# WESTBANK, INC.

## ASSOCIATION RULES AND DESIGN GUIDELINES

Adopted: 9-22-98

## WESTBANK, INC.

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#### **RULES AND REGULATIONS**

#### **COMMUNITY ORGANIZATION**

Every resident of West Bank is a member of the Westbank, Inc. ("Association"), the entity responsible for the management of all common areas and related homeowners facilities as well as administration of the affairs of the community. The Association is created by the recording of the Declaration of Covenants, Conditions, Restrictions (the "CC&R's"). The CC&R's set forth procedures, rules and regulations, which govern the community. The Guidelines for Community Living are an extension of the CC&R's and are designed to be used in harmony.

The Board of Directors (the "Board") is charged with responsibility for overseeing the business of the Association and has a wide range of powers. The Architectural Control Committee (the "Committee") is established by the Board to review all improvements within West Bank including new construction and modifications to existing properties. The Committee has adopted architectural guidelines and standards to evaluate proposed construction activities.

#### **DESIGN REVIEW PROCESS**

Any change, addition, or modification to a site or a building exterior of a residential property requires the prior written approval of the Committee. Residents with proposed changes should contact Kinney Management Services, with whom the Association has contracted for full Association management, to obtain the necessary architectural guidelines and submittal documentation.

Simply stated, no new construction or remodeling, including changes in exterior color, is to occur on any lot or exterior of any home without the prior approval of the Committee. The responsibility of the Committee is to ensure the harmonious, high quality image of West Bank is implemented and maintained. Please follow the application procedures on the following page for submittals. Your submittal will be returned to you either approved, denied, or for more information within sixty (60) days of receipt of your request. Homeowners may appeal the decisions of the Committee to the Board for consideration, in which case, the decision of the Board shall prevail.

It is the homeowner's responsibility to ensure that any proposed construction is coordinated with, and where applicable, approved by all counties, local, state and federal government agencies. The Committee, the Management Company and the Association assume no responsibility for obtaining these reviews and approvals.

#### APPLICATION PROCEDURE

### The following information should be included:

- Application Form completed and signed (copy attached, additional copies may be obtained from Kinney Management Services by calling 820-3451).
- Plot Plan A site plan indicating dimensions relating to the existing dwelling and property lines (setbacks, etc) and the improvement to be installed.
- Elevation Plans Plans showing finished appearance of the improvements in relation to the existing dwelling and property lines.
- Specifications Description detailing materials to be used with color samples attached; drawing or brochure of structure indicating dimensions and color.

Submit the application and plans to:

WESTANK, INC. P.O. BOX 25466 TEMPE, ARIZONA 85285-5466

#### **DESIGN GUIDELINES**

#### **GENERAL PRINCIPLES**

The purpose of the Committee is to ensure consistent application of the Design Guidelines. The Committee monitors any portion of any lot or parcel which is visible from other lots or parcels, the street, or Association common areas. This would include backyards which are visually open to other lots or Association common areas. The Design Guidelines promote those qualities in West Bank that enhance the attractiveness and functional utility of the community. Those qualities include a harmonious relationship among structures, vegetation, topography and overall design of the community.

#### **Protection of Neighbors**

The interest of neighboring properties must be protected by making reasonable provisions for such matters as access, surface water drainage, sound and sight buffers, light and air, and other aspects of design, which may have a substantial effect on neighboring properties.

#### **Design Compatibility**

The proposed construction must be compatible with the design characteristics of the property itself, adjoining properties and the neighboring setting. Compatibility is defined as harmony in style, scale, materials, color and construction details.

#### Workmanship

The quality of workmanship evidenced in construction must be equal to, or better than, that of the surrounding properties. In addition to being visually objectionable, poor construction practices can cause functional problems and create safety hazards. The Association and the Committee assume no responsibility for the safety or livability of new construction by virtue of design or workmanship.

#### **BUILDING ARCHITECTURE**

In general, any exterior addition or alteration to an existing residence shall be compatible with the design character of the original structure.

#### Patio Covers and Storage Sheds

Storage sheds, along with any permanent addition to a home, including patio covers and other buildings, must be submitted to the Committee for approval prior to construction. All structures must be constructed of similar materials, and be the same coloring as, and architecturally comparable, to the Dwelling Unit upon the same Lot. The roof of all storage sheds visible to neighboring property must be tiled with the same material and color as the Dwelling Unit upon the same lot. The distance any storage shed must be set back from any perimeter wall shall be determined by the Committee on a case-by-case basis.

#### Satellite Dishes

While the Association cannot prohibit the use of satellite dishes, they do regulate the size and location of the "dish" on the following basis.

- 1. Any "dish" larger than one meter (39 inches) that is visible from the street, neighboring property or the common areas is prohibited.
- All dishes are to be located in rear yards only.

- 3. Homes with "view" fencing must locate the dish in the most unobtrusive location possible while still receiving a quality signal.
- 4. All dishes that are visible from neighboring property, streets, or the common areas are to be painted to match the body color of the house.
- 5. All other antennae such as those used to receive signals from multichannel multipoint distribution services and television broadcast stations will be reviewed on a case by case basis.
- 6. All dishes and antennae are to be submitted to the Committee with a diagram showing the location and size of the device.

