



ONE FORD ROAD

ARCHITECTURAL AND LANDSCAPE STANDARDS

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- Exhibit F - Site Plan Example
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I. INTRODUCTION

The maintenance of One Ford Road as an attractive community depends upon continuous regard for the overall community appearance coupled with sensitivity to the existing architectural context of the community. The Architectural Committee (Committee) serves under the Board of Directors and exists to establish and manage compliance with Architectural and Landscape Standards (Standards), and Declaration of Conditions, Covenants, and Restrictions recorded March 26, 1998, as Instrument No. 19980172892 of Official Records of Orange County, California (CC&R's) pertaining to the appearance of the One Ford Road Community. Each volunteer member of the Committee has been appointed by the One Ford Road Community Association Board of Directors (Board). The Association's management company (Management) acts as a liaison between the Homeowner and the Committee. Management assists in promoting these Standards by contacting Owners regarding maintenance issues and possible Standards violations.

These Architectural and Landscape Standards have been adopted by the Board to support those recorded legal documents that bind each individual Owner to the CC&R's of One Ford Road. Set forth in these Standards are policies and procedures designed to assist the Committee, Management, Design Consultants and Owners through the architectural review process. Consistent landscape and architectural management is a key element of successfully maintaining the aesthetic appeal of "Common Interest" communities such as One Ford Road. Approval by the Committee is for aesthetic purposes only. The approval of any Improvements by the Committee does not waive the necessity of obtaining the required City permits. All necessary City building permits must be obtained by the Owner. After the Committee has approved the plans for aesthetic purposes, Owners are advised to contact local regulatory agencies to be sure the plans are in compliance with all building and zoning regulations currently in force. Any revisions required by the regulatory agency must be resubmitted to the Committee for review and approval.

Management will answer any questions you have concerning the architectural review process. The Board and the Committee seek to ensure that the review and control process is effectively administered and that Owners and the community are treated equitably. All Association members are encouraged to contact Management to report any concerns or question about ongoing or completed Improvements or issues about maintenance, or lack thereof, of dwellings and landscape. Contact the Management by phone, e-mail or postal service mail, referencing One Ford Road Community Association.

The Board of Directors, in conformance to Civil Code Section have the right but not the obligation to adopt, amend, repeal and promulgate Architectural and Landscape Standards not inconsistent with the CC&R's interpreting and implementing the provisions hereof in compliance with Civil Code Sections 4340-4370. Any such amendment shall be in writing and shall become effective thirty (30) days after it is published to all members of One Ford Road.

To the extent these Standards are inconsistent or conflict with the CC&R's or Bylaws, the CC&R's or Bylaws shall control, unless the CC&R or Bylaw provision is contrary to applicable law.

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II. ARCHITECTURAL COMMITTEE STRUCTURE AND AUTHORITY

- A. **Establishment of Architectural Committee.** The Architectural Committee, as set forth in Article VII, Section 7.3(a) and 7.3(d) of the CC&R's, shall consist of either three (3) members or five (5) members as shall be determined by the Board. Members appointed to the Architectural Committee by the Board shall be from the membership of the Association. In the absence of an Architectural Committee, the Board of Directors may act as the Committee.
- B. **Authority of the Architectural Committee.** The Architectural Committee is granted the power to administer and enforce architectural controls within the community by Article VII, Section 7.2 of the CC&R's. The capitalized terms used in these Standards are more fully defined in the CC&R's, and those definitions apply to terms used herein. The Board and the Architectural Committee acting under the Board's supervision, shall have the right within the limitations of the building restrictions set forth in the CC&R's and Architectural and Landscape Standards to control construction, reconstruction, exterior additions, change or alteration to or maintenance of any building or structure including without limitation, the nature, kind, shape, height, materials, exterior color and surface and location of such dwelling or structure and the species and location of trees, bushes, plants and shrubs in order to ensure that they are aesthetically compatible and harmonious with other structures and conform to a reasonably sound and attractive general plan of development and Improvement for all One Ford Road Community. These Standards, along with the provisions set forth in the CC&R's, form the basis for evaluation of plans and specifications for Improvements submitted by individual Owners to the Architectural Committee for review and approval. The CC&R's and these Standards are objective documents that the Applicant must comply with first. Any items or issues not addressed in the Architectural and Landscape Standards of the Community are matters left to the discretionary judgment of the Architectural Committee acting in good faith on behalf of the best interests of the Association as a whole. The harmonious nature of the Improvement may be contested by an Applicant but it is a subjective opinion that the Architectural Committee is empowered to express. The Committee's decisions may not be unreasonable, arbitrary, or capricious.

The Architectural Committee has the authority to retain architects or construction specialists as may be necessary to assist in the performance of its duties as outlined in Section V-D of these Standards. If the Architectural Committee retains an architect or construction specialist, the reasonable cost of the consultant shall be reimbursed by the applicant Member which necessitated the cost.

In addition to complying with the minimum restrictions set forth in CC&R Article III, each Owner must also obtain the prior written approval of the Architectural Committee as provided in this CC&R Article VII.

- C. **Qualification for Architectural Committee Membership.** The Architectural Committee shall consist of either three (3) members or five (5) members as shall be determined by the Board to serve at the pleasure of the Board. Whenever an Architectural Committee exists, it shall act on behalf of the Association with regard to Improvement approvals.

ARCHITECTURAL COMMITTEE STRUCTURE AND AUTHORITY - II **One Ford Road Community Association**

Each member of the Architectural Committee shall serve for an initial term of four (4) years until such member resigns or has been removed from office. After expiration of the initial four (4) year term, each member of the Architectural Committee shall serve for a term of two (2) years until such member resigns or is removed from office. Any new member appointed to replace a member who has resigned or been removed shall serve such member's unexpired term.

In the event any member is unable to or unwilling to serve on said Architectural Committee, the remaining member or members shall have full authority to approve or disapprove any proposed plans and specifications until a replacement member has been appointed. The membership of the Architectural Committee or any representative (consulting Architect, Landscape Architect, Engineer) appointed thereby if other than as stated in the CC&R's, shall be evidenced by a certificate of identity, which shall be executed by at least one member of said Committee or by an authorized officer of the Association, as appropriate; which certificate shall then be conclusive evidence thereof in favor of any person relying thereon in good faith.

Any member of the Architectural Committee may at any time resign from the Architectural Committee upon written notice delivered to the Association.

Vacancies on the Architectural Committee, however caused, shall be filled by the Board.

D. Compensation of Members. The Members of the Architectural Committee shall receive no compensation for services rendered, other than reimbursement for reasonable documented out of pocket expenses incurred by them in the performance of their duties hereunder, unless any such compensation arrangement has been approved by vote or written assent of a majority of the voting power of the membership of the Association.

E. Architectural Committee Meetings. In the absence of an Architectural Committee, Applications reviewed by the Board, acting as the Architectural Committee, must be reviewed at a properly noticed meeting of the Board. In order to be included on the Architectural Committee agenda, submissions must be received in the Management office a minimum of ten (10) calendar days prior to the meeting. Up to ten (10) minutes may be allocated for an Applicant's presentation to the Committee. Applicants must submit all information necessary to convey the design intent. The purpose of the Architectural Committee Meetings is to review complete Applications and, by majority vote, approve, approve with conditions or disapprove the Applications in order to insure conformance with these Architectural and Landscape Standards and CC&R's.

An established Architectural Committee shall meet from time to time as necessary to properly perform its duties. The vote or written consent of a majority of the members of the Architectural Committee shall constitute an act by the Architectural Committee unless the unanimous decision of its members is otherwise required by the CC&R's. The Architectural Committee shall keep and maintain a record of all actions taken by it at such meeting or otherwise.

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- F. **Approved, Denied, Approved with Conditions.** Applications will be deemed Approved, Denied or Approved with Conditions by a majority vote of the Architectural Committee Members present provided a quorum is established. The Committee's evaluation of the Application will be submitted to the Applicant in writing confirming the Application status. Applications which are Denied shall enumerate the specific reasons for denial along with the procedure for reconsideration. Applications Approved with Conditions shall enumerate the specific conditions of approval along with the procedure for reconsideration. In the event the Architectural Committee, or its representatives designated in accordance with Article VII, Section 7.8 of the CC&R's, fails to approve or disapprove any proposed plans and specifications within sixty (60) days after the complete plans and specifications pertaining thereto have been submitted to the Architectural Committee (plans shall be deemed complete in the Architectural Committee's reasonable discretion), such approval shall be deemed to have been given and the provisions of this Declaration requiring any such approval shall be deemed to have been satisfied. Such complete plans and specifications shall be personally delivered or mailed to the Architectural Committee (Care of Management) at its then current address via certified mail, return receipt requested, postage prepaid. The plans and specifications shall be deemed submitted to the Architectural Committee upon the date of receipt by the Architectural Committee of such plans and specifications delivered as required herein.
- G. **No Waiver of Future Approvals.** The approval by the Architectural Committee of any proposals or plans and specifications or drawings for any work done or proposed or in connection with any other matter requiring the approval and consent of the Architectural Committee shall not be deemed to constitute a waiver of any right to withhold approval of or to consent to any similar proposals, plans and specifications, drawings or any matter whatsoever that is subsequently or additionally submitted for approval
- H. **Review Standards.** The Architectural Committee shall review and approve or disapprove all plans and specifications submitted to it on the basis of aesthetic considerations and the overall benefit or detriment which would result to the Property (with particular emphasis on the benefit or detriment which would result in the area immediately surrounding the Lot involved) . The Architectural Committee shall take into consideration the aesthetic aspects of whether a particular Owner's view will be affected; architectural design, placement of buildings, landscaping, color schemes, exterior finishes and materials, harmony of exterior design with existing structures, location in relation to surrounding structures, topography and finished grade elevation, and similar features.
- I. **Views.** The Architectural Committee shall have the right to require the person or entity responsible therefor as provided in the Declaration, to remove or prune any tree or plant which in the reasonable belief of the Architectural Committee impedes or detracts from the harmony and aesthetic beauty of the Property. Although the Architectural Committee's review of an Owner's plans and specifications as discussed herein may involve evaluating whether a particular Owner's view is affected, neither the Board of Directors, Architectural Committee or Management makes any representation,

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guarantee or warranty concerning protection of any particular view an Owner will enjoy at any time.

- J. Limited Exemption.** Notwithstanding anything in the Declaration to the contrary, the Architectural Committee shall not unreasonably and without good cause deny any Owner's request to modify such Owner's Lot or Improvements thereon, at such Owner's expense, for the purpose of facilitating access for persons who are blind, visually handicapped, deaf, or physically disabled or to alter conditions which could be hazardous to such persons including, without limitation, modifications of the route from the public way to the door of any Improvements on such Owner's Lot subject to the following: (i) any such modifications shall be consistent with applicable building code requirements; (ii) any such modifications shall be consistent with the provisions of the Declaration pertaining to safety or aesthetics; (iii) any such modifications to external Improvements on such Owner's Lot shall not prevent reasonable passage by other residents of the Property; (iv) any such modifications shall be removed by the Owner of such Lot or Improvements thereon, at such Owner's expense, when the Lot or Improvements thereon are no longer occupied by persons requiring such modifications who are blind, visually handicapped, deaf or physically disabled; and (v) any Owner intending to modify a Lot or Improvements thereon pursuant to Article VII, Section 7.9 of the CC&R's (c) shall submit such Owner's plans and specifications to the Architectural Committee and the Association in the manner described in Article VII of the CC&R's and these Standards for review to determine whether the proposed modifications comply with the provisions of Section 7.9 (c) and with the provisions otherwise applicable to modifications of a Lot or Improvements thereon under the Declaration.
- K. Appeal.** Decisions of Denial by the Architectural Committee may be appealed by the Owner to the Board, as described in Section V-F unless it was a decision of the Board acting as the Architectural Committee.
- L. Variances.** As outlined in Article VII, Section 7.9(e) of the CC&R's, where circumstances such as topography, natural obstructions, hardship, aesthetic or environmental considerations may require, the Architectural Committee may authorize reasonable variances from compliance with the Architectural and Landscape Standards and any of the covenants, conditions or restrictions contained in the Declaration under the jurisdiction of the Committee, on such terms and conditions as it shall require; provided that all such variances shall be in keeping with the general plan for the Improvement and development of One Ford Road. All variances must be evidenced in writing, must be signed by at least a majority of the members of the Architectural Committee, and shall become effective upon recordation. If a variance is granted, no violation of the CC&R's or Architectural and Landscape Standards shall be deemed to have occurred with respect to the matter for which the variance was granted. The granting of a variance shall not operate to waive any of the terms and provisions of the CC&R's or Architectural and Landscape Standards for any purpose except as to the particular property and particular provision hereof covered by the variance, nor shall it affect in any way the Owner's obligation to comply with all governmental laws and regulations affecting Owner's use of the property including, but not limited to, zoning

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ordinances and Lot setback lines or any other requirements imposed by the City, County or any other governmental authority.

- M. Standing Still.** A project which is partially completed and stopped for any reason may subject the Owner to being fined by the Board, unless the Applicant contacts the Association and submits plans and receives approval for "Standing Still." The Owner/Applicant must prepare the property in order to protect the property and surrounding properties from erosion or damage or unsightly conditions. Such work shall begin immediately upon approval of plans by the Association. This approval will be valid for (90) days; with extensions granted at the discretion of the Association.
- N. General Right of Entry.** In addition to the other rights of entry provided for elsewhere herein, the Association and the Architectural Committee, or any person authorized by either, shall be further empowered with the right and duty to periodically inspect all Lots in order to insure that each Lot Owner is completely and adequately fulfilling all of those duties and obligations on his part to be performed as provided for herein. In each instance, the Lot Owner shall be given reasonable advance notice of the entry to be undertaken.
- O. Inspection During Course of Construction.** The Architectural Committee or its duly authorized representative may enter into any Lot or Residence, from time to time, as provided below during the course of construction or installation of any Improvements for the purpose of inspecting such construction and/or installation. If the Architectural Committee determines that such construction and/or installation is not being done in substantial compliance with the approved plans and specifications, it shall notify the Owner of the subject Residence of such non-compliance. The Architectural Committee may not enter into a Residence without obtaining the prior permission of the Owner or occupant of such Residence; provided, however, that such prior provisions shall not be unreasonably withheld by an Owner and shall be given for entry by the Architectural Committee during the daylight hours within forty-eight (48) hours of the request for entry.
- P. Notice of Completion.** Upon completion of any construction or reconstruction or the alteration or refinishing of any Improvements, or upon the completion of any other work for which approved plans and specifications are required, the Owner shall give written notice of completion thereof to the Architectural Committee.
- Q. Notice of Completion Inspection.** Within thirty (30) days of receipt of the notice of completion from an Owner, the Architectural Committee, or its duly authorized representative, shall have the right to enter into the subject Residence, as provided above, to inspect such Improvement to determine whether it was constructed, reconstructed, altered or refinished to substantial compliance with the approved plans and specifications. If the Architectural Committee finds that such construction, reconstruction, alteration or refinishing was not done in substantial compliance with the approved plans and specifications, it shall notify the Owner in writing of such non-compliance within fifteen (15) days of actual inspection of the Residence, specifying particulars of non-compliance, and shall require the Owner to remedy such non-compliance.

ARCHITECTURAL COMMITTEE STRUCTURE AND AUTHORITY - II **One Ford Road Community Association**

- R. Cure of Non-Compliance.** If, upon the expiration of thirty (30) days from the date of notification of non-compliance, the Owner shall have failed to remedy such non-compliance, the Architectural Committee shall notify the Owner in writing of such failure. After providing such Owner with a hearing, the Architectural Committee shall determine the nature of such non-compliance and the estimated cost of correcting or removing the same. If the non-compliance remains after the Owner's hearing, the Architectural Committee shall require the Owner to remedy or remove the same within a period of not more than thirty (30) days from the date of the Architectural Committee ruling at the hearing. If the Owner does not comply with the Architectural Committee ruling within such period or within any extension of such period as the Architectural Committee, in its discretion, may grant, the Board, at its option, may either cause the removal of the non-complying Improvement or remedy the non-compliance and the Owner shall reimburse the Association for all expenses incurred in connection therewith upon demand. If such expenses are not promptly paid by the Owner to the Association, the Board may levy an enforcement assessment against such Owner for reimbursement and record a lien against the subject Lot.
- S. Failure to Notify.** If for any reason the Architectural Committee fails to respond to an application for an Improvement within sixty (60) days after receipt of a complete application, the Improvement shall be deemed approved. However, the time shall not begin to run if the Owner has not submitted a complete application. If for any reason the Architectural Committee fails to notify the Owner of any non-compliance within sixty (60) days after receipt of said Notice of Completion from the Owner, the Improvement shall be deemed to be in accordance with said approved plans and specifications.
- T. Notice of Non-Compliance or Non-Completion.** Notwithstanding anything to the contrary contained herein, after the expiration of one hundred eighty (180) days following the recordation of a Notice of Completion for any Improvement, said Improvement shall, with respect to purchasers and encumbrancers in good faith and for value, be deemed to be in compliance, unless actual notice of such noncompliance, executed by the Architectural Committee or its representative, is given, or unless legal proceedings shall have been instituted to enforce compliance hereunder.
- U. Enforcement Policy.** In the event an Improvement was commenced without the required approval of the Architectural Committee, or, if such Improvement was not completed within the time limitation established for such Improvement in the Architectural Standards or in substantial conformance with the approved plans and specifications, the Improvement can / may be a violation of the CC&R's and Standards. In such events, Association Management is empowered to issue a Stop Work (or Cease and Desist) Order to the Homeowner. The Stop Work (or Cease and Desist) Order will be delivered and/or posted at the job site and copy of the order mailed to the Owner. Continuing work beyond the Stop Work issuance and / or failing to promptly correct the non-compliant Improvements may subject the Owner to hearings, fines and any other legal remedies (e.g. Temporary Restraining Order) which the Association may be entitled pursuant to the CC&R's and the laws of the State of California.

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- V. **Release of Liability.** Neither the Association, the Architectural Committee, nor any officers, directors, employees, agents and/or members of any thereof shall be liable in damages or otherwise to anyone submitting plans or specifications to the Architectural Committee for approval, or to any Owner of Lots affected by the Restrictions or to any other person or entity for any loss, damage or injury arising out of or in any way connected with the performance of the Architectural Committee's duties hereunder.

IMPROVEMENTS REQUIRING APPROVAL – III

One Ford Road Community Association

III. IMPROVEMENTS REQUIRING APPROVAL

Article VII, Section 7.2 of the CC&R's provide that no fence, wall, grading, building, addition, window coverings, window screens, door screens, balconies, columns, exterior stairs, awnings (or similar exterior improvements), hardscape, landscape, irrigation system, patio covers, gazebos, replacement doors or windows, play equipment, communication equipment, flag poles, fountains or other water features, swimming pool, spa or other structure, or exterior addition to or change or alteration thereof, including painting, shall be commenced, constructed, erected, placed, altered, maintained, or permitted to remain on any Lot and/or Residence until complete plans and specifications showing plot layout and all exterior elevations, materials, sizes, shape and colors therefore, as well as design and landscaping, shall have been submitted to and approved in writing by the Architectural Committee.

The Improvements subject to the Architectural Committee's approval shall be broadly construed and shall include but are not limited to the following:

- A. **Structures and Additions.** Construction or installation of new structures or additions to structures, including but not limited to fences, walls, pools, spas, balconies, patios, patio enclosures, screens, tents, portable canopies, awnings, air conditioners, condensers, pool equipment, exterior shutters, sport equipment, play structures, arbors, exterior antennas, satellite dishes, solar panels or exterior wiring;
- B. **Landscaping.** New or modification of existing landscape and hardscape;
- C. **Exterior Surfaces.** Alteration of exterior elements of existing structures, including but not limited to paint, windows, doors, siding and roofing;
- D. **Signs.** Installation or display of signs, posters, flag poles, flags or banners in areas exposed to public view, except (i) "For Sale" or "For Rent" signs that do not exceed sizes allowed by City Ordinance, and (ii) non-commercial signs, posters, flags or banners which the Association is required by Civil Code Section 4710 to allow.
- E. **Drainage.** Interference with or alteration of storm drainage systems;
- F. **Excavations.** The grading, excavation, filling or other similar disturbances to the existing surface of the land; and
- G. **Demolition.** The demolition, destruction or removal of any existing Improvement.

HOME IMPROVEMENT APPLICATION PROCEDURES - IV

One Ford Road Community Association

IV. HOME IMPROVEMENT APPLICATION PROCEDURES

Approval is required from the Architectural Committee prior to demolition, alteration and construction for all Improvements that fall under the criteria contained in these Architectural and Landscape Standards. A submittal package must include: 1) a fully completed Home Improvement Application, 2) a Plan Processing Fee, 3) the required sets of plans or drawings, 4) the appropriately completed Neighbor Awareness Form and all other information required before it will be deemed complete. All drawings, elevations, plans, specifications, material and color samples must be submitted in sufficient detail to make all aspects of your proposed Improvement project clearly understandable, and in conformance with the provisions of outlined below.

