

**DESIGN GUIDELINES  
FOR  
THE GARDENS OF OAK HOLLOW**

**1. DESIGN REVIEW COMMITTEE**

The Design Review Committee consisting of three or more persons will be appointed by the Association's Board of Director and will be responsible to the Board. They will serve on the board three years or until such time that the board deems necessary to find a replacement. In order to maintain continuity, one member will be replaced annually beginning in 1998.

**2. PURPOSE**

The Design Review Committee will regulate the external design, appearance, and location of the Properties and of improvements thereon in such a manner as (a) to foster the attractiveness and functional utility of the community as a place to live, (b) to maintain the architectural integrity of the existing exterior structures and the neighborhood, (c) to maintain property values by insuring a harmonious relationship among structures, vegetation, and topography.

**3. REQUIREMENT**

No building, fence, wall residence, structure, or projection from a structure (whether of a temporary or permanent nature, and whether or not such structure will be affixed to the ground) will be commenced, erected, maintained, improved, or altered, nor will any grading, excavation, tree removal, or improvement be done without the prior written approval of the Design Review Committee regarding (a) the harmony of its exterior design and location in relation to (b) the character of the exterior materials and (c) the quality of the exterior workmanship.

**4. APPLICATION**

An application for additions or modification, included but not limited to items shown on the attached Design Guidelines will be filled out on the form provided by the Committee (see addendum) thirty days before work is to begin. In case of an emergency, the committee will call a special meeting to review the proposal (Exhibit A).

**5. PROCEDURES**

In the event the Design Review Committee fails to approve or disapprove in writing an application within thirty days after the plans and specifications in writing have been submitted, in accordance with adopted procedures, approval will be deemed granted. The applicant may appeal an adverse Design Review Committee decision to the Association's Board of Directors, who may reverse or modify such decision by a two-thirds vote of those directors present and voting at a meeting at which a quorum is present.

**6. GUIDELINES**

The Design Review Committee will, subject to the approval of the Board of Directors of the Association, develop and promulgate policy guidelines for the application of the design review provisions in this Declaration. The policy guidelines will include (a) review procedures, (b) aspects of objectives of review, and (c) principles and criteria used as standards in determining the achievement of the required objectives. The design committee will assist the members with acceptable methods of achieving the required objectives in particular design problems. The policy guidelines are intended to assist the Design Review Committee and the Owners in the ongoing process of community design. They may be modified and supplemented from time to time on due notice to the Owners and subject to the approval of the Board.

## **MAJOR ITEMS SUBJECT TO DESIGN REVIEW**

The Design Criteria would serve as guidance for improvements, maintenance, or construction of such items to include but not limited to Fences, Roofs, Decks, Storage Sheds, Patios and Ground Level Decks, Solar Collectors, Storm and Screen Windows and Doors, Recreation and Play Equipment, Sun Control Devices, Swimming Pools, Garages and Carports, Driveways, Additional Rooms, Porches, Greenhouses, Air Conditioners, Antennas, Attic Ventilators, Chimneys and Metal Flues, Exterior Lighting, Exterior Painting, Flagpoles, Gutters and Down spouts, House Numbers, Mailboxes, Permanent Barbecues, Retaining Walls, Shutters, Signs, Tree Removal, Landscaping and Vegetable Gardens.

## **REVIEW CRITERIA**

The purpose is to retain the characteristics of the existing structures and the neighborhood. The primary concern is anything visible from adjacent houses, the streets, or the alleys. Any maintenance or construction that could have an impact on the adjacent property that might affect appearance, drainage, sunlight, ventilation, or view would require approval.

Workmanship should be equal to or better than that originally used in the neighborhood. If past practices are no longer acceptable, industry or code practices, current and better practices must be followed.

