

# ARROWPOINT HOME OWNER'S ASSOCIATION

## **Community Rules and Architectural Guidelines**

**Amended Guidelines, August 2014  
Arrowpoint Board Approved**

## Table of Contents

---

<b>1 Rules and Regulations .....</b>	<b>4</b>
1.1 Community Organization .....	4
1.2 Architectural Review Process .....	4
<b>2 Design Guidelines .....</b>	<b>5</b>
2.1 General Principles.....	5
2.1.1 Protection of Neighbors .....	5
2.1.2 Design Compatibility .....	5
2.1.3 Workmanship.....	5
2.2 BUILDING ARCHITECTURE .....	5
2.2.1 Stone Veneer / Stack Stone Accents .....	5
2.2.2 Patio Covers and Storage Sheds .....	6
2.2.3 Satellite Dishes .....	6
2.2.4 Roof & Wall-Mounted Equipment .....	6
2.2.5 Outdoor Fireplaces .....	6
2.2.6 Outdoor Lighting.....	6
2.3 LANDSCAPING.....	7
2.3.1 Ornamentation .....	7
2.3.2 Maintenance.....	7
2.4 MISCELLANEOUS ITEMS .....	7
2.4.1 Swimming Pools .....	7
2.4.2 Flagpoles.....	8
2.4.3 Basketball Goals .....	8
2.4.4 Driveways.....	8
2.4.5 Clotheslines.....	8
2.4.6 Window Coverings Criteria.....	9
2.4.7 Planters and Walkways.....	9
2.4.8 Ramadas and Gazebos .....	9
2.4.9 Play Structures .....	9
2.4.10 Gates.....	10
2.4.11 Gutters and Downspouts .....	10
2.4.12 Screen Doors .....	10
2.5 COMMUNITY RULES .....	10
2.5.1 Initial Landscape Installation.....	10
2.5.2 General Property Restrictions.....	10

2.5.3	Trash/Recycling Containers and Collection .....	10
2.5.4	Pets .....	11
2.5.5	Machinery and Equipment .....	11
2.5.6	Vehicles, Campers and Boats.....	11
2.5.7	Parking.....	11
2.5.8	Building Repair .....	11
<b>3</b>	<b>Amendments.....</b>	<b>12</b>
3.1	Fees and Penalties.....	12

# 1 Rules and Regulations

## 1.1 Community Organization

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

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

## 1.2 Architectural Review Process

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

Simply stated, no new construction or remodeling, including changes in exterior color, is to occur on any lot or exterior of any home without the prior approval of the Committee. The responsibility of the Committee is to ensure the harmonious, high quality image of Arrowpoint is implemented and maintained. Your submittal will be returned to you either approved, denied, or for more information once it has been reviewed by the Committee. Homeowners may appeal the decisions of the Committee to the Board for consideration, in which case, the decision of the Board shall prevail.

As a homeowner and a member of this community, it is in your best interest to work with your neighbors (properties with whom you share property lines with) on any architectural change which may impact them.

For example:

- Items or structures in the backyard which may be higher than the fence
- Changes to front landscaping where property lines meet

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

## 2 Design Guidelines

### 2.1 General Principles

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

#### ***2.1.1 Protection of Neighbors***

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

#### ***2.1.2 Design Compatibility***

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

#### ***2.1.3 Workmanship***

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

### 2.2 BUILDING ARCHITECTURE

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

#### ***2.2.1 Stone Veneer / Stack Stone Accents***

Homes can include a stack stone/stone veneer accent providing they meet the criteria of the association guidelines. Guidelines to include no more than 30% coverage of the dwelling to be in stone, this includes any work done to the street facing walls. Majority of the stone must be on the bottom 1/3 of the home and must create a "balanced" exterior look to the architecture of the home. A sample of the stone and/or a brochure showing the sample must be submitted with the architectural request. All stone work must be done in a professional manner and any substandard work or work not done per the approved request will

be redone at the homeowner's expense. Committee will only accept architectural requests for changes using stack stone/stone veneer, no boulder or river rock accents will be accepted.

### ***2.2.2 Patio Covers and Storage Sheds***

Backyard storage sheds detached from the house will be considered provided they are not greater than 24 inches of the surrounding fence line.

Storage sheds, along with any permanent addition to a home, including patio covers and other buildings, must be painted in the same color scheme as the rest of the residence. All such structures must be submitted to the Committee for approval prior to construction.

### ***2.2.3 Satellite Dishes***

While the Association cannot prohibit the use of satellite dishes, they can regulate the size and location of the "dish". Any "dish" larger than one meter (39 inches) may not be visible above the fence line to streets, neighboring property and common areas. Those homes with "view" fencing must locate the "dish" in the best possible location to minimize the visibility from neighboring property and common areas. All dish mounting systems that are visible must be painted to match the body color of the house, not the dish itself.

### ***2.2.4 Roof & Wall-Mounted Equipment***

No devices of any type, such as evaporative coolers or air conditioning units shall be placed on any roof. Electrical boxes, panels, conduits or irrigation controllers attached to the home are to be painted to match the adjacent surface. Any rooftop solar equipment must be integrated into the roof structure and requires advance approval by the Committee.