A. Home Improvement Application.

1. Only Members of One Ford Road or a designated agent on behalf of a Member may submit a Home Improvement Application. All requests for the approval of Improvements must be made on the appropriate Home Improvement Application form. The form is an exhibit of these Architectural and Landscape Standards available through the Management Company, or on the Association web site. An incomplete Application will be returned to the Homeowner. The Application will be deemed “received” only if complete in all respects, including receipt of the proper number of copies of plans and sufficient information upon which a proper review can be made. An electronic submittal is also acceptable.
2. In the case of room additions, remodels or other Improvements, which, by their nature, involve multiple aspects of architectural approval (such as roofs, walls, paint etc.), a complete Application must include full information on each aspect of the Improvements that require approval hereunder. By way of example, a large scale remodel, which contemplates a room addition, new roof, and new paint, will not be considered a complete application until all required information for the remodel (including paint and roofing material illustrations and specifications) is submitted for approval.
3. Applicant / Owners are permitted to seek changes to the proposed Improvement after approval (including color changes etc.) however; these changes must be submitted and approved before any change is implemented. It is the Owners responsibility to submit for such change sufficiently in advance to permit the Architectural Committee time to review the change.
4. The Management Company, on behalf of the Architectural Committee will notify the Applicant / Owner when it has received a complete submission package. As part of this notification, the Applicant / Owner will receive notice of the Architectural Committee meeting at which the plans will be reviewed and voted upon.
5. Any incomplete submittal will be returned to the Applicant / Owner along with a copy of a checklist noting the area(s) of deficiency.

HOME IMPROVEMENT APPLICATION PROCEDURES - IV

One Ford Road Community Association

6. The Architectural Committee will not accept incomplete submittals for consideration. The sixty (60) day plan approval or disapproval requirement commences only upon delivery of a completed Home Improvement Application with all required information and materials delivered to the Management Company as set forth in these Architectural and Landscape Standards.

Application forms may be obtained from, and completed Applications must be mailed or delivered to the “Management Company.” The Management Company must receive all applications no less than ten (10) days prior to the scheduled Architectural Committee meeting. Any change in Management Company made by the Board shall constitute a change in the terms “Management” and “Management Company” for the purposes of these Architectural and Landscape Standards.

Applications must not be submitted to, and will not be accepted by Board members or members of the Architectural Committee.

- B. Classification of Improvements.** Improvements requiring approval shall be classified as Major, Moderate or Minor projects. The Architectural Committee, at its sole discretion, shall classify each project upon receiving an Application. The Architectural Committee may use the following guidelines in its classification process.

1. **Major Architectural.** New homes or additional floor area or accessory structures of 300 square feet or greater or an accumulation of more than three (3) Moderate Architectural items.
2. **Moderate Architectural.** Room additions, cabanas, shade structures, pool houses or accessory structures less than 300 square feet, etc. or an accumulation of more than three (3) Minor Modification Items.
3. **Major Landscape.** Both rear and front yard hardscape and landscape, major grading modifications or an accumulation of more than three (3) Moderate Landscape items.
4. **Moderate Landscape.** Front yard only or rear yard only hardscape or landscape modifications, gazebos, patio shade structure, outdoor kitchen, pavilions, pool, garden walls, retaining wall, driveway, etc. or an accumulation of more than three (3) Minor Modification items.
5. **Minor Modifications.** Up to three (3) minor items such as garage doors, window replacements, painting, roofing, tree, spa, fire pit, fence, solar panels, etc.

- C. Drawings, Plans and Specifications.**

Building plans are to be prepared and stamped by an Architect licensed by the State of California or other person approved by the Committee. Landscape plans are to be prepared and stamped by a Landscape Architect licensed by the State of California or other person approved by the Committee

HOME IMPROVEMENT APPLICATION PROCEDURES - IV

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Two (2) sets of drawings or plans (including specifications) must be submitted, depending on the type of Improvement, with your completed Application. These drawings, plans and specifications are to be prepared in accordance with applicable building codes and with clarity and completeness following industry standards. The following outline of plan requirements should be used as a guideline in preparing complete final drawings, plans and specifications to adequately describe the proposed work. Content requirements for approval by the Architectural Committee may differ from those required for building permits. The Committee at its discretion may require additional information to evaluate the Application or proposed Improvement(s).

1. Site Plan.

- a.** Indicate accurate and complete legal description address, owner's name, north arrow, scale of drawings, and a brief narrative description of the work.
- b.** Show lot lines accurately as to length, angle, and amount of curve.
- c.** Show all existing and proposed building, structures, fences, walls, sidewalks, trees and other Improvements. Clearly identify which Improvements will be removed, remain or are proposed. Clearly identify their heights.
- d.** Indicate all required setbacks, easements, street right-of-ways and top or toe of slopes.
- e.** Provide a calculation table of individual square footage of the existing and proposed first and second floor living area, garage, covered patios, loggias, porches and freestanding roofed accessory structures. Provide the Lot Area coverage, Floor Area Ratio (FAR) and first floor to second floor percentages.
- f.** Show all dimensions on work to be considered; distances between existing and proposed work, and distances between proposed work and property lines, setback lines, easements and slopes.
- g.** Include site photos of all surrounding conditions adjacent to the location of the proposed Improvements including neighboring properties and streets.
- h.** Indicate noise-generating appliances (A/C compressors, pool and spa equipment) with dimensional relationships to affected neighbor's residence.
- i.** If Applicant is placing temporary construction fencing, the fencing placement must be indicated along with a description of height and composition.

2. Grading Plan.

- a.** Show contours, flow lines, finish grades and existing and proposed drainage systems.

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- a. Show all existing and proposed roofs with slope pitches and overhang dimensions noted. Indicate the heights of roof ridges above the finished grade.
- b. Designate existing and proposed roofing material and skylights. Be specific as to product type and color.
- c. Indicate any unusual conditions and details involved in or resulting from the work.

10. Elevations.

- a. Provide exterior elevations of all sides of the structures and delineate all parts of the exterior that cannot be shown on an elevation.
- b. Note all proposed building materials. For Improvements or additions, note if the finish is to match existing finish.
- c. Delineate the height of all proposed and existing Improvements in relation to existing grade.

11. Fence and Wall Plans.

- a. Drawings shall include specification of materials, color and height.
- b. Heights must be shown in relation to adjacent ground elevations. If ground elevation is to be altered, this must be shown as well and heights are to be measured and shown from existing grades and from the proposed grades.

12. Site or Building Sections. Changes in finished grade must be shown by section views and other clear and complete explanations of the scope of work.

D. **Story Poles.** (poles and strings which depict the proposed Improvement) For new homes, additions and accessory structures which exceed the height of the property line fence / wall, story poles must be placed to assist the Committee in evaluating the proposed Improvement. Story poles must be in place a minimum of 2 weeks prior to a decision by the Architectural Committee to allow viewing of the story poles.

E. **Neighbor Awareness.** Because the proposed Improvements may affect your neighbors, and the Committee would like the early identification of potential conflict, it is important that neighbors be apprised of your intentions. A completed Neighbor Notification Form (Exhibit C) must be submitted with each Application. An alternate method of notification is copies of receipts of Certified Letters mailed to all adjacent, facing and impacted neighbors. The Certified Letter must include a written description of the proposed Improvements and the exhibits (drawings, plans, etc.) illustrating the Improvements. The notice will ask each Owner to review the proposed improvement and request that any comments or objections must be made, in writing, to the Management Company. The Management Company will forward all comments/concerns to the Architectural Committee for its consideration in the Review process. To facilitate the process, and to minimize the time required for review, the Applicant / Owner is encouraged to make impacted neighbors aware of the plans as early as possible in the planning process.

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- F. City and Other Approvals.** In addition to the approvals by the Architectural Committee required as hereinabove set forth, in undertaking any activity contemplated in the Declaration or these Architectural and Landscape Standards, each Owner and not the Architectural Committee shall be responsible for complying with all laws, codes, regulations and rules of and/or administered by the City and/or County in which the Property is located and any political subdivision thereof. Without in any way limiting the foregoing, each Owner shall be obligated to obtain a building permit from the City of Newport Beach Building Division prior to commencing, constructing, erecting, placing, altering or implementing any hardscape, landscape, patio covers, gazebos, equipment, water features, swimming pool, spa or other structures on a Lot. The Architectural Committee shall not be responsible for reviewing, nor shall its approval be deemed approval of any plan or design from the standpoint of structural safety or conformance with building, zoning or other codes, use permits, regulations, City design review requirements, or any other governmental requirement or restriction including, without limitation, the Aeronautronic Ford Planned Community District Regulations. Architectural Committee approval of any Improvements shall not be deemed the approval of such Improvements from a structural standpoint and the Architectural Committee shall have no obligation to review a proposed Improvement from a structural standpoint.
- G. Fee Requirements with Submittal / Prior to Construction.** Unless waived by the Architectural Committee, the following fees must be submitted with each Application to be considered a complete Application for processing.

Application Type	Processing Fee	Reviews	In-Process	Notice of Completion	Performance Deposit ⁵	Unapproved Work Fine
Major Architectural. New homes or additional floor area or accessory structures of 300 square feet or greater or an accumulation of more than three (3) Moderate Architectural items.	\$1,600¹	Up to 2 Design Reviews and one City Approved Plan	Pre-construction, and at foundation forming and framing	At Completion of Work	\$10,000	\$10,000
Moderate Architectural. Room additions, cabanas, shade structures, pool houses or accessory structures less than 300 square feet, etc. or an accumulation of more than three (3) Minor Modification Items.	\$1,050¹	Up to 2 Design Reviews and one City Approved Plan	At foundation forming and framing	At Completion of Work	\$5,000	\$5,000
Major Landscape. Both rear <u>and</u> front yard hardscape and landscape, major grading modifications or an accumulation of more than three (3) Moderate Landscape items.	\$1,225²	Up to 2 Design Reviews and one City Approved	Pre-construction, and at foundation forming	At Completion of Work	\$5,000	\$2,500
Moderate Landscape. Front yard only <u>or</u> rear yard only hardscape or landscape modifications,	\$675³	Up to 2 Design Reviews and one	None unless needed to monitor compliance	At Completion of Work	\$2,500	\$1,250

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gazebos, patio shade structure, outdoor kitchen, pavilions, pool, garden walls, retaining wall, driveway, etc. or an accumulation of more than three (3) Minor Modification items.		City Approved Plan				
Minor Modifications. Up to three (3) minor items such as garage doors, window replacements, roof replacements, tree, spa, fire pit, fence, solar panels, etc.	\$325⁴	Up to 2 Design Reviews	None unless needed to monitor compliance	At Completion of Work	\$500	\$750

¹ After initial submission, the homeowner is entitled to one resubmission at no additional cost. The fee includes a review of City approved plans against Association approved plans, an In-Process site visit at foundation forming and framing and a final Notice of Completion site review. For Major Architectural projects, a Pre-Construction meeting is required. Additional reviews and site visits due to compliance related issues will require additional fees.

² After initial submission, the homeowner is entitled to one resubmission at no additional cost. The fee includes a review of City approved plans against Association approved plans, an In-Process site visit at foundation forming and a final Notice of Completion site review. For Major Landscape projects, a Pre-Construction meeting is required. Additional reviews and site visits due to compliance related issues will require additional fees.

³ After initial submission, the homeowner is entitled to one resubmission at no additional cost. The fee includes a review of City approved plans against Association approved plans and a final Notice of Completion site review.

⁴ After initial submission, the homeowner is entitled to one resubmission at no additional cost. The fee includes a final Notice of Completion site review. Additional reviews and site visits due to compliance related issues will require additional fees.

⁵ During the time of construction, it is essential that the appearance of One Ford Road be maintained in an attractive condition and that all roads be kept clean and clear of debris. In order to ensure that this is done, a Performance Deposit will be required. After the approval of Working Drawings but prior to the start of construction, the Lot Owner will be required to submit a non-interest bearing refundable deposit to the Association in cash or in the form of an acceptable bond.

This Performance Deposit will be held by the Association until a satisfactory Notice of Completion review has been concluded.

1. The Performance Deposit is to be used only for the following purposes:
 - a. To pay for actual costs incurred by the Association to clean up excess trash and debris allowed to accumulate on the Owners Lot, surrounding Lots or Common Area caused by the actions of the Owner, the Owner's contractor or subcontractors if within 48 hours written notice, the Owner does not cause the excess trash or debris to be removed.
 - b. To pay actual costs incurred by the Association to correct damage to

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the Common Area caused by the Lot Owner, the Owner's contractor or subcontractors if not corrected within 7 days written notice. Such costs can include the Association's architect, consultant or attorney's fees, repairing damage to Association property caused by the Owner's contractors, or in bringing the Owner into compliance with the Declaration, Architectural Guidelines or municipal ordinances.

- c. Should the Association be required to use all of a portion of the Performance Deposit for the aforementioned purposes, the owner will be required to supply the funds necessary to restore the deposit account up to the required level within 7 days written notice from the Association. Should the Lot owner wish to appeal any charges made to the deposit account, a written appeal stating the reasons for the appeal must be submitted to the Board. This appeal will be considered at the next regularly scheduled meeting of the Board. Within 7 days of the meeting of the Board in which the appeal has been submitted, the Board will inform the Lot owner in writing of the results of the appeal. Within 30 days of the satisfactory Notice of Completion review the Association will refund any unused portion of the construction deposit with an explanation of any changes made to the deposit account.
 - d. Further, to the extent any work affects any Association property or easement rights, the Board may require an agreement to maintain, repair or replace such Association property and an indemnification, where applicable at the discretion of the Board. This document may be required to be recorded by the homeowner at the discretion of the Board.
 - e. The Performance Deposit need not be placed in a separate amount account and no interest will be paid to the Applicant on any Deposit. The Board is not responsible for any loss of interest the Deposit would have otherwise gained for the Applicant.
2. Review fee(s) are to be used to pay for administrative services, professional consultant services such as, but not limited to architect, landscape architect, geotechnical and/or civil engineers depending on Improvements shown on the plans. Additional fees may be charged if needed for additional technical services.

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V. HOME IMPROVEMENT APPLICATION PROCESSING

- A. **Basis for Decisions.** The Architectural Committee shall review and approve or disapprove all plans and specifications submitted to it on the basis of aesthetic considerations and the overall benefit or detriment which would result to the Property (with particular emphasis on the benefit or detriment which would result in the area immediately surrounding the Lot involved). Decisions regarding approval or denial of an Application will be based on the specific criteria and requirements set forth in the CC&R's and these Architectural and Landscape Standards. The Application will be evaluated on the individual merits of the proposed Improvements and will take into consideration the specific dwelling and individual lot, as well as the following:
1. **Governing Documents.** The location, manner and height of the proposed home, addition, structures or Improvements is consistent with the Governing Documents and the Architectural and Landscape Standards. Verification that the proposed Improvement is not prohibited by the CC&R's Article II;
 2. **Maintenance and Compliance Burden.** The location, manner and height of the proposed home, addition, structures or Improvements will not impose an unreasonable maintenance or increased compliance burden on the Association;
 3. **Impact to Adjacent Neighbors.** The location, manner and height of the proposed home, addition, structures or Improvements will not have an unreasonable effect on other properties and the Applicant's neighbors;
 4. **View Obstructions.** The location, manner and height of the proposed home, addition, structures or Improvements does not unreasonably obstruct a view from any other Lot;
 5. **Height Restrictions.** The proposed home, addition, structures or Improvements do not exceed the height limit for the Lot;
 6. **Easement Areas.** There are no proposed structures or Improvements in the side yard Easement Area other than at grade patios, fences, gates and general garden uses. The location, manner or height of the proposed Improvements in the Easement Area do not impact the adjacent Lot and engineered drainage systems are installed or remain in place.
 7. **Common Area.** The proposed home, addition, structures or Improvements are not placed in or project into or over Common Area;
 8. **Design Compatibility, Composition, Conformity and Harmony.** The proposed Improvements are attractive, compatible and in harmony with the architectural characteristics of the existing home and the neighborhood setting;
 9. **Scale.** The size of any proposed Improvement relates well to adjacent structures, the lot size and the surroundings and does not unreasonably encroach on adjacent homes;

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10. **Color.** The roofs, trim, windows and other parts of the proposed home, addition, structure or Improvement is compatible with the color and design of the existing house and is in harmony with the general design and scheme of the neighborhood;
 11. **Materials.** The same or compatible materials, configuration, texture and placement are used to establish design continuity.
 12. **Design and Workmanship.** The quality of the design and work is equal to or better than that of the surrounding area.
- B. Plan Review Period.** In accordance with the CC&R's, the Architectural Committee has a maximum of SIXTY (60) DAYS from receipt by Management of a completed Application to render a decision on the application. Approval, Approval with Conditions or Disapproval Notification will be in writing.
- C. Disposition of Plans.** Plans and specifications are reviewed and approved solely for compliance with the specific criteria and requirements set forth in the CC&R's and these Architectural and Landscape Standards. By approving such plans and specifications, neither the members of the Architectural Committee, the Association, the Members, Association's Consultants nor the Board assumes liability or responsibility therefore or for any defect in any structure constructed from such plans and specifications. Upon approval, approval with conditions or disapproval, or when the Architectural Committee is requesting a clarification or additional information, your drawings or plans will be distributed as follows:
1. One set of plans, whether approved, approved with conditions or disapproved, will be retained by the Management Company for its files and for use by the Architectural Committee as its working copy.
 2. One (1) set of approved/approved with conditions plans will be returned to the Applicant via mail along with the Committee's written decision and conditions (if any). One (1) set of approved plans shall be maintained at the work site at all times during the course of construction until the Architectural Committee (or its designated representative) has made the final inspection.
 3. Applications which are Denied shall enumerate the specific reasons for denial along with the procedure for reconsideration. Applications Approved with Conditions shall enumerate the specific conditions of approval along with the procedure for reconsideration.
- D. Review by Independent Architect.** As outlined in Article VII, Section 7.8 of the CC&R's, Applications for any Improvement, may, at the option of the Architectural Committee, be referred to an Independent Architect. The Independent Architect is a third-party professional, experienced in residential design and these Architectural and Landscape Standards. The Independent Architect will act as an agent of the Association. The Applicant's Processing Fees shall pay for the Independent Architect's services to review the proposed Improvements for conformance to these Architectural and Landscape Standards. The review by the Independent Architect is advisory in nature,

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assisting the Architectural Committee in the review of the Application. Action on all Applications rests with the Architectural Committee, not with the Independent Architect. Notwithstanding other provisions within these Standard, any Architectural Committee approval period does not commence until and unless Processing Fees and, when necessary, Performance Deposits have been paid and all required information and materials have been submitted to the Architectural Committee for review.

1. The Independent Architect will critique the Application for conformance with these Architectural and Landscape Standards and, if applicable, recommend methods to make the plans more compatible and harmonious with the neighborhood in accordance with these Architectural and Landscape Standards (Architect's Review).
 2. The Independent Architect may consult with the Architectural Committee or Management during the Architect's Review process.
 3. The Architectural Committee will require the Independent Architect to complete the Architect's Review within the prescribed sixty (60) days review period and prior to the regular meeting of the Architectural Committee.
 4. Upon completion of the Architect's Review, the Independent Architect shall submit written comments and recommendations to the Architectural Committee regarding the Application. The Architectural Committee will evaluate the comments made in the Architect's Review and will determine which comments will be applicable to the Application and enforced by the Architectural Committee.
 5. The Architectural Committee will provide a written evaluation of the Application to the Applicant with a clear designation of Approval, Denial or Approval with Conditions. Applications which are Denied shall enumerate the specific reasons for denial along with the procedure for reconsideration. Applications Approved with Conditions shall enumerate the specific conditions of approval along with the procedure for reconsideration.
 6. Applicants must incorporate the Conditions of Approval issued by the Architectural Committee into any revised plans prior to construction.
 7. The Architectural Committee shall review re-submitted (previously Denied) Applications. If new changes or revisions are made other than those required or recommended by the Independent Architect or Architectural Committee in the Architectural Review, the Architectural Committee may elect to send the plans out for an additional Architect's Review at the Applicant's expense.
- E. **Resubmission.** Applications denied by the Architectural Committee must be resubmitted with the minimum exhibits and in the manner outlined in Section IV of these Architectural and Landscape Standards. Response / resubmission to the Committee's comments or cause for denial may not be submitted in partial or incremental exhibits, letters or e-mails. Only complete submittals will be accepted.