#### Roof & Wall-Mounted Equipment

No devices of any type, such as evaporative coolers or air conditioning units shall be placed on any roof without prior written approval of the Committee. Electrical boxes, panels, conduits or irrigation controllers attached to the home are to be painted to match the adjacent surface. Any rooftop solar equipment must be integrated into the roof structure and requires advance approval by the Committee.

#### **Outdoor Fireplaces**

Installation of outdoor fireplaces requires advance approval by the Committee. Outdoor fireplaces may not exceed fence height.

#### **Outdoor Lighting**

Any outdoor lighting installed on a lot or dwelling must receive advance approval by the Committee. Permanent lighting sources shall not be directed toward streets, common areas or neighboring property.

#### LANDSCAPING

#### Ornamentation

The utilization of non-living objects as ornaments in the landscape must be harmonious with the character of the neighborhood and must be approved by the Committee. Individual expression is encouraged so long as it does not detract from this goal. Temporary holiday decorations are permitted so long as they are removed after a reasonable period of time.

#### Maintenance

All landscaping shall be maintained in a neat and attractive condition. Minimum maintenance requirements include watering, mowing, edging, pruning, removal and replacement of dead or dying plants, removal of weeds and noxious grasses, and removal of trash.

#### **MISCELLANEOUS ITEMS**

#### **Swimming Pools**

Prior to construction of a swimming pool, a homeowner should contact Kinney Management Services to coordinate the point of construction access to assure damage to common landscaped areas and common perimeter walls is avoided. In most cases, residents will be advised to enter through the side yard wall, from the front of their homes. Any opening which affects a common Association wall shall require an architectural submittal and a deposit for such work, refundable after walls and landscape are repaired and returned to their original condition. The Committee may also require the Association to replace and repair any common wall that has been affected to

insure continuity within the community with the ability to charge back to the member for labor and materials.

Pools may not be backwashed into the drainage ditches, natural washes, common landscaped areas, drainage-ways or streets. All backwash water is to be retained on the owner's lot. If necessary, a hole should be dug and filled with rocks to provide for the needed capacity. Swimming pool fence requirements are regulated by the City.

The City should be contacted to determine the safety fence requirement for your pool. For safety reasons, all openings in walls must be securely covered during construction to prevent children from entering and being injured.

Pool plans will not need prior approval unless there is a feature (pool slide or other structure) which would be visible above the top of the wa!!. A!! pool equipment shall be screened from view of neighboring property, streets and common area with walls which match the architectural character and color of the house or the existing wall. IF POOL EQUIPMENT IS PLACED NEAR VIEW FENCING, SPACE MUST BE ALLOWED TO ACCOMMODATE THE SCREENING WALL.

#### **Flagpoles**

Permanent flagpoles are not allowed in residential areas. Homeowners are advised to use brackets mounted on the house or garage to display flags.

#### Basketball Goals

Basketball goals mounted on a freestanding pole may be allowed as a permanent installation and require the prior approval of the Committee. Strict guidelines will be followed regarding the quality of equipment and installation and special attention will be paid to placement of the pole on the lot. Portable goals will also be allowed and must be in the upright position at all times. All goals must be maintained in good working condition at all times.

#### **Driveways**

Driveways may not be expanded without the prior approval of the Committee. All driveways must be kept clean and clear of debris, oil, rust and other stains. A minimum two-foot colored paver or landscape separation is suggested between the driveway and any expansion.

#### Clotheslines

Clotheslines or other outside facilities for drying clothes are not permitted unless they are placed exclusively within a fenced yard and not visible above the top of the block wall or otherwise concealed.

#### Window Coverings Criteria

No reflective materials, including, but not limited to, aluminum foil, reflective screens or glass, mirrors or similar type items, or temporary window coverings such as newspapers or bed sheets shall be installed or placed upon the outside or inside of any windows of any house without the prior written approval of the Committee.

No enclosures, drapes, blinds, shades, screens, awnings, or other items affecting the exterior appearance of a house shall be constructed or installed in any home without the prior written consent of the Committee. The Board has given blanket approval to all off-white or white, shutters, mini-blinds, and vertical blinds installed on the interior of windows. All others shall require advance approval by the Committee.

Planters and Walkways

Planters, paved walkways and other hardscape features visible from neighboring property must be reviewed and approved by the Committee. Surface textures and colors are to match the paint color and materials of the house.

#### Ramadas and Gazebos

Ramadas and gazebos may be erected in rear yards only subject to prior review and approval by the Committee, subject to the following guidelines:

- 1) Maximum square footage (under roof area) is 120 square feet.
- 2) Maximum roof height is 10 feet at the highest point.
- The structure must be set back a minimum of 7 feet from any perimeter wall or as otherwise approved by the Committee on a case-by-case basis.
- 4) The structure must be of natural redwood or painted to match the house and maintained in good condition.
- 5) Any enclosed roof must be tiled to match the house.
- 6) Lighting of the structure must be approved by the Committee prior to installation.