## **DESIGN GUIDELINES**

### **1. FENCES**

All fences being maintained, replaced, or installed shall be constructed with 1x4 or 1x6 cedar picket dog-eared 6' high. Fences are not to be painted or stained. However, a clear preservative treatment is permitted. No fence is to project closer to the street than the front of the house. All fences visible from the street or alley are to be kept in good repair at all times. Exceptions to the above are (a) all fences being maintained or replaced along Jones-Maltsberger (which forms a continuous appearance for our neighborhood) shall be 1x6 cedar pickets, dog-eared without paint or stain but may have a clear preservative treatment applied, (b) wood fences, other than fences along Jones-Maltsberger, that have already been painted are to be maintained and repainted as necessary with the same color paint as the house or trim (see EXTERIOR PAINTING, #19), but when replaced, fences must comply with the above guidelines, (c) existing brick wing walls and fences using the same brick as the house are acceptable. Any additions or modifications must be reviewed and approved by the Committee.

### **2. ROOFS**

Roof repairs, replacements, and additions shall be done using the same type, color, and style of lightweight concrete tile as that originally used in the construction of all houses in the neighborhood.

### **3. DECKS, PATIOS AND PERMANENT BAR-B-Q'S**

All of these items must be located inside the fenced area of the residence. Trellises or roofs over patios and decks which project above the fences should be compatible in design and materials with the house.

### **4. STORAGE SHEDS AND GREENHOUSES**

Any fixed or portable shed must be located inside the fenced area of the residence, and, if any portion projects above the fence, it should be compatible with the house and fence in style, material and color. Location inside the fenced area should be arranged so as not to damage the neighboring house nor hinder maintenance of it.

### **5. SOLAR COLLECTORS**

Solar panels should be designed and installed by a professional taking into consideration effectiveness, appearance, style, and to the greatest extent possible, the installation should be arranged to be compatible with the architectural character of the neighborhood and not be visible from the neighboring houses, or be an eyesore for the neighborhood.

## **6. STORM AND SCREEN WINDOWS AND DOORS AND SHUTTERS**

All storm and screen windows and doors should be compatible with existing windows and doors, especially those visible from the street or alley. They may be of wood or metal, and, if metal (such as aluminum), they should be a bronze or similar color to blend with the architectural character of the neighborhood. Shutters, regardless of material, should be painted the same color as the house or trim.

## **7. SECURITY BARS AND DEVICES**

Security bars should be professionally designed, constructed, and installed and painted the same color as the house or trim. No security devices shall be installed using trip wires. Audible alarms must be well maintained so as not to become a nuisance by false activation.

## **8. PLAY EQUIPMENT**

All play equipment including but not limited to, swing sets and basketball goals, must be located inside the fenced area of the residence. Consideration should be given to the proximity and noise level when locating such items near the adjacent home.

## **9. SUN CONTROL DEVICES**

Awnings visible from the street should be of such style and design as to be compatible with the overall architectural character of the neighborhood and be painted the same color as the house or trim or be of an approved neutral color and be well maintained. Materials may be rigid metals or flexible cloth or vinyl.

## **10. SWIMMING POOLS AND SPAS**

All pools and spas must be located within the fenced area of the residence. Location within the fenced area must comply with local codes, and consideration must be given to the proximity to the adjacent homes so as not to cause damage to the foundation or in any other way such as drainage or leakage. Care should be taken to minimize noise levels from equipment or human activities generated by the use of pools or spas to prevent their being offensive to the neighbors and to the neighborhood at large.

## **11. GARAGES AND CARPORTS**

Any additional garage construction must be attached to the existing residence, constructed of the same materials and same colors and must comply with all local codes. The location, appearance, and use must be compatible with the architectural character of the neighborhood. No carports are permitted.

## **12. DRIVEWAYS, SEDEWALKS, PARKING PADS AND PUBLIC PARKING AREAS**

All driveway and sidewalk maintenance, replacement, or extension must be of the same material and colors as existing conditions. Exposed aggregate surfaces or paving bricks in various forms may be acceptable. Applications for such work should show location, use, and need for any additions or extensions. Paving of an entire landscaped area is considered disruptive of the overall appearance of the neighborhood and is not acceptable. Parking pads are not permitted where visible from the street or alley. They may be permitted within the fenced area of the residence. However, storing of high profile recreational or other vehicles is not permitted anywhere in the neighborhood. Vehicles that are never driven, or seldom driven, are not to be stored in driveways or public parking spaces. Public parking spaces are to be reserved for guests of residents of the neighborhood and should not be used by the residents as an alternate to parking in their own driveways or garages. Parking vehicles in the street constitutes a safety hazard and should be avoided.

