

# **SONOMA LAKES DESIGN GUIDELINES & COMMUNITY WIDE STANDARDS**

## **DESIGN GUIDELINES**

The SONOMA LAKES Board of Directors (HOA) and Architectural Committee (AC) have created Community Wide Standards according to Article 1.12 and Design Guidelines in accordance with Article 1.14 of the Sonoma Lakes Declaration of Covenants to aid in reviewing residential home improvement requests and property maintenance.

This paper is a guide for SONOMA LAKES homeowners. It is hoped that it will increase homeowner awareness of their obligation to abide by the Declaration of Covenants. Since these covenants "run with the land," they are binding to all SONOMA LAKES homeowners and should be understood and followed.

According to Article 3 of the SONOMA LAKES 1 and 2 covenants, an AC has been established and is active in our community. This committee was appointed by the initial Board of Directors of the SONOMA LAKES Homeowners Association and will be maintained (as provided by the covenants) by the current and successive Boards of Directors. Aspects of Article 3 of the covenants are reprinted below for your information.

### **Article 3.1 Architecture & Landscaping**

3.1 General Requirement for Prior Approval. No structure shall be placed, erected, or installed on any portion of the Lot, no alterations of or additions to the existing landscaping, and no improvements (including staking, clearing, excavation, grading, and other site work, and exterior alteration of existing improvements) shall take place within the Property except in compliance with Article 3 and the Design Guidelines. In addition to the construction of dwellings and other buildings, it is specifically intended that placement or posting of other structures (e.g. fences, signs, antennae and satellite dishes, flag poles, clotheslines, playground equipment, basketball goals, pools, propane and other fuel tanks or devices [other than portable gas grills]), lighting, temporary structures, solar devices, and artificial exterior of any Lot or other portion of the Property shall be regulated by the Covenants and Design Guidelines and require the approval of the Architectural Committee under Section 3.3. Modifications to the interior of specified porches, patios, and similar portions of a Lot visible from outside the structures on the Lot shall be subject to Article 3. No approval shall be required to repaint the exterior of a Structure in accordance with the ordinarily approved color scheme. This Article shall not

apply to Declarant's activities, nor to improvements to the Common Area by or on behalf of the Association.

**Processing Requests.** Prior to commencing any activity of any type, an Owner shall submit an application at [www.sonomalakes.com](http://www.sonomalakes.com) for approval of the proposed work to the AC in the form required by the AC. The request shall include plans and specifications showing site layout, structures design, exterior elevations, exterior materials and colors, signs, landscaping, drainage, lighting, screening and/or fencing, and other features of proposed construction ("Plans"). The AC may require submission of such additional information as it deems necessary to consider any application. The form and format of submission may change at any time.

In reviewing each submission, the AC may consider factors it deems relevant, including, but not limited to, visual and environmental impact, natural plans, finish grade elevation, harmony of external design with surrounding structures and environment, and architectural merit. Decisions may be based purely on aesthetic considerations. Determinations may vary as to the desirability and/or attractiveness of particular improvements. The decision of the AC is absolute, final, and is not appealable.

Approval by the AC shall be required prior to pursuing or gaining any required approval from the local governing bodies.

The AC shall, within 30 days of submission, advise the party submitting the same, in writing, at an address specified by such party at the time of submission of (i) approval of Plans, or (ii) segments or features of the Plans which are deemed by such committee to be inconsistent or not in conformity with the Declaration and/or the Design Guidelines, the reasons for such finding, and suggestions for curing such objections.

Review all of Article 3 for additional details regarding submissions and approvals.

The role of the SONOMA LAKES AC includes, but is not limited to:

- Increasing homeowners' awareness and understanding of the Covenants.
- Providing guidelines to be used in the review of submitted applications for changes and additions to dwellings, buildings, structures, landscape, and other exterior materials.
- Ensuring harmony within the neighborhood and the community, as a whole.
- Ultimately, to maintain or improve the property values of SONOMA LAKES.

