

VILLAGE PARK COMMUNITY ASSOCIATION

ARCHITECTURAL & LANDSCAPING STANDARDS AND PROCEDURES

Adopted June 23, 2016, Revised February 8, 2018

PURPOSE

In order to maintain the architectural character of Village Park Community Association, it is necessary that structures, fences and lots be properly maintained and that modifications of structures, materials and colors be in compliance with the original design. The Architectural Control Committee, by setting standards and approving additions or alterations, does not desire to stifle creativity, but to assure a continuity of design which shall preserve or improve the appearance and enhance the overall value of everyone's property.

Homeowners are reminded that prior approval from the Architectural Control Committee (ACC) is mandatory for any repairs, painting, additions, garage doors, windows, or other alterations before any work may be started. In addition, a permit(s) may be required from the City of Irvine Building Department. Application forms and additional information are available from the VPCA website and the VPCA office.

Failure to properly maintain your property or to obtain the necessary approvals may constitute a violation of the CC&Rs and be subject to fine or fines. In addition, violations of the CC&Rs may require repairs, modifications or removal of unauthorized work at the expense of the homeowner.

SUBMITTAL DEADLINES

The ACC regularly meets the first Tuesday of each month at 7:00 p.m. in the clubhouse: return completed forms to the VPCA office by 4:30 p.m. the Friday before an ACC meeting.

DEPOSIT

A \$200 damage deposit check may be required for projects that may impact the common area.

APPROVAL DURATION / CONSTRUCTION TIME PERIOD

Approvals are valid for the time period as stated on your approved request form: in general, all work must be completed within ninety (90) days of start date, unless otherwise approved. If work is commenced after the expiration date of the approval, this will be considered a violation and be dealt with by the Architectural Control Committee and / or Board of Directors.

When your approved project is complete, please notify the VPCA office so that any necessary inspection can be conducted, the completion documented and final disposition of any submitted deposit can be performed.

APPEALS

In the event that the ACC and the homeowner cannot come to a successful resolution regarding applications, the matter may be appealed to the Board of Directors. Appeal requests should be submitted in writing directly to the Board of Directors through the VPCA office.

ARCHITECTURAL CONTROL

No building, fence, wall or other structure may be commenced, erected or maintained until written approval is obtained from the ACC or the Board of Directors. Any exterior addition, change or alteration must be prior approved by the ACC or the Board of Directors. Plans and specifications must be submitted for approval. If the ACC or the Board of Directors fails to approve or disapprove within 60 days after the submittal, approval will not be required and this provision will have been fully complied with.

ENFORCEMENT

Failure to obtain Association approval of a modification constitutes a violation of the CC&Rs and may require further modification or removal of the modification at the expense of the homeowner. Fines may be imposed in accordance with the fine system outlined in the governing documents.

EXPOSED ITEMS

The installation of solar panels and / or roof ventilation devices requires approval by the ACC. Air conditioning refrigerant lines or installed pipes and conduits must be enclosed in sheet metal chase and be painted to match adjoining surface.

The following items are prohibited if visible from streets, sidewalks, greenbelts, or walkways:

- Basketball backstops
- Basketball standards
- Targets
- Water softener systems and plumbing
- Clothes lines
- Garden tools
- Ladders
- Trash receptacles
- Window / wall air conditioners.

ROOM ADDITIONS, EAVES, FASCIAS, BALCONIES, AWNINGS, SUN SHADES, ETC.

Structural or material additions or alterations of the exterior of any building shall conform to approved materials, colors, character and detailing and must be pre-approved by the ACC.

SECURITY BARS

Design and color of security bars must be approved by the ACC. Conformity with Building Code Requirements is the responsibility of the homeowner.

FENCE STANDARDS

Replacement of fences shall be performed by using **one** of the following five materials:

1. **Approved wood replacement (all wood to be rough-sawn):**
 - 1"x4" overlapped 1" or 1"x3" rough sawn diagonal cut
 - 4"x4" support posts - top and bottom rails required - 2"x4" top cap
 - No "dog-ear" fences / gates are allowed

All wood fences are to be painted or finished with a full-bodied stain in a color specified by the ACC.

2. **Slump stone block:**
6"x4"x16" size ONLY
La Paz color ONLY
Slump stone pilasters placed equally at 12' maximum
Fence must have approved top cap.
3. **Wrought iron of approved design (including gates).**
4. **Combination of wood and wrought iron or slump stone block and wrought iron.**
5. As a substitute for a wrought iron on slump stone fence or for wrought iron gates:
Approved Vinyl picket fence product:
Solid Vinyl gates are not allowed
Hardware for Vinyl gates must match color of gate.

All gates: hardware shall be installed on the inside of the gate.