## **13. ADDITIONAL ROOMS AND PORCHES**

Any additions of rooms and porches are to be architecturally compatible in color, style, materials, and design with the existing residences and constructed in accordance with all local codes in a good and workmanlike manner.

## **14. AIR CONDITIONERS AND ATTIC VENTILATORS**

All air conditioners and ventilators are to be placed and maintained in such a way as to minimize their becoming a nuisance in either noise levels or appearance. Any visible element should be painted the same color as the house or trim.

## **15. ANTENNAS AND SATELLITE DISHES**

Careful consideration should be given to the location and appearance of antennas and satellite dishes to avoid detracting from the architectural ambiance of the neighborhood. Where practical, visible elements should be painted the same color as the house or trim.

#### **16. CHIMNEYS AND METAL FLUES**

The maintenance and/or addition of chimneys and metal flues should be in keeping with the architectural character of the neighborhood. New brick chimneys should match existing types, styles, and colors. Existing metal chimneys and flues should be maintained and painted to match the roof. New metal chimneys and flues should comply with all existing codes and be painted to match the roof.

#### **17. EXTERIOR LIGHTING**

Whether, desirable for safety or esthetics, the placement and intensity of exterior lighting must be planned with sensitivity for appearance compatible with the architectural ambiance of the neighborhood as well as to avoid the unnecessary intrusion upon the adjacent residences.

#### **18. PET HOUSES AND RUNS**

All pet houses and runs must be located within the fenced area of the residence and must be maintained with regard to the prevention of the propagation and proliferation of insects, pests, and disease as well as the control of nuisance odors and noise. Any visible elements must be painted to match the house or trim.

#### **19. EXTERIOR PAINTING**

All exterior painting of houses, trim, and fences must be maintained in a style and color that preserves the architectural integrity of the neighborhood. The Committee, in its discretionary review and approval process, will permit exterior painting within a limited range of colors in order to accomplish that objective.

#### **20. FLAGPOLES**

Permanent display of flags and flagpole structures are not considered compatible with the architectural character of the neighborhood. Temporary display of flags commemorating special days or events of short duration is acceptable.

**21. GUTTERS AND DOWNSPOUTS.** Existing gutters and downspouts are to be properly maintained and painted to match the house or trim. New gutters and downspouts are to be architecturally compatible with those already existing and are to be painted to match the house or trim.

#### **22. HOUSE NUMBERS, MAIL BOXES, AND POST LIGHTS**

House numbers are to be of a size and style compatible with existing house numbers in the neighborhood and readily visible from the street. House numbers may also be painted on the curb in front of the house compatible with the established practice in the neighborhood. Existing mail boxes and mail box supports are to be well maintained in accordance with the original design. Proposed new mail boxes and support structures must be compatible with the original design or, if brick is used, it must be of the same type, color, and style as used in the construction of the houses in the neighborhood. Existing post lights and posts are to be well maintained in accordance with the original design. Proposed new post lights and post structures must be compatible with the original design or, if brick is used, it must be of the same type, color and style as used in the construction of the houses in the neighborhood.

#### **23. SIGNS**

Permanent signs and sign structures are not considered appropriate to the residential character of the neighborhood. Tasteful temporary signs such as those advertising a home for sale may be permitted. No signs will be permitted on the island median at the entry to the neighborhood.

#### **24. LANDSCAPING, RETAINING WALLS, AND GARDENS**

All new and existing landscaping is to be installed or maintained in keeping with the original professional landscaping design of the neighborhood. Retaining walls for landscaping or erosion control are to be compatible with the original architectural landscaping design. Gardens within fenced areas are to be maintained to control growth that may become harmful or a nuisance, moisture that may cause damage to structures or plants, and the propagation and proliferation of insects, pests, and disease.