

SunRidge Estates HOA Homeowner Guidelines

The intent of this document is to clarify the Covenants, Conditions and Restrictions (CC&Rs) for homeowners in the SunRidge Estates HOA. This document was created by the Landscape Committee, which is a volunteer committee from the membership of the community association, and represents input from a cross section of the community. The membership of the 2012 Landscape Committee who put together this document is: Ken Gyure, HOA President, Chair, Joyce Howard (HOA Secretary), Brian Koppy, Tom Merryweather, Lynda Strickland, Joe Rice, and Gary Hunter. A special thank you goes out to this team for taking on this difficult task.

The general guidance from the Landscape Committee is that we should all use common sense, have consideration for our neighbors and the community, and should work together and discuss issues neighbor to neighbor and come to resolution without involving the Management Company or the Board of Directors.

However, since sometimes issues arise that can't be resolved; these guidelines were put in place to help residents in the community understand what is acceptable and not acceptable behavior and actions within the community. It will be used as a guide by the Board of Directors (BOD) of the HOA, as well as the Management Company in the administration of the CC&Rs within the community. This document is not intended to be all inclusive, and will be modified from time to time to further clarify the CC&Rs.

Keep in mind that all exterior changes to your home or landscaping must be approved by either Lewis Management Resources (LMR) (for minor changes) or the Architectural Review Committee (ARC). Please call LMR at 520-742-5674, and they can get help guide you and get you the proper forms.

This document has been approved by the BOD, and as such is now a governing document within the community, the same as the CC&Rs and other governing documents. In event of a conflict between this document and the CC&Rs or Bi-Laws of the community, those documents shall take precedence.

Any questions should be directed toward the Management Company or the Board of Directors for resolution.

**SunRidge Estates Homeowners Association
RULES AND REGULATIONS**

NOTE: For ease of identifying changes, a revision control log is also included.

1. **Maintenance of Lots** - This rule is to define what maintenance of lots means in general in article 4.7.4 of the CC&Rs.
 - 1.1. In general, maintenance of the lot will include landscaping of the lot, maintenance of the landscaping, maintenance of the exterior of the home, and general upkeep of the property.
 - 1.2. Landscaping is the addition of flowers, plants, bushes, trees, decorative rock and other general items typically sold at a nursery or garden center, covering all of your property such that no visible area is left bare dirt except for designated natural areas.
 - 1.3. Landscape maintenance is covered in section 2.
 - 1.4. The exterior of the house must be maintained and in good condition.
 - 1.4.1. Any cracks, chipping or flaking of stucco must be repaired as part of normal maintenance of the home and do not require approval from the Architectural Review Committee (ARC).
 - 1.4.2. After repairs, the repaired areas must be painted the same color as the home, again, as normal maintenance of the home.
 - 1.4.3. Any additional modifications to the exterior of the house that are planned with the repair must be approved by the ARC before beginning work.
 - 1.4.4. As paint fades and shows weathering, a new coat of paint must be applied. If painting the original color of the house, and not making any modifications, a request for approval must still be submitted, but can be approved quickly by the Management Company, versus having to go through the ARC. Please call Lewis Management Resources, and they can get you the information you need to submit the request.
 - 1.4.5. If painting a different color, you must get approval from the ARC. You must submit paint manufacturer, paint name, paint color, and a sample if possible.
 - 1.5. The property must be kept free of trash and other debris, including landscaping debris or other construction debris. This includes debris or trash that is located in the natural area of the property.
 - 1.6. Periodic clearing of brush and other dry or dead plants in the natural areas of the property will aid in fire prevention. These areas can be subject to catching fire, and can pose a hazard if near the home. Regular clearing of the dead brush is suggested, but not required. Any movement of plants or other modifications of the natural areas require approval, as outlined in section 4.4 of the CC&Rs.
2. **Landscape Maintenance** – This rule is intended to outline what is acceptable landscape maintenance.
 - 2.1. Homeowners are expected to keep all landscaping in healthy condition at all times. Plants, bushes, trees, etc. must be watered and cared for as appropriate to keep them alive and healthy. New plantings may take some time to establish, and the guidelines try to take this into account as appropriate. Natural vegetation is encouraged to promote water conservation.

