



ARCHITECTURAL GUIDELINES

DECEMBER, 1999

REVISED,
DECEMBER, 2003

REVISED,
OCTOBER 2005

REVISED,
NOVEMBER 2006

REVISED,
March 2009

REVISED / ADOPTED JUNE 2017

**TEMECULA CROWNE HILL COMMUNITY ASSOCIATION
ARCHITECTURAL GUIDELINES
TABLE OF CONTENTS**

INTRODUCTIONPage 1

EXTENT OF COMMITTEE REVIEW.....Page 2

REVIEW AND APPROVAL PROCEDUREPage 3

SITE DEVELOPMENT GUIDELINES.....Page 5

SUBMISSION STANDARDSPage 14

GENERAL CONDITIONS OF APPROVALPage 16

ADDITIONAL REQUIREMENTS.....Page 18

ANTENNAE/SATELLITE DISH POLICYPage 19

EXHIBIT “A” - HOME IMPROVEMENT FORMPage 20

EXHIBIT “B” - NEIGHBOR STATEMENT.....Page 21

EXHIBIT “C” - NOTICE OF COMPLETION.....Page 22

INTRODUCTION

1. **Temecula Crowne Hill Community Association Responsibilities.** One of the responsibilities of the Temecula Crowne Hill Community Association (“Association”) is to enhance the desirability and attractiveness of living in the Crowne Hill Community (“Community”) by preserving the architectural and thematic character of the community. The Association is granted the power to administer and enforce architectural controls within the Community by Article VIII of the Declaration of Covenants, Conditions and Restrictions and Reservations of Easements for Crowne Hill (“the Declaration” or “CC&Rs”), recorded on August 27, 1999, as Instrument Number 1999-388244 of Official Records of Riverside County, California. The capitalized terms used in these Guidelines are more fully defined in the Declaration, and those definitions apply to terms used herein.

The Association administers and enforces all architectural rules through the Architectural and Landscape Committee (the “Committee”). The Committee is composed of a minimum of three (3) and maximum of five (5) members appointed as set out in Section 8.1 of the Declaration. The Committee has the authority to (i) review and approve all plans and specifications for new construction, remodeling, and landscape changes, as described in Section 8.3 of the Declaration; (ii) establish and administer general architectural guidelines; and (iii) assess reasonable fees for review and approval of proposed plans by a third party if necessary.

The CC&Rs authorize the establishment of “Architectural Committee Rules”, herein referred to as the “Architectural Guidelines”, to be administered by the Architectural Committee. The CC&Rs provide authority to establish procedural rules and to assess reasonable fees appropriate to the type and nature of the proposed improvement for which drawings have been submitted.

2. **Purpose of Architectural Guidelines.** These Architectural Guidelines (the “Guidelines”) are designed to implement the community theme of Crowne Hill by providing specific design criteria for home improvements throughout the Property. The Guidelines are intended to help the Owner and the Association establish a high quality of appearance, to assure compatibility, to direct character and form, and to enhance the Property’s overall value. The Guidelines must be strictly adhered to by all Owners when planning to make architectural, landscape and other improvements.

The Architectural Committee reviews proposed improvements for aesthetic purposes only. It is the Owner’s responsibility to follow all applicable federal, state, and local building codes and obtain necessary permits.

3. **Enforcement and Violations.** Failure to obtain the necessary approval for any improvements, new construction, remodel or landscape changes from the Committee may constitute a violation of the Declaration and could result in the Association requiring a modification or removal of the work (regardless of whether it has been completed) and a fine of up to \$3,000.00 assessed to the Owner following a noticed hearing. All residents have the right and the responsibility to bring to the Committee’s attention any violations of any provision or standard that the Board of Directors or the Committee has adopted.
4. **Amendments to Guidelines.** These Guidelines, along with the provisions set forth in the Declaration, form the basis for evaluation of plans and specifications for improvements and new construction submitted by individual Owners to the Committee for review and approval. Any items or issues not addressed in the governing instruments for this Association are matters left to the discretionary judgment of the Committee acting in good faith on behalf of the best interests of the Association as a whole. The Committee may at its discretion amend these Guidelines from

time to time for the purpose of more fully describing their original intent. For current guidelines, please visit the Association's website, www.MyCrowneHill.com and click on the Governing Documents tab at the top.

EXTENT OF COMMITTEE REVIEW

1. When Committee approval of plans and specifications required, the Committee may provide a "conditional approval", approval conditioned on such changes it deems appropriate. The Committee may also require submission of additional plans and specifications or other information or materials prior to approving or disapproving plans and specifications.
2. Upon approval, conditional approval, disapproval or if the Committee requests clarification or additional information, all submissions shall be distributed as follows:
 - a. Incomplete plans: the Committee shall retain one plan as its working copy.
 - b. Approved plans: one approved plan shall be placed in the Association files and one approved plan shall be returned to the Owner.
 - c. Other plans: disapproved plans or those requiring clarification or additional information shall be returned to the Owner. Said plans shall be included with subsequent submissions.
 - d. Notice of Completion Forms must include copies of any and all permits obtained and pictures of the completed improvement approved by Committee within thirty (30) days of completion.
3. Inspections of work in progress and issuance of notices of noncompliance may be made by the Committee or its designated representatives. Absence of such inspection and notification during construction does not constitute either Committee approval of the work in progress or compliance with these Guidelines.
4. Within fourteen (14) days of completion, the Owner must notify the Committee that the improvements/construction is complete. The Committee or its designated representatives will then inspect completed improvements. This notification should be made promptly after the improvement's completion, and any subsequent inspection must be made as provided in Section 8.8.1. If it is determined that the work was not done in substantial compliance with the final plan approved by the Committee, the Committee shall notify the Owner in writing of such noncompliance within sixty days after its inspection, specifying in reasonable detail the particulars of noncompliance, and shall require Owner to remedy the noncompliance.
5. The Committee's review of plans and specifications only extends to conformance with the Declaration and these Guidelines. By approving plans and specifications neither the Committee or its Members, the Association or its Members, the Board of Directors or its designated representatives, assumes liability or responsibility for the architectural or engineering design or for any defect in any structure constructed from the Owner's plans and specifications, or lack of permits or damage caused to other property in process or from said completed improvements. The Association reserves the right to revoke an approval if the Owner fails to obtain the necessary permitting for the architectural improvements.

