



## **REMODELING -REBUILDING GUIDELINES**

The Association's Rules and Regulations require prior written approval by the Architectural Committee before modifying the exterior of an existing structure or starting new construction. **If written approval is not secured before work commencement, fines can be levied and restoration to pre-work conditions can be required.**

The homeowner is advised to inform neighbors of plans and proposed time schedule before requesting approval by the Architectural Committee.

The request for approval must be accompanied by such information needed by the Architectural Committee to visualize the resulting appearance and determine if the appearance harmonizes and connects with the distinctive character of the existing Estates architecture and conforms to the requirements of the CC&R's. The Architectural Committee will also use the submitted information to evaluate the impacts of the proposed changes on neighboring properties.

The Architectural Committee reviews:

1. **Preservation and use of architectural details.** The aesthetic quality of the Estate Homes community is enhanced by the stone, trim, trellises, battens, pillars, grilled windows, and other details. The effect on aesthetic harmony with adjoining properties will be considered in review of any request to remove or replace architectural details. Approval is required to make any changes, removal, or additions to these elements

The Architectural Committee does not require approval of the repair and replacement of wood eaves, posts, wood trim when the repaired or replaced elements replicate the existing ones.

2. **Window installation or replacement.** External-grille divided windows are one of the fundamental architectural details that define Estate Homes distinctive character and aesthetic harmony. The dimensions of the exterior frame and dividing grill (including bar width) must match the existing windows. Other division options, including "removable wood grills" or "grilles in the air space" are not acceptable styles for walls clearly visible from common areas. Alternate styles will be considered if a substantial window area incorporates exterior mounted grilles and is used in combination with significant contributions from other architecturally harmonizing elements.

Wood window frames are standard in walls that are clearly visible from common areas. Vinyl- or metal-clad wood windows in approved colors are acceptable.

3. **Second story additions.** With an objective of reducing box-like appearances, architectural details and a setback of the street-facing wall of the second-story addition are required. The setback must be minimum 3-ft. setback from the vertical plane formed by a street-facing first-floor wall (or garage door). No exceptions will be approved.

A meeting with the Committee before proceeding with detailed planning of a second-story addition is strongly advised to insure that the architect's early guidance is based on criteria acceptable to the Committee.

4. **Roof details.** Re-roofing, replacing, and/or modifying an existing roof require written approval from the Architectural Committee.

A request for re-roofing approval must include a description of the roofing material—including the manufacturer, product name/code, composition, color, and a colored picture in a brochure (or a photograph). The Committee may request to see a representative sample (or samples of each color if a multi-colored or blended product is proposed). Some colors and blended treatments may not be suitable if the resulting appearance, as determined by the Committee, is likely to conflict with the harmonious character of the community.

Modifications of an existing roof must conform to existing style, pitch, and heights of houses in the Estates. The ridge of any new roof must be no higher than the highest part of the existing roof, excluding chimney height. Before detailed planning, as with second-story additions, a meeting with the Committee is strongly advised to insure that the architect's early guidance is based on criteria acceptable to the Committee.

The Architectural Committee does not require approval of a roof repair if the repaired elements involve less than 50% of the roof area and replicate the existing color, style, and material.

5. **Privacy invasion and light obstruction.** The Architectural Committee will evaluate any adverse effects that an alteration would have on the existing sunlight, sun heat, views, and privacy of neighboring properties.
6. **Drainage and grade.** As required by the CC&R's, any alteration of existing grade or drainage must be pre-approved by the Board of Directors and Architectural Committee. The Committee may require that the request is accompanied with plot maps of before and after topographic surveys prepared by a California State licensed surveyor.
7. **Exterior air-conditioning compressors location.** Most Estate houses have the conduits (plumbing) for the air conditioning compressors in an area that is not visible from the common area. In these cases, air conditioning compressors must be placed in those areas. These homes may not install a compressor that is visible from the common area.

Any homeowner who replaces or installs a new air-conditioning compressor that is visible from the common area is required to completely block it from view with either mature plants, or an architecturally compatible screen, such as a wood lattice or louvered wooden enclosure painted the same color as the stucco or trim of the home. A brick or stone enclosure is also acceptable.

8. **Garage-door style.** Garage door replacement or new installation is an exterior element and requires Architectural Committee prior approval of style and color. Individual homeowner preferences are accepted providing the style is compatible with the architecture of Estate Homes.
9. **Front door style.** Although Architectural Committee approval is required, most individual owner preferences are acceptable.
10. **Awnings.** Color control and maintenance-related appearance issues discourage approval of applications to install awnings that are visible from the common area.
11. **Lot-line setbacks.** Open space enhances light, privacy, and appearance. The original developer judiciously designed and located the Estate houses with respect to their lot-line set backs to create desirable open space. The front- and side-yard set backs of the original structure must be retained in replacement or remodeled structures. Requests to build into the existing back-yard set back will be considered, with approval or disapproval depending on the depth of the level lot and specific relationships to neighboring properties.

Rebuilding after tear down or fire destruction of existing structures requires Architectural Committee review and approval of the design, mass, height, and setbacks of the replacement structure. The five original Estate plans and their several individual elevations are considered to be conformable designs. Other designs will not be approved if deemed to be non-harmonious with Estates architecture. A meeting with the Committee before proceeding with detailed planning of major changes or replacement is strongly advised to insure that the architect's early guidance is based on acceptable criteria.

Homeowner responsibilities during implementation of an approved project ensure that:

1. All building permits, licenses and building inspections are obtained and that the contractor follows the approved plans.
2. The contractor is licensed and insured.
3. All construction and worker vehicles are parked on or immediately adjacent to your property. Otherwise, work vehicles as well as private passenger vehicles used by the contractor and / or workers are to be parked in communal parking areas designated by the CC&R's. At no time are worker vehicles to block driveways to other properties or mail boxes--unless absolutely necessary for very short periods of time. Overnight parking of construction equipment is not permitted by the CC&R's.
4. All portable toilet facilities are located near the garage and not near the sidewalk or aggregate. No exceptions are allowed.
5. Trash or construction debris shall be removed daily, or kept in a dumpster, in your driveway. Absolutely no trash is permitted to accumulate on your yard, driveway or sidewalk area. Violations will be cited and fines may be imposed by the Board.
6. Pending materials are organized within the homeowner's property and clear of adjacent property and any sidewalk, street, or other communal areas.
7. Upon completion of construction, the aggregate or sidewalk is cleaned of all oil or stains and restored back to its original appearance. The homeowner is responsible for

any damage done by a contractor or workers to the common area, including street, tree guards, trees, curbs, sidewalk, aggregate, ground cover, plants, walls, lights, etc. If a damaged area is not restored to as near as possible its original condition, the Association will charge the homeowner for the cost of repair.

The Committee is required to act on requests within 30 days, but endeavors to reply as soon as possible.

Approvals to commence work are effective for 90 days unless an extension is requested and approved. Any aspects of the approved work that are not completed within 9 months from the approval date must be resubmitted to the Architectural Committee for review and re-approval consistent with the then current Guidelines.

11/15/05