- 2.2. Regular landscape trimming and cleanup is required to ensure the property has a cared for feel about it. Landscaping that is allowed to overgrow and does not appear to be well cared for by the Landscape Committee shall be in violation of the CC&Rs.
- 2.3. No grass or other turf is allowed outside of the privacy wall that surrounds the backyard.
- 2.4. All landscaped areas must be covered with rock, color and type to be approved by the ARC. Rocked areas shall be refreshed periodically to keep the rocked areas looking neat. When refreshing with the same color/type as is currently in the landscaped areas of the property, this is considered maintenance, and ARC approval is not required.
- 2.5. Trees, plants, bushes, etc. that die shall be removed immediately. If a tree or plant appears to be dead, but still shows signs of life by having green stems under the bark, one planting season will be allowed to let the tree have one more chance. If after that time it still appears dead, then it must be removed and/or replaced. If the homeowner receives a letter about said tree or plant, all they need to do is call the Management Company to alert them to the fact that the tree is still living and it will be noted in the homeowners file.
- 2.6. Trees/Plants
 - 2.6.1. Pedestrians, cars and trucks should not have to swerve in the street to avoid low hanging tree limbs. Limbs hanging over the street shall be trimmed back to curb/edge of street pavement for any limbs lower than 10 feet above the ground.
 - 2.6.2. Limbs greater than 10 feet off the ground may be allowed to grow over the street.
 - 2.6.3. Part of keeping well maintained landscaping is keeping tree limbs trimmed up and not allowing them to hang low. Limbs shall not be allowed to hang down to the ground at any time, and are recommended to be kept trimmed well up off the ground, depending on the age and size of the tree. Limbs shall also not be allowed to hang lower than the base of the tree where the trunk meets the soil for any trees planted on a hill or higher elevation of ground than the surrounding landscape.
- 2.7. Plants/Shrubs
 - 2.7.1. Plants and shrubs shall be planted far enough away from the curb/street such that when mature they do not spill over the curb or into the street
 - 2.7.2. If a plant or shrub does grow over the curb or onto the pavement, they shall be kept trimmed back away from curb or street. While there is some easement in the front of each property that belongs to the Town, each homeowner is still responsible for maintenance of the property from the rear lot line of the property, forward to the edge of the street pavement (or curb if there is a curb). The Town does not maintain these areas and they are the responsibility of each homeowner.
- 2.8. Weeds
 - 2.8.1. Section 4.7.4 of the CC&Rs clearly defines the need to eradicate weeds. No further definition is required here, except to clarify that eradication means to remove weeds, not just spray weed killer and leave dead weeds.
3. **Trash Cans** – Trash cans must be kept in the garage, behind the backyard privacy wall or in general shielded such that they are not sitting in the driveway, yard or on the street except for trash collection days. Trash cans shall not be left in the street on days that are not trash collection days.
 - 3.1. Construction of a privacy wall on the side of the house specifically to contain the trash cans is allowed per section 3.4.9 of the CC&Rs, and must be approved by the ARC

before construction. In general, the wall would have to be slightly higher than the trash cans, be large enough to enclose the cans but not be overly large, must be constructed of the same material as the home, and must be painted the same color as the home.

- 3.2. For homes that sit lower than the street elevation, the walls will most likely need to be raised a little higher to hide the trash can. There may be cases where the can cannot be completely hidden, and those will need to be handled on a case by case basis between the Architectural and Landscape committees.

4. **Driveway and Street Parking of cars** – This rule is a clarification of Section 4.12 of the covenants, which states that “All vehicles except those belonging to guests...must be placed within an approved enclosed structure”. The overall theme of this guideline is that we do not want the neighborhood to have streets lined with cars and every home to have 3 or 4 cars parked in the driveway constantly.

- 4.1. The enclosed structure referenced in this section is considered to be your garage.
- 4.2. In general, the HOA prefers that all cars be parked within your garage. However, the HOA understands that as families grow, there may be more cars than there are parking spaces in the garage.
- 4.3. The definition of guest in Section 4.12 is defined as anyone who is not the primary homeowner. This can include spouses, children or other relatives or friends. However, since tracking guests within a household is almost impossible, the general guidance from the HOA is that during the day, driveway parking is allowed for whatever vehicles are at the house.
- 4.4. Overnight driveway parking is allowed, providing that all of the spaces available in the garage are taken up by vehicles, and there is no additional room for vehicles in the garage. You should make every attempt to have the intended number of parking spaces as the garage was built to accommodate, such that as many cars as possible can fit in the garage.
- 4.5. No overnight street parking is allowed. If guests will be there overnight and need to park in the street, a simple call or email to the mgmt. company or any member of the board will ensure no issue. This is only allowed on a very short term and occasional basis.

5. **Driveway and Street Parking of Recreational Vehicles** – This rule is a clarification of Section 4.12 of the covenants, which states that “Boats, Campers, Other Trailers, Recreational or other Similar Vehicles or equipment cannot be placed upon any lot unless stored within an enclosed structure approved by the approving agent”

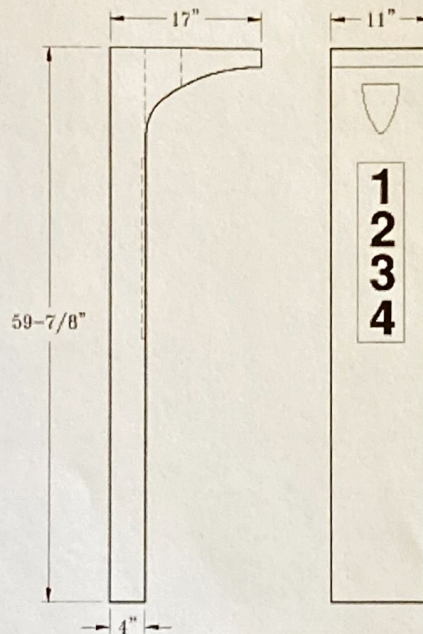
- 5.1. The enclosed structure referenced in this section is considered to be your garage.
- 5.2. Daytime and overnight driveway parking of recreational vehicles outlined above is allowed, providing that the primary reason is to load and/or prep it for imminent use, and it is not there any longer than 2 days.
- 5.3. Street parking of boats or any recreational vehicle is prohibited at all times.