REVIEW AND APPROVAL PROCEDURE

1. All applications (“Applications”) for Committee approval are to be made on the standard Temecula Crowne Hill Home Improvement Form (Exhibit A). The application form and other AC forms can be found on the Temecula Crowne Hill website: www.mycrownehill.com

Submission of Applications. Applications may be submitted via the Temecula Crowne Hill Website. The applicant should log into the owner’s portal on the website and click “Submit a New Request”. Select the “ARC Request” option, where you will download the application and fill out the forms, then save it and upload it along with your plans. If questions arise, applicant may submit questions via email to Tarc2@avalonweb.com for assistance in downloading forms and uploading plans and specifications.

Applications may also be sent to the Temecula Crowne Hill Design Review Committee, c/o Avalon Management 43529 Ridge Park Drive Temecula, CA 92590.

Inquiries should be directed to Avalon Management who may be reached by phone at (951) 699-2918 or by email at Tarc2@avalonweb.com.

2. The Committee has 30 days from receipt of an Owner’s plans to approve, conditionally approve or disapprove them. If the Committee fails to approve, conditionally approve, or disapprove the plans submitted by an Owner within 30 days after receipt of all materials requested, such plans and specifications shall be deemed approved. No construction may begin prior to receipt of Committee approval or the end of the 30-day period, whichever occurs first.
Final approval by the Committee shall be issued in writing under the following conditions that shall be affixed as a legend to the approved plans:

Approval of these plans relates solely to the architectural design and scheme thereof, and no representations are made nor any responsibility assumed by the Committee regarding the legality or structural quality or soundness of the work proposed. It is the sole responsibility of Owner, Owner’s architect and Owner’s builder to examine the Residence and to undertake adequate structural design for all improvements and thereafter to construct and maintain the improvements in accordance with the approved plans and applicable governmental codes, laws, ordinances and regulations. Approval of these plans does not alter or modify Owner’s obligation to comply with all established building requirements for the Residence and with all laws, ordinances, rules and regulations now or hereafter made by any governmental authority affecting the Residence. In case of any conflict between the same, the stricter requirement shall apply.

3. Plans must be clear, complete and prepared in accordance with applicable building codes. Preliminary plans should be submitted to the Committee for work involving major additions, initial construction or rebuilding of major improvements, demolition, or work requiring variances, to allow the Committee’s comments and conditions for preliminary approval to be incorporated in the final drawings. Final drawings must be submitted to the Committee for review and approval before beginning any work.
4. All packages submitted to the Committee must be submitted by a Member of the Association and must contain the following items:

- a. Completed Home Improvement Form (Exhibit “A”)
- b. Completed Facing and Adjacent Neighbor Statement (Exhibit “B”)

- c. Three complete sets of preliminary plans or final drawings prepared according to the Submission Standards, drawings may be hand drawn.
- d. Pictures of the home as it exists prior to the improvement.
- e. Pictures or samples of improvements (i.e. windows, rock, pavers, paint, hardscape, landscape, etc.)

The Committee will not review incomplete submissions. Incomplete submissions will be returned to the applicant along with notification of the areas of deficiency, and the owner shall be aware that incomplete submissions may result in a delay.

Any additional fees or costs incurred in the review of the plans by an outside consultant, if necessary, will be the responsibility of the homeowner, who will be required to reimburse the Association. (CC&R's, Article VIII, Section 8.4)

If fees are required and not submitted with the application package, it will not be placed on the Committee's agenda for review. Please allow a minimum of 30 days from submission to be notified of a decision/status of the application.

The fee schedule may be amended from time to time as the cost of review varies.

5. Approved applications must be started and completed within six (6) months of approval. Failure to complete the project in the allotted time will result in the application being voided with a new submission required if restarting the work in the future. Should work need more time to be completed, please submit a request for extension and reason for such extension; include an estimated date of completion.

Appeal Procedure:

If an application is denied by the Architectural Committee, the owner may appeal in writing to the Board of Directors indicating the reason they believe the application should be approved. An appeal must be made within thirty (30) days of receipt of the denial notification. A conditional approval may also be appealed. If an Owner disagrees with a conditional approval, the Owner must appeal the conditional approval within thirty (30) days of receipt of the conditional approval notification. Matters of appeal will be reviewed on a case by case basis.

If an appeal is denied by the Board of Directors, the decision is final and no further recourse may be taken.

No work is to begin until approval is granted by the Architectural Committee or Board of Directors.

SITE DEVELOPMENT GUIDELINES

The following site development guidelines apply to all construction undertaken by Owners.

1. Heights:

a. Dwelling Units: Maximum height of any building shall be consistent with the Zoning Code, with the more restrictive in compliance. No current or future views from any lot, residence or any portion of the community are guaranteed and the Architectural Committee is not required to take the impact of any view into consideration in connection with the approval of any improvement.

b. Dwelling Unit Improvements: Heights of improvements are restricted to the maximum height of the existing structure and must be compatible with the existing structure with respect to massing and enclosure. Room additions, monitor windows, and towers extending above existing building heights are subject to special review by the Architectural Committee regarding impact on neighbor's privacy and community appearance. The intent is to protect privacy and to retain an attractive community appearance with a balance of buildings and open space.

c. Other Structures:

A patio cover — shall be a maximum of twelve (12) feet from the original finish grade to the top of the highest point on the patio cover.

A gazebo — shall be a maximum of nine (9) feet from the original finish grade to the top of the highest point on the gazebo, if the roof is in a horizontal plan; or shall be a maximum of eleven (11) feet from the original finish grade to the top of the highest point on the gazebo, if the roof is in a sloping plane.

A sundeck – shall not exceed the maximum building height per zoning; and shall be subject to special review by the Architectural Committee regarding impacts on neighbors' privacy and community appearance.

In accordance with CC&R section 7.2.1, separate buildings within the lot are not permitted, including but not limited to, granny flats, pool houses, apartments, accessory buildings, etc.

