

**ARCHITECTURAL
DESIGN REVIEW**

**POLICIES, PROCEDURES
AND PRE-APPROVALS**

**For the
Civano 1 Neighborhood 1
Homeowners Association**

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INTRODUCTION

The Declaration of Covenants, Conditions and Restrictions (CC&Rs) for the Civano 1 Neighborhood 1 provides for an Architectural Committee (AC) to be appointed by the Civano 1 Neighborhood 1 Board of Directors. The AC is to review additions, modifications, and alterations (referred to in this document as an "Alteration") to all lots within the community and to establish rules and guidelines for such Alterations so that a uniform standard for appearance can be achieved. Capitalized words in this document, not otherwise defined, shall have the same meaning as described in the Declaration.

The purpose of this document is to establish guidelines that will clarify, and sometimes eliminate, the process of applying for design review. Civano has been designed with diversity of design and color in a small-scale urban context. It is the intention of this document to further this diversity and individuality while maintaining an overall harmony and respect for ones neighbors.

SUBMITTALS

The Architectural Committee Design Guidelines may eliminate the need to submit certain Alterations for approval, but if an Owner determines approval is necessary after reading the Declaration and the Architectural Committee Design Guidelines, the Owner shall submit the following to the AC for approval prior to construction of installation of the Alteration:

- A. The completed request form (attached to this document).
- A. Plans and specification for the proposed work, including, if applicable:
 - 1. Site plan for the lot, showing the Alteration in its proposed locations along with all other improvements on the lot (house, driveway, pool, etc). If plants are a part of the Alteration, see the Landscaping Guidelines to determine if a separate Landscaping application is necessary.
 - 2. Plans and specifications for all aboveground construction (such as a shed, patio, cover, saunas, barbecue pits, gazebo) showing materials, height, width and paint color(s).

The AC reserves the right to request reasonable modifications to any Alteration if deemed appropriate by the AC.

VARIATIONS

The AC, at its discretion, may approve variations from the Design Guidelines, which will be evaluated on an individual basis.

PERMITS

The lot owner is solely responsible for obtaining all required permits and approvals from applicable public agencies such as county or city. All improvements are subject to all appropriate permits and inspections.

GUIDELINES

Landscaping

See separate Landscaping Guidelines approved by the HOA Board of Directors in November of 1999.

Plant Trellises

Plant trellises that are wrought iron, natural wood or a material painted to match one of the house colors SHALL NOT require approval. All other trellises SHALL require prior approval.

Antennas, Satellite Dishes, and Solar Equipment

Antennas, satellite dishes, and solar equipment that are placed on a flat roof in such a manner as to keep visibility from adjacent properties or from public streets or rights of ways at a minimum SHALL NOT require approval from the AC. Line of sight antennas that require a mast not to exceed 12 feet that is attached to the back of the house roof or to the garage as far away from property lines as possible SHALL NOT require approval from the AC. All other locations of antennas, satellite dishes and solar equipment SHALL require prior approval

Lighting

All lights must meet the following requirements:

- A. Accent low voltage type lighting SHALL NOT require approval if less than 15 lights are installed and the bulbs are white, do not exceed 18 watts per bulb, do not exceed twenty four inches in height from ground level and do not direct light on adjacent properties.
- B. All floodlights SHALL require prior approval.
 1. The light emitting element and reflecting device of all lighting or illumination units shall be hooded or shielded so that it is not visible from any adjacent lot or real property. Individual fixtures are limited to 60 watts each.
 2. Lights or illuminating units shall not direct light, either directly or through a reflecting device, upon an adjacent real property.
 3. Motion lights must turn off within five minutes.
 4. Pole lighting is prohibited.

- C. Holiday lighting may be installed 45 days prior to the holiday and must be removed 14 days after the holiday associated with the lighting. The opinion of the AC as to what constitutes holiday lighting shall be binding.

Painting

Use of the original exterior colors SHALL NOT require approval from the AC. Any other exterior color combinations are encouraged but SHALL require prior written approval from the AC.

Display of Flags

Display of the American Flag shall be by a bracket & extension mounted on the house SHALL NOT require approval. Freestanding flagpoles are strongly discouraged and SHALL require approval. Generally accepted flag etiquette shall be observed for all United States and state flags.

Gutters and Downspouts

The installation of gutters and downspouts SHALL NOT require approval of the AC if they are painted to match the color of the house or trim adjacent to where the installation occurs, and if such installation does not result in undue drainage onto neighboring properties. A chain in lieu of a downspout is appropriate.

Water Barrels

Water barrels for water harvesting inside patio walls or at the back of the property SHALL NOT require AC approval. Water barrels at the front of the property SHALL require AC approval. In all cases water barrels shall match the material and/or color of the house, be of a natural material or formed from galvanized material.

Solar Tubes

Solar Tubes SHALL NOT require approval. Skylights SHALL require approval.

Play Equipment

All play or exercise equipment that (a) exceeds the height of eight (8) feet from ground level to the highest point, and/or (b) is not placed a minimum of ten (10) feet from all neighboring boundaries SHALL require prior AC approval. Equipment with climbing platforms and slides SHALL require prior AC approval. The AC shall consider play equipment if it adheres to the following guidelines:

- A. Placement of climbing platforms and slides must allow for mitigation to protect the privacy of neighboring property owners.