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- F. Appeal.** If the event all or any part of plans and specifications submitted to the Architectural Committee are denied, and the Board was not acting as the Architectural Committee, the Applicant may appeal the denial to the Board of Directors as follows:
1. All Appeals shall be made in writing and must be received at the Management Company within thirty (30) days following delivery, as defined in Civil Code Section 4040, of the Architectural Committee's decision. No particular form is required, but the Appeal must specify with clarity the portion of the Architectural Committee decision that is contested. Any potentially impacted neighbors may submit an impact statement to the Board of Directors. If no Appeal of the Architectural Committee's decision is made within that thirty (30) day period, the decision shall be considered final.
 2. Upon receipt of an Appeal, Management shall notify the Applicant, adjacent neighbors, the Architectural Committee and the Board of the date of the Board meeting when the Appeal will be heard and decided; provided, however, that such meeting shall not be held more than forty-five (45) days after the receipt of the Appeal. Management shall deliver copies of the Appeal to each Board member before the meeting. If an Architect's Review was obtained, the Independent Architect may also be called to appear by either the Architectural Committee or Board of Directors. The Applicant shall reimburse the Association for the cost of an appearance by the Independent Architect.
 3. At the Board meeting, the Applicant, Architectural Committee Chairman and Independent Architect may present such evidence, as they deem appropriate to support their respective contentions that the proposed submittal complies or does not comply with CC&R's and Architectural and Landscape Standards. After the conclusion of such presentations, the Board shall either sustain the Architectural Committee's disapproval, reverse the disapproval, or reverse the disapproval with modifications; provided however, that a reversal (with or without modifications) requires an affirmative vote by a majority of the Directors present, provided a quorum is established.
- G. City Approval.** Major and Moderate Improvements require the submittal of City Approved plans for review by the Architectural Committee. The City approved plans will be compared to the Association approved plans and evaluated for design consistency.
- H. Project Start.** Construction methods and means of all approvals granted by the Committee must comply with the General Conditions of Approval outlined in Exhibit I of these Architectural and Landscape Standards. Once approval has been obtained from the Committee, the Applicant / Homeowner is to refer to these conditions for the construction phase of the project.
- I. Project Completion.** Improvement projects that remain uncompleted for long periods of time are an eyesore and can be a nuisance and safety hazard for neighbors and the community. Therefore:

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1. All applications must include an estimated start date and completion date. If that date is considered unreasonable, the Architectural Committee may disapprove the Application.
 2. Unless extensions are granted in writing or Improvements are required to be accelerated as part of a compliance action, substantial construction shall commence within six (6) months for Major Architectural Improvements and four (4) months for Moderate Architectural and Major and Moderate Landscape Improvements and Minor Improvement of Architectural Committee Approval and or City Approval (not before) and shall be completed, with Notice of Completion filed with the Association, within twelve (12) months for Major Architectural Improvements and six (6) months for Moderate Architectural and Major and Moderate Landscape Improvements and Minor Improvements.
 3. If any work is not commenced within the time period listed above, the Architectural Committee's approval of the intended Improvements may be deemed terminated and such Improvements may require a new submission before the member is allowed to commence the work.
 4. Any Improvement project not completed within twelve (12) months for "Major Architectural Improvements" and six (6) months for all other projects shall be deemed a violation of the Architectural and Landscape Standards.
 5. Upon notice to the homeowner that the project has exceeded the allotted time period for construction, one or more extension periods may be granted at the discretion of the Architectural Committee in order to complete all remaining construction.
 6. If the allotted period for construction has expired without extension, the Association, acting through the Board, may at its sole option rescind the permission for construction, may grant the Owner further extension, or may fine the Owner, after hearing, for each month the construction is not complete after the expiration of the allotted period.
- I. **Release of Liability.** Neither the Association, the Architectural Committee, nor any officers, directors, employees, agents and/or members of any thereof shall be liable in damages or otherwise to anyone submitting plans or specifications to the Architectural Committee for approval, or to any Owner of Lots affected by the Restrictions or to any other person or entity for any loss, damage or injury arising out of or in any way connected with the performance of the Architectural Committee's duties hereunder.

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VI. ARCHITECTURAL AND LANDSCAPE STANDARDS

A. Landscape and Hardscape. Landscaping components can be defined as (1) hardscape: walkways, patios, driveways, planters, fences, garden walls, pilasters, columns, fireplaces, fire pits, barbecues, light poles, fountains, rock waterfalls, pools, spas, water slides, etc., (2) softscape: grass, lawn, flowers, trees, shrubs, groundcover, etc., and (3) temporary fixtures: play/exercise equipment, playhouses, etc. Landscaping can be effectively used to accentuate entryways, define space, create “soft” privacy screens and reduce the visual impact of fences, approved storage sheds and structures. Since landscaping is a design element, the same considerations should be given to their relationship with the house and with adjacent houses as they apply to other design elements. The Architectural Committee must approve all Landscape and Hardscape, as defined above, except replacement / maintenance of existing plants with the same species. The Architectural Committee will consider the visibility of landscaping to Common Areas and neighbors as a factor in approval of these Improvements. Each property owner is responsible for maintaining the hardscape and landscape in a maintained, neat and trimmed condition including limiting the height and width of all shrubs and trees. Installed hardscape and landscape must present an attractive appearance for the property and must include an attractive combination of grass lawn and/or ground covers, shrubs and trees, walkways, etc. Homeowners contemplating significant tree pruning or other major landscape renovation are encouraged to review the plans with impacted neighbors prior to the maintenance or improvement activity.

1. **Aesthetics.** The landscape character of the community is established by the original builder. All plantings and permanent irrigation systems must be aesthetically consistent with the design and original plan of the community.
2. **Drainage Pattern.** Each Owner and the Association shall accept the established drainage pattern for the Lots and Association Property (including roof drainage from adjacent Lots and Association Property) as established by the completed final grading of the Property originally undertaken by Declarant. Neither the Association nor any Owner shall alter the established drainage pattern without the prior written approval of the Association, the Architectural Committee or the City. Reasonable conditions on the alteration of drainage patterns may be made by the Architectural Committee. The Architectural Committee shall not be responsible for reviewing, nor shall its approval be deemed approval of any alteration in the drainage pattern for effectiveness of drainage or conformance with building or other codes, use permits, City design review requirements, or any other governmental requirement or restriction
3. **Easements.** Side yard easements exist in the Balboa homes as generally depicted in Exhibit G of these Architectural and Landscape Standards and as specifically detailed in Article IX and Exhibit G of the CC&Rs. The

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easement is granted for the benefit of the Association for purposes of access, maintenance and landscaping over a portion of each Lot within the "Balboa" subdivision for the benefit of each Owner of a Lot within such subdivision.

- a. The Owners shall be prohibited from constructing or positioning any permanent Improvements, other than fences, gates and landscaping on any easement area referred to in the grant deed for the Lot Improvements within the Easement Area may not attach to any neighbor's residence and may not hinder or impede a neighbor's access to maintain his residence.
 - b. The Owner of the Lot on which the easement is placed shall have the right to drainage over, across and upon the easement area for water draining from any structure upon the Owner's Lot, or for drainage into and through the subsurface drainage facilities located within the easement area.
 - c. Pool, spas, fountains, storage, outdoor kitchens, fire pits, fireplaces, overhead structures and enclosed structures not qualified as general recreational garden area use are prohibited in the easement area.
4. **Encroachments.** The impact to neighboring homes and the possible damage by encroaching planting must be considered. Trees, hedges, and shrubs that will grow to restrict sight lines for vehicular traffic or overhang property lines and community sidewalks may not be planted. Trees, hedges and shrubs that create an unreasonable barrier to light and air must be maintained at or below fence height or distributed to diminish the negative effect of grouped planting. Landscape planting may not unreasonably obstruct or interfere with the view from any other Lot.
 5. **Raised Planters.** Community walls, garden walls and fences between Lots are not designed to retain soil. Raised soil / planters are not permitted against community walls, fences or walls between Lots unless a waterproofed subwall is provided between the raised planter area and the property line wall or fence. If raised planters or retaining walls are to be placed on a Lot, they are to be waterproofed to prevent unsightly failure of the wall or the wall finish. The maximum height of planter walls is twenty-four (24) inches unless approved by the Committee prior to construction. The height of planter walls may not compromise any code required wall heights for pool safety.
 6. **Barbecues / Outdoor Kitchens.** Barbecues can generate a great amount of smoke and become the hub of group activities. Permanent barbecues (including countertops) and outdoor kitchens are to be setback as outlined in the Setbacks Table Section B.2 of these Architectural and Landscape Standards. They should also be placed with a sensitivity to the potential smoke and noise impact on adjacent neighbors.

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7. **Fireplaces/Fire Pits.** Outdoor fireplaces, fire pits, or other similar items must be setback as outlined in the Setbacks Table Section B.2 of these Architectural and Landscape Standards and must be natural or propane gas burning only. Outdoor fireplaces are limited to six (6) feet in height above the original grade including the decorative chimney cap. Outdoor fireplaces that are attached to a patio cover or Accessory Structure may be constructed to a maximum height of twelve (12) feet however; a chimney over six (6) feet high must be setback a distance equal to its height. To reduce the visual impact of a tall structure, evergreen plant material may need to be provided to screen the chimney. Fireplaces / chimneys must have a consistent finish of stucco or decorative stone on all sides of the structure.
8. **Kitchen Gardens.** Kitchen gardens of herbs and low growing vegetables are permitted in the rear and side yards with the following restrictions:
 - a. Kitchen gardens must be screened from Common Area.
 - b. Wire fencing, trellis and other vertical structures which exceed the height of property line fences / walls are prohibited.
9. **Trees.** All landscaping of every kind and character, including trees, shrubs, grass, and other plantings shall be neatly trimmed, properly cultivated and maintained by the Owner thereof, unless otherwise provided for herein, in a neat and orderly condition and in a manner to enhance its appearance. Trees should be planted and maintained with consideration given to the impact on the community, streetscape and, most importantly, on adjacent properties. Trees must be setback from the property line or fence separating the Lots in accordance with their anticipated growth to avoid excessive trimming which would destroy the trees natural appearance. No tree, shrub or planting of any kind shall be allowed to overhang or otherwise encroach upon any sidewalk or other pedestrian way from ground level to a height of ten (10) feet without prior approval of the Architectural Committee. Trees installed by the original builder must remain, unless the removal or replacement of the tree is necessary due to the tree becoming too large for the area and causing damage. Removal of trees installed by the original builder must be approved in writing by the Committee. Fruit bearing trees are not allowed in any front yard area and require a minimum five (5) foot setback from perimeter walls in the rear yard unless of a dwarf variety.
10. **Synthetic Turf.** Synthetic turf must be approved, prior to installation, by the Architectural Committee. A minimum 6" x 6" sample must be provided with each Application for Committee review and approval. Synthetic turf must meet the minimum standards listed below:
 - a. **Location**
 1. To be used in front yard, rear and side yard landscaping, only as an enhancement, accessory to or to compliment the main landscaping

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features and not as a major focal landscaping feature. Turf must not cover more than fifty (50) percent of the front and side yard softscape area. Natural planting is preferred to synthetic turf

2. A minimum two (2) foot wide planting buffer or six (6) inch wide concrete or paver mow strip from an adjacent property to the synthetic turf is required. In no case shall the synthetic turf be adjacent to regular turf on same or adjoining property.
3. Synthetic turf is not permitted on slopes steeper than a slope ratio of 4:1 (4 horizontal units for every 1 vertical unit)
4. Turf to be located in or near driveways is to be protected from wheel traffic to avoid compressing the turf
5. Turf must be placed over a proper substrate designed to accommodate the turf and facilitate drainage. Turf may not be placed over existing grass, dirt or hardscape

b. Material

1. The turf must be of a recognized high quality product and must be of the proper color, texture, and density to simulate natural turf. Samples of the proposed turf shall be submitted for review.
 2. The turf is to be uniform and defect free
 3. The turf located in the front yard is to have a minimum eighty (80) ounce pile / face weight.
 4. The turf located in the front yard is to have a minimum pile length of 1 5/8 inches and a maximum pile length of 2½ inches with a slight crown. Putting green turf located in the rear yard may have a ¼ inch pile length.
 5. Turf must have UV protection, no felt backing or rubber infill and be lead free.
 6. Yarn Denier: minimum 5,000 denier/texturized monofilament polyethylene and a two-tone face yarn.
 7. Tufting Gage: maximum 3/8 inch
 8. Backing: polyurethane-sealed
11. **Paved Areas.** Except at the Balboa homes, walkways to the front door may not exceed thirty-three (33) percent of the of the frontage of the main portion of the front yard, exclusive of the driveway and the side yard on the narrow side of the driveway. Except at the Balboa homes, the total paved area shall not exceed thirty-three (33) percent of the front yard surface area visible from the street. A minimum three (3) foot wide planting area must be maintained along the back of the community sidewalk. Front yard porches and patios are

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encourage in the Balboa homes. All exterior paved areas exposed to streets and right-of-ways shall be one of the following materials:

- a. Masonry unit (stone, brick, tile, concrete pavers)
- b. Concrete – plain, acid washed, integral color
- c. Textured concrete
- d. Exposed aggregate concrete
- e. Combinations of the above
- f. In no case shall asphalt, precise cut, polished or high gloss stone / tile materials or painted / epoxy coated concrete be approved in front yards or yard areas visible from the street

12. Drive Aprons and Driveways. Driveway aprons (curb cuts) will be considered for widening on a case by case basis and may not be widened by more than four (4) feet in total. Drive aprons, when widened, must be replaced completely with concrete in the same color and finish as constructed by the original community builder. Driveways may be widened by no more than two (2) feet on either side or three and one-half (3.5) feet on one side only from what was constructed by the Declarant and must use materials to compliment or match the existing driveway. Material and design transitions which clearly demonstrate a driveway addition are not acceptable. Entry and sideyard walkways which are blended with driveways in an attempt to gain a wider driveway (in addition to the permitted addition) are not permitted.

13. Decorative Rock and Boulders. Decorative rock, gravel or decomposed granite may not be the dominant or primary feature in the front yard areas. These materials may be acceptable when installed for accent in visible areas. Boulders shall be limited to twelve (12) inches in height above ground level, setback from community walks and streets a minimum of twelve (12) inches and shall be softened with plant materials. A minimum of one third (1/3) of the boulder must be buried to present a natural appearance. Boulders shall not be a dominant design feature in the front yard.

14. Shrubs, Groundcover and Turf. The unpaved ground plane visible to the street must be covered with enough plant material as to provide eighty (80) percent coverage within one (1) year of completion of the landscape project.

Mulch may be mixed with top soil but may not be the dominant ground cover. Large areas of turf, bare earth, decomposed granite, wood chips, bark, mulch or rocks are not permitted.

At least fifty (50) percent of the plant palette selected for front and side yards visible from Common Area shall include an attractive combination of ground cover, grass lawn, plants, flowers, shrubs and trees selected from the One Ford Road Tree and Plant Palette (Exhibit L). Homeowners are encouraged to use drought-tolerant or “California Native” plants to reduce water consumption in rear yards and as part of the front and side yard landscape scheme. The website CALSCAPE.org provides a specific list of native plants

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and trees appropriate for Newport Beach. Plants are to be selected which are consistent with the community character and are not listed in the Prohibited Tree and Plant Palette (Exhibit K). Artificial/Synthetic turf ground cover will be considered on a case-by-case basis and installation in front and side yard areas visible from Common Area must be approved by the Committee. See VI-A.10.

Shrubs shall be placed at the base of house walls, any garden wall eighteen (18) inches in height or greater, and any fence visible from the street.

At corner Lots, groundcover and shrubs or vines must be planted in side yard areas between the street and the side yard fence that are not maintained by the Association. See Exhibit F of the CC&R's for Association Side Yard Maintenance Areas.

15. **At Grade Patios.** At grade patios tend to affect the nature of drainage and runoff on a Lot. These effects will be a consideration in the review of a proposed patio. All patios must be designed to drain away from adjacent lots and to the address street. Patios should generally be located in the rear yard although front and side yard patios will be evaluated based on the specifics and qualities of the proposed Improvement. Patios should be setback from fence and property line walls to allow landscape buffers between neighbors.
16. **Yard Fences, Walls and Hedges.** Garden walls and fences, if designed correctly, can maintain a good relationship with a neighbor, block sound, create a cohesive neighborhood appearance or create a subtle separation between the street and the home and serve to breakdown the scale or mass of the front wall of the home. Landscape planting and vines are encouraged to soften the appearance of walls and fences. Except for the Balboa homes, excessively walled, fenced, gated or enclosed front yards are prohibited. Within the Balboa homes, full fencing of the front yard property lines is encouraged. Within the Balboa homes, special attention must be given to ensure that front yard fencing is compatible with the architecture and mimics that found on the front elevation of the home. The fence treatment along the alley side of the Balboa homes provides a unifying element within the community that ties the architecture with the landscape treatment. The color, material, style and location of the fences shall not be modified, altered or removed without prior approval by the Architectural Committee. Additional requirements regarding height, placement and materials are enumerated below.
 - a. **Height and Placement Limitations.** All yard fences, walls and hedges shall be subject to the following height and placement limitations:
 1. In no case shall walls or fences be approved or constructed outside of property boundaries.
 2. In no case shall a community or Common Area wall be relocated or modified.

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3. No fence, wall or hedge shall exceed the lesser of the maximum height permitted by the City's building code or a height of the original fence or wall constructed by the Declarant. These high walls or fences may not extend past the front wall of the home.
 4. Any fence, wall or hedge abutting an existing fence, wall or hedge shall be equal in height to the existing fence, wall or hedge, except in any case where a particular height is required for the protection of a swimming pool or spa or to preserve a sight line for safety.
 5. The height of all fences, walls and hedges shall be measured vertically from the finish grade at the base of the fence, wall or hedge. The tops of all fences, walls and hedges shall be level. Fences, walls and hedges installed on slopes, where permitted, should be stepped.
 6. Walls, pilasters and fences in the front yard must be setback a minimum of three (3) feet from the back of sidewalk.
 7. Wall, solid fence and hedge height extending beyond the front wall of the home shall not exceed thirty (30) inches and the maximum height for adjoining pilasters, including cap, is thirty-six (36) inches.
 8. The maximum height of wrought iron or wood picket fencing in the front yard, is forty-two (42) inches. The maximum height of pilasters with this type of fencing is forty-eight (48) inches.
 9. Hedges shall be maintained in a neat and trimmed condition and must be setback a minimum of three (3) feet from community walkways adjacent to driveways to avoid obstructing the line of sight of drivers and pedestrians. Hedges in front yards (between the front wall of the home and the street) are limited to a maximum of thirty (30) inches in height.
- b. Other Requirements.**
1. The bottom of a fence, wall or hedge must be no more than four (4) inches above the finish grade at any point.
 2. All vertical members of a fence or wall must be vertical or plumb.
 3. Gates must match or be harmonious with the fence or wall in design material, height and color.
 4. Side yard gates may be not taller than the adjacent property line fence / wall and may be no more than four (4) feet wide. Wider gates which would allow vehicle access to the side or rear yard are not permitted.
 5. Fences or walls that are visible are to be finished on all sides.

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6. Fences and gates which screen side yard storage or trash are to be opaque to screen the contents of the side yard
 7. Existing community perimeter walls and fences shall not be moved, altered, repainted a different color or otherwise changed in any way.
 8. Fencing and gates around a swimming pool are subject to City Code requirements. Approval of fences and gates surrounding pools must be coordinated with the City for detailed restrictions and design considerations.
- c. **Acceptable Materials and Colors.** Walls and fences must be compatible or complimentary with the materials and colors of the house and the prevailing materials in neighbors' houses. Replacement of wood fencing and walls must remain consistent with existing neighborhood fences constructed by the Declarant. Colors proposed, or alternative materials and styles, will be considered by the Committee on a case-by-case basis depending upon the location of the proposed fence or wall replacement on the lot. Acceptable materials and colors for extension, repair and/or new fencing include:
1. A continuation of exterior dwelling materials, e.g. wood siding, masonry elements, stucco coated walls; all subject to Committee approval
 2. Wood colored to match existing fencing, trim, or siding color.
 3. Stucco coated masonry or concrete, stucco applied to masonry shall have color and texture to match the existing stucco on the home.
 4. Wrought iron, aluminum or tube steel in a simple design, colored to match existing wrought iron or tube steel. Steel materials are to be galvanized or metalized to prolong the wear of the fence. Fences are to have equally spaced vertical pickets with horizontal rails at the top and bottom. No decorative spikes or pickets may extend above the top horizontal rail. Other designs may be approved at the discretion of the Architectural Committee.
- d. **Unacceptable Materials.** Material and design combinations which are not acceptable include:
1. Aluminum or sheet metal,
 2. Chicken wire or other types of woven wire except as used for rodent/rabbit control in the lower 18 inches,
 3. Metal or plastic chain link,
 4. Plastic webbing or plastic coated wire,
 5. Reed or straw-like materials,

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6. Rope or other fibrous strand elements, or
 7. Glass blocks and panels, concrete block without stucco coating, grape stake or wood fences which do not match fences constructed by the Declarant
17. **Maintenance of Walls and Fences.** Walls and fences within the community shall be maintained as follows:
- a. Where a wall or fence is located entirely upon an Owner's Lot, such Owner shall be solely responsible at his sole cost and expense for maintaining the surface and structure of the wall or fence in good condition and repair.
 - b. Where a wall or fence lies within the legal boundary of two (2) or more of Lots all of which are owned by an Owner, maintenance of the structure of the wall or fence in good condition and repair shall be the joint obligation of such Owners and each Owner shall be solely obligated to maintain the surface of the wall or fence that faces his Lot in good condition and repair.
 - c. Where a wall or fence lies within the legal boundary of an Owner's Lot and Association Property, maintenance of the structure of the wall or fence shall be the sole obligation of the Association. The Association shall be solely obligated to maintain the surface of the wall or fence that faces the Association Property in good condition and repair; the Owner shall be solely obligated to maintain the surface of the wall or fence that faces his Lot in good condition and repair.
 - d. Where a wall or fence lies within the legal boundary of an Owner's Lot and property owned by a third party (someone outside of One Ford Road) other than another Owner or the Association, the Owner shall be obligated to maintain the surface of the wall or fence that faces his Lot in good condition and repair. The Association shall be obligated to maintain the structure and exterior surface of the wall or fence in good condition and repair unless other maintenance agreements have been entered into with the third party.
 - e. No Owner shall alter or remove any walls or fences within the Property at any time without the approval of the Architectural Committee
18. **On-Lot Driveway Vehicular Gates.** Except on case by case basis for the Custom Lots, vehicular access gates are prohibited.
19. **Exterior Lighting.** One Ford Road promotes a "Dark Sky" approach to lighting. Uncontrolled or excessive lighting is prohibited. Exterior lights (light bulbs) must be screened from direct view from streets and adjacent dwellings and pointed downward to illuminate the immediate ground and wall area around the light fixture. Exposed fluorescent lamps, flashing lights, colored lights, excessive garden lights exposed and aligned like an airport

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runway, flood lights, unshielded lights placed on top of garden columns or pilasters, glass block bollards, unshielded exterior lights and lights strung along fence tops which result in unreasonable glare are prohibited. Lighting is to be low lumen (LED warm white 2700k, 700 to 800 lumens), and integrated into the landscape and architecture of the home.

