

**ARCHITECTURAL STANDARDS  
LANESEND HOMEOWNERS ASSOCIATION**

**Questions Regarding the Content of These Guidelines  
Should be Directed to the ARCHITECTURAL REVIEW DEPARTMENT at:**

**KEYSTONE PACIFIC PROPERTY MANAGEMENT, INC.  
16845 VON KARMAN AVE # 200  
IRVINE CA 92606**

**Adopted:\_\_\_\_\_**

**By:\_\_\_\_\_**

Dear Homeowner:

Welcome to your new home in the Lanesend community! These Architectural Guidelines are designed with the goal of maintaining the aesthetic beauty of the community. Prior to making any exterior change to your home, you must first submit a complete architectural application to the Architectural Review Committee for review and approval. After receiving approval from the Committee or "ARC", you may install your yard improvements.

Please review these "Guidelines" prior to completing your application form to ensure your submittal is complete. If at any time you have any questions regarding the review process, please contact your management representative.

### **PURPOSE AND POLICIES**

The goal of these Guidelines is to preserve and enhance the beauty of the community and to assist the Association Member in the design of plans in agreement with this goal. The ARC shall make decisions regarding any external change or alteration on behalf of and for the good of the community as a whole. Any change not specifically addressed or outlined in these Guidelines will become a matter of reasonable discretion on the part of the ARC. In the event of a conflict between this document and the Covenants, Conditions and Restrictions (CC&R's), the CC&R's shall control.

### **COMMITTEE ROLE**

**SCOPE:** All exterior alterations, additions or changes to any structure or to the landscape of any Lot, must be submitted to the ARC for approval prior to any installation or commencement of construction.

The above mentioned changes include, but are not limited to, seat walls, arbors, decks, gazebos, fences, landscaping, etc.

**FAILURE:** Work commenced before architectural plan approval is subject to removal at the cost of the homeowner if subsequently deemed unacceptable by the ARC.

**DEVIATION:** If landscape or any Improvements (hereinafter collectively referred to as "Improvements") have been constructed or installed in a manner which deviates from the plans that were approved, the ARC may make recommendations for changes. If those changes are not complete within forty-five (45) days the matter will be turned over to the Board of Directors to take appropriate remedial action in accordance with the CC&R's.

**SUBMISSION OF YOUR ARCHITECTURAL APPLICATION** - Your application should be sent to:

Lanesend Architectural Review Committee  
c/o Keystone Pacific Property Management, Inc.  
16845 Von Karman Ave, Suite 200  
Irvine, CA 92606

#### **When Must My Yard Be Installed?**

The Meadowood Maintenance Association, of which you are also a member, requires that all yards must be installed within six (6) months after the close of escrow.

#### **When Should I Submit My Architectural Application?**

In order to meet the yard installation deadline, architectural applications should be submitted within three months after the close of escrow.

**Neighbor Comment Statement**

Page two of the application form is the "Neighbor Comment Statement". Any neighbor that will be impacted by your improvements must sign off on this form. For instance immediate neighbors on either side must sign off on as they will be able to view the improvements on your property from their home. The neighbor across the courtyard will be able to view your yard. Consider who your improvements will impact and proceed from there.

**What Should My Plan Include?**

Your plan should be drawn on an 8 1/2 x 11 sheet of paper, or a formal plan may be submitted. The plan should detail what you are proposing to install. The following are examples of items your plan should include. Review the below as you are drawing your plan and detail those items as applicable to your individual Improvement desires. All submissions must be made in duplicate.

1. Type, location and size of shrubs or trees. Include the maximum height at maturity. Be sure to consider the proximity of the building structure and eaves when considering the location of proposed trees.
2. Complete dimensions, or exterior elevations, of the proposed improvements. Be sure to include maximum height of patio covers. Also type of material to be used. Show all dimensions of work to be considered. Include distances between existing and proposed work and setback of proposed work from property lines.
3. Color scheme of end product.
4. Plotted location of sprinklers, drains, trees, shrubs, patios, patio covers, barbecues and any other structures.
5. Street address, lot number, name and day/evening phone numbers.

**When Can I Expect My Application To Be Returned?**

The CC&R's provide for a forty-five (45) day response time. Although it is likely your application will be reviewed and returned well under the time frame provided for in the CC&R's, it is a good idea to anticipate forty-five days for a response to your architectural submittal.

**Submittal To Meadowood Maintenance Association**

After receiving approval from the Lanesend Architectural Committee, your plan must be submitted to the Meadowood Maintenance Association. There is a fee in the amount of \$125.00 for review of your plan. Your check is to be made payable to the Meadowood Maintenance Association. Your check must be submitted with your plan or your submission will be considered incomplete and returned to you. A professional licensed architect has been retained to perform all of the reviews for the homes within the Meadowood Association. The Meadowood ARC has thirty (30) days in which to render a decision on your plan submittal. However, this time frame has been greatly reduced as the architect performs reviews each Tuesday of the week. If your plan is submitted by 5:00 p.m. on Monday, it will be reviewed the following day.

**Submittal to the City**

Upon obtaining the written approval of the ARC, the Owner shall thereafter submit plans and specifications to the City if the proposed Improvements require the issuance of a buildings permit or other City approval.

**Submittal of "Notice of Completion" Form**

After completing construction, submit the "Notice of Completion" form (pg. 3 of the application). Please attach a photo of the completed work to the "Notice of Completion" form and submit to the ARC. This form is to be submitted to the ARC within thirty (30) days of final completion of your construction.