FLAGS AND FLAGPOLES

1. Decorative flags must be maintained in good condition.
2. Flags for recognized holidays must be removed 30 days after the holiday.
3. American flags may be flown at any time if property displayed.
4. No permanently-installed flagpole shall extend above the highest ridgeline of the dwelling and in no case shall be taller than 15 feet, nor within 10 feet, of the front sidewalk.
5. Only one flag may be flown at any time.

GARAGE DOORS

1. New garage doors must be chosen from the ACC list of approved doors.
2. New doors may or may not be required to be painted depending on the color scheme of the house--the ACC can provide guidance prior to ordering your door.

LANDSCAPING

1. Owners are responsible to maintain visible yard areas in an attractive manner free of weeds and trash.
2. All hardscape visible from greenbelts, streets or walkways must be pre-approved by the ACC.

MAJOR ALTERATIONS

Requests for major alterations must be accompanied by two sets of schematics or construction drawings. Owners requesting a major alteration must appear in person before the ACC. Following initial review, requests for major alterations will be tabled for one month to allow publication of notice in *The Villager* for neighbor comments. The owner shall submit plan stamped approved by the City prior to ACC consideration of final approval.

GENERAL ALTERATIONS

Structural or color modifications to the exterior of homes, including but not limited to, patio covers, hardscape, driveways, walkways, storage buildings, solar panels, air conditioning equipment, fences, windows, exterior doors, garage doors, etc., must be approved by the ACC.

NEIGHBOR AWARENESS

As a common courtesy and to minimize future conflicts with neighbors, the applicant shall advise those who may be affected by the project and signatures indicating awareness MUST be obtained. Prior to the review by the ACC, the applicant shall inform neighbors and extend an invitation to attend the meeting. Forms to record neighbor awareness are available on the VPCA website or from the VPCA office.

OUTDOOR LIGHTING

1. Low voltage landscape lighting bearing UL approval is encouraged. Concealing the source of light is recommended. Excessive outdoor illumination is not permitted and individual fixtures shall have a maximum of 2000 Lumens.
2. Flashing, glaring or revolving lights will not be permitted.
3. Holiday lighting in season is permitted. Removal from structures and landscape is required 30 days after the actual holiday.

PAINTING

Choosing Colors:

All exterior paints must be chosen from the approved color schemes on display at the VPCA office. Homeowners must submit completed forms to the ACC for review and approval prior to commencing any painting.

Attached Homes – Choosing Colors:

To change color schemes on attached units, there must be agreement by a simple majority of the owners of the attached homes in regard to the common stucco color. Forms to facilitate and record preferences are available on the VPCA website and at the VPCA office. Please contact the VPCA office (949) 786-8722 for additional information. While attached homes share a stucco color, each homeowner may choose one pair of approved trim colors from the approved stucco scheme.

Placement of Colors:

1. One color shall be the chosen stucco color.
2. The trim colors shall be placed in the following appropriate locations. There must be an adequate amount of both trim colors visible.
 - Surfaces for application of trim color(s):
 - Posts, beams, trim
 - Fascia/metal flashing
 - Siding
 - Shingles
 - Garage door
 - Patio covers
 - Windows / doors (and trim)
 - Chimney
 - Front fence / gate
 - Rear fence / gate.

3. All metal flashing shall be painted to match the fascia.
4. The chimney shall be painted the stucco color, one of the trim colors or may be natural brick.
5. Wrought iron front entry gates shall be painted black or one of the two trim colors.
6. Back or side wrought iron fences / gates shall be painted black when used with wood, or black or a color approved by the ACC when used with slump stone.
7. Wood fences and gates shall be constructed of redwood or clear cedar (all wood to be rough sawn). All new or repaired wood fences shall be finished with a color specified by the ACC.
8. Front wood fences and gates may be painted one of the approved trim colors.
9. Fascia on all FOUR sides of YOUR house shall be painted your approved fascia color. Do not paint your neighbor's wall or fascia.
10. Gutters and downspouts installed to control water from roofs shall be primed and must be painted to match the (or each) adjacent surface color.
11. Roof vents shall be painted to blend with the roof color.

Procedure for Painting Approval:

1. Obtain a Paint Form from VPCA's website or from the VPCA office.
2. View approved schemes colors in the VPCA office during regular business hours.
3. Return the completed Paint Form to the VPCA office. You may use the black and silver drop box to the left of the office door after-hours / if office staff are out.
4. Do not schedule painting prior to ACC approval of your Form.

The homeowner is responsible for assuring that painters are using the colors approved by the Architectural Control Committee and there is no damage to the common area.

Wood Replacement in Conjunction with Painting:

Record wood replacement planned in conjunction with painting on the Paint Form. All wood must be rough-sawn.

RIGHT OF ENTRY

If construction work requires the use of common area property for purposes of transporting labor and materials, or for temporary storage of materials, a \$200.00 damage deposit may be required. The homeowner will be liable for any and all damages to Association property with the corrective work to be supervised by VPCA.