All portions of proposed structures that are decorative, non-occupiable, and exceed the height limit, are subject to special review and may not be permitted

2. **Setbacks**: Minimum setback standards for the community are established by the City of Temecula in conformance with the applicable building and zoning codes. These standards affect all improvements including buildings, garages, pools and spas, recreation facilities, parking areas, awnings, patio covers, balconies, barbecues, fire pits, stairs and decks. The Committee may establish front, side and rear yard setbacks, consistent with the approved minimum guidelines, to allow alternative siting of the improvement. Room additions extending beyond existing building setbacks are subject to special review by Architectural Committee regarding impacts on neighbor's privacy and community appearance.

3. **Garages:** Garages must be enclosed with an operable sectional roll up door. Garages must at all times be maintained in such a manner so as to be capable of accommodating at least one full-size automobile. Garages shall not be used as living quarters and may not in any manner be used as habitable space. Carports are not permitted.
4. **Exterior Building Walls:** Exterior cover material treatment used on the building wall must be consistent on all elevations of the residence in order to achieve a uniform appearance. Stucco is to be the predominant exterior surface. Siding without any color finish, Masonite or hardboard panels with battens, vinyl siding, and exposed concrete block (including split block and textured or scored block) are prohibited. The material, color, and texture of new exterior walls shall be compatible with the existing house walls. Any new fascia must match any existing fascia. Enhanced wall finished, such as brick and stone, must be designed to wrap corners, to appear to be integral to the house design, rather than as applied decoration. New building features, such as planters, pot shelves and solariums must be compatible with the color and design of the existing home.
5. **Roofs:** The slope, material, color, and texture of any new roof shall be identical to the existing roof. Mansard, rock and flat roofs are not permitted. Roof-mounted equipment must be completely screened from view. Gazebos may have solid roofs, if the roof material is identical to the material on the house roof.
6. **Stairs:** Exterior stairs installed and/or constructed shall meet setback guidelines, be shielded from street and public view, not interfere with neighbors' ability to use property or invade privacy. Any submission must indicate reason for stair use and may not be for the purpose of accessibility for a secondary unit, i.e. rental, sublet, income property, etc., only for accessibility of the single family residence for primary use of owners. Failure to comply will result in removal of the stairs.
7. **Reflective Finishes:** No highly reflective finishes (other than glass, which may not be mirrored) may be used on exterior surfaces (other than surfaces of hardware fixtures), including without limitation the exterior surfaces of any of the following: roofs, all projections above roofs, retaining walls, doors, trim, fences, pipes, equipment and paving.
8. **Windows and Doors:** The size, location, material, and color of new exterior windows and doors shall be compatible with the exterior windows and doors of the existing house. Recessed window and door openings are encouraged.

New accent windows and doors, such as greenhouse windows or French doors, must be compatible with the color and design of the existing house. Post-modern features, such as large areas of glass block, are not permitted.

Changes to existing windows and doors, such as glass tinting and decorative front doors, must be compatible with the color and design of the existing house. Windows of anodized aluminum, baked enamel or wood are preferred. Windows and doorframes must be constructed of wood, PVC coated wood frames, or anodized aluminum. Windows and doorframes of natural aluminum finish and glazing material of reflective or color tint, other than bronze or gray, are prohibited. Window openings within exterior wall surfaces must be located in a manner consistent with the existing treatment. Glass tinting or shading must be compatible with the existing treatment. Mirrored glass, reflective glass film and plastic roll-up shades are not permitted. Exterior shades of any type are not permitted.

9. **Additional Installations:** Any additional installation of windows shall be submitted to the Committee for review prior to installation, including any necessary permits, etc. The new windows must be the same or compatible with the existing window structure in size, material and color.
10. **Window Covers:** Windows can be covered only by drapes, shades, blinds or shutters and cannot be painted or covered by aluminum foil, cardboard or similar materials, bed liners, iron bars, security bars, etc...
11. **Chimneys:**
- a. Heights: No chimney may extend higher than the minimum height as required by the City of Temecula Building Code.
 - b. Exterior Dimensions: The exterior dimensions of chimneys should be minimized so as to avoid unreasonable obstruction of light and air to other residences.
 - c. Flashing: All chimney flashing should be colored to match the integral or applied color of the chimney.
12. **Overhangs or Other Projections:** Cornices, eaves and windows, such as bay windows or other similar projecting above the footing of the residence may not project more than two and one-half feet into any front, side or rear yard setback or unless City building codes prohibit such, whichever is stricter applies.
13. **Fences, Walls and Hedges:**
- a. All alterations or modifications of the fences or walls of any type require the prior written approval of the Architectural Committee.
 - b. Wooden fencing, such as split rail, picket fences, etc., shall not be allowed on the perimeter of the Properties. However, the Architectural Committee may approve on a case by case basis,
 - c. Windbreaks and sound screens are treated like fences.
 - d. Front fences, walls and hedges may not exceed four (4) feet in height. No fences, walls or hedges are permitted in the front setback. See City of Temecula for footage requirements. Side and rear fences, walls and hedges may not exceed six feet in height, unless approval was provided to shield a shed or other structure.
 - e. Fences, walls and hedges that abut any existing wall or fence may not exceed the height of the existing wall or fence, unless otherwise required by building codes for protection of swimming pools or spas.
 - f. The height of all fences, walls and hedges shall be measured vertically from the average finished grade at the base of the fence or wall. Tops of all fencing, walls or hedges installed on level ground must be level. Tops of fencing, walls or hedges installed on slopes, where permitted, may be parallel with the slope or stepped.
 - g. Association-maintained fencing or walls may not be modified without the express written approval of the Board of Directors.

- h. Structural framing or unfinished sides of fences or walls may not be exposed to any public right-of-way, Association Property or other Residence.
- i. Dog eared fencing is not permitted; fence should match the existing picture frame style throughout the community.

14. Columns – White, cream or off-white color to remain continuous in the community, as originally installed. Any other color is considered non-conforming to the community standard. Neutral tones may be considered on a case-by-case basis, and are subject to approval of the Architectural Review Committee.