20. Mailboxes. Mail boxes and posts are part of the Common Area and may not be modified.

21. Play Equipment / Structures.

a. Basketball Boards. No basketball backboard and hoop supported by a pole to the ground is allowed in the front of a residence or on the side of a residence facing a street. Portable basketball backboards and poles will be allowed provided they are removed from view of other lots and from the street when not in use. One basketball backboard and hoop supported by a pole is permitted in the rear or side yard of a residence or on the side of a residence not facing a street provided the colors used are architecturally harmonious with adjoining improvements and the location does not create an unreasonable nuisance to the adjacent neighbor. The net must not be made of chain. The backboard, hoop and net must be maintained in a complete and operable condition.

b. Playhouses, Play Structures, Storage Sheds and Other Play Equipment. Tree houses are prohibited. Swings, climbing structures, trampolines and other such play equipment and storage sheds must be placed in the rear or side yard. Swings and slides (including those used in connection with a swimming pool) shall be setback from all fences located on or near perimeter lot lines and visually screened from adjacent properties with landscape planting. The Architectural Committee will consider the size, design, and amount of visual screening of such equipment, the size of the lot in relation to the equipment, the noise and light intrusion on adjoining properties and other relevant factors when considering any proposed play equipment or storage shed installation. Portable tether ball poles will be temporarily allowed on the street side of a dwelling provided they are removed from view of other lots and from the street when not in use. Additional considerations and standards are as follows:

1. Structures shall be constructed, located and screened to minimize the impact on the adjacent neighbors' privacy and any existing structure or common area.

2. Play structures, at their highest point, shall not exceed three (3) feet above the nearest adjacent fence. Sheds shall not exceed the height of the adjacent fence or wall

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3. Structures shall blend with the architectural characteristics of the dwelling and neighborhood in both colors and materials (i.e., wood shingle roof, wood siding, etc.).
 4. Enclosed structure openings must be designed in such a manner that any openings (windows, doorways, etc.) that face any neighboring dwelling shall be no higher than the adjacent fence. Any openings above the fence shall be installed facing the dwelling of the applicant who is proposing the playhouse/structure.
 5. The structure shall be screened from view from the adjacent streets, public sidewalks, greenbelt, surrounding properties, etc. by the use of fences, hedges, etc. Such visual mitigation shall be designed so the structure is screened from view upon installation.
 6. Portable children's play-area equipment that does not exceed five (5) feet in height from the ground level and is placed in the rear or side yard, screened from Common Area, does not require a Home Improvement Application
22. **Pools, Spas, Water Slides, Rock Waterfalls, Hot Tubs and Ponds.** Safety, noise, visual and other impacts on adjacent properties of swimming pools, spas and other water related Improvements, and the security fencing for such Improvements, can be significant. Such Improvements need to be carefully planned and should be discussed with your neighbors as much and as early in the planning stage as possible to address and resolve such impact issues in a satisfactory manner. You will also need to comply with all applicable City building code provisions.
- a. **Location.** Pools, spas, water slides, rock waterfalls and other water related recreational Improvements may only be located in rear and side yards which are not visible to the street with setbacks as outlined in Section B.2 of these Architectural and Landscape Standards. All accessory equipment, except solar panels, shall be located, screened, or recessed so that they are not within public view. Solar panels and related solar equipment, and the fencing or other screening material around the water related feature, shall be located and installed in a manner that complies with the requirements set forth above in these Architectural and Landscape Standards.
 - b. Water slides and rock waterfalls shall not exceed the height of perimeter walls or fences and shall be screened from neighboring Lots and Common Area with landscape planting.
 - c. **Installation.** Walls, fences, hardscape and landscape damaged as part of the installation or construction access must be repaired to match the existing conditions prior to construction. Any change to these

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secondary Improvements requires approval by the Architectural Committee.

- d. **Heaters.** Heaters shall be stackless or low profile in configuration.
 - e. **Minimize Impact.** All installations shall be located, sound controlled and maintained in a manner that does not disturb other residents in the neighborhood and as required by City Code. The Architectural Committee shall have the right, but not the obligation, to require an owner to repair or restore any installation to quiet operation or to restrict its use or operation if, in the Architectural Committee's opinion, further unrestricted use or operation disturbs other residents.
23. **Fountains and Sculptures.** Fountains and sculptures shall be consistent with the overall design theme for One Ford Road, any that establish an independent design theme are not allowed. Fountains should be considered as an accent feature to the main residence. Where they are visible from the street and/or common area, their size and scale should be consistent with other hardscape elements. The subject matter of statuary and sculpture elements associated with fountains shall be appropriate for their residential context. Elements which could reasonably be considered to be offensive are not permitted. Such subject matter generally includes but is not limited to religious forms, symbols or objects, political subjects or satirical item, nude forms, gnomes, human and animal figures, freeform and other types of sculpture and statues that contain written material, verses and advertisements. These elements are not permitted in areas that are visible from the street and/or common areas. Additional considerations and standards are as follows:
- a. The color of fountains should compliment the primary residential structure. Bright colors and reflective surfaces are not permitted.
 - b. Fountains and sculptures are more appropriately located close to the primary residence and shall be setback as outlined in Section B.2 of these Architectural and Landscape Standards and shall be softened with plant material. Fountains and sculpture are not permitted to be placed in a location where they detract from the overall appearance of the streetscape.
 - c. The maximum height of fountains and sculpture in front yard areas is thirty six (36) inches.
 - d. Multiple fountains and sculpture in front yard areas are prohibited. One fountain or one sculpture is permitted.
 - e. Fountains and sculptures in rear and side yard areas shall not exceed the height of perimeter walls.
 - f. Fountains and sculptures must be free-standing and not attached to any perimeter wall.

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- B. Architectural Character and Structures.** Except for the Custom Lots located on Troon Drive, the architectural character of the community was established by the initial development. The homes consist of a variety of traditional architectural styles that include French Normandy, Nantucket, Italian Villa, Santa Barbara, and Country Estate. Subsequent architectural improvements must be compatible with the overall design concept for One Ford Road and, except for the Custom Lots, identical or substantially similar to the original architectural design of the home as constructed by the Declarant. Changes to the architectural style of the Declarant constructed homes are not permitted. Applicant's are required to recognize the unique qualities of the homes and remain within the context of the existing community. Housing additions which strive to create new Architectural styles or maximize the buildable floor area by ignoring the need for broken roof lines and variation in building mass are not permitted. Below are general standards for building materials, form and details which are expressive of the Community's architectural character; and which will be used by the Committee in reviewing plans and specifications for compatibility with the architectural character of the community. Compliance with these Architectural and Landscape Standards shall not be in lieu of Committee approval or selectively applied by the Applicant. Compliance with the Architectural and Landscape Standards shall be determined by the Committee as part of the review process.

1. Heights.

- a. Dwellings.** Improvement heights must be compatible with surrounding structures in relation to massing and enclosure and may not exceed the highest ridge height of the home (excluding chimneys) as originally constructed by the Declarant. Second story additions to an existing single story home may not exceed the height of an imaginary line (string line) connecting the highest ridge height of homes (excluding chimneys) constructed on each side of the single story home.
- b. Other Structures.** The maximum height of other structures, including detached patio structures and accessory structures is ten (10) feet for flat open beam roofs and twelve (12) feet for sloped roofs above the original grade of the Lot.

- 2. Setbacks.** The minimum setback for any structure, excluding property line fences or walls, shall be established by measurement from property line, rolled curb, easement line, toe-of-slope, top-of-slope or interior side of developer installed wall to the nearest portion of any structure and shall be the greater setback of any distance specified below or City Zoning Ordinance unless noted otherwise. The toe-of-slope or top-of-slope, for purposes of this section, shall be as originally established by the developer, as shown on the grading plan on file with the Management Company. Setbacks may be increased by the Committee on a case by case basis to comply with the requirements of the CC&R's. Improvements shall not be permitted to cross the boundary of two (2) or more Lots without the prior approval of the Architectural Committee. In the event that an Owner is

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permitted to construct improvements on two (2) or more Lots within the community, the Owner of the Lots shall remain obligated to pay Assessments on all of the Lots.

Residence and Garage	Standard
Minimum front yard setback	Existing established or City Ordinance (whichever is less)
Minimum side yard setback:	Existing established or City Ordinance (whichever is less)
Minimum rear yard setback:	Existing established or City Ordinance (whichever is less)
Accessory Structures (non-inhabitable structures) Patio Structures, Gazebos, Storage Structures, Play Equipment / Structures (screened with landscaping)	Standard
Minimum front yard setback	Not permitted in the front yard
Minimum side yard setback	5 ft
Minimum rear yard setback	5 ft
Accessory Structures Pools, Spas, Ponds, Slides and Waterfalls (screened with landscaping)	Standard
Minimum front setback	Not permitted in the front yard
Minimum side yard setback: Interior Street Easement	3 ft 5 ft Not permitted in the Easement
Minimum rear yard setback	3 ft
Accessory Structures Built-in Barbeques, Fire pits, Fireplaces	Standard
Minimum front setback	Not permitted in the front yard
Minimum side yard setback: Interior Street Easement	3 ft and for Fireplaces, equal to its height if above 6 feet tall 5 ft and fully screened from the street Not permitted in the Easement
Minimum rear yard setback	3 ft
Accessory Structures Fountains, Statues	Standard
Minimum front setback	5 feet and softened with landscape

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	planting
Minimum side yard setback:	
Interior	0 ft but may not attach to a property line wall or fence and must be below wall height
Street	5 ft and must be softened with landscape planting
Easement	May only be place in the Easement if portable

3. **Site Coverage.** Except for the Balboa Homes, building footprints of residences and garages shall not cover more than sixty percent (60%) of the area included within the Lot Size. Freestanding accessory structures may occupy the lesser of twenty (20%) percent of the rear yard or two hundred (200) square feet whichever is less.

4. **Square Footage/Mass.** Except for the Balboa Homes, the floor to floor percentages of the main dwelling shall be designed and calculated as follows:
 - a. **First Floor.** The first floor area shall be 55% to 100% of total enclosed floor area
 - b. **Second Floor.** The second floor area shall be limited to no greater than 45% of the total enclosed floor area
 - c. **Garages.** Garages shall be included in the floor area calculations
 - d. **Volume Ceilings.** The area of enclosed volumes over 16 feet in height shall be calculated in the second floor area
 - e. **Covered Areas.** Decks and balconies on the second floor covered with solid roofs shall be calculated in the second floor area
 - f. **Basements.** Basements shall not be included in the floor area calculations

5. **Exterior Building Walls.** The material, color, and texture of new exterior walls shall match the existing house walls. Any new fascia or trim must match any existing fascia and trim. Veneer accents (such as wood siding, shingles, brick, and stone) when applied must terminate at inside corners to avoid exposing the thickness of the veneer to view.

Notwithstanding the acceptability of these materials, the use and application of the materials and colors remains subject to full Architectural Committee approval. This approval may be denied based on overall design / compatibility criteria as set forth in these Architectural and Landscape Standards. The exterior siding material treatment must achieve a complete architectural design statement that is compatible and harmonious with other homes in the neighborhood. Blank two-story high walls should be avoided and should not face open space, common areas or streets.

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6. **Roofs and Re-roofing.** Except for the Custom Lots, the slope, material, color, and texture of any new roof shall be identical to the existing roof. For Custom Lots, the proposed design and material will be evaluated for aesthetic compatibility with the existing or proposed Architecture of the custom home. Mansard and flat roofs are not permitted. New roof features (such as skylights, chimneys, or solar equipment) must be compatible with the design of the existing house. The color of new roof flashing, diverters, vent stacks, and similar features must match the existing roof color. Except for the Custom Lots, metal or copper roofing is limited to use as an accent material as originally constructed by the Declarant.
7. **Windows and Doors.** Some window and door styles may not be acceptable if the proposed changes alter the character of the window and door elements already existing in the neighborhood. Approved wooden, vinyl, or metal window frames must be painted to match trim, wood siding or stucco. Additional consideration of window and door design and placement are enumerated below:
 - a. **New Windows and Doors.** Windows and doors must be consistent in color, frame profile and operation on all sides of the home and enhance the architecture of the home. Window and door openings shall be designed to achieve an acceptable scale, order and proportion on all sides of the home. Window and door header heights shall be consistent and shall produce an ordered arrangement and composition within the total wall surface of an elevation.
 - b. **Door and Window Additions/Replacements.** When existing windows and doors are replaced or new windows and doors are added, the windows and doors shall be consistent and harmonious in color, design, style and order. All windows and doors shall be replaced, if needed, to maintain a consistent appearance on all elevations of the home. While this will generally require that the windows be consistent, some variation in type may be permitted if the overall result is a harmonious one. Mismatched window/styles and color will not be permitted.
 - c. **Glass.** Window glass may be slightly reflective for energy efficiency, but may not be heavily reflective, tinted, mirrored or stained glass. Reflective material that creates a “mirror” effect from the outside are prohibited where visible from adjacent properties and Common Area.
 - d. **Window and Door Coverings.** Curtains, drapes, shutters, or blinds may be installed as interior window coverings; however, any such covering visible from the street shall be in color and patterns which are approved by the Architectural Committee. No newspaper or aluminum foil shall be used as window coverings. Exterior security bars are prohibited. Security bars, if desired, may be placed on the inside of the windows or doors.
 - e. **Appliances.** No heating or air conditioning appliances may be placed in windows or doors

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f. **Garage Doors.** All replacement garage doors must be approved by the Architectural Committee. Replacement doors must be sectional roll-up doors in a color to match trim, stucco, or the wood siding on the home. Any proposed windows must be installed in the top section/panel of the door only. Other styles will be reviewed on a case-by-case basis. Treatments that draw attention to the garage door (e.g. family crest, eagles, excessive glass) are prohibited.

8. **Fascia / Gutters and Downspouts.**

a. **Fascia.** Fascia shall be made of wood or stucco and painted with a contrasting color from the main color of the home.

b. **Gutters and Downspouts.** Each Residence or Improvements on each Lot must have appropriate gutters and downspouts for collection and drainage of water which shall be maintained by each Owner. Gutters and/or downspouts may be exposed or concealed. Any exposed gutters or downspouts shall be colored to match the surface to which they are attached. No exposed roof straps or plastic gutters are permitted.

9. **Rooftop Appliances.**

a. **Rooftop Appliances.** Rooftop appliances (AC condensers, etc.) are not permitted except for solar panels and attic ventilators that satisfy the requirements set forth below.

b. **Attic Ventilators.** Attic ventilators or other mechanical apparatus requiring penetration of the roof should be low profile and as small in size as functionally possible and shall be painted to match the roof. They should be located on the least visible side of the roof and are not to extend above the ridgeline except as required by applicable building codes.

10. **Skylights.** Skylights may not project above the ridge height and must be arranged in an attractive grouping or order. Skylights shall have clear, solar bronze or gray flat glass. All metal framing and flashing must be painted to blend with the roof. Acrylic domes are prohibited. Clear anodized aluminum frames are prohibited. All visible manufacturer labels shall be removed prior to installation.

11. **Chimneys.** Chimneys may not exceed the minimum height above combustible structures established by the City's Building Code. Chimney flashing shall be covered to match the integral or applied color of the chimney. Chimneys shall be constructed of materials integral with the design of the home using siding materials found on the home. Exposed sheet metal flues are not permitted. Chimney flue terminations must be screened with a decorative cap.

12. **Overhangs and Other Building Projections.** Eaves, and projected windows that extend beyond the footing of a dwelling may not project more than thirty (30) inches into any front, side or rear yard setback. Roof overhangs with a minimum dimension of at least twelve (12) inches are required and must be in proportion to

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the dwelling. All such projections must conform to the original architectural character and style of the dwelling to which they are attached.

13. **Garages.** There shall be a minimum of two (2) enclosed garage spaces provided for each house. Minimum clear inside dimensions of a garage shall be defined by City Codes. In no event shall a garage, as originally constructed by the Declarant, be converted to livable area. No storage in a garage shall be permitted which precludes the use of the space of such garage for the parking of at least one automobile. Garage enlargements are prohibited unless the Applicant can demonstrate that there will be no increase in driveway (concrete) area and the size of the proposed garages is appropriate in scale and mass for the home and streetscape.
14. **Vehicles.** As outlined in CC&R Article II, the storage and repair of motorized vehicles, recreational vehicles, trucks, campers and watercraft are restricted as follows:
 - a. No area improved as a driveway on any Lot shall be used for the parking of any mobile home, motor home, recreational vehicle, truck, truck camper larger than a three quarter (3/4) ton pick-up truck, commercial vehicle, trailer and/or boat (except for temporary parking of any such vehicle for a period of not to exceed four consecutive hours for loading and/or unloading purposes). Vehicles described above may not remain parked on any street adjacent to the Property for more than twenty-four continuous (24) hours.
 - b. No parking of any motorized vehicle of any kind shall be permitted within the alleyways or the area adjacent to the garage of a Residence within the Balboa homes.
 - c. Except within the garage located on any Lot, no other portion of the Lot may be used for repairing any vehicle and/or boat.
15. **Solar Power and Thermal Systems.**
 - a. **Scale Drawings.** Detailed scale drawings must be submitted to the Architectural Committee along with the Application for Approval of any Improvements that include all or any part of a solar power system.
 - b. **Solar Panels.** Solar panels shall be placed (a) at locations that take into consideration the aesthetic balance of the house and the overall appearance of the community, (b) in a plane parallel to the roof plane, and (c) in a location that minimizes glare to surrounding houses. They preferably should be installed at the rear of the house or garage. Solar panels shall be installed in an aesthetically correct manner with gaps minimized and panel edges shrouded as required. Solar panels shall not exceed an overall height of eight (8) inches from the roof surface when being used for electric generation and not more than four (4) inches when used for water heating. Frames of the solar array are to be black or

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a dark bronze. When placed on grade, the panels shall be screened from adjacent Lots.

- c. **Other Equipment.** Preferably, no pipes, conduit or other equipment should be exposed to public view. Any hot water storage tank or battery bank located outside the house or garage must be completely enclosed. If any pipe, conduit or other equipment is visible, it shall be painted to match the color of that part of the house or other structure to which it is affixed.

16. **Balconies and Raised Decks.** Balconies and decks are an extension of the house and have a significant impact on its appearance. Balconies and decks may also modify the established relationship with adjacent properties. The impact to the adjacent neighbor is considered in the Architectural Committee's review.

- a. Balconies and decks shall be treated with a finished walking surface, and must be compatible with the house in material, color, and the design of railings and trim.
- b. All balconies and decks must be directly accessible from the same level of the living unit. Exterior stairs must be placed within the required setbacks and designed and constructed of materials consistent with the architecture of the home. Spiral stairs must be placed in an inconspicuous location, screened from Common Area and placed where the sound of footfalls on the treads will not create an unreasonable hardship on a neighboring home. Exposed pipe columns or structural steel supports are not permitted.
- c. No balconies or decks are permitted on or over any portion of a roof or designed in such a manner to be placed adjacent to a roof. Decks above the second floor will not be approved.
- d. All balconies and decks must terminate into a second floor wall and may not extend past or in front of single story roofs.
- e. Raised decks in yards may be raised no more than 12 inches above the existing grade and must be setback from property line walls a minimum of three (3) feet to allow for landscape screening between adjacent Lots.
- f. Balcony railings must be designed to match any existing railing on the house. Horizontal pipe railing, wire cable railing and glass railing is not permitted.
- g. Balconies are not to be used for storage. Balcony railings are to be designed to obscure the furniture and appliances placed on the balcony.

17. **Patio Structures / Pavilions and Gazebos.** The size and design of accessory structures must be compatible with the Lot and the immediate neighborhood, and shall be painted or stained to match colors on the home. Front yard arbors and

ARCHITECTURAL AND LANDSCAPE STANDARDS - VI

One Ford Road Community Association

trellises may not be appropriate, but will be considered on a case-by-case basis by the Committee:

- a. **Side Elevations.** The side elevations of such structures shall not be fully enclosed in any manner, except in a case where a wall of a dwelling forms a natural enclosure to some or all of a side elevation. Patio structures may not be used as a substitute for room additions. Fireplaces, entertainment walls and countertops may partially enclose an additional wall.
- b. **Adornments.** No objects such as urns, pots, televisions, etc., shall be placed on top of any such accessory structure. All such objects shall be located under, around, or suspended within the accessory structure. Televisions shall be placed and screened to minimize the visual and audible impact to the adjacent neighbor.
- c. **Roof Pitch.** Solid roofed structures shall be designed with pitched roofs to match the existing home. Open spaced roof structures (lattice or open beam) structures may be flat or horizontal.
- d. **Enclosure.** With the exception of a restroom constructed in conjunction with a swimming pool, enclosed structures are not permitted. Restrooms shall have a floor area not to exceed fifty (50) square feet and shall be reviewed for location and architectural compatibility.
- e. **Acceptable Materials.**
 1. The framework of such structures, including any overhead portions, must be made of wood, manufactured wood (aesthetically consistent with the proportions of wood), embossed steel, aluminum or plastic to simulate wood except that vertical support members may be clad with stucco or compatible stone products consistent with the existing home. Posts shall be a minimum six (6) inch x six (6) inch dimension or larger. Post spacing, height and size shall be designed in proportion to size of the structure.
 2. Roofing materials shall match the roof materials of the dwelling. All horizontal roofs must be a lattice type / open beam design with at least fifty (50) percent open space using a minimum two (2) inch x three (3) inch lattice / beam material and a minimum of two (2) inch gaps between the lattice / beam materials.
 3. Architectural Grade redwood and cedar is allowed to remain in its natural state, but is subject to painting should it deteriorate.
- f. **Unacceptable Materials.**
 1. Structures and framework of exposed metal and prefabricated structures that do not simulate the dimension, proportion, texture and framing systems of wood.

