

TALL PINES RV RESORT (TPRVR)

ARCHITECTURAL GUIDELINES

Revised June 6, 2023

The purpose of the Architectural Review Committee (ARC) is to:

1. Maintain and preserve the beauty of Tall Pines RV Resort.
2. Assist the Board of Directors (BOD) in maintaining the common area of the resort.
3. Assist the Board of Directors in assuring adherence to the Rules & Regulations and the By-Laws of the resort.
4. Provide safety guidelines to assure protection of the resort and its members.

As members of the Tall Pines RV Resort, we must remember that we do not own the lots we occupy. The entire resort is the property of the Tall Pines RV Resort Corporation and as members of that corporation we own shares in the entire resort, entitling each of us the exclusive use and occupancy of the lots we select at the time of the purchase of our membership. The By-Laws and the Membership Purchase Agreement are specific on this matter.

The ARC consists of five (5) members appointed by the Board of Directors. A Chairperson will be appointed by the five (5) appointed members. Review of all requests for alteration is the responsibility of the ARC. Requests can be submitted at any time but will only be processed from April 15 through September 15. Any committee decision that is unsatisfactory to the requesting member can be appealed to the TPRVR Board of Directors, who are the final authority.

The names of the five ARC members will be posted on the clubhouse bulletin board near the Alteration forms. The most current ARC Guidelines will be posted on the TPRVR website along with Request for Alteration forms. If you need assistance you may reach out to any ARC member.

ARC approval is required for the following:

1. **Location of RV/ Park Model Placement on Lot:**
 - A. The proposed site must be staked.
 - B. Setbacks of two (2) feet on sides and back of lot and ten (10) feet from the front lot line are required; the 10-foot setback applies to both streets for corner lots.
 - C. The permanent location of RV/park model must minimize the number of trees being removed and must not jeopardize future health of or impede growth of remaining trees. Recommend a minimum 2-foot clearance of any tree.
2. **Type of RV/Park Model to be placed:**
 - A. Only Park Models and/or RV's will be allowed in the resort and must adhere to the setback requirements.
 - B. The make, year, and a drawing/picture/photograph with dimensions must be provided before final ARC approval.

3. Location of Shed/Outbuilding Placement:

- A. The proposed site must be staked to show specific location of structure.
- B. Setbacks of 2-feet on sides and back of lot and 10-feet from front lot line are required; the 10-foot setback applies to both streets for corner lots.
- C. A maximum of two (2) outbuildings are allowed on each lot but the total individual or combined square footage cannot exceed 144 square feet. If a lot and a half is involved, then combined square footage cannot exceed 216 squarefeet.
- D. The maximum structure height cannot exceed twelve feet.
- E. Outbuildings may not be used as permanent living quarters.
- F. Skirting or appropriate closure at bottom is required. Color to be same color tone as home.

4. Location of Carport Placement:

- A. The proposed site must be staked to show the specific location of the carport.
- B. Prior to approval, neighboring members on lots immediately adjacent to, and directly across from the requesting member's lot should be given the courtesy of advanced notice..
- C. All construction that requires digging need blue stake services first. This service is free. Contact Arizona811 at 800.782.5348 at least two (2) full working days (not including weekends or holidays) before work begins. The website is www.arizona811.com.
- D. Setbacks of two (2) feet on sides and back of lot and ten (10) feet from front lot line are required; the 10-foot setback applies to both streets for corner lots.
- E. The carport is to be used for vehicles only and may not be partially or completely enclosed with any type of material.
- F. Materials used on the carport, including trim must be esthetically and color compatible with the existing dwelling. As of 8/8/2008 all future carports are to be built on site and made permanent, which disallows the installation of a pre-fabricated carport.
- G. The maximum structure height cannot exceed ten (10) feet and cannot be attached to existing trees for structural support.