15. Examples of Acceptable Walls and Fences

Varieties of wall and fence treatments consistent with the overall project design theme will be allowed, depending upon the location and function. These designs are characterized as follows:

- a. Sample Community Wall – Slump block with columns located along the lots adjacent to Butterfield Stage Road and Crowne Hill Drive. A version of this type of wall design may also be utilized at selected interior locations along the sides of corner lots and rear yards abutting streets.
- b. View Fence – View lots within the Properties will be provided with tubular iron fencing or, where noise attenuation is required, masonry with soundproof glass.
- c. Interior Fence – Wood fencing provided for interior side yards and rear yards where view fences or community walls are not utilized will be acceptable.
- d. Vinyl fencing – Will be allowed as long as it meets the criteria of wood fencing. Color should be of Earth tones; other colors may be considered on a case-by-case basis and only upon approval by the Architectural Review Committee. A sample must be submitted with picture for review and include color and style to be used. White vinyl fencing is inconsistent with community aesthetics and will not be considered for approval.

16. Patio Structures, Sun Shades, Gazebos and Trellises:

- a. Patios should be designed as integral parts of the architecture of the residence. Structures shall be of wood construction with the exception of vertical supports. Also permitted is Alumawood type only, with sample to be included with application.
- b. Unacceptable construction materials for patio, sun shades, gazebos and trellises include metal structures, corrugated plastic, lattice, fiberglass, plastic webbing and reed or straw-like materials.
- c. Side elevations of structures may not be enclosed in any manner except in the case where a wall of a residence forms a natural enclosure to some or all portions of a side elevation.
- d. No objects such as urns, pots or planters may be placed on top of any structure. All such “adornment” must be located under, around or suspended within the structure.

- e. The color of the patio cover, gazebo or trellis must match the house trim, the wall color, or must be compatible with the house.
 - f. Patio covers may have a solid flat roof so long as they are constructed of Alumawood or like product. Such solid covers must match the roof color, stucco color or trim color. This applies to the solid cover only and not the beams or pilasters, which may still conform to item e, above.
 - g. Wood constructed patio covers with a solid cover will be allowed so long as they are sloped to match the pitch of the existing roof and the roof materials match those of the home (tile, composite shingle, etc.)
 - h. Samples in structure and materials, along with manufacturer and installer shall be included.
- 17. Accessory Buildings:** All permissible accessory buildings and uses must be approved prior to installation or construction by the Committee and must be compatible in design with the residence.
- 18. Sundecks:**
- a. No sundecks are permitted on or over any portion of a two-story roof. Heights will be limited to the existing living levels.
 - b. All sundecks must be directly accessible from the interior living area level.
- 19. Paved Areas:** Paved areas should be minimized in yards visible to streets. A minimum five (5) foot wide planting area must remain adjacent to the sidewalk or street pavement, if no sidewalk. Walkways to front doors should not exceed an average width of five feet. Permitted paving materials include concrete, brick, and flagstone, in colors compatible with the house. Sample materials must be included with the application. Paved areas or hardscape in front may not exceed 30% of front square footage, including the driveway. The Committee may approve a higher amount on a case by case basis if aesthetics are met.
- 20. Trash Containers:** Trash containers must be completely screened from streets and adjacent properties. Trash containers should be of plastic material to reduce collection noise.
- 21. Exterior Colors:** Exterior colors of buildings, fences, walls and structures as originally applied must remain, unless written permission to change colors is given by the Architectural Committee. Any color changes must be compatible with the neighboring homes. Paint samples to be included with application.
- 22. Basketball Backboards:** No permanent post of any kind or any stationary equipment shall be erected or attached to the dwelling structure or affixed in the ground without architectural approval. See Portable Basketball Policy for additional information.
- 23. Exterior Lighting:** All proposed construction shall comply with the California Institute of Technology, Palomar Observatory or Lighting Policy as outlined in the Southwest Area Plan, City of Temecula Ordinance No. 655 (Mount Palomar Lighting Ordinance).

Any exterior lighting, such as decorative wall fixtures, lanterns on short columns, and light posts, must be compatible with the design of the house. They must be simple in design and color. Approval required prior to installation if it is new to the home. Low voltage landscape lighting excluded.

Overly ornate light fixtures (such as Victorian globes) or commercial light fixtures (such as contemporary light bollards with glass block) that establish an independent theme that conflicts with the overall street scene are not permitted.

All flood lights, security lights, motion lights and other utilitarian light fixtures must be screened from view of the street and adjacent homes. Light fixtures operated by motion detectors are permitted if approved by Architectural Committee and if the fixture design is compatible with the architecture.

Mercury vapor lamps or lamps that emit light of a similar character, exposed fluorescent lamps, flashing lights, color lights, unshielded exterior lights and lights which result in excessive glare are prohibited.

Electrical permits to be obtained by the owner from the City of Temecula as necessary.

24. **Diverters/Downspouts/Gutters:** Galvanized iron or copper diverters, downspouts or similar items, if attached to the building or improvement, must be painted to match roof vents or surrounding material and must be tied to the yard drain system. Copper may be approved on a case by case basis.
25. **Flashing, Sheet Metal and Vents:** All sheet metal, vent stacks and pipes must be painted to match adjacent building and/or roofing surfaces.
26. **Solar Panels/Mechanical Devices:** Solar panels are to be integrated into the roof design, to respond to the roof slope, and designed to minimize the profile of the collector. Frames must be colored to compliment the roof. Natural aluminum frames are prohibited. Support solar equipment must be enclosed and screened from view. All mechanical equipment exposed to the exterior must be located in a manner that minimizes visual impact.
27. **Skylights:** Skylights are to be designed as an integral part of the roof. Their form, location and color should relate to the home.
28. **Play Equipment:** Requires architectural approval if the structure will be seen from street view. Submittal of picture of proposed structure and shielding material must be provided with application.
29. **Antennae:** All antennae are restricted per the Declaration in Section 7.5 except "Authorized Antennae" as defined in the Declaration. Prior to installing any Authorized Antennae, satellite dish or other communication device, the design, installation location and use must be reported to the Committee in compliance with Section 7.5 of the CC&Rs and Exhibit E attached hereto.
30. **Pools, Spas, Hot Tubs, Ponds and Fountains:**
 - a. Spas and similar water features (swimming pools, reflecting pools, koi ponds and fountains) are permitted in private yards not visible from the street.