#### **Play Structures**

Play structures may be erected in rear yards only subject to prior review and approval by the Committee, subject to the following guidelines:

- 1) May be erected in rear yards only and structures must be set back a minimum of 7 feet from any perimeter wall, or as otherwise approved by the Committee on a case-by-case basis.
- 2) Maximum height allowed to top support bar or highest point of structure, is 10 feet.
- 3) Maximum height of any deck/platform is to be 4 feet above ground, or as otherwise approved by the Committee on a case-by-case basis.
- 4) The distance from the ground elevation to the top of the perimeter fence must be measured and submitted with plans.
- 5) The Committee will take the appearance, height, and proximity to neighboring property into consideration.
- 6) Any shade canopy must be a solid tan or earthtone color.
- 7) Submit a brochure or picture if possible.

#### Gates

Double gates may be installed to allow wider accessways to yards. Double gates should be the same type, design, and color as the originally installed single gates. Shrubs, trees or other plants should be located between the house and the double gates, where possible. All double gates require Committee approval.

#### **Gutters and Downspouts**

Gutters and downspouts may be considered for approval. The finish on same must match the adjacent surface of the home in color. High-quality materials that offer long life are recommended, as the homeowner will be required to maintain these additions in good repair. Plans must include the proposed locations of the gutters and downspouts, the quality of material to be used, warranty by the manufacturer, and the name and telephone number of the installer.

#### Screen Doors

Screen doors and "security doors" must be approved in advance by the Committee. Submittals should be high quality wrought iron in a color that matches the body of the house. Overly ornate designs will be discouraged. Pictures or brochures should be submitted.

#### COMMMUNITY RULES

The following community rules summarize some of the common provisions found in the CC&R's as well as rules established by the Board. Cooperation on the part of all residents in following these rules will make living at West Bank an enjoyable experience.

#### Initial Landscape Installation

Any front yard landscaping installed by builders is pre-approved by the Committee. Any portion of a lot which is visible to other lots, the street, or Association common areas must be landscaped within ninety (90) days of close of escrow. Landscaping plans must have written approval by the Committee prior to installation.

#### **General Property Restrictions**

All lots are for single family residential use only. No gainful occupation, trade or other non-residential use may be conducted on the property for the purpose of receiving products or services related to such usage. Owners must receive Board permission to apply for any re-zoning, variances or use permits. Owners may rent only the entire lot or dwelling unit.

#### Trash/Recycling Containers and Collection

No garbage or trash shall be kept on any lot except in covered containers as provided by the City. These containers must be stored out of sight except for days of collection.

#### Pets

Residents are allowed to keep a reasonable number of generally recognized house or yard pets. Animals cannot be kept or raised for commercial purposes, and they are not allowed to make an unreasonable amount of noise or become a nuisance to neighbors. Dog runs must have prior approval of the Committee. Dogs must remain on leashes at all times while on Association property. All owners must clean up after their pets.

#### Noise

No power tools, speaker, hom, whistle, bell or other loud sound shall be carried on or permitted on any Lot which may be, or may become, an annoyance or nuisance to persons or which shall interfere with the quiet enjoyment of each of the Owners.

#### Machinery and Equipment

No machinery or equipment of any kind shall be placed, operated or maintained upon any lot or any street.

#### Vehicles, Campers and Boats

No motor vehicle classed by manufacturer rating as exceeding one ton in carrying load or cargo capacity, seven (7) feet in height or width or eighteen (18) feet in length, mobile home, travel trailer, camper shell, boat, or other similar equipment or vehicle may be parked, maintained or repaired on any lot or on any street so as to be visible from neighboring property. Temporary parking of recreational vehicles, boats and similar equipment will be permitted, if it is apparent that the item(s) are being loaded or unloaded. All motorized vehicles, including ATV's, motorcycles, go-carts and similar vehicles are prohibited from entering onto any common areas. No commercial vehicles shall be parked on streets or lots in the community. Vendors may park for a reasonable amount of time while rendering a service.

Garages

The interior of a garage situated upon a Lot shall be maintained by the Owner and Occupants of the Lot in a neat, clean, and presentable condition. Such garages shall be used for parking vehicles and storage only, and shall not be used or converted for living or recreational activities. Garage doors shall be kept closed at all times except to the limited extent reasonably necessary to permit entry or exit of vehicles or persons.

Parking

Vehicles of homeowners are to be parked in the garage, carport or driveway. Neither inoperable vehicle nor those with expired tags shall be parked in driveways or streets. No vehicle shall be parked on landscaped areas such as grass or granite.

**Building Repair** 

No building or structure shall be permitted to fall into a state of disrepair. The owner of every home or structure is responsible at all times for keeping the buildings in good condition and adequately painted or otherwise finished. In the event any building or structure is damaged or destroyed, the owner is responsible for immediate repair or reconstruction. Roofs must be kept in good repair at all times.