The AC helps assure residents that standards of quality will be maintained. This, in turn, protects property values and enhances the overall environment. It is the hope that cooperation with the AC will benefit all homeowners and protect your financial investment. We hope that when you purchased your home, SONOMA LAKES appeared to be a nice place to live. Maintaining that impression depends upon constant maintenance. The AC

will work to strike a balance between the needs and desires of individual homeowners and those of the community as a whole.

Homeowners should feel free to contact the AC whenever they have questions about possible residential improvements. Homeowners should also feel free to contact the AC if they disapprove of unapproved changes that neighbors have already made that they do not believe were approved. Additionally, any HOA member in good standing can enforce governing documents,

When a proposed alteration has possible impact on adjacent properties, it is suggested that you discuss the alteration with those adjacent neighbors (location, and type of tree planting – full grown height and width - is an example of how your proposal could impact a neighbor). The AC may occasionally require additional information and reserves the right to delay your request until all additional information has been submitted. Please allow 30 days for approval or denial of your plans. Each application is reviewed on an individual basis.

The AC may monitor the progress of work being done by an applicant to ensure that it is being performed in accordance with the request and approval. If improvements are done without obtaining approval or were not done with substantial compliance with approved plans, the Board will notify the owner in writing of failure to comply. It will also request that the owner take such action as may be necessary to remedy the noncompliance.

Proposed alterations must be compatible with the characteristics of adjoining houses. Compatible is defined as similar in color, Architecture-style, material, and quality of workmanship. The effect of your plans on the property values of neighboring properties is an important consideration. Any plans that make your home strikingly different from other SONOMA LAKES homes are not acceptable; uniformity is a value which the AC views as a means of protecting all of our property values. The AC also recognizes that personal concerns are also important to homeowners. Efforts will be made to arrive at compromises that protect community values while also providing for the needs and desires of individual homeowners and their neighbors.

In addition to approving exterior change, the AC monitors routine maintenance of SONOMA LAKES properties. This includes, but is not limited to, items such as lawn and landscape care, trash removal, and structural repairs. Proper maintenance increases the visual character and property values of our community.

The following guidelines are just that, a guide, and do not constitute a complete list of concerns. They do, however, seek to focus on major areas of concern.

ROOM ADDITIONS. Must match the lines, colors and style of your home; garage conversions are not allowed. Garages may not be structurally altered as an extra room addition or for the purpose of any residential or commercial use.

ROOF COLORS. All roofs must be approved by the AC. In general, shingle colors should be “weathered wood” or similar common shingle colors in harmony with the neighborhood. Homeowners shall submit details of any shingles, including material, patterns, color, design, and composition for AC approval prior to installation.

FENCES. The developer has set the standard as 6 'wood stockade or split rail fences. Wrought iron fences may be approved, as well. Chain link fences are prohibited. Construction of new and replacement fences upon lots must be approved by the AC (see Article 3.5(h) of the SONOMA LAKES 1 covenants or Article 3.5(g) of SONOMA LAKES 2 covenants). Stain or paint colors must be approved by the AC. If fence is stained or painted, fence shall be maintained such that all boards completely match in color at all times. Fences should be in complete repair and maintained at all times, including, but not limited to, sturdy and level pole settings, straight and level boards, undamaged boards, and consistent board height and width.

DECKS, PATIOS. Must match the style and flow of the existing home.

STORAGE BUILDINGS, PLAYHOUSES. Shall match the architecture of dwelling and will not be built in an easement. Tin or metal buildings are not allowed. All outbuildings must be approved by the City of Moore and the AC.

SWIMMING POOLS. Must be below ground. The AC defines below ground pools as pools that are at grade level. Considerations may be made for yards that do not have a level grade. These will be reviewed for approval by the AC on a case-by-case basis.

EXTERIOR LIGHTING. Shall not be disruptive to your neighbor (i.e. floodlights that shine into their windows; strobe effect lights, etc.).

EXTERIOR PAINT COLORS. Colors which will most likely be approved are best described as those which are neutral in color, earth tone, and do not offer harsh contrast with your neighbor. Unusual garage door colors or artwork is not acceptable. Article 3.1 states “No approval shall be required to repaint the exterior of a Structure in accordance with the ordinarily approved color scheme.” This does not apply to colors not previously approved by the AC or existing colors that are in harsh contrast (not neutral color or earth tone) with a neighbor. Homeowners shall submit a request to the AC for re-painting any exterior colors not earth tone and neutral in nature.