- b. All accessory equipment, except solar collector panels, must be located, screened, or recessed in such a manner so as not to be viewed from any residence or street. Noise should be controlled to minimize the impact on neighbors.
 - c. Heaters must be stackless or low-profile in configuration.
 - d. Solar collector panels, including racks and distribution components, are subject to approval as to materials and method of installation. Solar collector panels must be located in a manner which minimizes visual impacts. Colors must be compatible with the house.
- 31. Other Recreational Items:** The Committee may consider privacy rights and possible detriment to other Residences when reviewing proposed outside recreational use or activity areas. Such review may also include potential noise and light intrusion.
- 32. Wrought Iron:** All wrought iron is to be galvanized or bonderized prior to applying finish color.
- 33. Storage Sheds/Utility Sheds:** Commercially available storage / utility sheds will be permitted and must be a color compatible with the residence, with an overall height not to exceed nine (9) feet. In no event shall such shed or utility structure be visible from the street.
- 34. Landscaping:**
- a. No trees, bushes, shrubs or other plants, which would exceed the permitted height of the building, may be planted or installed until plans and specifications have been approved by the Committee. The plans must show the proposed locations, elevations and heights at maturity of said trees, bushes, shrubs or plants, including location, elevation and height in relation to other residences.
 - b. The Committee shall have the right, but not the obligation, to require any Owner to remove, trim, top or prune any tree, bush, shrub or plant.
 - c. Prior approval is required when replacing front yard landscape with drought tolerant style, including but not limited to drought tolerant plants, hardscape (mulch, rock, DG etc.), or walkways etc.
 - d. No more than 30% of front yard may be hardscape which includes but is not limited to driveway, walkways, sidewalks, porches, patios, courtyard, rock, DG etc.
 - e. It is expected that that such items as DG, rock, mulch, gravel, etc... require weed barriers and weed abatement, and that mulch or wood chips shall be rejuvenated periodically.
 - f. No designs (e.g. animals, flowers, etc.) with hardscape (rock, DG, gravel, mulch, etc.) are permitted in the front yards or driveways.
- 35. Retractable Awnings:** Upon prior review by the Architectural Review Committee (ARC), retractable awnings may be approved provided that the submitting homeowner meets the following parameters:

- a. Awnings shall be allowed for rear yard use only.
- b. Awnings must be affixed to the dwelling and cannot exceed a total projection of ten (10) feet from the wall to which they are attached.
- c. Awning must be of a solid, neutral color that coordinates with home exterior color and is subject to ARC approval.
- d. Awnings must be maintained in a neat and attractive condition.
- e. Include all measurements, samples and applicable photos prior to installation.
- f. Neighbor impact form to be completed.

36. Portable Basketball Backboard Policy - Portable free-standing basketball backboards are permitted provided:

- a. For purposes of these rules, a “portable” basketball backboard (and related pole and/or other supporting apparatus) is one which is designed and/or constructed to be mobile and moved from place to place without necessity of detachment or removal of the pole or other supporting apparatus from a sleeve or any other structure, fixture, or appurtenance affixed to, or located on or in, the ground or other structure.
- b. That they will be stored next to the home as close to the rear yard gate as possible when not in use and never in the street or sidewalk.
- c. That they will not be used in such a manner that they block pedestrian access on the sidewalk, or entry into any residence other than the residence to which the backboard belongs.
- d. Backboards must be maintained in a neat and attractive condition. The Board reserves the right to demand removal of any backboard, which it determines unsightly. No basketball net may become shredded or otherwise fall into disrepair. Should this occur, the net is to be replaced.
- e. Basketball backboards may be used from 8:00 a.m. to 9:00 p.m. Monday through Thursday, Friday from 8:00 a.m. to 10:00 p.m., Saturday from 8:00 a.m. to 10:00 p.m. and Sunday from 8:00 a.m. to 9:00 p.m.
- f. Neighbor impact statement to be signed and included with basketball install placement.

37. Screen Doors - Screen doors on the front door or entrances shall be reviewed by the ARC on a case by case basis. Screen doors may be required to be painted to match the color of the dwelling, or the owners may have to buy one that is of a color close to the dwelling or existing front door color.

38. Front Doors - Changes in front door – addition of glass or change in paint needs to be submitted for approval prior to installation.

- 39. Driveway Widening** - Plans must be submitted for review and approved by the Architectural Review Committee prior to beginning any improvements, including driveway widening or any front yard hardscape.

Driveway widening must include a minimum two (2) foot landscape buffer on each side from the newly proposed edge of the driveway to the property line. The landscape buffer must be planted with shrubs or plants in order to offset the extension. Plans will be reviewed on a case-by-case basis and does not constitute automatic approval.

At no time will a gate in excess of five feet be permitted in addition to a driveway extension.

Existing driveways that were approved prior to March 2009 cannot be submitted as a cause for allowing a new driveway widening or extension. Ratio of driveway widening to landscaping will be reasonable and not to exceed 30% of front square footage. Architecture review will be conducted on a case by case basis.

No more than 30% of front yard may be hardscape; this includes but is not limited to driveways, walkways, sidewalks, porches, patios, courtyard, rock, mulch, DG, etc.

SUBMISSION STANDARDS

All submissions for Committee review must include, where applicable, the following:

A. Preliminary Drawings:

1. Plot Plan (at no less than 1/4" = 1'):
 - a. Show residence boundary lines accurately as to length, angles and amount of curve. Show all existing and proposed buildings, structures, fences, walls, sidewalks and other improvements; indicate all required setbacks, easements, streets or rights-of-way and top or toe of slopes.
 - b. Show all dimensions on work to be considered, distances between existing and proposed work and distances, between proposed work and property lines, setback lines and slopes.
 - c. Include site photos of all surrounding conditions adjacent to the location of the proposed improvements including neighboring residences and Association property.
2. Roof Plan (at no less than 1/4" = 1'):
 - a. Show all existing and proposed roofs noting slope pitches and overhangs.
 - b. Designate existing and proposed roofing material.
 - c. Indicate any unusual conditions and details involved in or resulting from the work.
3. Floor Plan (at no less than 1/4" = 1'):
 - a. Indicate all walls, columns, openings and any condition or feature that will affect the exterior design or appearance of the structure, including room, window and door locations.
 - b. Show dimensions of proposed work and related existing work; indicate relationship.
 - c. Delineate all parts of the exterior that cannot be shown on elevation.
 - d. Set out square footage of proposed and existing work.
4. Elevations:
 - a. Provide exterior elevations of all proposed structures.
 - b. Delineate all height limits in relation to proposed work.
5. Fence and Wall Plans:

- a. Drawings must include specifications of materials, finish material, color and height and should be consistent with the examples of acceptable walls and fences shown on Exhibit A. For alterations or additions, note if finish is to match existing finish. Provide samples of finish material and color.
- b. Heights should be shown in relation to adjacent ground elevations.

