

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"/> 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: _____

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.

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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

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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**

**FEE SCHEDULE
(Nonrefundable)**

- 1. Major Architectural (\$1,600.00)** – 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 (\$1,050.00)** – 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 (\$1,225.00)** – Both front and rear yard hardscape and landscape, major grading modifications or an accumulation of more than three (3) Moderate Landscape items.
- 4. Moderate Landscape (\$675.00)** – Front 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 (\$325.00)** – Up to three (3) minor items such as garage doors, window replacements, roof replacements, tree, spa, fire pit, fence, solar panels, etc.

Note: All submittal types are granted up to two (2) design reviews (and one City Approved Plan review for all submittal types except Minor Modifications). Additional hourly fees will be charged to the homeowner after the second Design Review submittal.

**DEPOSITS
(Refundable)**

- 1. Major Architectural - \$10,000.00**
- 2. Moderate Architectural - \$5,000.00**
- 3. Major Landscape - \$5,000.00**
- 4. Moderate Landscape - \$2,500.00**
- 5. Minor Modifications - \$500.00**

Funds may be withheld from deposits for any of the following reasons:

1. To repair common area damaged during a Member's construction.
2. To pay fines assessed against a Member's account levied in response to a violation of the CC&Rs, Rules and Regulations or Architectural Guidelines in connection with the work.

Upon receipt of the Notice of Completion and the Architectural Committee site inspection showing conformance to the approved plans, and restoration of any damaged Association common area, the Association will refund the security deposit. If the amount is insufficient to cover costs of repair of damage, the Association retains the right to seek reimbursement for such costs through an Extraordinary Assessment or by other legal means.

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):

ARCHITECTURAL

LANDSCAPE/HARDSCAPE

EQUIPMENT

___ AWNINGS(S)

___ GAZEBO(S)

___ SHED

___ LIGHTING

___ PATIO COVER(S)

___ PAINTING

___ ROOFING

___ GUTTERS/ DOWNSPOUTS

___ SKYLIGHTS

___ PAVILION

___ DOORS AND/OR WINDOWS

___ ROOM ADDITION

___ NEW HOME

___ DRAINS

___ FENCE(S)/WALL(S):

___ GATE(S)

___ FRONT

___ SIDE

___ REAR

___ RETAINING

___ LANDSCAPE:

___ HARDSCAPE

___ FRONT

___ REAR

___ SIDE

___ AC CONDENSER

___ SPORT EQUIPMENT

___ PLAYHOUSE

___ POOL & EQUIPMENT

___ SPA & EQUIPMENT

___ POOL SLIDE

___ FOUNTAIN

___ SOLAR PANELS

___ PLAYGROUND EQUIPMENT

___ FIRE PIT

___ FIREPLACE

___ OUTDOOR KITCHEN / BBQ

___ ANTENNA/SATELLITE DISH

___ 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 _____

Window Frame: 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.

