed to complete the work on such Areas of Association Responsibility, the Association will give the Owner at least seven (7) days written notice (unless emergency circumstances require a shorter timeframe, in which case the Association will give as much advance notice as it reasonably can) of the day by which the device must be removed, and the Owner shall be responsible for removing the device and then re-installing the device after the work is completed. If an Owner fails to remove the device after being given written notice by the Association as set forth herein, the Association is hereby authorized to remove the device and deliver it to the Owner; the Owner may re-install the device after the work is completed. Any cost to the Association for removing the device shall be paid by the Owner to the Association as an Assessment and shall be collectible in the same manner as delinquent Assessments and by any lawful procedure allowed by the laws of the State of Arizona.
6. Extremely small antennas (such as those used for television remote controls, retractable awnings, etc.) are excluded from the requirements of this section.

#### **P) PATIOS, UNCOVERED PATIOS AND COURTYARDS**

1. Outdoor furniture, furnishings, umbrellas, etc.: All items must be maintained in like-new condition. None of the furnishings or other Improvements shall be nailed, bolted, or otherwise attached to the floor, walls, or any other portion of the patio, uncovered patio or courtyard. Any furniture Visible From Neighboring Property or the street must have prior written approval of the Architectural Committee.

2. Landscaping: Each Owner shall be responsible for the maintenance, repair and replacement of all landscaping and irrigation installed within covered and uncovered patios, entryways and courtyards.
3. Awnings, Etc.: Awnings, ornamental screens, and sunshades shall not be permitted on any structure or elsewhere within the Community except those that are installed in accordance with the original construction of the Community and/or as authorized or approved by the Architectural Committee.
4. Storage: No patio, uncovered patio or courtyard shall be used for a storage area for items or materials, including but not limited to bicycles, exercise equipment, pool maintenance equipment, etc. No linens, blankets, rugs, swimsuits or similar articles may be hung so as to be Visible from Neighboring Property or the street.
5. Pools, Spas: Pools, spas and hot tubs are only permitted in the rear patio area. All pool and spa equipment must be screened from view of neighboring property or the street. Pools may not be backwashed into any common area. Check with your pool contractor concerning City ordinance requirements for backwashing. Damage to common areas due to backwashing, including erosion, will be repaired by the Association, and all expenses incurred by the Association will be billed to the Owner.  
  
Pool ladders, slides, rock waterfalls, etc. that exceed the height of the fence or wall must have prior approval of the Architectural Committee. Such items shall not exceed six feet (6') in height and must be set back a minimum of one foot (1') from all surrounding property lines.

#### **Q) BASKETBALL GOALS AND BACKBOARDS**

No basketball goal, pole, backboard or other similar structure, whether portable or permanent, may be installed on any portion of the Condominium unless installed by the Association as a component of the Common elements recreational facilities.

#### **R) BARBEQUES, WOKS, FIREPITS, CHIMINEAS, ETC.**

No barbeques may be installed or used within any patio other than an approved barbeque that is used in accordance with the manufacturer's instructions. This is a Fire Code requirement and will be strictly enforced by the City. No woks, fire pits, chimineas and related accessories and equipment are permitted on any covered portion of a courtyard, deck or patio; however such items shall be permitted in uncovered patio or courtyard areas with written approval of the Board of Directors/Architectural Committee.

#### **S) DECORATIVE ITEMS**

1. Decorative Art on Units. Decorative art on the exterior of Units is not permitted unless approved by the Architectural Committee.

2. Flags and Flagpoles

Flags must be displayed in accordance with Federal and State law. Only those flags that are required to be allowed by law may be flown on a Unit, and only in accordance with the Federal Flag Code (P.L. 94- 344). Other flags may be flown only with the prior written approval of the Board of Directors/Architectural Committee.

Approved Flags: Per Arizona Statute display of one of the following flags shall be permitted: American, Arizona State, United States Air Force, United States Army, United States Navy, United States Marine Corp or United States Coast Guard, POW - MIA, Gadsden or an Arizona Indian Nation.

Flag Holders & Flagpoles: An Owner may install one (1) flag holder/bracket on the Unit with the prior written approval of the Association and the Master Association and in accordance with the Firerock Community Association's "Resolution & Restatement of Policy Regarding Flagpoles and the Display of the American Flag and Others". Flagpoles may not be installed on any Common Elements, Limited Common Elements, or elsewhere (e.g: courtyard, front patios, back patios).

All poles and flags must be maintained in excellent condition according to the United States Flag Code (P.L. 94-344). It will be the responsibility of the Resident of the Unit on which the flag is displayed to do so with proper respect and flag etiquette.