B. Construction Drawings and Specifications: Submissions must include, where applicable, the following:

- 1. Working Drawings: Include all working drawings and all of the drawings required for the preliminary submission, if utilized, revised as required by the Committee's preliminary review.
- 2. Grading Plan:
 - a. Show contours, flow lines, finish grades and proposed drainage systems.
 - b. Changes of finish grade may require a grading plan prepared by a registered civil or professional engineer or landscape architect.

NOTE: Plot and grading plan may be incorporated on the same drawing.

C. Landscape Plan: Include grading, drainage systems, walks and hardscape, planting area, planters, decks, fences and walls, stairs, trellises, arbors, gazebos, ponds, fountains, ground covers, shrubs, trees, slope stabilization, ornamental rock, recreation areas, courts, mechanical apparatus and lighting. Include all dimensions and general type of plants (i.e. shrub, flower, ground cover) and samples of material where applicable.

D. Pool Plan: Include pools, spas, hot tubs, heating and filtering equipment and enclosures as well as screening and drainage. Include dimensions and material samples where applicable.

E. Mechanical and Solar Energy Plans: Include all mechanical devices exposed to the exterior and all solar collectors, racks, storage facilities, and distribution components. Include with application the location of panels, size/dimensions and picture of home prior to installation.

F. Exterior Colors and Finishes: For any proposed modification of exterior material and any proposed modification of exterior color requirements the following must be included:

- a. A color sample board or an elevation sheet with color chips attached clearly noting where colors are to be used. All samples must be identified with manufacturer's name, color and/or number.
- b. Samples of masonry and finish roofing materials. Descriptions are acceptable for common materials such as clay or concrete tile.
- c. If using existing colors on the home submit proposed colors same as indicated in "a" above.

G. Specifications: List material, quality and finishes together with method of installation or application.

GENERAL CONDITIONS OF APPROVAL

The following are conditions of any architectural approval and are hereby incorporated by reference in all plans or Committee letters of approval. Each Owner is responsible for ensuring that these conditions are enforced in carrying out all construction on the Owner's residence.

- A. **Pre-Construction Conference:** Prior to commencing construction, the Owner and builder must meet with the Committee or its designated representatives to review construction procedures and coordinate the builder's activities. The Owner and builder shall provide a detailed plan as to the areas to which all construction activity will be confined, including without limitation: size and location for construction material storage, limits of excavation, parking, chemical toilet location, temporary structures, if any (subject to Committee approval), dumpsters and utility trenching, and methods for protection, such as fencing, barricades, or other means, to be set up prior to commencement of construction.
- B. **Occupational Safety and Health Act ("OSHA") Compliance:** All applicable OSHA regulations and guidelines must be strictly observed at all times.
- C. **Signs:** No signs may be displayed on any residence other than a sign advertising the property for sale as permitted by the Declaration. This limitation applies to tradesmen's, contractors', and installers' signs of any type, including signs identifying the residence as the site of their activities of operations.
- D. **Hours of Operations:** All operations must be carried on between the hours of 7:00 AM and 6:30 PM Monday through Saturday. No operations are to be performed on Sundays or holidays. If local ordinances are more restrictive, the local ordinances shall prevail.
- E. **Temporary Structure:** No structure of a temporary character will be permitted to remain on the property for more than 72 hours.
- F. **Sanitary Facilities:** Owners and builders are responsible for providing adequate sanitary facilities for their construction workers. Portable toilets or similar temporary toilet facilities may be located only on the residence itself and if possible out of neighbor's immediate view, in a location approved by the Committee prior to installation.
- G. **Unightly Items:** All rubbish, debris and unsightly material or objects of any kind must be regularly removed from the residence and will not be allowed to accumulate thereon. Removal must be made weekly, preferably on Friday, and rubbish will not be allowed to accumulate on streets or Association Property. Owners and builders are prohibited from dumping, burying or burning trash anywhere on the Property.
- H. **Streets and Walkways:** No construction or landscape debris or materials such as sand, mulch, dirt, or bricks may remain on the streets or walkways. All items of such nature must be stored on the Owner's residence. If any materials are delivered and deposited on the streets or Association Property, the Owner will be held responsible for the costs involved in cleaning and/or restoring the Association Property, streets and walkways.

- I. **Construction Equipment:** Trucks, concrete mixers, trailers, trash bins, compressors and other types of construction equipment, as well as private vehicles of construction crew members, may be parked only in areas designated by the Committee and only during allowed hours specified herein. No overnight parking will be allowed. The Owner is financially responsible for any equipment removal or necessary repairs required by the Committee.
- J. **Dust and Noise:** The builder is responsible for controlling dust and noise from the construction site and/or residence
- K. **Excavation:** Excess excavation materials must be hauled away.
- L. **Restoration or Repair of Other Property Damaged:** Damage to other property, including without limitation, other residences, Association Property, or other improvements shall be repaired or restored promptly at the expense of the person causing the damage or the Owner of the residence where the construction activity is taking place. Upon completion and corrected within 30 days of construction, each Owner and builder shall clean the construction site and repair or restore all damaged property, including without limitation restoring grades, and repairing streets, driveways, sidewalks, drains, culverts, ditches, signs, lighting and fencing.
- M. **Maintenance of Improvements:** The repair and maintenance of any work of improvement will be the responsibility of the installing Owner and subsequent Owner.
- N. **Drainage:** Interference with the originally installed rain gutters, downspouts, or other drainage systems (whether surface or subterranean) or any other interference with the established drainage pattern over any of the Property is prohibited, unless an adequate alternative provision, previously approved in writing by the Committee, is made for proper drainage. All drainage shall be cored to street.
- O. **Workmanship:** All works of improvement must be performed in a manner consistent with existing structures. Any work deemed by the Committee to be of inferior quality must be reworked or removed and the building restored to its condition prior to commencement of the work by the Owner. If the Owner refuses to rework or remove and restore as called for above, the Committee shall request the Board of Directors to cause such rework or removal and restoration and the cost thereof shall be a Special Assessment or fine against the Owner as provided in the Declaration.