5. Any new construction that changes the exterior dimensions, shape, height, color or overall appearance of an existing Park Model/RV, outbuilding, porch, patio or carport requires the following:

- A. The proposed site must be staked to show the exact location(s).
- B. A drawing showing measurement of new construction and measurements from lot lines, sheds, carports, etc.
- C. An elevation drawing, picture or photograph
- D. Date of projected completion
- E. When a building permit is required by Navajo County, once the ARC approves the renovation a copy of the permit is to be provided to the ARC prior to the start of construction. Permits are the responsibility of the lot owner to obtain.
- F. All construction that requires digging need blue stake services first. This service is free. Contact Arizona811 at 800.782.5348 at least two (2) full working days (not including weekends or holidays) before work begins. The website is www.arizona811.com.
- G. All construction must be completed within one year of approval and all debris removed from the lot unless the Board of Directors grant an extension. Any contractor/handyman used is responsible for removing all construction debris from the resort. Members performing their own construction may use resort trailer for most debris. No appliances except for countertop style. No material larger than 4 feet. No hazardous material i.e. fiberglass, asbestos, tires or paint etc. All material and appliances including propane tanks not allowed in the trailer must be removed from the resort by the owners. If construction debris, appliances etc.

- are not removed and TPRVR is required to remove the debris, homeowner will be billed accordingly for ALL disposal expenses.
- H. All sewage, black, or gray, must be connected to the resort sewage system. All sewer and/or permanent water lines outside permanent structures must be located underground.
 - I. No part of any construction will be permitted within two (2) feet of any lot line or existing tree. A two (2) foot setback is on the two (2) sides and back and within ten (10) feet of the front lot line. The 10-foot setback applies to both streets for cornerlots.
 - I. The exterior of additions must match the type and color of the existing structure.
 - J. The roof of new additions must not extend more than thirty-six (36) inches above the existing roof structure. Any changes to the existing roof line and/or height will require ARC approval. A proper roof similar to the existing structure must be used for the entire addition.
 - K. Skirting is required for varmint proofing for all buildings/homes. No permanent openings.
 - L. Air conditioning, heating, cooling, and other ventilation units must not exceed the TPRVR maximum noise standard of 80 decibels.
 - M. Any changes from gas/propane to electric including but not limited to appliances or air conditioning & heating requires prior ARC approval.
 - N. Should the committee determine that any construction is unsafe or unsightly, it will be brought to the attention of the member and timely correction will be required.
 - O. Any changes to exterior color of Park Model if not staying with same color tone including roof color, must be approved by ARC.

6. Retaining Walls and Fences:

- A. All fencing requiring digging holes or driving posts or stakes into the ground must be blue staked. This service is free. Contact Arizona811 at 800.782.5348 at least 2 full working days (not including weekends or holidays) before work begins. The website is www.arizona811.com. New retaining walls separating lots of different membership certificate holders must be installed on existing lot lines and must be permanently constructed of either cement block with concrete footings, mortar and re-bar, or 12 inch or larger interlocking landscaping stone with optional concrete footer. (See rear of clubhouse for example of landscaping stones)
- B. Retaining walls will be a minimum of 3 inches and a maximum of 12 inches above the ground level at the highest point, on the highest lot, requiring a step effect if necessary.
- C. The certificate holder of the lot whose dirt is being retained will be responsible for the maintenance of the wall.
- D. No perimeter fences are allowed except for open rail fences. Fences must be wood, no metal or plastic. Fencing must be a natural wood color.
- E. Subject to ARC approval, wire type enclosures are permitted for vegetable and flower gardens. Construction cannot be attached to a neighbor's fence, must be temporary in design and cannot exceed 36 inches in height. Only wire fencing material may be used.
- F. Dog/Pet run structures and enclosures are not permitted in TPRVR.
- G. Free and open access must be maintained to all utilities, i.e.; water, electricity, cable, sewer, etc.

7. Placement of Propane Tanks:

- A. Placement will follow the guidelines and regulations of the chosen company supplying propane. Tanks servicing park models must be installed and maintained by licensed propane vendors.
- B. For safety concerns the propane tank cannot be placed at the front of a lot.

