

EAST BLUFF NO. 4 HOA ARC Guidelines

ARCHITECTURAL CONTROL

GENERAL

All proposed architectural changes, modifications, or additions to the exterior or interior of the unit must have an Architectural request form submitted to Avalon Management for consideration by the Architect Committee for final approval by the Board of Directors, as per compliance with the application form.

- A.1 The Association shall provide all maintenance to the common area. In addition, the Association shall provide exterior maintenance to each unit, except glass window and patios, balconies and decks. Exclusive Use Common Areas shall be maintained by each owner in a manner in compliance with the R&R's.
- A.2 Architectural changes or additions to the exteriors or interior of the units, including but not limited to, planting of trees, building of patio covers, exterior painting or installation of screens and screen doors, sunshades, awnings, walls, fences, etc., may not be made unless approved by the Board of Directors.
- A.3 Decks, patios, entry gates, garages, doors and balconies are not to be used for the purpose of drying laundry, miscellaneous storage, etc. These areas are considered as an aesthetic addition to the buildings and need to be used so as to be generally attractive and inoffensive to other residents.
- A.4 Window air conditioning units, balcony enclosures and exterior clotheslines are not permitted.
- A.5 Curtains/window coverings which can be seen in the common area must be in neutral colors.
- A.6 One "**FOR SALE**" sign, not to exceed 18" x 24", is permitted to be displayed from an inside window. Units with limited exposure may post one sign, not to exceed 18" x 24" on the entry gate of the townhouse courtyard. Such a sign must be attached by plastic fasteners so as not to damage the paint on the gate. In addition, one security sign is permitted to the side of the garage at point of entry to the walkway. No other signs are permitted, except Association identification signage.

- A.7 Miscellaneous equipment or materials, such as bicycles, toys, laundry, woodpiles, etc., shall not be visible from the common area.

GUIDELINES FOR SUBMITTAL OF ARCHITECTURAL PLANS

- B.1 Architectural approval must be given for any planned interior or exterior change prior to the start of any work. Some examples of interior change which need architectural approval include, but are not limited to the following:
- a. Structural renovation of any walls
 - b. Remodeling of kitchens and/or baths including cabinets and fixtures
 - c. Replacement of exterior doors/windows
- B.2 Architectural approval is necessary for exterior changes which include, but are not limited to the following:
- a. Light fixtures
 - b. Screen doors
 - c. Overhead trellises
 - d. Entry/patio concrete
 - e. Tile/pavers
- B.3 Please call the management company for the necessary forms.
- B.4 To hasten the approval process, please follow these guidelines:

EAST BLUFF NO. 4 HOA ARC Guidelines

- a. Complete a description of the proposed interior or exterior change, one for each change.
- b. Include plan/architectural rendering, elevation drawings (side view, top view, etc.) including dimensions relative to existing walls, roof lines and patio/walkway showing location of improvement to home.
- c. Exterior enhancements will also require sample material and/or proposed paint color of change or addition, including architectural details, e.g., connection to house or roof.
- d. Submit the application for architectural improvements form with one set of plans for each change and a \$50 or \$100 (if East Bluff #4 plans are reviewed) processing fee due for each application, to Avalon Management.

B.5 Plans will be forwarded to the Architectural Committee for review. Written notification of the Board's decision will be sent to residents. The process may take 30-45 days. Homeowners are encouraged to begin this process well before the work is scheduled.

LANDSCAPING

The East Bluff Unit #4 community is fortunate to have approximately 17 acres of land with over 1,000 trees plus numerous bushes. The Board of Directors is charged with protecting these assets. Therefore, **landscaping in the common area is only allowed by Association hired gardeners and arborists.**

I.1 **Front entry plant containers:** Two (2) terra cotta plant containers with matching saucers are permitted in the common area if placed on the cement of the walkway immediately outside the entry gate. These containers cannot exceed twenty inches (20") in diameter. No other resident's pots/plants outside the gate in the common area walkways, or soil, are permitted.

2 **Entryway and stairwell landings of stacked units:** Two (2) terra cotta plant containers with matching saucers are permitted on the entryway and/or stairwell landings. These containers shall not exceed twenty inches (20") in diameter. No other type, size, or amount will be permitted.

- I.3 **Trellis Guidelines:** Any climbing plants or vine, e.g., bougainvillea or ivy, must be controlled on a trellis to avoid damage to the stucco. These plants or vines must be kept trimmed so as not to grow into the roof tiles. Any trellis to be installed which exceeds 5' x 5' needs approval by the Architectural committee. Forms can be obtained from the management company.
- I.4 **Patio Overhangs:** Architectural approval is required prior to any installation of wood/ lattice overhangs by residents. Forms can be obtained from the management company.
- I.5 **Tree Roots:** Tree roots can be a problem as they may uproot cement in courtyards, patios and travel to common area walkways **or** lawns. Ficus trees are not permitted to be planted by residents because of their invasive root systems which can cause damage to plumbing, gas lines, and cement areas.

ANTENNAS AND SATELLITE DISHES

- J.1 Satellite dishes are permitted in the association under certain conditions. In order to obtain approval, all satellite dishes must comply with the following reasonable restrictions which are designed to prevent damage to the buildings and any property of East Bluff #4. The rules for installation include the following:
 - a. The satellite dish may have only a diameter or diagonal measure of up to 1 meter (39.7 inches) or less in diameter.
 - b. The installing contractor must agree in writing to indemnify the Association for any damage to the common area caused by the installation of the satellite dish.
 - c. The homeowner installing the satellite dish must agree in writing to indemnify the Association for any damage to the exclusive common area.
 - d. The satellite dish must be installed so as not to damage common area walls and/or stucco.

EAST BLUFF NO. 4 HOA ARC Guidelines

- e. The Association requires all satellite dishes installed within the project to be camouflaged to match the surrounding area. This includes painting the satellite dishes to match the color of the surrounding area, or placing landscaping around the satellite dishes so they are effectively screened.
- f. The homeowner responsible for installing the satellite dish must remove it upon sale or other transfer of the home and fully restore the exclusive common area to its original condition, unless the subsequent owner agrees in writing to indemnify the Association.

DECORATIONS

- K.1 In general, decorations/wall plaques are not permitted to be nailed or attached in an invasive way to stucco walls, nor are decorative objects permitted to be placed on the shelving of the stucco walls. In addition, no potted plants and/or plant containers are permitted on the shelving of the stucco walls as water causes stucco damage and discoloration.
- K.2 Outdoor holiday lighting is permitted with use of outdoor extension cords and plastic ties only. They are not permitted to be nailed to stucco or to interfere with roof tiles. All holiday decorations must be installed no more than 30 days before the holiday and removed no later than 20 days after the holiday.
- K.3 No homeowner/resident is allowed on the roofs to decorate, or for any other reason.