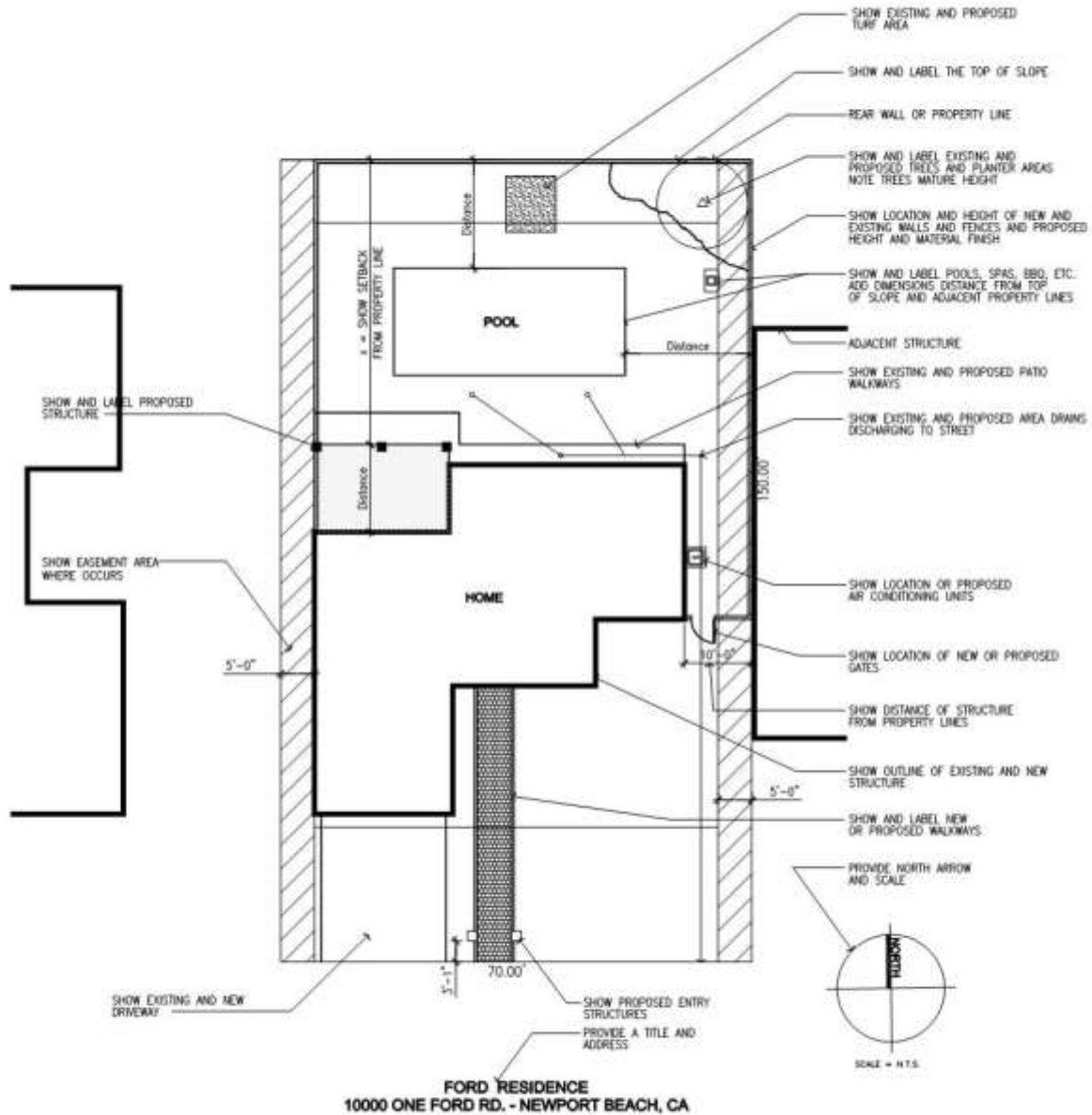
SUBMITTED BY:

Name: _____ Date: _____

Property Address: _____

FORM – EXHIBIT F
One Ford Road Community Association

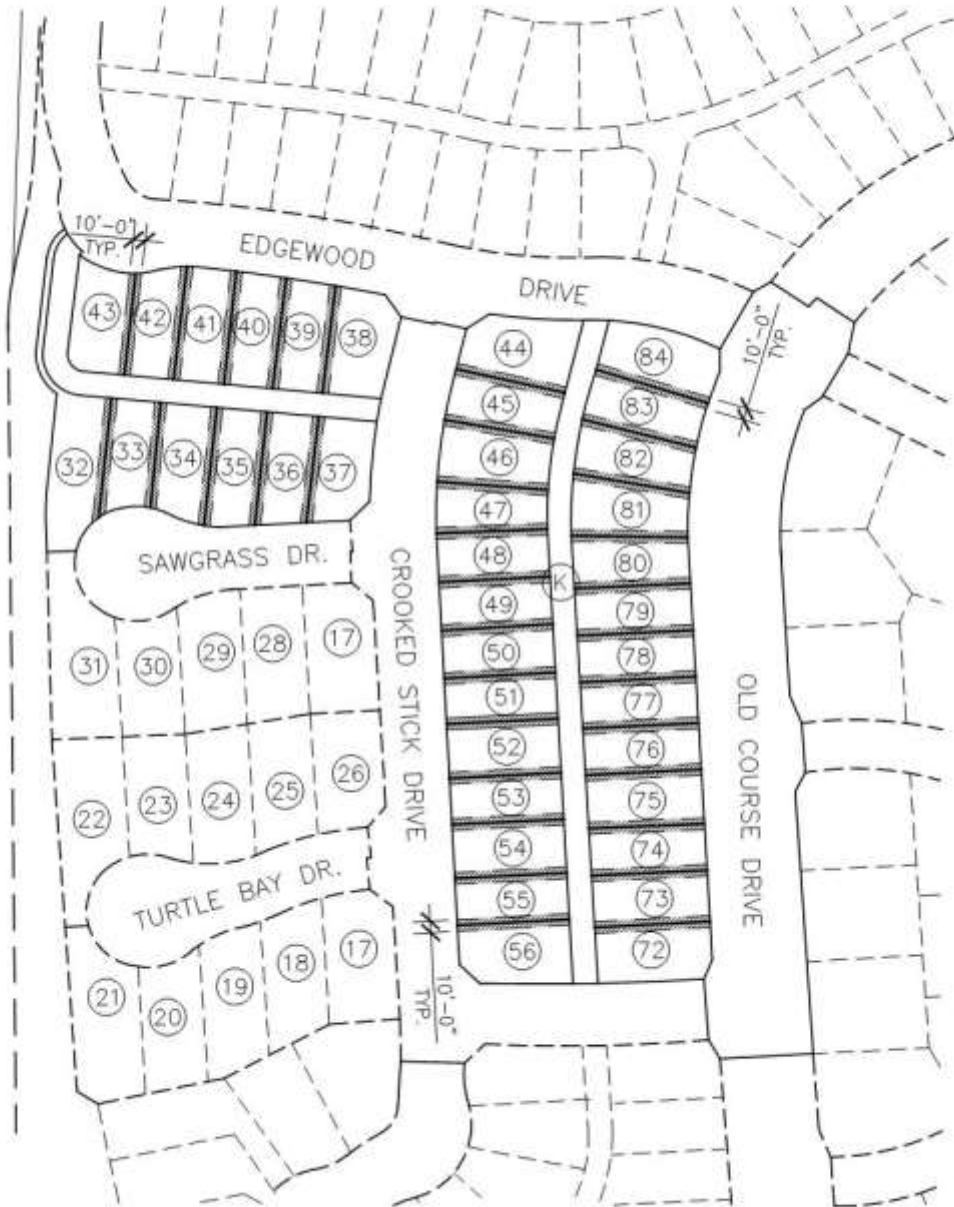
SITE PLAN EXAMPLE



ONE FORD ROAD GENERIC SITE PLAN EXAMPLE

FORM – EXHIBIT G
One Ford Road Community Association

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.).

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- 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.
- K. Excavation:** Excess excavation materials must be hauled away during the excavation process and may not be stored on the Lot or Common Areas.
- L. 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.
- M. Maintenance of Improvements:** The repair and maintenance of any work or Improvements will be the responsibility of the installing Owner and subsequent Owner.
- N. 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

- O. 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.
- P. 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.
- Q. 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 a Home Improvement Application 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 ninety (90) days; with extensions granted at the discretion of the Architectural Committee.
- R. 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.
- S. Use of Common Area:** The use of the Common Area for construction material storage or construction access is prohibited.
- T. 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