6. **Mailboxes and Mailbox Pedestals** – If you need to replace your mailbox pedestal for any reason, attached in the information that you'll need to get it replaced.

- 6.1. First, as with any improvement effort on the exterior of your home, you must submit a letter to the ARC for approval. Requests must be submitted in writing.

- 6.2. The new mailbox pedestal must be placed in the same location as the old one.
- 6.3. If for some reason you wish to move it to a new location, you must contact the US Postal Service to determine the specifications for location. They are usually very helpful, and since regulations may change, the HOA cannot be responsible for advising you on the location specifications.
- 6.4. You may order the new pedestal from any source you'd like, but here is a web site link to a local source that has been used by homeowners in the past. The drawing indicates the type of pedestal that is acceptable. This may differ slightly in the style of the pedestal you are replacing, but is now the preferred pedestal.

http://concrete-designs.com/view_site_furnishings_mailbox.asp



Mailbox Pedestal

- 6.5. Guidelines on modifications to mailbox pedestals:
- 6.5.1. It is preferred that the pedestal remain the natural grey concrete color.
- 6.5.2. However, if desired you may stain the concrete the same color as the main body of the house.
- 6.5.3. Regarding the numbers on the pedestal, you have several options:
- 6.5.3.1. You may paint or stain the individual numbers a darker color in order to make them stand out. This could aid visitors or emergency personnel in finding your address.
- 6.5.3.2. You may use ceramic tile numbers and place them over the number impression on the concrete.

- 6.6. If you wish to hire someone to install the pedestal for you, most landscapers should be able to do it. If you have trouble finding someone to perform the work, contact the HOA for help.
 - 6.7. If you need to replace your mailbox, it must be of the same style as the mailbox being replaced, and must match the rest of the mailboxes in the neighborhood. The paint color must match the color of the mailbox being replaced, and must be a flat style paint. Spray paint is recommended, as it tends to be more durable. ARC approval is required for mailbox replacement, with pictures of the box style and an example (or information about) the chosen paint supplied.
 - 6.8. Mailboxes need to be maintained by painting on a regular basis and ensuring they are in good repair and securely attached to the pedestal. Paint color must stay be the same as the current color, and must be a flat style paint. ARC approval is not required for mailbox maintenance as long as the stipulations in this paragraph are followed.
7. **Solar Panels** – Solar panels are regulated by AZ State Statute 33-1816. While the Statute does not allow for an HOA to deny a resident to install solar panels, it does allow for “reasonable rules regarding the placement of a solar energy device if those rules do not prevent the installation, impair the functioning of the device or restrict its use or adversely affect the cost or efficiency of the device”. Based on this, the following guidelines must be followed when deciding to install solar panels:
- 7.1. First and foremost, all plans installation of solar panels must be submitted and approved by the Architectural Review Committee before being constructed, regardless of the State Statute. You are encouraged to contact the Town of Oro Valley prior to construction regardless of approval by the ARC or Board of Directors.
 - 7.2. If planned to be installed on the roof, solar panels must be located as far away from the street side of the house, and as much out of direct line of site of the street and the three surrounding neighbors as possible.
 - 7.3. If you cannot find a spot on the roof to accommodate shielding the panels from view, then you should consider ground installation.
 - 7.4. Ground installation must be as inconspicuous as possible, and must be located out of site from the neighbors and the street. A property walk by the ARC is required before approving this type of installation.
 - 7.5. If there are no acceptable ground level installations possible, and roof installations would be in plain view of the street and/or neighbors, then you must use frames that are painted a similar color to the house such that they will blend in with the look of the home. Powder coat painting or some other permanent type of painting is required to eliminate peeling of paint from the frames. A property walk by the ARC is required before approving this type of installation and any associated variances.
8. **Sheds (or other storage structures)**
- 8.1. Sheds, whether constructed of wood, metal or other materials, or whether purchased as a plastic kit shall not be clearly visible from the street. Some visibility may be allowed, especially on properties that lie below the street level, however the height of the shed should not be more than 12” above the height of the privacy wall regardless. This will be handled on a case by case basis by the Architectural Review Committee.

- 8.2. If the shed is visible from your neighbor's property, please have consideration and discuss it with them prior to building or purchasing the shed.
- 8.3. If painted, the shed shall be painted the same color as the house. If plastic, the shed shall be a similar color to the house. Please keep this in mind when looking for a plastic shed.

9. Gazebos, landscaping structures, play sets and other open air, non-enclosed type of structures

- 9.1. If visible from the street, must be approved by the ARC.
- 9.2. If not visible from the street, but visible from any of your neighbors, please have the courtesy to consult with any neighbors that will be able to see it.
- 9.3. The structure may be left unpainted for the wood or metal to weather naturally, which is congruent with the feel of the southwest. However, if they are stained or painted it must be a desert type of color similar to the home such as tan or a contrasting color such as brown.