### ***2.2.5 Outdoor Fireplaces***

Installation of outdoor fireplaces which exceed the height of the fence line, will require approval from the Committee.

### ***2.2.6 Outdoor Lighting***

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

## 2.3 LANDSCAPING

### 2.3.1 *Ornamentation*

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

### 2.3.2 *Maintenance*

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

## 2.4 MISCELLANEOUS ITEMS

### 2.4.1 *Swimming Pools*

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

Pools may not be backwashed into the drainage ditches, natural washes, common landscaped areas, drainage-ways or streets. All backwash water is to be retained on the owner's lot.

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

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

### ***2.4.2 Flagpoles***

Flagpoles are allowed in residential areas with approval only. The Committee shall regulate the location and size of flagpoles, restrict the pole to the front or back yards and no more than two flags at one time may be displayed. The height of the pole shall be no higher than the rooftop of the member's home.

**We will allow the following:**

- American flag or an official or replica of a flag of the United States army, navy, air force, marine corps or coast guard by an association member on that member's property if the American flag or military flag is displayed in a manner consistent with the federal flag code (P.L. 94-344; 90 Stat. 810; 4 United States Code sections 4 through 10).
- The POW/MIA flag.
- The Arizona state flag.
- An Arizona Indian nation's flag. (THERE ARE 24 PERMITTED INDIAN NATION FLAGS)
- The Gadsden flag. (This is the one that says DON'T TREAD ON ME).

### ***2.4.3 Basketball Goals***

Homeowners must submit an application to the Committee for approval prior to the installation or erection of a basketball goal. Goals will be allowed as a permanent installation adjacent to driveway. No permanent goals will be approved in rear yards. Portable goals are allowed if they are not left in the driveway, sidewalk or yard. Portable goals should be stored when not being used. Strict guidelines will be adhered to regarding the quality of equipment and installation and special attention will be paid to placement of the pole on the lot. Backboards may be transparent or a standard type with highly visible logo material prohibited. No lighting designed to illuminate basketball goals shall be installed without prior written approval of the Committee.

### ***2.4.4 Driveways***

Driveways may not be expanded without the prior approval of the Committee. All driveways must be kept clean and clear of debris, oil, rust and other stains.

### ***2.4.5 Clotheslines***

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



### ***2.4.6 Window Coverings Criteria***

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

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

### ***2.4.7 Planters and Walkways***

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

### ***2.4.8 Ramadas and Gazebos***

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

- Maximum square footage (under roof area) is 120 square feet
- Maximum roof height is 10 feet at the highest point.
- The structure must be set back a minimum of 7 feet from any perimeter wall.
- The structure must be painted to match the house color and maintained in good condition.
- Any roof tile must also match the tile or the house.
- Lighting of the structure must be approved by the Committee prior to installation.

### ***2.4.9 Play Structures***

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

- May be erected in rear yards only and structures must be set back a minimum of 7 feet from any perimeter wall.
- Maximum height allowed to top support bar or highest point of structure, is 10'6".
- Maximum height of any deck/platform is to be 5'2' above ground.
- The distance from the ground elevation to the top of the perimeter fence must be measured and submitted with plans.
- The Committee will take the appearance, height, and proximity to neighboring property into consideration.
- Submit a brochure or picture if possible.

### ***2.4.10 Gates***

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

### ***2.4.11 Gutters and Downspouts***

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

### ***2.4.12 Screen Doors***

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

## **2.5 COMMUNITY RULES**

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

### ***2.5.1 Initial Landscape Installation***

Any front yard landscaping installed by builders are pre-approved by the Committee. Any portion of a lot which is visible to other lots, the street, or Association common areas must be landscaped within sixty (60) days of close of escrow.

### ***2.5.2 General Property Restrictions***

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

### ***2.5.3 Trash/Recycling Containers and Collection***

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

### ***2.5.4 Pets***

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

### ***2.5.5 Machinery and Equipment***

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

### ***2.5.6 Vehicles, Campers and Boats***

No motor vehicle classed by manufacturer rating as exceeding 3/4 ton, mobile home, travel trailer, camper shell, boat, or other similar equipment or vehicle may be parked, maintained or repaired on any lot or on any street or visible from neighboring property. Temporary parking of recreational vehicles, boats and similar equipment will be permitted, if it is apparent that the item(s) are being loaded or unloaded. All motorized vehicles, including ATV's, motorcycles, go-carts and similar vehicles are prohibited from entering onto any common areas. No commercial vehicles shall be parked on streets or lots in the community. Vendors may park for a reasonable amount of time while rendering a service.

### ***2.5.7 Parking***

Neither inoperable vehicle nor those with expired tags shall be parked in driveways or streets. No vehicle shall be parked on landscaped areas such as grass or granite.

### ***2.5.8 Building Repair***

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

# 3 Amendments

## 3.1 Fees and Penalties

### **Unauthorized Architectural Changes**

Any homeowner making an authorized architectural change to the exterior of the home and/or the landscaping of the home without prior approval by the architectural committee, will be subject to a \$500 fine and/or asked to remove the changes to the home.