3. Holiday Lights and Seasonal Decorations. Owners may display holiday lights and/or decorations located or visible from outside their Unit, if the decorations are of reasonable size and scope and do not disturb the quiet enjoyment of other Owners in the Community by excessive light or sound emission or by causing an unreasonable amount of spectator traffic. Holiday decorations and/or lights may be displayed in season only from November 15 until January 15 and during other times of the year, from one week prior to and one week after any holiday. The Board reserves the right to require the removal of decorative items based on size, quantity, color, location and any other criteria. No Resident may place holiday decorations in the Common Elements or Association Property. Residents may not damage or puncture the Building in the process of displaying decorations.

## **T) DRAINAGE**

There shall be no interference with the established drainage patterns, level, or grade over any Unit or Common Area unless an adequate alternative provision is made for proper drainage and written approval is obtained from the Architectural Committee.

## **U) LIGHTING (EXTERIOR)**

Lighting and light fixtures on the Common Elements shall be the responsibility of the Association. Except as initially installed by Declarant, no spotlights, flood lights or other high intensity lighting shall be placed or utilized on any Unit which will allow light to be directed or reflected in any manner on the Common Elements or onto another Unit without written authorization of the Board/Architectural Committee. All exterior lighting or illumination sources shall be hooded or shielded. The Town of Fountain Hills holds an "International Dark Sky Community" designation, therefore all Unit Owners must comply with the Town's Outdoor Lighting Ordinance, which, among other things, restricts the brightness of bulbs which can be placed in outdoor fixtures.

## **V) LANDSCAPING AND IRRIGATION**

Landscaping and irrigation installed in HOA Common Areas shall be maintained by the Association. Residents shall not be permitted to make additions or changes to these areas. The Board in its discretion, and on a case-by-case basis, may allow selected changes/additions within HOA Common Areas for reasons such as personal safety (e.g: installation of steps to access rear patio areas). Any concerns with the Common Area landscaping or irrigation should be reported to the Community Manager.

Owners Patio/Courtyard Landscaping: Owners shall maintain all visible landscape areas in a clean, neat and weed-free condition. All dead and dying plants must be replaced with same species or other appropriate plants. Yard tools, equipment and general storage items should be stored out of sight when not in use. Any hardscape additions such as concrete work, built in barbecues, fire-pits, fireplaces, etc. must be approved by the Committee prior to installation.

1. Plantings and irrigation should be setback from walls and foundation of the Unit a minimum of 24 inches.
2. Plantings may not be on the prohibited plant list for Overlook at Firerock or Firerock Master Association. Prohibited plants include any species of tree or shrub whose mature height may reasonably be expected to exceed twenty (20) feet, Olive trees (*Olea Europaea*), Oleanders (*Nerium Oleander*) and Thevetia (*Thevetia* species), Fountain Grass (*Pennisetum Setaceum*), Common Bermuda Grass (*Cynodon Dactylon*), Mexican Palo Verde (*Parkinsonia Aculeatra*) and Desert Broom (*Buccharis Sarothroides*).
3. Homeowners may submit approval requests for high quality artificial turf; the Architectural Committee will make case by case determinations regarding this material after reviewing the submittals. In the event artificial turf is approved, homeowner must maintain the appearance of the artificial turf in a clean, "like-new" condition. Association retains the right to determine when the artificial turf must be replaced due to weathering or other types of damage. Artificial turf must be replaced with same turf originally approved or real turf if replacement or repair is required.
4. Water features/Fountains must be approved in advance of installation by the Architectural Committee and may not exceed 5 feet in height and must be earth tone in color. It is recommended that water be chlorinated.
5. Hardscape items such as pavers, concrete, brick, tile, wood, etc. that will be Visible From Neighboring Property or the street must be submitted for approval.
6. Statuary, artistic work, craft work, figurine or ornamentation of any type or kind must be approved by the Architectural Committee.
7. Low voltage landscape lighting may be used only within patio/courtyard areas to light walkways and other natural features such as specimen plants and rock outcroppings. Lighting may be used to highlight or illuminate walls or other man-made landscape features if approved by the Architectural Committee. Up-lights will be limited to specific large, mature vegetation or natural features approved by the Architectural Committee. All landscape lighting will either be recessed into the ground or hidden by plant material or perimeter wall. Elevated lighting planned for illuminating large, mature vegetation must be approved by the Committee prior to installation.
8. No structure, landscaping, or other improvement shall be constructed, installed, placed or maintained in any manner that would obstruct, interfere with or change the direction or flow of water in accordance with the drainage plans for any Lot. No Owner shall change the grade or elevation of a Lot in any manner that would obstruct, interfere with or change the direction or flow of water in accordance with the approved drainage plans.
9. No retaining walls, fill dirt or other grade changes shall be made, even if they do not impact the direction or flow of water, without Architectural Review and Architectural Committee approval.