ADDITIONAL REQUIREMENTS

1. If construction activity requires the use of streets, common area, maintenance easements or other Association Property for purposes of transporting labor and materials, or for the temporary storage of materials, the applicant must obtain written permission from the Association for "Right of Entry" during the course of construction. A copy of this letter granting permission shall be filed with the Committee prior to the commencement of construction and posted at the location along with necessary city permits.
2. The Committee may require the posting of a security deposit to cover the costs of restoration or repair of Association Property. Any portion of a security deposit not used for repair of Association Property shall be returned to the Owner after completion of the proposed improvements. An indemnity or restoration agreement may also be required.
3. Committee review and approval is for aesthetic purposes alone. All necessary building permits and other approvals must be obtained and all applicable governmental regulations must be adhered to at all times. After the Committee has approved the Owner's plans for aesthetic purposes, the Owner must contact local regulatory agencies and be sure that he or she is in compliance with all building and zoning regulations currently in force. In the event of a conflict between the provisions of these Guidelines and any other ordinance or regulation, the more restrictive requirements shall prevail.
4. Once approval is obtained, all work of improvement must be completed within six months after the date of approval, unless otherwise specified in writing by the Committee. If not so completed, the Committee may void this approval and require a new submission for review.
5. A Notice of Completion packet including photos, and copies of any permits or inspections, shall also be submitted within thirty days of completion.

**TEMECULA CROWNE HILL COMMUNITY ASSOCIATION
ANTENNAE/SATELLITE DISH POLICY**

Antennae, Satellite Dishes: Satellite dishes of one (1) meter or less in diameter, and other communication-receiving antennae or devices covered by the Federal Telecommunications Act of 1996 (the “Act”) (collectively referred to in these Guidelines as “qualified satellite receiver”), may be installed on the Owner’s Unit as provided in this policy. Satellite dishes larger than one (1) meter in diameter, and any other CB radio antennae of any height not covered by the Act, are prohibited as provided in the Association’s governing documents. Additionally, satellite dishes and antennae guidelines are as follows:

- a. Application to the Association shall not be required prior to the installation of a qualified satellite receiver.
- b. No fee or deposit payable to the Association shall be required prior to installation of a qualified satellite receiver.
- c. An Owner may install a qualified satellite receiver within the Owner’s property in a location necessary for the signal strength desired. Owner must place his/her/their qualified satellite receiver in a location which will minimize the visual effect of the equipment on the Common Area and other residents within the Association. However, it may not be placed on the front portion of the residence.
- d. Owner shall maintain the qualified satellite receiver in good repair and maintenance and not permit the antennae to become unsightly.
- e. No satellite receivers may installed on any part of the Association Common Area.
- f. Owner shall indemnify and hold harmless the Association and its agents, directors, officers, and employees from any and all loss, claims, damages, injuries, judgments, or cost, including, but not limited to attorneys’ fees and costs, resulting from or arising from Owner’s installation, maintenance or use of the qualified satellite receiver, to the extent that Owner’s negligence in installation, maintenance and/or use of the qualified satellite receiver caused or resulted in the loss, claim, damage, injury, judgment or cost, including attorney’s fees and court costs being indemnified.
- g. Nothing in this policy is intended to unreasonably increase the Owner’s cost of installing a qualified satellite receiver, unreasonably delay the installation or unreasonably decrease the reception of the signals received. Should any Owner believe that anything in this policy unreasonably affects the cost, delays, installation, or decreases signal strength, the Owner is encouraged to contact any member of the Board to discuss and resolve the matter.
- h. Nothing in this policy is to be interpreted as being in contravention of the Act regarding the installation, maintenance and use of satellite dishes. Should any portion of this policy be interpreted as contravening the Act, that section or sections shall be considered immediately modified to conform to the Act. Should it be impossible to modify the section or sections, that section or sections shall be deemed severable from the remainder of the policy and shall be of no force and effect whatsoever.

**EXHIBIT A
HOME IMPROVEMENT FORM**

TEMECULA CROWNE HILL COMMUNITY ASSOCIATION
43529 Ridge Park Drive
Temecula, CA 92590
(951) 699-2918 Ext. 114, Fax: (951) 699-0522
Email: tarc2@avalonweb.com

OFFICE USE ONLY
DATE SUBMITTED: _____
DATE TO BE REVIEWED: _____
ACCT. # _____

Owner Name: _____ Home Phone: _____
Property Address: _____ Cell or Work Phone: _____
Owner's Signature: _____ CLOSE OF ESCROW _____/_____/_____

SUBMITTAL CHECK LIST: (Please include the following, failure to provide will result in application being returned to you prior to review)

- _____ Home Improvement Form (Exhibit A)
- _____ Facing, Adjacent and Impacted Neighbor Statement (Exhibit B)
- _____ 3 Sets of Drawings - Should include details of size, design, color and materials. Location of drains must be included on drawings. Names of plants should include the common name and not Latin names. Please fold plans to 8 1/2" x 11".
- _____ Picture of home as it exists before improvements, including street view and other applicable areas being changed
- _____ **ORIGINAL COMPLETED FORM AND ATTACHMENTS MUST BE SUBMITTED AT LEAST ONE DAY PRIOR TO THE COMMITTEE MEETING , NO APPLICATIONS WILL BE ACCEPTED THE DAY OF MEETING. COMMITTEE MEETS 1X P/MO**

PROJECTS BEING SUBMITTED: (Please check appropriate items)

ARCHITECTURAL

- _____ Awnings
- _____ Deck (wood)
- _____ Gazebo
- _____ Green House
- _____ Patio Cover
- _____ Patio Slab
- _____ Painting (include paint samples)
- _____ Rain Gutters
- _____ Solarium
- _____ Addition / Extension to Home
- _____ **Other:** _____

LANDSCAPE / HARDSCAPE

- Landscape:
- _____ Front _____ Rear
 - _____ Plants (type & location)
 - _____ Trees (type & location)
 - _____ Hardscape Only
 - _____ Front _____ Rear
 - _____ Fence(s) / Walls:
 - _____ Front _____ Side
 - _____ Rear
 - _____ Retaining
 - _____ Drains