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One Ford Road Community Association

2. Roofing materials which do not match the materials and architecture of the home or community (e.g. thatch, reed, shade cloth, fiberglass, asphalt composition).
3. Solid flat paneled (insulated) metal patio roofs

18. **Awnings and Sunshades.** Awnings (fixed and retractable) and sunshades can provide an effective means of controlling glare and excessive heat buildup on windows and doors, and help to reduce energy consumption and utility costs. The manner in which such controls are implemented has a considerable effect on the exterior appearance of a house. Such devices must be compatible with the architectural character of the house in terms of color and materials and must be used only as an architectural accent. Such devices must also be compatible with the overall neighborhood. Additional design considerations are as follows:

- a. The awnings or sunshades may be of cloth in a simple design and color approved by the Architectural Committee. Cloth awning material must be maintained in an attractive and un-faded condition;
- b. Metal awnings are not permitted;
- c. Temporary sun shades attached to the vertical face of the house, patio cover, or gazebo (such as rolls of bamboo, fiberglass, or reed) are not permitted;
- d. The size, location, and form must be in scale with the window;
- e. Awnings and sunshades may project no more than thirty (30) inches into any front, side or rear yard setback;
- f. Awnings are permitted on windows in rear and side yards that are not visible from the street. Awning proposals for front elevations will be considered relative to the compatibility with the original architecture, color, scale and design;
- g. Some elevation styles within One Ford Road and some windows (such as large windows, recessed windows and/or windows designed as accent features themselves) are less suitable for awnings and may not be approved by the Committee.

19. **Exterior Colors.** Color is intended to act as a primary theme-conveying element, and reflective of the One Ford Road character. Exterior colors of buildings, fences, walls and structures as approved by the Architectural Committee for new construction, additions or Improvements shall not be changed or altered without Architectural Committee approval. All external repainting requires an Application; if the color scheme is identical to the current color, submission of an Application is still required.

Homeowners are to select from the preapproved colors located on the Dunn Edwards website or may repaint using the existing approved color scheme of their home. Custom colors are not permitted.

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The following link may be used to access the color library:

https://www.dunnedwards.com/colors/archive/color-ark_pro/one-ford-road/one-ford-road

- a. Adjacent homes or a home directly across the street may not be painted the same color scheme. A minimum one house separation between homes painted the same color scheme is required.
- b. Flat paint finishes are acceptable for all exterior elements of the home. Semi-gloss finishes are to be limited to window frames, doors and garage doors. No high-gloss finishes are permitted.

20. Temporary or Portable Structures. As outlined in Article II, Section 2.8 of the CC&R's, no shed, tent, trailer or temporary building shall be erected, maintained or used on any property within One Ford Road.

- a. Portable spas, canvas cabanas, etc. shall not be located on a Lot unless approved by the Architectural Committee. Such structures may be approved for one specific location and must be harmonious to the architecture of the home and surrounding area. Such structures will require the identical setbacks required of fixed Improvements from property lines to allow landscape screening. Temporary structures must conform to all requirements of the Architectural and Landscape Standards.
- b. See VI-A.21 for Play Equipment

21. Exterior Equipment. All water softeners, water heaters, gas meters, electrical meter panels, air conditioning equipment, pool equipment or other such equipment shall be completely concealed from public view and shall be installed in a place and manner that minimizes any negative impact on neighboring properties. Any electrical meter panel shall be recessed into a wall and shall be painted to match the color of that wall. Placement of each of these, as well as the type of equipment is subject to Architectural Committee. Machinery or exterior equipment which is used for home-hobby or entertainment purposes (televisions) may be used on a Lot provided such machinery or equipment meets the following standards:

- a. is obscured from view of other Lots by a fence or appropriate screen and such fence or screen is approved by the Architectural Committee;
- b. does not constitute a nuisance; and
- c. is not used between the hours of 10:00 PM. and 8:00 AM,
- d. no horns, whistles, bells or other sound devices, except security devices used exclusively for security purposes, shall be located, used or placed on a Lot.
- e. No exterior speakers shall be located, used or placed on any Lot or Residence within the Balboa or Carmel subdivisions of the community

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- f. Exterior speakers on any other Lots within the community may only be used between the hours of 8:00 AM. and 10:00 PM.
22. **Trash Containers and Storage Areas.** Trash, garbage, rubbish and other waste shall be kept only in sanitary containers. All services yards or service areas, clotheslines areas, sanitary containers, and storage piles, woodpiles, machinery and equipment on any property within One Ford Road shall be enclosed or fenced in such a manner that yards, areas, containers, and piles will be obstructed from view from any neighboring property or street. Sanitary containers may be set out no earlier than the night prior to the scheduled trash pick-up times and stored out of sight the morning after pick-up. Trash containers must be stored out of sight when not placed for scheduled curbside service. Homeowners must consider trash and storage areas in landscape, hardscape and fence designs to assure they are screened for streets, common area and adjacent Lots. No Owner shall use any balcony, if any, attached to the Residence included within his Lot for storage purposes.
23. **Satellite Dish and Antenna:** Satellite dish and antenna installation will not be reviewed by the Architectural Committee when the dish or antenna is less than 1 meter in diagonal dimension. Applicants must however comply with the following guidelines:
- a. Satellite dishes and antenna shall not be placed in the Common Area
 - b. Satellite dishes and antenna should be placed away from front yards or portions of the roof that face the front yard.
 - c. Cabling is to be installed in straight lines under eaves or parallel with fascia and rain gutters. Vertical cable is to be installed adjacent to rain downspouts. Cable installation in the middle of walls is to be avoided. Cable which is unsupported, draped or installed with efficiency rather than aesthetic care must be removed and reinstalled correctly.
 - d. Cable and clips colors are to be similar in color to the adjacent surface of the structure.
 - e. Provide reasonable screening of the dish and antenna from view by surrounding properties when the dish is located in the yard of a Lot. Such screening shall be accomplished in order of priority by:
 1. Lowering the grade elevation of the pad supporting the dish and antenna such that the top of the dish/antenna shall not exceed the height of any existing opaque perimeter Lot wall, fence or landscape screening
 2. Installing landscape materials around the dish and antenna to screen the dish/antenna from view
 3. Combination of the above.
24. **Pet Houses.** A pet house should be compatible with your house in color, and should be located where it is not visible from public view and is otherwise

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visually unobtrusive. The pet house should also be placed away from neighbor's windows and living areas.

25. **Flags, Banners and Signs.** Notwithstanding any provision or restriction contained in the Declaration to the contrary, and in accordance with applicable state and federal laws, flags, banners and signs may be installed within the community subject to prior written approval from the Architectural Committee and the following standards:
- a. Freestanding flagpoles are prohibited in front yards. With the exception of an American flag, the design, material, installation and lighting of flagpoles shall be subject to the review and approval of the Architectural Committee.
 - b. One flag / banner bracket is permitted for each home. The size of flags and banners shall be compatible with the scale of the house. The design and message/content of flags and banners shall be appropriate for residential development.
 - c. Non-Commercial flags and banners may not exceed fifteen (15) square feet in size. Flags and banners must have no commercial content or inappropriate message; and must be maintained continually in good repair. The flagstaff holding the decorative flag must be no longer than six (6) feet in length. The staff must be removed when a flag is not displayed. No signs may be placed in Common Areas.
 - d. Non-Commercial signs may not exceed nine (9) square feet in size and may only be placed per approval of the Architectural Committee. An Owner may display on a Lot one (1) real estate sign per the One Ford Road Standard, per street frontage not exceeding five (5) feet in height provided that it is unlit and is removed within fifteen (15) days after the close of escrow. Signs placed on the rear street frontage are prohibited. Freestanding signs shall maintain a seven (7) foot setback from all property lines. No more than five (5) "Open House" signs not exceeding five (5) feet in height are permitted for directing prospective buyers to property for sale, located a minimum of three (3) feet from the sidewalk or seven (7) feet from the curb or edge of pavement where no sidewalk exists.
 - e. No other sign or advertising device may be displayed anywhere on an Owner's Lot, with the exception of commonly accepted protective device signs, including for security alarms, "beware of dog" and "no soliciting", or non-commercial signs.
26. **Weather Vanes, Windmills, Paddles and Windsocks.** Ornamental wind units such as weather vanes, wind-mills, wind-paddles, or wind-socks require Committee approval. Size and color limitations include:

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One Ford Road Community Association

- a. Weather vanes may not exceed eighteen (18) inches by thirty-six (36) inches in cross section size and must be constructed of durable materials such as metal;
 - b. Wind-mills and wind paddles may not exceed twelve (12) inches x eighteen (18) inches in cross section size;
 - c. Weather vanes, wind-mills or paddles may not be brightly colored;
 - d. Wind socks may not exceed eighteen (18) inches in length;
 - e. Weather vanes, windmills and windsocks may not exceed ten (10) feet in height or create an unreasonable nuisance
27. **Air Conditioners:** Air conditioners may be installed subject to prior written approval from the Architectural Committee. Any such equipment shall be screened from view from adjoining residences and streets. Care must be taken not to place air conditioning units adjacent to neighbor's windows or outdoor living space. Air conditioning units shall comply with the minimum acoustic requirements of City Codes. Through wall, roof top mounted or window air conditioners, fans and condensers are prohibited.
28. **Screen Doors and Security Bars:** All screen doors, other than those provided as a standard accessory with sliding glass doors, must be approved by the Architectural Committee. Exterior security doors and bars are prohibited. Security doors and bars may be placed on the interior of the home. The Committee shall consider the approval of screen doors under the following standards and criteria:
- a. Doors shall be painted to match the exterior trim around the front door opening or blend with the same trim.
 - b. Door shall not be ornate or massive in design (i.e., bars, scrolls, etc.).
 - c. Consideration of location of the screen door relevant to its visibility from walks, streets, etc.
29. **Clothes Lines:** Clothes lines are permitted in rear yards only. Clothes lines are limited to the ground level and may not exceed seven (7) feet in height. Clothes lines are not to be attached to the residence. Clothes lines must be setback from the property line a minimum of three (3) feet to allow landscape screening.
30. **Unspecified Items.** Any material, condition, architectural feature or other item not specifically or clearly described in these Architectural and Landscape Standards shall become a matter of discretionary judgment on the part of the Architectural Committee acting in good faith on behalf of the best interests of the Association as a whole.

FORM – EXHIBIT A

One Ford Road Community Association

HOME IMPROVEMENT APPLICATION

When complete, mail this form to:

Architectural Committee
One Ford Road Community Association
Keystone Pacific Property Management
16775 Von Karman, Suite 100
Irvine, CA 92606

Date Received by Keystone Pacific _____

IMPORTANT DISCLOSURE: Pursuant to Civil Code, a proposed architectural change may not violate any governing provision of law, including, but not limited to, the Fair Employment and Housing Act (Part 2.8 (commencing with Section 12900) of Division 3 of Title 2 of the Government Code), or a building code or other applicable law governing land use or public safety (collectively, "Laws and Codes"). Neither the Association's agent(s), the Board, nor the Architectural Committee ("AC") reviewing your application for property Improvement(s) is responsible for becoming knowledgeable of, or interpreting, or enforcing the Laws and Codes that may be applicable to the subject improvement(s), and, therefore, neither the AC nor the Board shall confirm compliance or noncompliance with any of the Laws and Codes as part of the review process. Accordingly, the Applicant is responsible for confirming compliance with the Laws and Codes, and any approval by the AC or the Board shall not be deemed a statement, representation, or warranty that your plans are in compliance with the Laws and Codes. Further, any approval is conditioned upon all the proposed Improvements complying with all applicable Laws and Codes, and to the extent any of the proposed Improvements violate any of the applicable Laws and Codes, any approval given shall be void and of no effect as to the improvement(s) that violate any of the Laws and Codes.

NAME: _____ DATE: _____

PROPERTY ADDRESS: _____

MAILING ADDRESS: _____

E-MAIL: _____ WORK PHONE: _____ HOME PHONE: _____

PROPOSED START DATE: _____ COMPLETION DATE: _____

APPLICATION FEE: __ MINOR (\$325 Fee / \$500 Performance Deposit) __ MODERATE LANDSCAPE (\$675 Fee / \$2,500 Performance Deposit) __ MAJOR LANDSCAPE (\$1,225 Fee / \$5,000 Performance Deposit, __ MODERATE ARCHITECTURAL (\$1,050 FEE/ \$5,000 Performance Deposit) __ MAJOR ARCHITECTURAL (\$1,600 fee / \$10,000 Performance Deposit)

PLAN SUBMITTAL CHECK LIST: (See Submission Standards)

PROJECTS BEING SUBMITTED: (Please check appropriate items)

<u>ARCHITECTURAL</u>	<u>LANDSCAPE/HARDSCAPE</u>	<u>EQUIPMENT</u>
<input type="checkbox"/> AWNINGS(S)	<input type="checkbox"/> DRAINS	<input type="checkbox"/> AC CONDENSER
<input type="checkbox"/> GAZEBO(S)	<input type="checkbox"/> FENCE(S)/WALL(S):	<input type="checkbox"/> SPORT EQUIPMENT
<input type="checkbox"/> SHED	<input type="checkbox"/> GATE(S)	<input type="checkbox"/> PLAYHOUSE
<input type="checkbox"/> LIGHTING	<input type="checkbox"/> FRONT	<input type="checkbox"/> POOL & EQUIPMENT
<input type="checkbox"/> PATIO COVER(S)	<input type="checkbox"/> SIDE	<input type="checkbox"/> SPA & EQUIPMENT
<input type="checkbox"/> PAINTING	<input type="checkbox"/> REAR	<input type="checkbox"/> POOL SLIDE
<input type="checkbox"/> ROOFING	<input type="checkbox"/> RETAINING	<input type="checkbox"/> FOUNTAIN
<input type="checkbox"/> GUTTERS/ DOWNSPOUTS	<input type="checkbox"/> LANDSCAPE	<input type="checkbox"/> SOLAR PANELS
<input type="checkbox"/> SKYLIGHTS	<input type="checkbox"/> HARDSCAPE	<input type="checkbox"/> PLAYGROUND EQUIPMENT
<input type="checkbox"/> PAVILION	<input type="checkbox"/> FRONT	<input type="checkbox"/> FIRE PIT
<input type="checkbox"/> DOORS AND/OR WINDOWS	<input type="checkbox"/> REAR	<input type="checkbox"/> FIREPLACE
<input type="checkbox"/> ROOM ADDITION	<input type="checkbox"/> SIDE	<input type="checkbox"/> OUTDOOR KITCHEN / BBQ
<input type="checkbox"/> NEW HOME		<input type="checkbox"/> ANTENNA/SATELLITE DISH
		<input type="checkbox"/> CLOTHES LINE

OTHER: _____

One Ford Road Community Association

SUBMISSION STANDARDS CHECKLIST

The One Ford Road Community Association is professionally managed by Keystone Pacific Property Management, Inc. All Applications and submission materials must be mailed or delivered to:

**Architectural Committee
One Ford Road Community Association
C/O Keystone Pacific Property Management
16775 Von Karman, Suite 100
Irvine, CA 92606**

In order for your plans to be processed in a timely manner, please make sure that they are complete with the following items as indicated below and with the correct number of copies. A minimum of two (2) printed sets and an electronic set in PDF format are required for all Applications.

The Applicant reviews the Architectural and Landscape Standards and prepares plans depicting the proposed new Improvement. To expedite the approval of submitted Home Improvement Application packages, they must include, at a minimum, each of the items detailed in the following information. Application packages that do not contain required details may be returned incomplete and will require re-submittal.

Plans submitted for review shall be drawn at the minimum scales listed below:

Site Plan / Grading Plan at 1"=10' or 1/8" = 1'-0"
Roof Plan at 1/4" = 1'-0)
Floor Plan at 1/4" = 1'-0)
Elevations at 1/4" = 1'-0)
Sections at 1/4" = 1'-0)
Fence and Wall Plans at 1/8" = 1'-0)
Landscape and Hardscape Plans at 1/8" = 1'-0"

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All Application submissions for Architectural Committee review shall include, where applicable, the following:

New Homes / Additions / Remodels / Exterior Modification:

- Completed Application
- Review Fee
- Performance Deposit
- Neighbor Notification Statement
- Signed General Conditions of Approval form
- Certification of Story Pole Placement (new homes and room additions)

Two (2) sets of the following:

- Description of materials to be used and where (specifications).
- Accurately scaled and dimensioned floor plans, roof plans and exterior elevations of the proposed and existing structures. Existing structures may be illustrated with photos. Exterior elevations are to illustrate gutters and downspouts, windows, doors, finishes and other architectural features.
- An accurately scaled and dimensioned site plan / plot plan / grading plan illustrating the location and height of existing and proposed Improvements as well as the following:
 1. Include a profile of applicants home as well as adjacent homes to clarify their proximity to proposed Improvements.
 2. Include property line locations and dimensions, patio areas and easement location(s).
 3. Fences / walls and gates
 4. Existing and proposed drainage system as well as current Lot drainage pattern and grades.
 5. Lighting type and location
 6. All required setbacks and Height Restriction Areas
 7. Photos of the existing home or empty Lot.

Landscape / Hardscape:

- Completed Application
- Review Fee
- Performance Deposit
- Neighbor Notification Statement
- Signed General Conditions of Approval form

Two (2) sets of the following:

- An accurately scaled and dimensioned site plan illustrating the location and heights of existing and proposed Improvements as well as the following:
 1. Include a profile (illustrated on site plan) of applicants home as well as adjacent homes to clarify their proximity to proposed Improvements
 2. Include property line locations and easement location(s)

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3. All proposed and existing sidewalks and planters
4. Description of materials to be used and where (specifications)
5. Description and layout of proposed and existing plants and trees. The description should include common and botanical names and identify the full size of plants and trees at maturity.
6. Existing and proposed sprinkler / irrigation system
7. Existing and proposed drainage system as well as current Lot drainage pattern and grades.
8. Existing and proposed shade structure(s), arbors, gazebos, trellis, stairs, pools, spas, ornamental rock features and other features
9. Roof plans and elevations of proposed structures
10. Fireplace, BBQ grille and or fire pit location and type
11. Lighting type and location
12. Walls and fences
13. All required setbacks and Height Restriction Areas

Shade Structure / Awnings / Arbors / Gazebos / Pavilions / Play Houses / Patio Roofs:

- Completed Application
- Review Fee
- Performance Deposit
- Neighbor Notification Statement
- Signed General Conditions of Approval form
- Certification of Story Pole Placement (for Accessory Structures which exceed fence height)

Two (2) set of the following:

- Description of materials to be used and where (specifications)
- Accurately scaled and dimensioned elevations of the proposed and existing structures. Existing structures may be illustrated with photos
- Paint and material samples
- An accurately scaled and dimensioned site plan illustrating the location and height of existing and proposed Improvements as well as the following:

1. Include a profile of applicants home as well as adjacent homes to clarify their proximity to proposed Improvements.
2. Include property line locations and easement location(s).
3. Lighting type and location
4. All required setbacks and Height Restriction Areas

Fireplaces / Fire Pits / Outdoor Kitchens

- Completed Application
- Review Fee
- Performance Deposit
- Neighbor Notification Statement
- Signed General Conditions of Approval form

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Two (2) set of the following:

- Description of materials to be used and where (specifications)
- Accurately scaled and dimensioned elevations of the proposed and existing structures. Existing structures may be illustrated with photos
- Paint and material samples
- An accurately scaled and dimensioned site plan illustrating the location of existing and proposed Improvements as well as the following:
 1. Include a profile of applicants home as well as adjacent homes to clarify their proximity to proposed Improvements.
 2. Include property line locations and easement location(s).
 3. Lighting type and location
 4. All required setbacks and Height Restriction Areas

Exterior Color and Finishes (Painting and Siding):

- Completed Application
- Review Fee
- Performance Deposit
- Neighbor Notification Statement
- Signed General Conditions of Approval form
- Selection from pre-approved color schemes or use of the existing approved color scheme of the home. Use the following link:
https://www.dunnedwards.com/colors/archive/color-ark_pro/one-ford-road/one-ford-road

Two (2) sets of the following:

- True paint chip samples (not copies or prints) describing where paint will be used (trim, siding, door, etc.)
- Paint Submittal Example – Exhibit E, exterior photos identifying where color will be applied or an exterior elevation of the home illustrating where the color will be applied
- Exterior photos of adjacent homes

Note: Adjacent homes (next door and across the street) may not have the same color palette.

Roofing / Skylights / Solar Panels:

- Completed Application
- Review Fee
- Performance Deposit
- Neighbor Notification Statement
- Signed General Conditions of Approval form

Two (2) sets of the following:

- Sample or color photos and literature of roofing materials
- If adding skylights, provide literature describing and illustrating the skylights. Provide an accurately scaled roof plan showing the exact size and location of the skylights.

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- If providing solar panels, provide literature describing and illustrating the solar panels. Provide an accurately scaled plan showing the location of the proposed panels and support equipment.

Window / Door Replacement:

- Completed Application
- Review Fee
- Performance Deposit
- Neighbor Notification Statement
- Signed General Conditions of Approval form

Two (2) sets of the following:

- Sample or color photos and literature of window / door materials clearly identified
- Floor Plan showing the location of proposed window / door replacement
- Photos of exterior of home. Photos must depict the entire side of the home not just the window or door to be replaced.