ROOF REPLACEMENT

The ACC maintains a list of approved roofing products for VPCA's homes. Please consult VPCA's website or contact the VPCA office for further information. No roofing materials should be ordered until your Roof Form has been approved by the ACC.

SATELLITE DISH / ANTENNAE

Coordinate size, placement and color of satellite dishes / antennae with the ACC prior to installation. Contact the VPCA office for details.

SIGNS ON LOTS

All signs on residential lots are restricted to those typically used to advertise the sale or lease of a house. Size is restricted to 24"x24" maximum, free standing, 4' maximum height. One such sign per home is permitted. No pennants or banners are permitted. No sign riders are permitted except "For Lease," or "For Rent."

Signs are to be removed when the property goes into escrow. No "In Escrow" or "Sold" signs are permitted.

SKYLIGHTS

1. Skylight frames shall be bronze, aluminum or painted to match the adjoining roof surface.
2. Lenses shall be clear or bronze acrylic or flat glass: translucent white lenses are not allowed.

STORAGE SHEDS

Storage sheds / structures must be approved by the ACC and shall not exceed 6' in height.

SPAS AND SWIMMING POOLS

1. Pool and spa equipment require ACC approval.
2. Pool construction, drainage and fencing will be required to conform to relevant Building Codes and Health Ordinances.

WEATHERVANES

Weathervanes must be approved by the ACC and shall be black in color only.

PATIO STRUCTURES, GAZEBOS, SUNSHADES, ARBORS, TRELLISES, ETC.

1. Patio structures, gazebos, sunshades, arbors, trellises, etc. shall conform to the architectural character of the existing dwelling.
2. Patio sunshade, arbor, trellis and gazebo structures shall be of wood construction only (exception: vertical pilasters that may be of approved slump stone), per a design approved by the ACC
3. The following materials may be used for roof surfaces of the structures in this section. The roof materials shall matching existing roof of dwelling or garage:
 - a. Composition rock in earth-tone colors may be used on flat roofs (otherwise-colored or white stone or gravel are not allowed.)
 - b. Glass
 - c. Wood

These materials are not all-inclusive or acceptable in all locations. Please check with the ACC for prior approval.

4. Unacceptable construction materials for structures in this section:
 - a. Metal or prefabricated structures of metal
 - b. Corrugated plastic
 - c. Corrugated fiberglass
 - d. Canvas or other fabric
 - e. Plastic webbing, split bamboo, reed or straw-like materials
 - f. Wood lath products

These materials are not all-inclusive. Please check with the ACC prior to purchasing any materials.

TRELLIS PLACEMENT

Trellis material may be used against a flat surface, wall or fence and shall not extend beyond the height of such wall or fence. Trellis material must be wood and be painted your stucco color or one of your two trim colors. No plastic material will be approved.

FRONT YARD STANDARDS

These standards shall apply to the overall appearance of the front yard that can be easily seen from the street. The front yard is defined herein as that part of your property that faces a street. The standards do not apply to anything that is behind a wall, gate, or fence. These yard standards do not negate a homeowner's responsibility to uphold (1) all other architectural standards as stated in the VPCA Information Handbook and on the VPCA website, including flags and flag poles, outdoor lighting, ladders, basketball standards, and clotheslines, and (2) the condition of the back and side yards so as to present an acceptable appearance as viewed from the streets, greenbelts, and public walkways.

1. Excluding driveways and walkways, front yard ground cover shall consist of at least 40 percent live plant material or artificial turf within each discrete section bordered by walkways, sidewalks, walls, or curbs.
2. Acceptable complementary landscape elements include pebbles, crushed granite, river rock, and mulch or wood chips, all of which must be in earth tone colors. Other acceptable complementary landscape elements may not overpower the dimensions of the yard.
3. Bare dirt, sand, or crushed rock (gravel) is not acceptable as a stand-alone ground cover.
4. Non-living landscape materials must be contained within permanent borders (*i.e.*, landscape/bed edging) constructed of commercially available landscaping blocks, stone, metal edging, or Bender Board. The edging shall be sufficiently installed so as to prevent migration onto adjacent sidewalks, driveways, curbs, or neighboring property.
5. Landscape borders/edging shall be maintained to ensure they look attractive and do not fall into a state of disrepair.
6. Grass shall be mowed and edged to create a neat appearance. Artificial turf shall be maintained so as not to present an unkempt or unsightly appearance.
7. Weeds, trash, or objects that are not garden decorations shall not be visible from the street.
8. Bushes and trees shall be trimmed to create a neat appearance. Vegetation shall not encroach on sidewalks or neighboring property.
9. Artificial plants/flowers, or non-decorative plastic pots are not acceptable. Pots that are broken, empty, or containing dead plants shall be promptly removed.
10. Plastic items such as beach, pool, cabana, camping or picnic style furniture shall not be located in the front yard.
11. Vegetable gardens or composting containers shall not be located in the front yard.
12. Dead or diseased plant material shall be removed or replaced promptly.