

Alpine Heights Homeowners Association

Design Guidelines & Recommendations

Table of Contents

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	Page Number		Page Number
Article 1 Purpose	1	Article 6 Pools & Spas	2
		6.1 New Construction	2
Article 2 Submittal Process	1	6.2 Fencing Requirements	2
2.1 Required Documents	1		
2.2. Process	1	Article 7 Solar/Alternative Energy	2
2.3 Compliance	1		
2.4. Variances & Appeals	1	Article 8 Flags, Flagpoles & Decorations	2
		8.1 Permitted Flags	2
Article 3 Landscaping		8.2 Flagpoles	
3.1 Suitability	1	8.3 Theme Decorations	2
3.2 First Time Landscaping	1		
		Article 9 Miscellaneous	2
Article 4 Firewise/Mistletoe	1	9.1 Modifications	2
		9.2 Conflict	2
Article 5 Drainage	2		
5.1 Runoff	2		
5.2. Gutters & Downspouts	2		

Article 1 Purpose

The Declaration of Restrictions for Alpine Heights provides for an Architectural Review Committee (ARC). Members of the ARC are appointed by the Board of Directors. The ARC shall review and approve, or disapprove, any changes to the lot or exterior of improvements. This includes, but is not limited to, exterior color(s) and type of roof and color.

Prior to submitting a request to the ARC, property owners are encouraged to read the Declaration of Restrictions thoroughly for specifics. **Please be considerate of your neighbors; respecting scenic views, aesthetics, and proper water drainage.** If you're in doubt about possible changes, please contact the ARC or the Board of Directors.

Article 2 Submittals

2.1 Required Documents. **An owner shall sign and submit** a completed ARC request form with plans, specifications, drawings, photos and other pertinent information for the proposed work. If the ARC requires additional documentation, it will be provided at the expense of the lot owner prior to review.

2.2 Process. The ARC shall either approve or disapprove in writing each request within 30 days after the submission of the request. No verbal approvals or representations are permitted.

2.3. Compliance. ARC approvals are in addition to any approvals or requirements by federal, state, or local laws, including the Town of Payson. Owners are advised to use a licensed contractor of their choice whenever possible.

2.4 Variances & Appeals. The ARC in the reasonable exercise of its duties, may authorize variances from guidelines and procedures. Any **objection** of an ARC decision may be appealed to the Board of Directors, whose decision is final and binding.

Article 3 Landscaping

3.1 Suitability. All new landscaping should be compatible in appearance to what is commonly seen throughout Alpine Heights.

3.2 First Time Landscaping. Requests for initial installation, or major renovations of landscaping, are to be reviewed by the ARC.

Article 4 Firewise & Mistletoe

We are a Firewise community and encourage owners to trim trees and brush to minimize the spread of wildfires. Suggestions on how to Fire Wise your property are found on our web site:

www.alpineheightshoa.com Mistletoe is an invasive parasite, spreading from tree to tree. It will eventually kill a tree. Residents are encouraged to remove mistletoe.

Article 5 **Drainage**

5.1 Runoff. Owners are responsible for water runoff from their property which affect neighboring properties. This responsibility includes maintenance and necessary repair. If alterations to existing drainage channels create problems; Owners will be responsible for repair and any damages to neighboring properties. Property owners are subject to Town of Payson drainage ordinances as well as State of Arizona regulations. **Warning: State penalties can be severe.**

5.2 Gutters and Downspouts. Gutters should match the trim or fascia color. Downspouts should match the trim or color of the house. Downspouts should not extend to neighboring property lines.

Article 6 **Pools and Spas**

6.1 New **below ground pools and spas** are subject to review and approval by the ARC.

6.2 The Town of Payson, Gila County and State of Arizona have regulations pertaining to pool and spa fencing that must be followed by owners. The ARC may condition its approval of a pool or spa upon receipt of fencing requirements from governing authorities.

Article 7 **Solar/Alternative Energy Devices**

Solar roof panels will be considered for approval by the ARC on a case-by-case basis. Panels should look like an integral part of the roof and mounted to the existing roof plane.

Article 8 **Flags, Flag Poles & Decorations**

8.1 **Permitted flags include 1) the American flag; (2) a flag of the uniformed services of the United States; (3) an Arizona Indian nations flag; (4) the POW/MIA flag; (5) the Arizona state flag; (6) the Gadsden flag; (7) a first responder flag; (8) a blue or gold star service flag; and (9) any historic version of the American flag, and any found in Arizona Revised Statutes 33-1808, or as revised.**

8.2 Flagpoles may be installed with prior written consent of the ARC. Flagpoles are limited to the height of the residential structure and placed at least 10 feet away from the gutter of the street, but not within the street right of way.

8.3 **Theme Decorations should be removed** within 30 days of the holiday for which **they are intended.**

Article 9 **Miscellaneous**

9.1 Modification. Design guidelines and requirements may be modified from time to time as deemed necessary the ARC with approval by the Alpine Heights Homeowners Association Board of Directors.

9.2 Conflict. In the event of a conflict between this document and the Declaration of Restrictions, the Declaration shall be controlling and final.