Garage Door Replacement:

- Completed Application
- Review Fee
- Performance Deposit
- Neighbor Notification Statement
- Signed General Conditions of Approval form

Two (2) sets of the following:

- Photo of the existing garage door
- Color photos or literature of proposed door with materials and colors identified

Fences / Walls / Gates:

- Completed Application
- Neighbor Notification Statement
- Review Fee
- Performance Deposit
- Signed General Conditions of Approval form

Two (2) set of the following:

- Description of materials to be used and where.
- Accurately scaled and dimensioned elevations or brochure illustrations of the proposed and existing fences / walls or gates. Existing fences / walls or gates may be illustrated with photos.
- Paint or stain samples if the fence / wall or gate is to be painted or stained.
- An accurately scaled and dimensioned site plan illustrating the location and height of existing and proposed Improvements as well as the following:

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1. Include a profile of applicants home as well as adjacent homes to clarify their proximity to proposed Improvements.
2. Include property line locations and easement location(s) as applicable
3. Proposed and existing fences / walls / gates and guardrails
4. Lighting type and location (if any)
5. All required setbacks

Spas / Pools / Slides / Water Features:

- Completed Application
- Review Fee
- Performance Deposit
- Neighbor Notification Statement
- Signed General Conditions of Approval form

Two (2) set of the following:

- Description of materials to be used and where.
- Accurately scaled and dimensioned spa / fountain plans.
- Accurately scaled and dimensioned elevations of proposed and existing structures to support the new spa, pool or fountain. Existing structures may be illustrated with photos.
- Color, composition and height of new fences or walls
- Pump and filter data and noise control measures
- An accurately scaled and dimensioned site plan illustrating the location and height of existing and proposed Improvements as well as the following:

1. Include a profile of applicants home as well as adjacent homes to clarify their proximity to proposed Improvements
2. Spa, pool, slide and fountain location
3. Include property line locations and easement location(s) as applicable.
4. The height of the proposed spa, pool, slide or fountain in relation to adjacent property line walls
5. Location and height of new walls or fence required to support the spa / pool / fountain installation.
6. Pump and filter equipment location and noise rating
7. Solar panels or collectors
8. Lighting type and location
9. All required setbacks

Air Conditioning:

- Completed Application
- Review Fee
- Performance Deposit
- Neighbor Notification Statement
- Signed General Conditions of Approval form

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- Two (2) set of the following:
- Description of equipment to be used including data on decibel levels
- An accurately scaled and dimensioned site plan illustrating the location of existing and proposed Improvements as well as the following:
 1. Include property line locations, easement location(s) and top of slope location(s) as applicable.
 2. Include a profile of applicants home as well as adjacent homes to clarify their proximity to proposed Improvements.
 3. Equipment location and required setbacks

Noncommercial Flags / Banners / Signs:

- Completed Application
- Review Fee
- Neighbor Notification Statement

- Two (2) set of the following:
- Description, size and quantity of flags, banners or signs to be installed and method of support
- An accurately scaled and dimensioned site plan and photographs illustrating the location of proposed flag, banner or sign placement

Sports / Play Equipment:

- Completed Application
- Review Fee
- Performance Deposit
- Neighbor Notification Statement
- Signed General Conditions of Approval form

- Two (2) set of the following:
- Description of materials to be used and where.
- Accurately scaled and dimensioned site plans showing the proposed location
- Accurately scaled and dimensioned elevations of proposed and existing structures to support the equipment / court. Existing structures may be illustrated with photos.
- Color, composition and height of new fences, walls or landscape screening
- An accurately scaled and dimensioned site plan illustrating the location and height of existing and proposed Improvements as well as the following:
 1. Include a profile of applicants home as well as adjacent homes to clarify their proximity to proposed Improvements.
 2. Equipment location
 3. Include property line locations, easements and top of slope location(s) as applicable.
 4. Location and height of new walls or fence required to support the equipment installation.

One Ford Road Community Association

5. Lighting type and location
6. All required setbacks

Clothes Lines:

- Completed Application
- Review Fee
- Performance Deposit
- Neighbor Notification Statement
- Signed General Conditions of Approval form

- Two (2) set of the following:
- An accurately scaled and dimensioned site plan illustrating the location of existing and proposed Improvements as well as the following:
 1. Include property line locations, easement location(s) and top of slope location(s) as applicable.
 2. Include a profile of applicants home as well as adjacent homes to clarify their proximity to proposed Improvements.
 3. Clothesline location, height and design

One Ford Road Community Association

NEIGHBOR NOTIFICATION STATEMENT - EXPLANATION

The attached Neighbor Notification Statement (Exhibit C) is being sent to you because your neighbor's proposed Improvements may affect you, and the Architectural Committee would like the early identification of potential conflict. It is important to the Architectural Committee that you, as a neighbor to the proposed project, be apprised of the project scope and duration. A completed Neighbor Notification Form (Exhibit C) must be submitted by the Improvement Applicant (your neighbor) with each Application.

The Neighbor Notification Statement may be carried to your front door by your neighbor seeking your signature. An alternate method of notification is a Certified Letter mailed to all adjacent, facing and impacted neighbors. The information presented to you by the Improvement Applicant must include a written description of the proposed Improvements, the exhibits (drawings, plans, etc.) illustrating the Improvements and the project duration.

Each impacted neighbor is asked to review the proposed Improvement. Any comments or objections must be made, in writing, to the Management Company. The Management Company will forward all comments/concerns to the Architectural Committee for its consideration in the Review process. Please keep in mind that you do not have the authority to approve or deny the Improvement Applicant's submission. The intent of this statement is to collect comments from concerned neighbors to assist the Architectural Committee in the review of the Application for the proposed Improvement.

The One Ford Road Community Association is professionally managed by Keystone Pacific Property Management, Inc. All concerns regarding a proposed Improvement may be mailed or delivered to:

**Architectural Committee
One Ford Road Community Association
C/O Keystone Pacific Property Management
16775 Von Karman, Suite 100
Irvine, CA 92606**

FORM - EXHIBIT C

One Ford Road Community Association

NEIGHBOR NOTIFICATION STATEMENT

The attached plans were made available to the following neighbors for review:

Impacted Neighbor	

Address	_____
Print Name	_____
Signature	Date

Impacted Neighbor	

Address	_____
Print Name	_____
Signature	Date

Common Area - Rear of Home (if applicable)

Adjacent Neighbor	

Address	_____
Print Name	_____
Signature	Date



Adjacent Neighbor	

Address	_____
Print Name	_____
Signature	Date

Your Street - Front of Home (if applicable)

Facing Neighbor	

Address	_____
Print Name	_____
Signature	Date

Facing Neighbor	

Address	_____
Print Name	_____
Signature	Date

Facing Neighbor	

Address	_____
Print Name	_____
Signature	Date

My neighbors have seen the Application and Exhibits I am submitting for Architectural Committee Approval (see above verification). If any neighbor has a concern, they should contact the Management Company. Please note that neighbor objections do not in themselves result in denial of the plans but the Committee may consider the neighbor's objections.

SUBMITTED BY:

Name: _____ Date: _____

Property Address: _____

One Ford Road Community Association

NOTICE OF COMPLETION

NAME: _____ DATE: _____

PROPERTY ADDRESS: _____

MAILING ADDRESS: _____

E-MAIL: _____ PHONE: _____

- Completed Per Approval:
I herby notify the Architectural Committee that the above referenced improvement was completed on the above date in conformance with the plans and specifications approved by the Architectural Committee.
- Not Completed Per Approval:
I herby notify the Architectural Committee that the above referenced improvement was not completed in conformance with the plans and specifications approved by the Architectural Committee.

Explanation: _____

Type of Work (check one or more):

<u>ARCHITECTURAL</u>	<u>LANDSCAPE/HARDSCAPE</u>	<u>EQUIPMENT</u>
<input type="checkbox"/> AWNINGS(S)	<input type="checkbox"/> DRAINS	<input type="checkbox"/> AC CONDENSER
<input type="checkbox"/> GAZEBO(S)	<input type="checkbox"/> FENCE(S)/WALL(S):	<input type="checkbox"/> SPORT EQUIPMENT
<input type="checkbox"/> SHED	<input type="checkbox"/> GATE(S)	<input type="checkbox"/> PLAYHOUSE
<input type="checkbox"/> LIGHTING	<input type="checkbox"/> FRONT	<input type="checkbox"/> POOL & EQUIPMENT
<input type="checkbox"/> PATIO COVER(S)	<input type="checkbox"/> SIDE	<input type="checkbox"/> SPA & EQUIPMENT
<input type="checkbox"/> PAINTING	<input type="checkbox"/> REAR	<input type="checkbox"/> POOL SLIDE
<input type="checkbox"/> ROOFING	<input type="checkbox"/> RETAINING	<input type="checkbox"/> FOUNTAIN
<input type="checkbox"/> GUTTERS/ DOWNSPOUTS		<input type="checkbox"/> SOLAR PANELS
<input type="checkbox"/> SKYLIGHTS	<input type="checkbox"/> LANDSCAPE:	<input type="checkbox"/> PLAYGROUND EQUIPMENT
<input type="checkbox"/> PAVILION	<input type="checkbox"/> HARDSCAPE	<input type="checkbox"/> FIRE PIT
<input type="checkbox"/> DOORS AND/OR WINDOWS	<input type="checkbox"/> FRONT	<input type="checkbox"/> FIREPLACE
<input type="checkbox"/> ROOM ADDITION	<input type="checkbox"/> REAR	<input type="checkbox"/> OUTDOOR KITCHEN / BBQ
<input type="checkbox"/> NEW HOME	<input type="checkbox"/> SIDE	<input type="checkbox"/> ANTENNA/SATELLITE DISH
		<input type="checkbox"/> CLOTHES LINE

OTHER: _____

PLEASE ENCLOSE PHOTOGRAPHS OF THE COMPLETED IMPROVEMENTS
(DO NOT WRITE BELOW THIS LINE)

Inspected by: _____ Date: _____

The Architectural Committee reviewed the Improvements and recommends the following Disposition:

- _____ APPROVED: Final review is complete and the Owner is in general conformance with the approved plans and noted changes are acceptable.
- _____ DISAPPROVED: Owner is not in reasonable conformance with the approved plans. Owner shall complete/modify/remove the items noted below or on the review summary. After all items have been corrected, resubmit for final review.

Comments: _____

_____ COMMITTEE'S SIGNATURE	_____ DATE
_____ COMMITTEE'S SIGNATURE	_____ DATE
_____ COMMITTEE'S SIGNATURE	_____ DATE

PAINT SUBMITTAL EXAMPLE

Garage Door: Color _____

Main Body: Color _____

Fascia: Color _____

Trim: Color _____

Front Door: Color _____

Windows: Color _____



Provide a similar photograph of your home and list the color for each of the features identified. Identify the paint manufacturer, paint number and paint name. Provide color chips / samples of the colors.

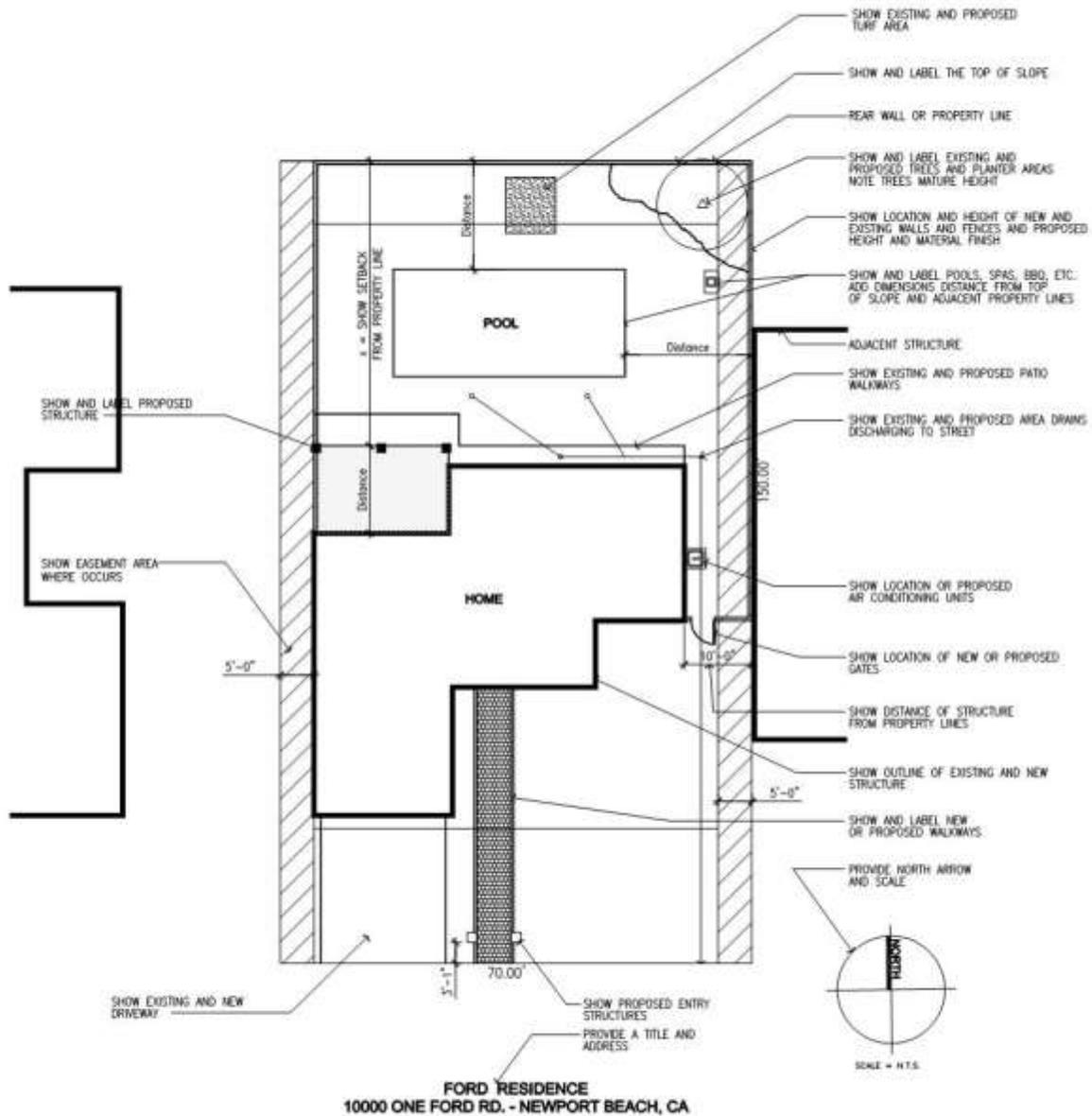
SUBMITTED BY:

Name: _____ Date: _____

Property Address: _____

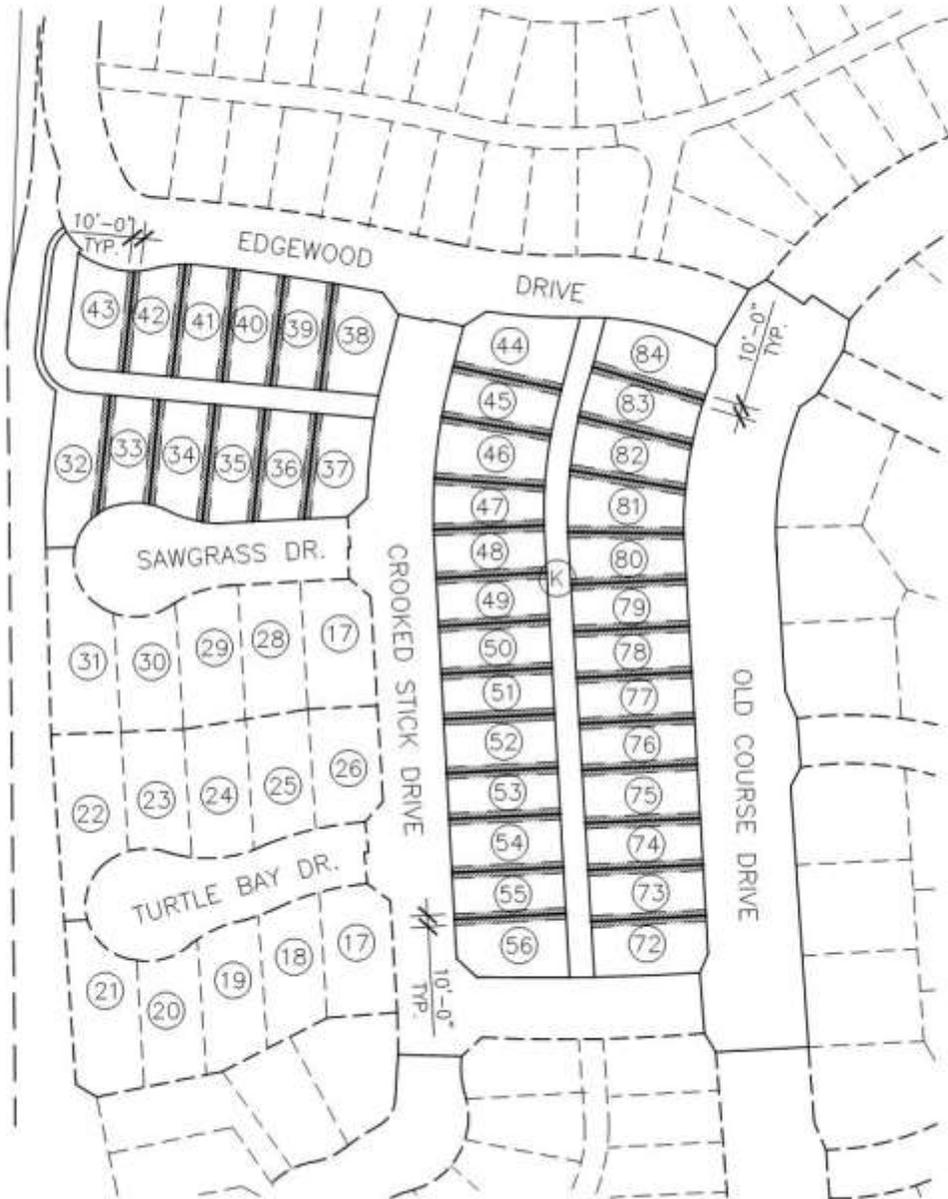
FORM – EXHIBIT F
One Ford Road Community Association

SITE PLAN EXAMPLE



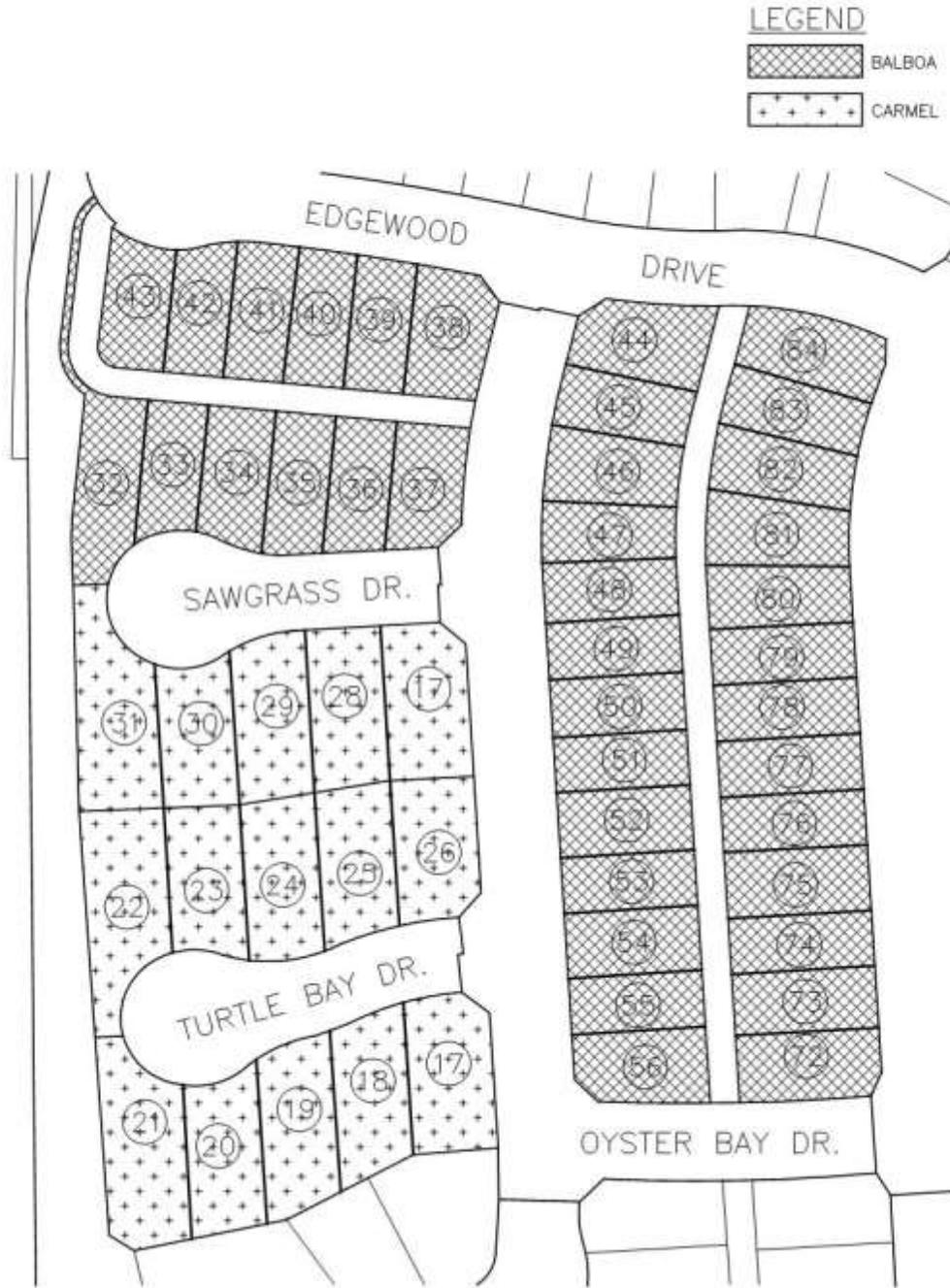
ONE FORD ROAD GENERIC SITE PLAN EXAMPLE

EASEMENT EXAMPLE



FORM – EXHIBIT H
One Ford Road Community Association

BALBOA AND CARMEL HOMES



GENERAL CONDITIONS OF APPROVAL

The following shall be conditions of any Architectural and Landscape Approval and shall be deemed incorporated by reference in all plans or Architectural Committee letters of approval. It shall be the responsibility of the Applicant to ensure that these conditions are enforced upon all persons or firms used, engaged or employed in carrying out any operation or trade in conjunction with the Improvement. The Architectural Committee may condition its approval of plans and specifications with such changes it deems appropriate and may require submission of additional plans and specifications or other information or materials prior to approving or disapproving plans and specifications.