EQUIPMENT

- _____ Air Conditioner
- _____ Built-In Barbecue
- _____ Fire Pit
- _____ Lighting
- _____ Pool & Equipment
- _____ Spa & Equipment
- _____ Solar Equipment
- _____ Swing Set/Playhouse
- _____ Waterfall/Fountain

OTHER: _____

DO NOT WRITE BELOW THIS LINE (For Committee Use Only)

- Architectural Committee has determined that the above submittal is: () **Approved** () **Approved w/Conditions** () **Disapproved**
- () See notes on plans. () Add root barriers to all fence line trees & maintain a minimum 5ft setback from fence
 - () Core through curb for drainage () Maintain existing drainage pattern or provide alternative drainage method
 - () All lighting must be low wattage () Structures require a 10ft setback from property lines and are to be no higher than 5ft
 - () Sound baffle may be required to be installed around entire pool/spa () Pool and/or spa must have a setback according to City requirements.
 - () Patio color scheme must match existing house and/or trim () All paving materials are in colors compatible with house.
 - () Plant materials must not be attached to common area fence () All gates/fences are to remain in place as installed at time of purchase
 - () All plant materials should be planted so as not to encroach onto neighbor's property () Screen play equipment fr offsite view with landscape
 - () Storage shed may not exceed the height of the fence or be visible from the street
 - () All new roofing material and angles must conform to existing house structure, materials, style and color.
 - () Resubmit patio cover with additional dimensions and elevation, color scheme must match existing house and/or trim colors.
 - () Obtain permits from City on items such as gas lines, electrical, walls, buildings, pool/spa installation, etc. ; Copy to be provided with NOC
 - () Submit originally reviewed plans with revised drawings
 - () Resubmit with more details for _____

COMMENTS: _____

TEMECULA CROWNE HILL COMMUNITY ASSOCIATION ARCHITECTURAL REVIEW COMMITTEE

Date: _____ Initial: _____ Date: _____ Initial: _____ Date: _____ Initial: _____

EXHIBIT B NEIGHBOR STATEMENT

The attached plans were made available to the following neighbors for review:
(in event of no signature, indicate time and date of attempt)

Impacted Neighbor	
Name	
Address	
Signature	Date

Impacted Neighbor	
Name	
Address	
Signature	Date

Common Area or Back Yard - Rear of Home

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center; padding: 5px;">Adjacent Neighbor</td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black; padding: 5px;">Name</td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black; padding: 5px;">Address</td> </tr> <tr> <td style="border-top: 1px solid black; padding: 5px; width: 70%;">Signature</td> <td style="border-top: 1px solid black; padding: 5px; width: 30%;">Date</td> </tr> </table>	Adjacent Neighbor		Name		Address		Signature	Date	<div style="background-color: #cccccc; padding: 20px; border: 1px solid black;"> <p style="margin: 0;">YOUR HOUSE</p> <p style="margin: 5px 0 0 0;">Name _____</p> <p style="margin: 0 0 0 0;">Address _____</p> </div>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center; padding: 5px;">Adjacent Neighbor</td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black; padding: 5px;">Name</td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black; padding: 5px;">Address</td> </tr> <tr> <td style="border-top: 1px solid black; padding: 5px; width: 70%;">Signature</td> <td style="border-top: 1px solid black; padding: 5px; width: 30%;">Date</td> </tr> </table>	Adjacent Neighbor		Name		Address		Signature	Date
Adjacent Neighbor																		
Name																		
Address																		
Signature	Date																	
Adjacent Neighbor																		
Name																		
Address																		
Signature	Date																	

Your Street - Front of Home

<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center; padding: 5px;">Facing Neighbor</td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black; padding: 5px;">Name</td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black; padding: 5px;">Address</td> </tr> <tr> <td style="border-top: 1px solid black; padding: 5px; width: 70%;">Signature</td> <td style="border-top: 1px solid black; padding: 5px; width: 30%;">Date</td> </tr> </table>	Facing Neighbor		Name		Address		Signature	Date	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center; padding: 5px;">Facing Neighbor</td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black; padding: 5px;">Name</td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black; padding: 5px;">Address</td> </tr> <tr> <td style="border-top: 1px solid black; padding: 5px; width: 70%;">Signature</td> <td style="border-top: 1px solid black; padding: 5px; width: 30%;">Date</td> </tr> </table>	Facing Neighbor		Name		Address		Signature	Date	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2" style="text-align: center; padding: 5px;">Facing Neighbor</td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black; padding: 5px;">Name</td> </tr> <tr> <td colspan="2" style="border-top: 1px solid black; padding: 5px;">Address</td> </tr> <tr> <td style="border-top: 1px solid black; padding: 5px; width: 70%;">Signature</td> <td style="border-top: 1px solid black; padding: 5px; width: 30%;">Date</td> </tr> </table>	Facing Neighbor		Name		Address		Signature	Date
Facing Neighbor																										
Name																										
Address																										
Signature	Date																									
Facing Neighbor																										
Name																										
Address																										
Signature	Date																									
Facing Neighbor																										
Name																										
Address																										
Signature	Date																									

Attention Neighbors: If you do not agree, please feel free to note this on the form next to your name. You will be requested to attend a hearing with the Architectural Committee to express your concerns. My neighbors have seen the plans I am submitting for the Architectural Committee review (see above verification). I as the Owner certify that I have requested that my neighbors sign this statement confirming notification. I understand neighbor objections do not in themselves cause denial of the plans.

SUBMITTED BY:

Owner Name: _____ Date: _____

Property Address: _____

EXHIBIT C

**TEMECULA CROWNE HILL COMMUNITY ASSOCIATION NOTICE OF
COMPLETION with PHOTOS DUE WITHIN 30 DAYS OF
COMPLETION**

Owner Name: _____

Property Address: _____

Home Phone: _____ Cell or Work Phone: _____

Email Address: _____

On the _____ day of _____, 20____, the Improvement(s) on the described property was (were) COMPLETED in accordance with the plans and submittal package which was approved by the Architectural Review Committee.

The completed Improvement(s) is (are):

****Please include photos and copies of permits or signed inspection permits
(if applicable) of the completed Improvements with this
Notice of Completion Form. ****

Signature of Owner(s)

Date