## **W) WINDOW COVERINGS AND TREATMENTS, SECURITY DOORS, SCREEN DOORS**

1. Permanent draperies or suitable window treatments shall be installed on all front-facing windows, and all garage windows regardless of orientation, within sixty (60) days of occupancy. All such window coverings must show white or beige colors and do not require Architectural Committee approval. Window coverings of other colors are not allowed unless approved in writing by the Architectural Committee. Coverings on garage windows should be kept closed to the greatest extent practical.
2. No reflective materials, including but not limited to, aluminum foil, reflective screens or glass, mirrors or similar type material, shall be installed or placed upon the outside or inside of any windows or other portions of a Unit without the prior written approval of the Board. No sun shades, screens or other items affecting the exterior appearance of a Unit shall be constructed or installed without the prior written consent of the Architectural Committee.
3. Exterior wrought iron or metal bars on windows are prohibited other than those that may be installed as part of the standard building specifications.
4. Exterior security doors or screen doors must be approved by the Architectural Committee. Doors must match the existing door frame color. Any such approved doors must be kept clean and in proper repair at all times. No silver colored aluminum screen doors or security doors nor any wire screen mesh doors shall be permitted on front doors.
5. Bronze, gray, charcoal, brown or beige sunscreen material may be installed with prior written approval by the Architectural Committee. The frame for window screens must match the screen material or existing window frames. All sunscreens must be submitted for approval.

## **X) GENERAL CONDITIONS**

Approval by the Architectural Committee does not constitute waiver of the requirements of any governmental agencies. Architectural approval of plans does not constitute acceptance of any technical or engineering specifications, and the Association assumes no responsibility for such. The function of the Architectural Committee is to review submittals for architectural design of Improvements, placement of Improvements, color schemes, exterior finishes and materials and similar features which are recommended for use in the Community. All technical and engineering matters are the responsibility of the Resident. In addition to the restrictions set forth in the Declaration and these Architectural Rules, each Resident shall also comply with the following restrictions and guidelines.

1. Building Permits. Building permits may be required for certain Improvements or changes. The applicant shall obtain Architectural Committee approval of any Improvements requiring a building permit prior to requesting such permit from the City. Any changes required by the City must be resubmitted to the Architectural Committee.
2. Damage to Common Elements and/or Association Property. Common areas are not to be utilized by contractors/vendors retained by homeowners unless approved by the Architectural Committee. Contractors must protect all Common Elements from damage. A Resident shall be responsible for any damage to the Common Elements caused by their contractors/vendors or themselves. All applicable charges for restoration will be charged back to the Resident by the Association and are due and payable within thirty (30) days from notification to the Resident.
3. Effect of Approval. Approval of plans is not authorization to proceed with Improvements on any property other than the Unit owned by the applicant.
4. Building Code Requirements. It shall be the responsibility of the Resident to ensure that proposed modifications shall be consistent with applicable building code requirements. No Improvements will be permitted that could impair the structural integrity or mechanical systems of the Community, or lessen the support of any portion of the Community.
5. Zoning. All uses shall be in conformity with the zoning ordinances of the City.
6. Structural Alterations. No structural alterations to the interior of a Unit or to the Common Elements surrounding any Unit shall be made and no plumbing, electrical or other work which would result in the penetration of the unfinished surfaces of the ceilings, walls or floors shall be performed by any Resident without the prior written consent of the Architectural Committee.
7. Mechanic's Liens. No Resident may cause or permit any mechanic's lien to be filed against the Community for labor or materials alleged to have been furnished or delivered to the Community or any Unit for such Resident, and any Resident who does so shall immediately cause the lien to be discharged within five (5) days after notice to the Resident from the Board. If any Resident fails to remove such mechanic's lien, the Board may, discharge the lien and charge the Resident a Special Assessment for such cost of discharge.

8. Concrete Walls or Slabs. No Resident shall drill, penetrate or otherwise tamper with the concrete or other structural components of the Community, including the Patio, walls and the Garage Structures.
9. Additional Requirements. The Association may require a written indemnity against liability in addition to evidence a written acknowledgment that any such Modification may negate or amend any contractual, statutory or common law warranty expressly or implicitly provided by Declarant. An Owner may also be required to retain an architect or engineer licensed in Arizona and approved by the Board of Directors. The architect or engineer shall certify that such Modification will not impair the structural integrity of the Building or the mechanical systems serving the Building.

#### **Y) REQUIREMENTS FOR CONTRACTORS, SUBCONTRACTORS AND ANY OTHER WORK**

Insurance and Contractor's License: Each Resident shall ensure that all contractors, subcontractors, or any other person or entity who/which performs work on or within the Community, can provide proof of insurance, proof of valid Workers' Compensation insurance, a Arizona State Contractors License (if applicable) and a Business License (if applicable) to the Board, upon request. The Association shall be named as an additional insured on the Certificates of Insurance for the period of time the work is in progress.