- A. Pre-Construction Conference:** Prior to commencing construction, the Architectural Committee may require a meeting with the Owner and/or Builder or the designated representatives to review the Community’s expectations for conduct and management of construction related activities and to photo document the condition of the community sidewalk and Common Area. The Owner and Builder shall provide a detailed plan as to the areas to which all construction activity will be confined, including without limitation: size and location for construction material storage, limits of excavation, parking, chemical toilet location, temporary structures, if any (subject to Architectural Committee approval), dumpsters and utility trenching, and methods for protection, such as fencing, barricades, or other means, to be set up prior to commencement of construction.
- B. Occupational Safety and Health Act ("OSHA") Compliance:** All applicable OSHA regulations and guidelines must be strictly observed at all times.
- C. Signs:** No commercial signs shall be displayed on any Lot other than a sign advertising the property for sale as permitted by the Declaration, "Beware of Dogs" signs and "No Soliciting" signs which satisfy the requirements set forth below. This limitation applies to tradesmen's, contractors' and installers' signs of any type, including the signs identifying the Lot as the site of their activities or operations. In general, The Architectural Committee will approve a single sign no greater than 24" x 36" mounted on the construction fencing. The sign must provide the name and contact information of the responsible party to contact in the event of an off-hour emergency or compliance related issue. The sign must have the have the following information:
“For Concerns Regarding this Construction Site, Contact _____ at () _____”
In no event shall banners or multiple signs be permitted.
- D. Hours of Operations:** All exterior construction operations producing dust or noise are limited to the hours between 7:00 AM and 5:00 PM on Monday through Friday and 8:00 AM and 3:00 PM on Saturdays. No construction shall be permitted on Sundays and the following holidays: Christmas Eve Day, Christmas Day, New Years Day, Memorial Day, 4th of July, Labor Day, Thanksgiving Day. In the event City Ordinances are more restrictive, the City Ordinances shall prevail.
- E. Temporary Structure:** No structure of a temporary character will be permitted to remain on any Lot without the written approval of the Architectural Committee.
- F. Sanitary Facilities and Fencing:** Each Owner and Builder shall be responsible for providing adequate sanitary facilities for their construction workers. Portable toilets or similar temporary toilet facilities shall be located only on the Lot itself in a location screened from the street and approved by the Architectural Committee. Chain link fencing with vinyl screening will be required for all Major and Moderate project types visible from the street (construction activity, stored materials, toilets, etc.).

- G. Water Run-off and Debris Removal:** Appropriate Best Management Practices (BMP's) are to be implemented to control water run-off and construction debris onto adjacent properties, Common Areas and streets. No refuse or construction materials of any type shall be washed down the gutter/street drains.
The Property, streets and Common Area is to be cleaned, at least, at the end of each day during construction.
Debris collected on the construction site must be stored in a dumpster / trash bin. Debris piled / stored for eventual removal, and not in a dumpster / trash bin, is not permitted.
- H. Unightly Items:** All rubbish, debris and unsightly material or objects of any kind shall be regularly removed from the Lot and will not be allowed to accumulate thereon. Removal shall be made weekly, preferably on Friday and rubbish will not be allowed to accumulate on Lots, streets or Common Areas. The Owner will be responsible for the cost of any trash cleanup work performed by the Association. Owners are prohibited from dumping, burying or burning trash anywhere within the community. Concrete trucks washing out spill pans before leaving the construction site shall do so only on the Owner's Lot.
- I. Streets and Common Areas:** No construction debris or materials such as sand or bricks may be permitted to remain on streets, sidewalks, adjacent Lots or Common Areas. All items of such nature must be stored on the Owner's Lot. In the event that any materials are delivered and deposited on the streets, sidewalks or Common Areas, the Owner will be held responsible for the costs involved in cleaning and/or restoring the streets, sidewalks and Common Areas.
- J. Dust and Noise:** The Owner shall be responsible for controlling dust and noise from any construction on his lot. No loud radio noise or conversation volume which can be heard from streets or adjacent homes is permitted. Common courtesy must be observed at all times. Any construction work which risks damaging or impacting adjacent property and Common Areas such as spray painting, sand blasting, etc., must provide adequate protection to contain the work and protect adjacent property.
- L. Excavation:** Excess excavation materials must be hauled away during the excavation process and may not be stored on the Lot or Common Areas.
- M. Restoration or Repair of Other Property Damaged:** Damage to other property, including without limitation, other Lots, Common Areas, or other Improvements shall be repaired or restored promptly at the expense of the person causing the damage or the Owner of the Lot where the construction activity is taking place. Upon completion of construction, each Owner and contractor shall clean the construction site and repair or restore all damaged property, including without limitation, restoring grades, and repairing streets, driveways, drains, irrigation systems, culverts, ditches, signs, lighting and fencing.
- N. Maintenance of Improvements:** The repair and maintenance of any work or Improvements will be the responsibility of the installing Owner and subsequent Owner.
- O. Drainage:** There shall be no modification or interference with the established drainage pattern over any of the property, unless an adequate alternative provision, previously approved in writing by the Architectural Committee, is made for proper drainage.
All downspouts are required to be tied into underground drain systems with dedicated hubs and discharged to an engineered system. Emphasis must be placed on the importance of good drainage due to the expansive soil in the community.

FORM – EXHIBIT I
One Ford Road Community Association

- P. Workmanship:** All Improvements shall be performed in a manner consistent with existing structures. Any work deemed by the Architectural Committee to be of inferior quality shall be reworked or removed and the building restored to its condition prior to commencement of the work by the Owner.
- Q. Enforcement:** Failure to obtain the necessary prior approval from the Architectural Committee constitutes a violation of the CC&R's and may require modifications or removal of work at the expense of the owner.
- R. Time Period:** Work shall continue diligently in a scheduled manner. If delays are encountered, the Applicant must make a written request for an extension of the approval, citing the reasons for delay and the approximate time for continuing and completing the Improvement. Unless extensions are granted in writing or Improvements are required to be accelerated as part of a compliance action, substantial construction shall commence within six (6) months for Major Architectural Improvements and four (4) months for Moderate Architectural and Major and Moderate Landscape Improvements and Minor Improvement of Architectural Committee Approval and or City Approval (not before) and shall be completed, with Notice of Completion filed with the Association, within twelve (12) months for Major Architectural Improvements and six (6) months for Moderate Architectural and Major and Moderate Landscape Improvements and Minor Improvements. If the work is not completed and a Notice of Completion is not filed within the stipulated time, the Architectural Committee may issue a thirty-day notice to remedy. If the work is not completed within thirty days, the Architectural Committee may forward the issue for enforcement by the Board.
Starting and stopping work for extended periods of time is not acceptable. A project which is partially completed and stopped for any reason is potentially subject to fines unless the Applicant contacts the Association and submits plans for "Standing Still." The Owner/Applicant must prepare the property in order to protect the Lot and surrounding properties from erosion or damage or unsightly conditions. Such work shall begin immediately upon approval of plans for Standing Still by the Association. This approval will be good for (90) days; with extensions granted at the discretion of the Association.
- S. Use of Neighbor's Property.** The use of a neighbor's property for construction access is not permitted unless the neighbor has given written consent that includes a description of the access area. Access or storage of equipment used during the course of construction must be through the Owner's property only.
- T. Use of Common Area:** The use of the Common Area for construction material storage or construction access is prohibited.
- U. Governing Agency Approval:** Architectural Committee review and approval is for aesthetic purposes and compliance with the governing documents of the Association alone. All necessary building permits and other approvals must be obtained and all City regulations must be adhered to at all times. After the Architectural Committee has approved the Owner's plans for aesthetic purposes, the Owner must contact local regulatory agencies and be sure that he or she is in compliance with all building and zoning regulations currently in force. In the event of a conflict between the provisions of these Standards and any other ordinance or regulation, the more restrictive requirements shall prevail. Changes to the Association approved plans must be submitted for review and approval by the Architectural Committee.

APPLICANT'S SIGNATURE

DATE

DEFINITIONS

“Abandon” means to cease or suspend from developing or maintaining a structure or use for a stated period of time.

“Abutting or adjoining” means contiguous to, having boundaries or lot lines in common (i.e. not separated by an alley, public or private right of way, or street, See “Adjacent”

“Access” means a safe, adequate, and usable way of approaching or entering a property or use, including ingress (the right to enter) and egress (the right to exit)

“Accessory Dwelling Unit.” See “Dwelling Unit, Senior Accessory”

“Accessory Structure” means an attached or detached structure that is a part of, and clearly incidental and secondary to, a residence and that does not change the character of the residential structure. Does not include granny units (see “Accessory dwelling unit”). Illustrative examples of these structures include:

- a. Carports
- b. Decks
- c. Fences
- d. Fireplaces and fire pits
- e. Garages
- f. Gazebos
- g. Greenhouses (noncommercial)
- h. Outdoor play equipment
- i. Patios
- j. Platforms
- k. Porches
- l. Spas and hot tubs
- m. Storage or work sheds
- n. Studios
- o. Swimming pools
- p. Tennis and other on-site sport courts
- q. Terraces
- r. Walls
- s. Workshops

“Adjacent” means the condition of being near to, or close to, but not having a common boundary or dividing line. Properties that are separated by a public access easement, alley, public or private right of way, street or by a creek, river, stream, or other natural or artificial waterway shall be considered as adjacent to one another.

“Agent” means a person authorized in writing by the property owner to represent and act for a property owner in submitting and processing Home Improvement Applications and communicating with Management, Members, Committees and the Board in matters related to these Standards.

“Alteration” means a change, addition, or modification in construction or occupancy of an existing structure.

“Alteration, structural” means a change or replacement in the supporting members of a structure (e.g., bearing walls, columns, beams, girders, foundations, etc.)

“Approval” of the Association or the Architectural Committee shall mean prior written approval.

“Architectural Committee” shall mean the committee created pursuant to the provisions of Article VII of the CC&R’s

“Articles” shall mean the Articles of Incorporation of the Association filed in the Office of the Secretary of State of the State of California, as such Articles may be from time to time amended.

“Association” shall mean and refer to the One Ford Road Community Association a California nonprofit mutual benefit corporation; its successors and assigns, whether by merger, consolidation, reorganization or otherwise, the members of which shall be the Owners of Lots within the Property.

“Balboa” shall mean the subdivision within the One Ford Road community as generally depicted on the Site Plan attached hereto as Exhibit H.

“Balcony” means a platform that projects from the wall of a structure, typically above the first level, with direct access from and upper floor door; and is surrounded by a rail or parapet wall.

“Basement”

- a. **“Subterranean basement”** means that portion of a building located below grade, provided the finished floor above is not more than eight inches above grade at any point.
- b. **“Daylight basement”** means that portion of a building that is partly below grade, but with the finished floor above more than eight inches above grade at any point. Also includes a “walkout” basement, which provides access from the basement to the outside.

“Bay Window” means a window or series of windows that project outward from a wall of a structure forming a bay or alcove in a room within. This definition includes bow, oriel, greenhouse and similar projecting windows.

“Board” or **“Board of Directors”** shall mean the Board of Directors of the Association.

“Building” means a structure having a roof supported by columns or walls for the housing or enclosure of persons, animals, chattels, or property of any kind. See “Structure”

“Canopy” means a roof like cover, supported from the ground or from the floor or walls of a structure, for protection from the sun or weather. Does not include “Carport.” See “Awning” and “Patio Cover”

“Carmel” shall mean the subdivision within the One Ford Road community as generally depicted on the Site Plan attached hereto as Exhibit H.

“Carport” means a structure or portion of a structure, open or enclosed by walls or doors on not more than three sides, that is designed and intended to shelter one or more parking spaces.

“CC&R’s” shall mean and refer to the Declaration of Covenants, Conditions and Restrictions and Grant of Easements for One Ford Road Community Association.

“City” mean the City of Newport Beach

“Common Area” means the land area owned and maintained by the Association that is not individually owned or dedicated for public use and that is designed, intended, and reserved exclusively for the shared enjoyment or use by all the residents and their guests

“Deck” means a platform, either freestanding or attached to a structure that is supported by a raised foundation, pillars or posts

“Declarant” means Pacific Bay Properties, the original developer / builder and author of the “Declaration”

“Declaration” shall mean and refer to the Declaration of Covenants, Conditions and Restrictions and Grant of Easements for One Ford Road Community Association.

“Demolition” means the removal of all or part of a residential dwelling, accessory structure or other Improvement

“Dormer” means an extension projecting from the slope of a roof usually provided with its own roof and housing a window or series of windows. A dormer is located below the highest point of a roof. Examples of a typical dormer include eyelid dormers or eyebrow dormers (i.e., with an arched roof that gives it the appearance of an eyelid); gable dormers (i.e., with a gable roof) and shed dormers (i.e., with a shed roof).

“Driveway”

- a. **“Access Drive”** refers to a drive, including those owned and/or maintained by the community association, which provides front, side, or rear access to one or more residential lots. An Access Drive is not a Private Street as that term is used within these Regulations. Driveways on a residential lot are not Access Drives.
- b. **“Primary Access Drive”** refers to an Access Drive, which is designed as the principal means of access to a residential lot.
- c. **“Rear Access Drive”** refers to an Access Drive, which provides access to a residential lot from the rear of the lot.
- d. **“Flag Lot Driveway”** refers to an Access Drive which, although having the appearance and function of an extended driveway, is used to provide access to two or more residential units from a Private Street or Access Drive

“Dwelling, Single-Unit (land use)” means a structure containing one dwelling unit located on a single lot for occupancy by one single housekeeping unit (see “Single housekeeping unit”) and is not attached to another dwelling, excluding an accessory dwelling unit (see “Accessory dwelling unit”).

“Dwelling Unit, Senior Accessory” means a dwelling unit accessory to and attached to, detached from, or contained within the principal dwelling unit on a site zoned for a single-family dwelling. The unit is intended for the sole occupancy of one or two adults who are fifty-five (55) years of age or older. The floor area of the unit does not exceed six hundred forty (640) square feet.

“Emergency Work” means work performed for the purpose of preventing or alleviating the physical trauma or property damage threatened or caused by a natural or manmade disaster.

“Fence” means a structure, solid or otherwise, that is a barrier and used as a boundary or means of protection, confinement, or concealment. Does not include hedges, shrubs, trees or other natural growth.

“Fill” means material (e.g., earth, clay, sand, concrete, rubble, wood chips, bark, waste, etc.), including pilings placed for the purpose of erecting structures, that is placed, stored, or dumped upon the surface of the ground resulting in an increase in the natural surface elevation.

“Finished Grade.” See “Grade, finished.”

“Floor Area, Gross.” Single-Unit Dwellings

- a. For single-unit dwellings, the following areas shall be included in calculations of gross floor area:
 1. The surrounding exterior walls; and
 2. Any interior finished portion of a structure that is accessible and that measures more than six feet from finished floor to ceiling.
- b. The following areas shall be excluded:

1. Stairwells and elevator shafts above the first level.

“Floor area limit” means the allowed gross floor area for a residential lot determined by multiplying the allowed buildable area of the lot times the applicable multiplier for the lot

“Floor area, net” means the area included within the surrounding walls of a building, exclusive of vent shafts, elevator shafts, stairways, exterior corridors or balconies, rooms containing only mechanical and electrical equipment used for service of the building, utility shafts, and parking structures.

“Floor Area Ratio (FAR)” means the gross floor area allowed on a site divided by the total gross area of the site, expressed in decimals. For example, on a site with ten thousand (10,000) gross square feet of land area, a floor area ratio of 1.0 will allow a maximum of ten thousand (10,000) gross square feet of building floor area to be built. On the same site, an FAR of 1.5 would allow fifteen thousand (15,000) gross square feet of floor area and an FAR of 0.5 would allow five thousand (5,000) gross square feet.

“Gazebo” means a detached, covered, freestanding, open-air structure designed for recreational use only and not for habitation. See “Accessory Structure”

“Grade, existing” means the surface of the ground or pavement at a stated location as it exists prior to disturbance in preparation for a project.

“Grade, finished” means the surface of the ground at a stated location as it exists after completion of a project.

“Grade, natural” means the unaltered natural surface of the ground at a stated location.

“Granny Unit.” See “Dwelling Unit, Senior Accessory.”

“Greenhouse Window.” See “Bay window.”

“Gross Floor Area.” See “Floor area, gross.”

“Ground floor” means the first floor of a structure that is at ground level or street level. Does not include a “Basement.”

“Hedge” means a group of shrubs or trees planted in a line or in groups forming a compact, dense barrier that protects, shields, separates, or demarcates an area from view. For purposes of this definition, a shrub is a perennial woody plant smaller than a tree, having multiple permanent stems branching from or near the base and lacking a single trunk; a bush. See “Fence.”

“Height” means a vertical dimension above adjacent finished grade

“Impervious Surface” means any surface or material that prevents, impedes, or slows infiltration or absorption of water directly into the ground, including buildings, asphalt, concrete, and other surfaces that do not readily absorb water.

“Improvements” shall mean and include all buildings, landscaping, fences, screening walls, retaining walls, stairs, decks, structures, hedges, windbreaks, plantings, planted trees and shrubs, poles, signs, or any other physical alteration of the natural terrain of the Property or the alteration of any building or structure on the natural terrain of the Property.

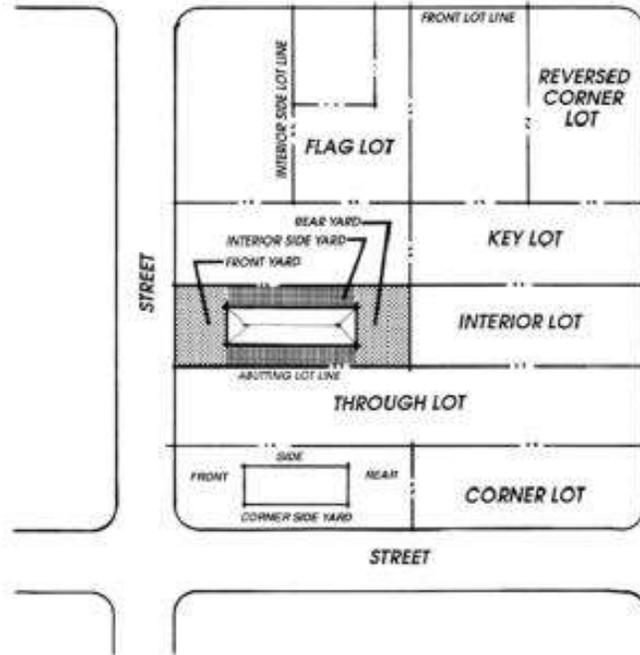
“Invasive.” See “Noninvasive plant”

“Landscaping” means an area devoted to or developed and maintained with native or exotic plantings, lawn, groundcover, gardens, trees, shrubs, and other plant materials, and associated decorative outdoor landscape elements.

“Lot” means the basic unit of land development. A designated area of land established by plat, subdivision, lot line adjustment, or as otherwise permitted by law, to be used, developed, or built upon as a unit. Typically a lot is indicated upon a final map, parcel map, lot line adjustment map, certificate of compliance, or record of merger filed in the Office of the County Recorder. The term "Lot" shall not include the Association Property and/or any area dedicated for public use. Types of lots include the following. See below for Lot types.

- a. **“Corner lot”** means a lot located at the intersection of two or more streets, where they intersect at an interior angle of not more than one hundred thirty-five (135) degrees. If the intersection angle is more than one hundred thirty-five (135) degrees, the lot is considered an interior lot. The front lot line of a corner lot abuts the shortest street property line, unless otherwise determined by the Director.
- b. **“Flag lot”** means a lot not meeting minimum lot frontage requirements and where access to the private or public street is provided by a narrow private access way that is between abutting lots and that is owned in fee.
- c. **“Interior lot”** means a lot abutting only one street.
- d. **“Key lot”** means an interior lot, the front of which abuts the side property line of a corner lot.
- e. **“Reversed corner lot”** means a corner lot, the rear of which abuts the side of another lot.
- f. **“Through lot”** means a lot with frontage on two generally parallel streets. May be an interior lot having frontage on more than one street or a corner lot having frontage on more than two streets.

Illustration of Terms



Lot Types

“Lot area” means the total area within the exterior lines of a lot including public access corridors, vehicular easements, and areas to be included in future street rights-of-way or other public facilities or uses established by easement, dedication, or ordinance.