8. Removal of Trees:

- A. Trees awaiting approval for removal should be tagged with tape or rope for easy identification.
- B. The Board of Directors will impose a \$1,000 fine if a tree is removed without approval from the ARC. The fine doubles for each successive tree that is removed without approval. (i.e. 2nd tree \$2,000. 3rd tree \$4,000) Illegally cut tree related fines are due at the next billing period.
- C. Trees with trunks 10 inches or greater in circumferences (or 3¼ inch diameter) require ARC approval prior to removal. The tree is to be measured one (1) foot above ground. If you are in doubt, check with the ARC first.
- D. Trees may be trimmed or pruned without ARC approval. Healthy trees are not to be pruned or trimmed in a manner that may damage or harm the health of the tree. Any trimming that results in death of the tree within 1 year will be subject to the unauthorized tree removal fine as stated in 8B. Make sure all trimmings are placed in the resort's debris trailer. ALL limbs must be cut to four (4) foot lengths or less.
- E. Trees must be protected in TPRVR. ARC will consider removal of trees greater than 10 inches in circumference for the purpose of constructing an addition to the permanent dwelling or constructing a carport or shed. Size and number of trees to be removed will be considered to determine if the request is appropriate.
- F. For each tree that is cut the requesting member may be required to plant a tree at least six (6) feet in height somewhere else on their lot. The ARC will provide guidance as to what type of tree must be planted. The BOD may consider failure to meet this requirement as cutting without approval and enforce fines as outlined above. A newly planted replacement tree must be maintained and replaced if it does not survive.
- G. If you choose not to use a licensed, insured contractor for tree removal, the member will be responsible for any damage/injury caused by the removal.

9. Consideration for neighbors must be given before any diversion of runoff water is planned using rocks, walls or ditching or any landscaping material.

10. Common Area Additions and/or Removals

- A. Any member, or members, who would like to make a change in the common area are required to submit to the ARC a plan or design, including the original cost and on-going maintenance expense using the TPRVR Request for Alteration form. Approval is required even if the project is a donation.
- B. The drainage ditch bordering the West side of TPRVR and the White Mountain Church, (aka WMC), property falls under the authority of the TPRVR Architectural Committee. The ARC will provide oversight of the maintenance and ongoing care of the ditch. A visual inspection, and report to the Board of Directors, will be conducted to ensure its functionality. The ARC Chairperson will report maintenance needs to the TPRVR Board of Directors for necessary spending arrangements or approval.

The ditch lies on WMC property, however due to its strategic value to TPRVR, the resort had some years ago agreed to maintain the ditch. An updated, signed agreement between TPRVR and WMC was placed in 2022. That agreement provides TPRVR, and therefore the ARC, the authority to manage care and activities in, or in close proximity to, the ditch. The goal is to ensure it is kept clean of any materials that could be washed downstream and clog the culverts below. This authority would be consistent with the existing ARC duties in all other areas of the resort. ARC ditch duties are to provide oversight to assure compliance with these ARC guidelines:

1. No dumping of dirt, construction materials, trash etc. in the ditch.
2. No storage or placement of materials in the ditch or surrounding area that could jeopardize water flowability throughout the entire ditch down to the fishpond.
3. Shoring materials for constructing retaining walls along the ditch must be made permanent and anchored in construction such that flood waters will not dislodge the walls or dismantle the construction in such a way as to flow downstream and flood houses, resort buildings or streets and requires ARC Alteration Request approval.
4. No dumping or placement of any chemicals or materials that could wash downstream and pollute the fishpond.
5. No recreational items, furniture or material storage are permitted in the ditch or area immediately surrounding it (within six feet). Temporary exceptions can be made during home construction or short-term resort related activities and require ARC Alteration Request approval.
6. No bridge construction over the ditch is permitted.

11. Decks - Porches - Patios (Front, Side, or Back) - Extensions

- A. Members are to adhere to setback requirements and consider proximity to existing trees when determining the location of installation.
- B. Material requiring paint is to be same or coordinating color as home and roof; if different color tone is desired, member must have ARC approval.

ARC approval is NOT required for the following (except for additions/deletions to electrical demand):

1. Remodeling, changing or altering the interior of dwellings and/or outbuildings.
2. Replacing existing porches, decks, steps, siding and, or roofs unless the change alters the exterior dimensions, shape, height or overall appearance of an existing structure
3. Repainting of same color as home.
4. Landscaping and walkways unless it will change runoff water routing
5. Planting trees, shrubs, flowers, etc. (Maintaining distance setbacks defined previously)
6. Placing of flag on lots
7. Adding window awnings of same color as home
8. Removal of trees less than 10 inches in circumference (or less than 3¼ inch diameter) measured at 1 foot above ground level
9. Maintaining resort landscaping with like material and routine up-keep of the resort facilities