**Inspection of Completed Improvement**

The ARC has up to sixty (60) days, after receipt of written notification by the Owner of the completion of any Improvements, to inspect such Improvements and note any deficiencies. If an inspection of the completed Improvements has not been made within this sixty day period, the Improvements shall be deemed to be completed in substantial conformance with the approved plans.

**Notification of Non-Compliance**

Within thirty (30) days after inspection of the Improvement, the homeowner is to be notified if there are any deficiencies. If an Owner requesting the inspection has not been notified of any noncompliance within said thirty (30) day period, the Improvement shall be deemed to be completed in substantial conformance with the approved plans and specifications.

**GENERAL GUIDELINES:**

**1. Patio Covers.**

The material which is acceptable for patio covers is wood. The patio cover must be painted to match the trim of your home, white or the color of the exterior stucco. Trellis and beam construction shall be so designed as to provide a minimum of fifty percent (50%) of the total trellis area to open space for the penetration of light and air to areas which it corners. The structure must be consistent and complement the existing architectural features of home.

No aluminum, metal, plastic, fiberglass, cloth, composition shingle, shake, tile or screens may be used.

**2. Painting of Residence.**

No residence, building, fence, wall or other structure shall be painted without the prior written approval of the ARC.

**3. Outdoor Furniture.**

Outdoor furniture shall be complementary to the exterior color scheme of the buildings. Furniture in a state of disrepair, (i.e. torn cushions, rusting frames, faded or torn umbrellas), is specifically prohibited.

**4. Window Tinting.**

Window tinting requests will be considered by the ARC. However, mirror finishes will not be approved. **NOTE:** Most failures of dual-glazed units are due to "moisture" condensation that can be traced to the presence of tinted film on the inside of the glass. The deflection caused by the tinted film creates heat build-up and consequent expansion within the airspace of the dual unit, and destroys the butyl seal. Water vapor is thus admitted, and condenses between the planes. In addition, cracking of the window panes may occur.

**Neither the window manufacturer or the Developer will be responsible for replacement of dual glazed windows should window tinting be applied.**

5. House Numbers.

House numbers shall be uniform. House numbers other than those originally installed by the Developer, or those approved for the entire association by the Board of Directors, will not be permitted.

6. Lighting.

Exterior lighting must be low voltage (12v). Higher voltage lighting will be approved if it is not directed or, if it is placed so that it does not create an annoyance to the neighbors, as determined by the ARC.

7. Antennas.

No television, satellite dish, radio, or other electronic antenna or antenna device of any type, or other electronic broadcasting and receiving devices shall hereafter be erected, constructed, placed or permitted to remain on the Covered Property, unless and until the same shall have been approved in writing by the Architectural Committee, or unless the same be totally contained within a building or underground conduit.

8. Signs.

Without the prior written consent of the ARC, no signs, posters or displays shall be shown or displayed on a Lot excepting one sign of customary and reasonable dimensions which states that the premises are "for sale" or "for rent". No signs may be located in the Common Area of the Association.

9. Window Coverings.

Windows can be covered only by drapes, shades, blinds or shutters and cannot be painted or covered by aluminum foil, cardboard, or other similar materials. Permanent window coverings must be installed within six (6) months after the close of escrow.

10. Fences and Walls.

Each Owner shall be responsible for the maintenance of any fences or walls, or portions thereof, that are located within or on the boundary of his Lot.

11. Storage.

All rubbish, trash and garbage shall be regularly removed from the Properties, and shall not be allowed to accumulate thereon. All clotheslines, refuse containers, wood piles, storage areas and machinery and equipment shall be prohibited upon any Lot, unless obscured from view of adjoining Lots and streets by a fence or appropriate screen approved by the ARC.

12. Drainage.

Each Owner agrees for himself and his successors in interest that he will not in any way interfere with the established drainage pattern over his Lot, or that he will make adequate provisions for proper drainage in the event it is necessary to change the established drainage over his Lot. For the purposes hereof, "established drainage" is defined as the drainage which occurred at the time the overall grading of the Covered Property was completed by the Declarant. Alteration of said established drainage can cause trapped water, which may result in the shifting of and damage to the foundation of an Owner's Residence and neighboring Residences. Homeowner's are strongly advised to consult landscape architects and/or qualified civil engineers or contractors for advice prior to the installation of yard landscaping or any alteration to the drainage pattern.

13. Temporary Structures.

No structure of a temporary character, trailer, tent, shack, garage, shed, barn or other out-building shall hereafter be used on any Lot at any time, either temporarily or permanently.

14. Security System Signs.

Security signs shall be allowed within the community without prior ARC approval providing the following guidelines is adhered to:

- (a) One (1) sign shall be allowed in the entry planter area;
- (b) One (1) sign shall be allowed to be posted on the side gate and;
- (c) One (1) sticker shall be allowed in one front window of the homeowners choosing.

A total of three (3) signs as described above shall be allowed. Any one sign shall not exceed 11 1/2 x 11 1/2". All signs must be properly maintained and replaced if damaged or excessively weathered.

15. Non-liability for Approval.

Plans and specifications are not approved for (a) engineering design, (b) compliance with zoning and building ordinances, and other applicable statutes, ordinances or governmental rules or regulations, (c) compliance with the requirements of any public utility, (d) any easements or other agreement, or (e) preservation of any view and by approving such plans and specifications neither the Architectural Committee, the members thereof, the Association, the Owner, the board nor Declarant, nor agents, employees, attorneys or consultants of any of the foregoing, assume liability or responsibility therefor, or for any defect in any Improvements constructed from such plans and specifications for any obstruction or impairment of view caused or created as the result of any Improvements approved by the Architectural Committee.

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