“Lot depth” means the horizontal distance from the midpoint of the front lot line to the midpoint of the rear lot line; or, for irregularly shaped lots where the side lot lines converge to a point at the rear of the lot, the horizontal distance from the midpoint of the front lot line to a line ten (10) feet long within the lot, parallel to and at a maximum distance from the front lot line.

“Lot frontage” means the property line of a lot that abuts a street right-of-way.

“Lot line” means a recorded boundary of a lot. Types of lot lines include the following:

- a. **“Front Lot Line”** means, on an interior lot, a lot line separating the lot from the street or the waterfront, if there is no street. For corner lots, the shortest side fronting upon a street is considered the front of the lot regardless of which street is used for vehicle or pedestrian access, or street address. Where two lot lines abutting a street are substantially the same length, the Director shall determine the location of the front lot line.
- b. **“Interior lot line”** means a lot line not abutting a street or alley.
- c. **“Rear lot line”** means a lot line, not a front lot line, that is parallel or approximately parallel to the front lot line and that does not intersect the front lot line. For irregularly shaped lots where the side lot lines converge to a point at the rear of the lot, the rear lot line is a line ten (10) feet long within the lot, parallel to and at a maximum distance from the front lot line.
- d. **“Side lot line”** means a lot line that is not a front or rear lot line.

“Lot line adjustment” means, as provided in the Subdivision Map Act, a lot line adjustment relocates one or more lot lines between two or more existing adjacent lots, where land taken from one lot is added to an adjacent lot and where no more lots are created than originally existed.

“Lot Size” refers to the total square footage of a residential lot. The boundaries used to determine the lot size of a residential lot shall be those set forth on the subdivision map. The square footage of a residential lot shall be deemed to include those abutting areas extending to the center line of adjoining Access Drives, even where the Access Drive is shown as a separate lot under common ownership.

“Lot width” means the horizontal distance between the side lot lines, measured at right angles to the line that defines the lot depth at a point midway between the front and rear lot lines.

“Manager” or **“Managing Agent”** shall mean the persons, firm or corporation engaged by the Association by contract and charged with the management of the Association Property and the performance of other duties of the Association as provided in the Declaration.

“Member” shall mean any person who is a Member of the Association pursuant to the provisions of Article IV of the CC&R’s

“Noise” means an undesired sound.

“Nonconforming lot” means a lot that was legally created before the adoption of the current City Zoning Code or that legally existed at the time of annexation, and that does not conform to current code provisions/standards (e.g., access, area or width requirements, etc.) prescribed for the zoning district in which the lot is located.

“Nonconforming structure” means a structure that was approved by the Committee and lawfully erected, but that does not conform to current Standards.

“Nonconforming use” means a use of a structure or land that was lawfully established and maintained, but that does not conform to the current City use regulations for the zoning district in which it is located by reason of adoption or amendment of the Zoning Code or by reason of annexation of territory to the City.

“Noninvasive plant” means a plant that does not invade a habitat to the detriment of native species.

“Open space (land use)” means a lot or area of land or water set aside, designated, dedicated, or reserved for public or private use or enjoyment.

- a. **“Common Area.”** The land area owned and maintained by the Association that is not individually owned or dedicated for public use and that is designed, intended, and reserved exclusively for the shared enjoyment or use by all the residents and their guests.
- b. **“Private Open Space.”** An outdoor or unenclosed area directly adjoining and accessible to a dwelling unit, reserved for the exclusive private enjoyment and use of residents of the dwelling unit and their guests (e.g., balcony, deck, porch, terrace, etc.). Boundaries are evident through the use of fences, gates, hedges, walls, or other similar methods of controlling access and maintaining privacy.
- c. **“Usable Open Space.”** An outdoor or unenclosed area within the community on the ground, or on a roof, balcony, deck, porch or terrace, designed and accessible for outdoor living, active or passive recreation, pedestrian access, or landscaping. Parking facilities, driveways, utility or service areas, required front or street side setback areas, and sloped or submerged land do not constitute usable open space.

“Owner(s)” shall mean: (i) the person or persons or legal entity or entities holding a fee simple interest in a Lot with respect to each Lot so owned, or, (ii) the purchaser or purchasers of a Lot under an executory contract of sale. Owner shall not include any person or entity having an interest in a Lot merely as security for the performance of an obligation.

“Parking, shared” means a public or private parking area used jointly by two or more uses.

“Parking space” means an unobstructed space or area other than a street or alley that is permanently reserved, maintained, and accessible for the parking of one motor vehicle.

“Parking space, enclosed” means a parking space that is in a garage that is enclosed on four sides.

“Parking space, tandem” means a pair of parking spaces (i.e., two spaces) arranged one behind the other.

“Patio” means a paved outdoor area that is used for lounging, dining, etc.

“Patio cover” means a solid-roof or open-roof structure that covers a patio, platform, or deck area. A patio cover may be detached from, or attached to, another structure. See “Awning” and “Canopy.”

“Pervious Surface” means any material or surface that permits infiltration, percolation, or absorption of water into the ground through the material or surface.

“Porch”

- a. **“Enclosed Porch.”** (Also known as screened-in porches or three-season rooms). A platform projecting from or attached to a wall of a building that:
 1. Has direct access to a building;
 2. Is covered by a roof or roof-like structure;
 3. May or may not be heated or cooled; and
 4. Is enclosed by:
 - a. Walls;
 - b. Permanent or removable windows or screens; or
 - c. A combination of walls and windows/screens.

- b. **“Open Porch.”** A platform projecting from or attached to a wall of a building that:
1. Has direct access to a building;
 2. Is covered by a roof or roof-like structure;
 3. Is not heated or cooled;
 4. Is open to the outside air; and
 5. Is not enclosed by:
 - a. Walls;
 - b. Permanent or removable windows or screens; or
 - c. A combination of walls and windows/screens.

Open porches may be partially enclosed by a railing(s) not to exceed forty-two (42) inches in height as measured from the porch floor and may include columns for the purpose of supporting the roof or roof-like structure.

“Principle Structure” means a structure in which the principal use of the Lot and/or building site is conducted

“Private Street” refers to any street within One Ford Road, which is owned and maintained by the Community Association. While a Rear Access Drive may be owned and maintained by the Community Association, a Rear Access Drive is not a "Private Street"

“Queue Space” means a temporary waiting area for motor vehicles or persons obtaining a good or service

“Recreational Vehicle (RV)” means a motor home, travel trailer, truck camper, or camping trailer, with or without motor power, designed for human habitation for recreational, emergency or other occupancy.

“Restrictions” shall mean all of the terms, provisions and restrictions set forth in the Declaration, together with any and all terms, provisions and restrictions set forth in any Supplemental Declaration which may be recorded, as said Declaration and/or Supplemental Declaration may be amended from time to time, and the rules of the Association and/or Architectural Committee promulgated in accordance with the provisions of the Declaration as such rules may from time to time be in effect, and the terms, provisions and restrictions of the Articles and Bylaws of the Association, as such instruments may from time to time be in effect.

“Retaining Wall” means a wall used to support or retain an earth embankment or area of fill.

“Rules” shall mean the rules from time to time promulgated and adopted by the Board and/or the Architectural Committee as herein provided

“Screening” means a landscaping treatment or a decorative structure to visually conceal an area or on-site utilitarian use that is considered unattractive.

“Second unit” means a dwelling unit accessory to and attached to, detached from, or contained within the principal dwelling unit on a site. Does not include “Senior Accessory Dwelling Unit.”

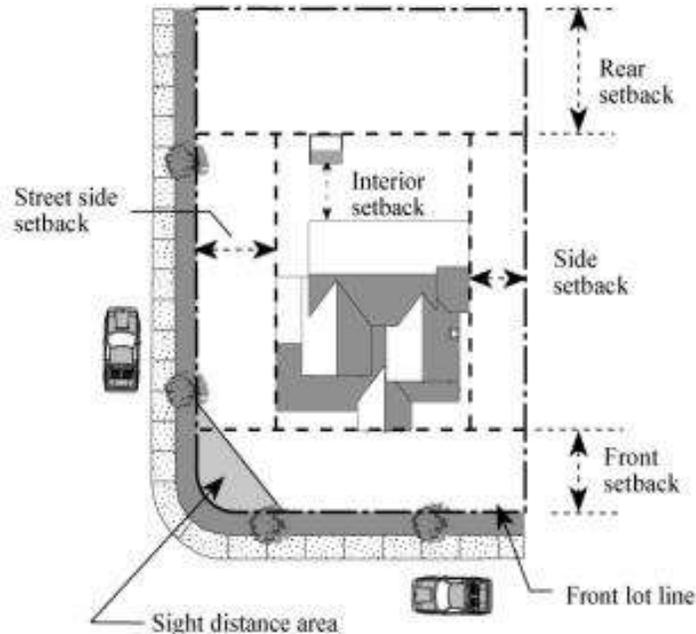
“Security” means bonds, cash deposits, letters of credit, and/or other instruments acceptable to the Association that are used to guarantee specific performance.

“Senior Accessory Dwelling Unit.” See “Dwelling unit, senior accessory.”

“Setback” refers to the minimum distance by which a structure, parking area, or other feature must be separated from the closer of

- a. the property line,
- b. the back of an adjacent sidewalk, and

- c. the back of an adjacent curb.



Setbacks

“Setback area” means an area within a lot that is established for the purpose of governing the location of structures on a lot. A setback area is located between a setback line and the nearest relevant parallel lot line and is unobstructed and unoccupied from the ground upward, except for permitted encroachments. See “Yard.”

- a. **“Front setback area”** means an area that extends across the full width of a lot between the front lot line and the required front setback line.
- b. **“Rear setback area”** means an area that extends the full width of a lot between the rear lot line and the required rear setback line.
- c. **“Side setback area”** means an area that extends from a front setback line to a rear setback line between the side lot line and the required side setback line.

“Setback line” means, within a lot, a line established to indicate the boundary of a specified front, side, or rear setback area. A setback line may be parallel to and equidistant from a lot line (front, back, and side) or from a current or future public right-of-way, whether acquired in fee, easement, or otherwise; or may be coterminous with the lot line.

“Site” means a lot or adjoining lots under single ownership or single control, considered as a unit for the purposes of development or other use.

“Site coverage” means the percentage of a site covered by structures and accessory structures and by decks more than thirty (30) inches in height.

“Site plan” means a drawing of a lot, drawn to scale, showing the actual measurements, the size and location of existing structures or structures to be erected, the location of the lot in relation to abutting streets, and other information.

“Skylight” means the portion of a roof that is glazed to admit daylight, including the mechanical fastening required to hold the glazing and to provide a weatherproofing barrier.

“Slope” means land gradient, described as the vertical rise divided by the horizontal run, and expressed in percent or ratio. Slope is determined using the following equation:

Slope = (V/H) x 100, where:

V = vertical distance between the highest elevation and lowest elevation of a straight line drawn perpendicular to the sloping surface;

H = horizontal distance of a straight line drawn perpendicular to the sloping surface.

“Solar Equipment” means a solar collector or solar energy device whose primary purpose is to provide for the collection, storage, and distribution of solar energy for space heating or cooling, water heating, or for power generation.

“Street” means a public or private vehicular right-of-way (e.g., local streets, commuter roadways, arterials, etc.), but not including alleys, driveways, or off-road bikeways. See “Right-of-way.”

“Story” means that portion of a building included between the upper surface of any floor and the upper surface of the floor next above and, for the top-most story, from the upper surface of the floor to the top of the ceiling joists, or, where there is no ceiling, to the top of the roof rafters.

“Structure” means anything constructed or erected, the use of which requires location on the ground or attachment to something having location on the ground. Includes “Building.”

“Structure, attached” means a structure that is connected to another structure by means of a wall, roof, stairway, atrium, breezeway, or other structural connection.

“Structure, detached” means a structure that does not have a wall or roof in common with another structure.

“Surface, Finished.” See “Finished Floor/Surface”

“Trellis” means a vertical frame of latticework used as a screen or as a support for climbing plants

“Xeriscaping” means a set of landscape design and maintenance principles and horticultural practices that promote efficient use of water. The term “xeriscape” is a registered trademark of the National Xeriscape Council and means water-conserving, drought-tolerant landscaping.

“Yard” means the area between a lot line and a principal structure. May be the same size as or larger than a required setback area. See “Setback area.”

PROHIBITED TREE AND PLANT PALETTE

All trees (Palms, Pine, Eucalyptus, Redwood, etc.) which cannot be attractively trimmed or maintained at the height limit of the Lot are prohibited.

Plants are to be selected to reduce the potential for spreading to the Common Area and adjacent Lots. The following plants are prohibited due to their invasive nature or root system or their incompatibility with the community planting scheme.

TREES:

<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>
Ailanthus altissima	Tree of Heaven
Archontophoenix cunninghamiana	King Palm
Arecastrum romanzoffianum	Queen Palm
Bamboo (all species clumping and running)	Bamboo
Broussonetia papyrifera	Paper Mulberry
Chamaerops	Mediterranean Fan
Datura suaveolens	Angel’s Trumpet
Dracaena species	Dragon Tree, Corn Plant
Ficus benjamina	Weeping fig
Ficus florida	N.C. N.
Ficus nitida “Green Gem”	N.C.N.
Ficus retusa	Indian Laurel
Howea	Kentia Palm
Liquidambar styraciflua	Sweet Gum
Nicotiana glauca	Tree Tobacco
Phoenix dactylifera	Date Palm
Populus nigra ‘Italica’	Lombardy Poplar
Schinus terebinthifolius	Brazilian Pepper
Washingtonia Species	Fan Palm

SHRUBS AND TALL GRASSES:

<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>
Aralia papyrifera	Rice Paper Plant
Arundo donax	Giant Reed
Aucuba japonica species	No Common name
Cactaceae species	Cactus
Codiaeum variegatum	Croton
Cortaderia selloana	Pampas Grass
Cyperus alternifolius	Umbrella Plant
Cytisus scoparius	Scotch Broom
Drosanthemum species	No Common Name
Echium fastuosum	Pride of Madeira
Cortaderia selloana	Pampas grass
Pennisetum setaceum	Crimson Fountain Grass

Philodendron species	No Common Name
Protea species	No Common Name
Ricinus communis	Castor Bean
Spartium junceum	Spanish Broom
Succulent species	Succulent
Tamarix species	Tamarisk
Yucca species	No Common Name

GROUND COVERS AND VINES:

<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>
Agave species	Agave
Agrostis stolonifera	Creeping Bent Grass
Alocasia macorrhiza	Giant Elephant's Ear
Aloe species	Aloe
Alpinia Species	Ginger
Anthurium andraeanum	Flamingo lily
Carpobrotus species	Ice plant
Cynodon dactylon	Bermuda Grass
Festuca arundinacea	Tall Fescue
Hedera helix	English Ivy
Hedera helix "Hahn's"	Hahn's Ivy
Hedera helix "Needlepoint"	Needlepoint Ivy
Oxalis pes-caprae	Buttercup Oxalis
Parthenocissus quinquefolia	Virginia Creeper
Parthenocissus tricuspidata	Boston Ivy
Pennisetum clandestinum	Kikuyu Grass
Poa pratensis	Kentucky Bluegrass
Vigna caracalla	Snail Vine
Vinca major	Big Periwinkle

ONE FORD ROAD TREE AND PLANT PALETTE

The following trees, shrubs and groundcovers have been compiled to assist in selecting plants consistent with the community character and image. A minimum of 50% of the front and side yard landscaping visible from Common Area must be selected from the following list to provide consistency in community design.

TREES:

<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>
<i>Acer palmatum</i>	Japanese Maple
<i>Araucaria excelsa</i>	Norfolk Island Pine
<i>Arbutus unedo</i>	Strawberry Tree
<i>Betula pendula</i>	European White Birch
<i>Brachychiton acerifolius</i>	Australian Flame Tree
<i>Cedrus deodara</i>	Deodar Cedar
<i>Cinnamomum camphora</i>	Camphor Tree
<i>Citrus species</i>	Citrus
<i>Cupaniopsis anacardioides</i>	Carrot Wood
<i>Eriobotrya deflexa</i>	Bronze Loquat
<i>Erythrina species</i>	Coral Tree
<i>Feijoa sellowiana</i>	Pineapple Guava
<i>Ginkgo biloba</i>	Maidenhair Tree
<i>Gleditsia triacanthos</i>	Honey Locust
<i>Ilex altaclarensis 'Wilsonii'</i>	Wilson Holly
<i>Jacaranda mimosifolia</i>	Jacaranda
<i>Koelreuteria species</i>	No Common Name
<i>Lagerstroemia indica</i>	Crape Myrtle
<i>Laurus nobilis</i>	Sweet Bay
<i>Leptospermum laevigatum</i>	Australian Tea Tree
<i>Ligustrum lucidum</i>	Glossy Privet
<i>Liquidambar styraciflua</i>	American Sweet Gum
<i>Magnolia species</i>	Magnolia
<i>Metrosideros excelsus</i>	New Zealand Christmas Tree
<i>Pinus canariensis</i>	Canary Island Pine
<i>Pinus elderica</i>	Afghan Pine
<i>Pinus halepensis</i>	Aleppo Pine
<i>Pinus roxburghii</i>	Chir Pine
<i>Pittosporum undulatum</i>	Victoria Box
<i>Platanus acerfolia</i>	London Plane Tree
<i>Platanus racemosa</i>	California Sycamore
<i>Podocarpus gracilior</i>	Fern Pine
<i>Prunus cerasifera 'Krater Vesuvius'</i>	Flowering Plum
<i>Pyrus calleryana</i>	Bradford Pear
<i>Pyrus kawakami</i>	Evergreen Pear
<i>Quercus agrifolia</i>	Coast Live Oak

Sophora japonica	Japanese Pagoda Tree
Tipuana tipu	Tipu Tree
Tristania laurina	No Common Name
Ulmus parvifolia	Chinese Elm

SHRUBS:

<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>
Abelia grandiflora	Glossy Abelia
Agapanthus africanus	Lily-of-the-Nile
Azalea species	Azalea
Begonia ‘Richmondensis’	No Common Name
Bergenia species	Bergenia
Buxus microphyllia japonica ‘Green Beauty’	Japanese Boxwood
Calliandra haematocephala	Pink Powder Puff
Camellia japonica	Camellia
Camellia sasanqua	Camellia
Carissa macracarpa ‘Tuttle’	Natal Plum
Coleonema putchrum	Pink Breath of Heaven
Cotoneaster species	Cotoneaster
Cuphea hyssopifolia	False Heather
Dicksonia antarctica	Tasmanian Tree Fern
Eriobotrya deflexa ‘Coppertone’	Bronze Loquat
Fatsia japonica	Japanese Aralia
Fern species	Fern
Gardenia jasminoides	Gardenia
Grevillea species	Grevillea
Grewia occidentalis	Lavender Starflower
Hebe species	No Common Name
Hemerocallis hybrids	Daylily
Heuchera ‘Santa Ana Cardinal’	Coral Bells
Hydrangea macrophylla	Big Leaf Hydrangea
Ilex species	Holly
Impatiens wallerana	Busy Lizzie
Juniperus chinensis ‘Spartan’	No Common Name
Juniperus species	Juniper
Lavandula species	Lavender
Leptospermum scoparium	New Zealand Tea Tree
Ligustrum japonicum ‘Texanum’	Texas Privet
Liriope ‘Gigantea’	No Common Name
Myrtus communis ‘Compacta’	Dwarf Myrtle
Nandina species	Heavenly Bamboo
Nephrolepis cordifolia	Southern Sword Fern
Pelargonium peltatum	Ivy Geranium
Photinia fraseri	No Common Name

Pittosporum species	Pittosporum
Phormium tenax	New Zealand Flax
Podocarpus henkelii	Long-Leafed Yellow-Wood
Prunus camliniana	Carolina Laurel Cherry
Pyracantha species	Firethorn
Rhaphiolepis indica	India Hawthorn
Rosa species	Rose
Rosmarianus officinalis	Rosemary
Strelitzia nicolai	Giant Bird of Paradise
Strelitzia Reginae	Bird of Paradise
Trachelospermum jasminoides	Star Jasmine
Verbena species	No Common Name
Viburnum species	No Common Name
Xylosma congestum	No Common Name
Zantedeschia aethiopica	Common Calla

GROUND COVERS AND VINES:

<u>BOTANICAL NAME</u>	<u>COMMON NAME</u>
Bergenia cordifolia	Heartleaf Bergenia
Bergenia crassifolia	Winter-Blooming Bergenia
Bignonia capreolata	Cross Vine
Camellia japonica	Camellia
Camellia sasanqua	Camellia
Campanula poscharskyana	Serbian Bellflower
Clematis species	Clematis
Clytostoma callistegiodes	Violet Trumpet Vine
Distictis buccinatora	Blood Red Trumpet Vine
Distictis 'Rivers'	Royal Trumpet Vine
Fragaria chiloensis	Wild Strawberry
Gazania species	No Common Name
Geranium peltatum 'Balcan Series'	Ivy Geranium
Grewia occidentalis	Lavender Starflower
Heuchera 'Santa Ana Cardinal'	Coral Bells
Hibbertia scandens	Guinea Gold Vine
Impatiens wallerana	Busy Lizzie
Ipomoea tricolor	Morning Glory
Lysimachia nummularia	Moneywort
Ophiopogon japonicus	Mondo Grass
Trachelospermum jasminoides	Star Jasmine
Vinca minor	Dwarf Periwinkle

ILLUSTRATED ARCHITECTURAL REVIEW PROCESS