- B. Play or exercise equipment exceeding the height of eight (8) feet and/or not placed a minimum of ten (10) feet from all neighboring boundaries shall be screened from the adjoining property by shrubs or trees which will equal the height of the play equipment. The AC may require that the equipment be painted a color compatible with the house on the subject lot.
- C. Brightly colored canopies, roofs, or other visual distractions which are attached to the play or exercise equipment will be discouraged and will require approval from neighboring properties.

Play or exercise equipment that does not exceed the height of eight (8) feet from ground level to the cross bar or the highest point and is placed a minimum of ten (10) feet from all neighboring boundaries SHALL NOT require the approval of the AC, but all such equipment must comply with the foregoing requirements, except that screening and painting the play equipment will not be required.

Basketball Hoops

All temporary or permanent basketball hoops and/or poles SHALL require approval of the AC. The AC will take written approval of adjacent lot owners into consideration.

Gates

Gates repainted the same color or the color of the front door and/or trim color(s) SHALL NOT require AC approval. A gate replaced with a decorative wrought iron gate SHALL NOT require AC approval.

Storage Sheds

All sheds SHALL require written approval of the AC.

Garbage Container Storage

Enclosures built to shelter garbage containers that match the existing architecture and colors of the property (buildings, walls and/or gates) SHALL NOT require AC approval. All other enclosures SHALL require AC approval.

Screen/Security Doors

Screen doors or security doors SHALL NOT require the approval of the AC if they are wrought iron and painted the same color as the house, or the same color as the window frames. Designs on the doors SHALL NOT require approval if they are painted the same color as the door. Screen doors or security doors constructed of any other material or color SHALL require the prior written authorization of the AC.

Swimming Pools

Swimming pools SHALL require AC approval. As community pools are provided as amenities, private pools are discouraged. Plans should include water saving features. All pools must be covered and only SOLAR heating shall be approved.

Other Improvements Inside Property Walls

Other improvements inside the property walls that are not higher than five (5) feet SHALL NOT require AC approval. This would include paving, fountains, spas, barbecues, etc.

Signage in Common Areas - Owners

'Open house' and 'Garage sale' signs in Common Areas are permitted by an owner and SHALL NOT require submittal if in accordance with following provisions:

- A. 'Open House' and 'Garage Sale' signs which have been purchased or made by an owner may be placed in Common Areas; however, the AC shall reserve the right to request reasonable modifications of such signs if deemed inappropriate by the AC.
- B. Signs in Common Areas must not block any sidewalk or motor traffic or impair visibility of such traffic.
- C. Signs in Common Areas must be placed no sooner than sunrise and removed no later than sunset of the same day.

Signage in Common Areas - Re-sale, Broker or Non-Civano Builder

'Open house' directional signs in Common Areas are permitted by a realtor and SHALL NOT require submittal if in accordance with following provisions:

- A. One "Civano Open House" metal standing A- frame may be displayed in the front entrance/walkway or visible area to the entrance of the home for sale. One directional "Civano Open House" metal standing A- frame sign may be place in other Civano common areas directing visitors to an open house. The "Civano Open House" and directional signs are only to be displayed when agent is on-site at the home for sale. The "Civano Open House" metal standing A-frame is available through lease at the Community of Civano management. A nominal deposit is required for use of the sign. No open house sign other than the specific Civano A-frame will be permitted.
- B. Signs in Common Areas must not block any sidewalk or motor traffic or impair visibility of such traffic.
- C. Signs in Common Areas must be placed no sooner than sunrise and removed no later than sunset of the same day.

Signage on Private Lots - Owners

Signs, which meet the following requirements, SHALL NOT require AC approval:

- A. One 'For Sale', 'For Rent', 'Open House' or 'Garage Sale' sign which has been purchased or made by an owner; except that the AC shall reserve the right to request reasonable modifications to such signs if deemed inappropriate by the AC. 'For Sale' or 'Open House' signs will only be allowed when an owner is selling their personal residence without the aid of a realtor.
- B. One reclaimed water sign installed by the City of Tucson, if appropriate.
- C. Up to two signs (front and back) identifying the home is protected by a security system
- D. Signs must not block any sidewalk or motor traffic and may not impair visibility.
- E. Signs, except as stated above, may not exceed 2 x 3 feet in size.

Signs SHALL NOT require approval if total surface area on the display side of the sign does not exceed 110 square inches. The top of the sign shall not be higher than 18 inches from the surface of the walkway, gravel, dirt, etc. The sign should face the street and shall be located not more than 24 inches from the structure.

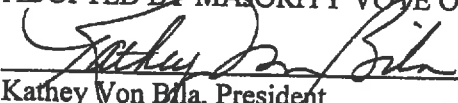
Signage on Private Lots - Re-sale, Broker or Non-Civano Builder

A sign, which meet the following requirements, SHALL NOT require AC approval:

- A. One free-standing placard style 'For Sale' sign, placed by a re-sale, broker or non-Civano builder, may be displayed in the front yard of a home for sale. The sign may be in color with the logo of company selling the home. The sign can stand no higher than 6 feet (72 inches) from the ground and the total length of the arm can be no more then 3 feet (36 inches).

The above restrictions shall be in addition to any and all restrictions and permit requirements imposed by Tucson or Pima County.

ADOPTED BY MAJORITY VOTE OF THE BOARD OF DIRECTORS:



Kathey Von Bila, President

6-26-01

Date Adopted