Damage: Any damage caused by contractors or sub-contractors to any Common Elements or Units is the Resident's responsibility. Any damage must be reported immediately to the Association. The Resident will be held liable for the actions of his/her contractors, subcontractors and/or workers and the Resident will be responsible for any costs of repair incurred by the Association.

Trash and Debris: All trash and debris must be carried off-site on a daily basis and shall not be left in the Community.

Utility Shutdowns: Any plan to temporarily disconnect for any reason a Unit's utilities must occur on a date coordinated with the Association at least one week prior to the proposed date for interruption of utility service.

Working Hours: Working hours for any Improvements are limited to Monday through Friday, 7:00 A.M. to 5:00 P.M. No work is allowed on weekends or on the following holidays: New Year's Day, Memorial Day, 4th of July, Labor Day, Thanksgiving and Christmas Day. Workers may access the Community thirty (30) minutes before the applicable "Working Hours," but may not make any disruptive noise until "Working Hours" begin. Painting that does not disrupt others and work that does not create disturbing noise, vibrations or odors is not subject to the "Working Hours" limitation.

Stopping Work: The Association has the right to stop any work that is in violation of these regulations, creates a fire or safety hazard, or interferes with activities in the Association Property.

Fire Safety Devices: No one shall remove any permanent smoke detectors, sprinklers, security speakers or fire safety devices anywhere in or about a Unit. If spray paint, sanding, or any other work that could potentially set off the smoke detectors or fire sprinklers will be performed, it is permissible to cover smoke detectors and/or fire sprinklers with plastic (and no other material), but the plastic **must be removed at the end of the each day. A fine of \$500 will be charged for each smoke detector or fire sprinkler left covered overnight.**

Resident's Responsibility: Each Resident is responsible for any violations by such Resident's contractor or subcontractors of the Modification Guidelines, the Association Rules and the Declaration.

**OVERLOOK AT FIREROCK HOMEOWNERS' ASSOCIATION**

**Architectural Change Application**

HOMEOWNER NAME(S): \_\_\_\_\_

ADDRESS: \_\_\_\_\_ LOT # \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**PLEASE NOTE: A MAXIMUM OF 45 DAYS IS REQUIRED TO PROPERLY REVIEW AND RESPOND TO IMPROVEMENT REQUESTS.**

Prior to committee review, the homeowner must sign to verify that:

1. Association fees are paid and current.
2. No liens and/or fines are owed to the Association.
3. I understand and agree that:
  - A. A copy of this request shall be returned to me after review by the Architectural Committee
  - B. No work on this request shall commence until written approval by the Architectural Committee has been received.

**APPLICATION INSTRUCTIONS**

In addition to this application, you will need to submit the following attachments:

- Full details of purpose and/or reason for improvement.
- Site plan with location of improvement drawn to scale. Note distance from property lines. Show relationship of improvement to neighboring homes and/or open spaces.
- Scale drawings and/or illustrations showing design of proposed improvement and relationship to existing house.
- Type, color and size of improvement and materials.

1. Description of work to be done: \_\_\_\_\_

2. Type of materials to be used: \_\_\_\_\_

3. Color(s) to be used (include sample paint chips or materials if appropriate): \_\_\_\_\_

4. Dimensions of structure (heights, width, etc.) if applicable: \_\_\_\_\_

5. Work to start within \_\_\_\_\_ days of approval.

Work to be completed within \_\_\_\_\_ days after approval.

Will permits from Fountain Hills be required? \_\_\_\_ Yes \_\_\_\_ No

Contractor/Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

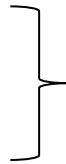
Phone #: \_\_\_\_\_ License No: \_\_\_\_\_

Architectural Committee requests will be returned within 45 days. Requests will be approved, denied, or returned for additional information. All approved requests are subject to an Architectural Committee completion review to assure the project has been completed as approved. If deviation from the approved requested has occurred, the homeowner will be responsible for taking corrective action within 30 days to adhere to the request approval as granted. By signing below, we acknowledge that we have received the guidelines applicable to this application and agree to follow them as written.

HOMEOWNER SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

\*\*\*\*\*

- REJECTED
- ADDITIONAL INFORMATION REQUIRED
- APPROVED WITH CONDITIONS
- APPROVED



*Refer to comments below  
for details, as applicable*

COMMENTS:

This Architectural Change submittal, when approved (with conditions as applicable), constitutes issuance of the Certificate of Approval. This approval is subject to all applicable City & State permits, codes and regulations, with the homeowner responsible for compliance.

REVIEWED/APPROVED BY:

Committee Member \_\_\_\_\_ Date \_\_\_\_\_

Committee Member \_\_\_\_\_ Date \_\_\_\_\_

Committee Member \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*\*

**COMPLETION REVIEW OF REQUEST**

COMPLETION APPROVED: \_\_\_\_\_ Date \_\_\_\_\_