## COMMUNITY WIDE STANDARDS

The following rules apply:

**NEIGHBORHOOD HARMONY.** While individual style regarding exterior décor and landscaping is welcomed, it should be in harmony with the rest of the neighborhood. All improvements, construction, landscaping and alterations with the property must conform to and harmonize with existing surroundings and structures of the property and neighboring properties.

**HOLIDAY DECORATIONS.** Can be put up no earlier than 45 days in advance and must be taken down not later than 30 days after the holiday.

**SIGNS.** Must conform to city regulations; garage sales and political signs must be removed immediately following the garage sale or election. Signs promoting business are not allowed. Sign size should be no larger than two feet by two feet and limited to one sign per event or candidate, per lot.

**TRASH RECEPTACLES.** Article 3.5 (o) offers guidelines on trash receptacles. Trash receptacles are to be placed for pickup, as directed by the City of Moore Municipal Code. Receptacles may be set out the night before pickup and put up the day trash is picked up. When receptacles are not set out for pickup, they are to be concealed behind a fence or in the garage, out of sight from public and neighbors' view.

**VEHICLES.** Junk or inoperable vehicles in driveways are prohibited. Junk is defined as in visible disrepair and completely unmoved from the property for more than 72 hours. Inoperable is defined as incapable of being used or operated for its intended purpose. Additional vehicle limitations are listed in Article 3.5 (i) of SONOMA LAKES 1 Covenants and Article 3.5 (h) of SONOMA LAKES 2 Covenants, listed below for your information:

"No car, truck, trailer, recreational vehicle, camper, van, water craft, motorized cart, four-wheeler, all-terrain vehicle, tractor, mobile home or any form of motorized transportation or conveyance (collectively "Vehicle"), and no tent, or temporary structure of any nature whatsoever shall ever be temporarily or permanently parked, located or otherwise maintained forward of the front building limit or set-back line on each Lot as same is shown on the recorded plat of the Addition. All Vehicles must be parked on concrete. PROVIDED, HOWEVER, that it is not the intention of this paragraph to exclude the temporary parking of passenger automobiles on any portion of the garage driveway that is located forward of such front building limit or set-back line on each Lot. No Vehicles may be parked or stored on the street."

**STREET PARKING.** As referenced above, "No Vehicles may be parked or stored on the street." Street parking within the community may be approved on a temporary basis for special events, short-term visitors, and other limited circumstances. Approval of overnight street parking is usually limited. Street parking is not authorized as a permanent or regular parking arrangement for residents or their household vehicles. Residents are required to utilize garages and driveways as the primary means of vehicle parking. Roads must remain open such that vehicles can travel the full length of all roads at all times. Vehicles must be moved off the street immediately if safe, convenient road travel is not possible. All street parking must be approved by the HOA Board, in advance.

**LANDSCAPING.** In addition to being in harmony with the neighborhood and neighboring properties, landscaping shall be considerate of your neighbors (ex. trees blocking sunlight, vine growth extending to other properties, etc.).

**YARDS.** All Lots must be kept free from weeds, brush, and high grass. Trash and rubbish shall not be permitted to accumulate upon any Lot. The HOA may, after due warning, cut, trim or otherwise remove any weeds, brush or high grass, or remove any trash or rubbish, the costs of which shall be charged or assessed against the Lot Owner. The HOA may also return any unapproved configuration changes to the original design, the costs of which shall be charged or assessed against the Lot Owner.

**YARD DÉCOR.** All décor must be approved by the AC. The HOA may, after due warning, remove any unapproved décor and discard it.

**PETS.** Article 3.5 (j) details all guidelines for animals. Animals that are vicious, dangerous, or known to be a threat to injure people may not be kept on any lot. Animals off of the homeowner's lot must be on a leash at all times. Owners must immediately pick up pet waste left outside their property.

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