

ANAHEIM HILLS PLANNED COMMUNITY ASSOCIATION

ARCHITECTURAL STANDARDS

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I. INTRODUCTION

One of the most important functions of the Anaheim Hills Planned Community Association (hereinafter referred to as the “Association”) is the preservation of the architectural character of the Association’s planned development in order to maintain and enhance attractiveness and desirability of the entire community. The Association has been charged with the administration and enforcement of architectural control within the community by the authority given to it in Article X of the Declaration of Covenants, Conditions and Restrictions of Anaheim Hills Planned Community Association (hereinafter referred to as the “CC&Rs”). The CC&Rs provide for an Architectural Committee to be appointed by the Board of Directors (CC&Rs; Article X). The Architectural Committee has the authority to review and approve, conditionally approve, or disapprove all plans and specifications for any improvements proposed to be constructed within the Association as defined in Article X of the CC&Rs. The term “improvements” includes, but is not limited to, additions or modifications to buildings, garages, swimming pools, spas, roads, driveways, parking areas, decks, fences, screening walls, retaining walls, stairs, windbreaks, hedges, plantings, trees, shrubs, poles, signs, and all other exterior structures or landscaping improvements of every type and kind. The CC&Rs authorize the Board of Directors to establish Architectural Standards and provide for the Architectural Committee to enforce procedural guidelines and rules for reviewing proposed improvements and to assess reasonable fines for violation of such guidelines. Failure to obtain the required approvals before making any improvement is a violation of the Association CC&Rs and can result in modification or removal of the improvement at the Applicant’s expense.

The Association is actually an organization comprised of members of smaller Associations hereinafter referred to as the “Sub-Associations”. Before any application for architectural alteration or improvement is submitted to the Association in accordance with the provisions set forth herein,

all Applicants must seek and receive the architectural approval of the Sub-Association in which they reside unless the property is not in a Sub-Association. Provision for such approval is provided on the Association's Application for Architectural Approval and Agreement form (See Appendix A).

A. Purpose of the Standards: These standards are principally concerned with the physical appearance of the community environment and the aesthetic integrity of the Association. It is the intent of these standards to protect investment and aesthetically integrate residential development.

These Standards shall apply to all homeowners and to Sub-Association's Boards considering improvements or alterations to their Sub-Association maintained structures or landscaping.

B. Architectural Standards: The CC&Rs also provide the authority for the Board of Directors to establish and modify Architectural Standards to be administered by the aforementioned Architectural Committee. Specific Architectural Standards have been adopted for the Association. The standards contained herein have been developed for the Association and may be amended by the Board of Directors.

C. City/County Approval: Be aware that approval by the Architectural Committee is for aesthetic purposes only and that all necessary City, County and other required regulatory agency permits must be obtained and that all applicable public regulations, codes, and laws must be adhered to at all times. After the Architectural Committee has approved the plans for Association purposes, the local regulatory agencies must be contacted to be sure that the plans are in compliance with all building, zoning, health and other applicable regulations currently in force.

In the event of a conflict between the provisions of these standards and any other ordinance or regulation, the more restrictive requirements shall prevail.

D. Discretion: These standards along with the provisions set forth in the CC&Rs form the basis and criteria for evaluation of plans and specifications submitted for review and approval by the Architectural Committee. Any condition or material not defined in the Association's governing documents shall become a matter of discretionary judgment on the part of the Architectural Committee acting in good faith on behalf of the best interests of the Association as a whole.

II. GENERAL SUBMISSION PROCEDURES AND REQUIREMENTS

The approval of any improvement or alteration by the Architectural Committee does not waive the necessity of obtaining the required City and County permits. Obtaining a City or County permit does not waive the need for Architectural Committee approval.

A. Application Submittals: All applications are to be made to the Association at its management office. Applications may be mailed or delivered to:

Anaheim Hills Planned Community Association
5753 E Santa Ana Canyon Road, Ste G #610
Anaheim, CA 92807-3296

Telephone: (714) 281-8200 Fax: (714) 281-8400
Email: MemberServices@ahpca.org

B. Application Form: All requests for Architectural Committee approval must be made on the Application for Architectural Approval and Agreement form and include the architectural approval of the member's Sub-Association as provided for on the form (See Appendix A). This form is available for download from the Association's website www.ahpca.org.

C. Required Documents: Applicants must submit three (3) complete sets of the application form and plans showing the items requested as improvements, alterations or additions as more specifically set forth in Sections III and IV of these Standards with the application.

All proposed architectural and landscape improvements are to be submitted to the Architectural Committee for approval. All submittals must include:

- A completed Application for Architectural Approval and Agreement
- All required plans, specifications, material samples and color samples
- Photos

D. Incomplete Submittals: The Architectural Committee shall not accept incomplete submittals for consideration. Incomplete submittals shall be returned to the Applicant along with correspondence noting the area of deficiency.

E. Right of Entry: If construction work requires the use of common areas for purposes of transporting equipment, labor, materials, or for the temporary storage of materials for the work, the Applicant shall apply for and obtain written permission from the Association for the "Right of Entry" during the course of construction, prior to starting construction or any access across the common areas.

F. Common Area Security Deposit: The Association may require an initial security deposit be submitted for the use of common areas and "Right of Entry". The amount will be determined by the type of alteration requested, so as to be available to cover the costs of restoration, cleaning, or repair of common areas caused in connection with improvements to a lot or residence. The Applicant will pay the security deposit to the Association before the Architectural Committee will grant final application approval. Any security deposit not utilized for repair of common areas shall be returned to the Applicant after completion of the proposed improvements.

In addition to a security deposit, the Architectural Committee may require an indemnity, bond, or restoration agreement.

G. Non-Liability: Plans and Specifications are not reviewed nor approved for the purposes of (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, or (d) compliance with any easement or other agreement. By approving such plans and specifications neither the Architectural Committee, the members thereof, the Association, nor the Board, assume liability or responsibility for any defect in any improvement constructed from such plans and specifications, or for any obstruction or impairment of view caused or created as the result of any improvements approved by the Architectural Committee or the Board of Directors.

H. Time Period: All works of improvement shall be completed within six (6) months after the date of approval, unless otherwise specified in writing by the Architectural Committee. If the work is not completed within the time specified in the approved application, a request for an extension must be made by the Applicant to the Architectural Committee. Failure to provide notice will result in the enforcement of the Association's Violation and Fine Policy.

I. Neighbor Awareness: The intent of this portion of the Architectural Application form is to advise neighbors who own property adjacent to the proposed work in order to avoid future conflicts. The Applicant should obtain the signature of any neighbor that is bordering Applicant's property (either side, in back or opposite). In the event of neighbors that are uncooperative in reviewing plans, a good faith effort must be made to obtain the signatures. No application will be considered a complete submission until the Impacted Neighbor condition has been met to the satisfaction of the Architectural Committee. Should any neighbor disapprove of an Applicant's application, he or she may so indicate on the form or send a written communication to the Architectural Committee stating his or her position. An Impacted Neighbor does not have veto power over the proposed architectural improvement; rather his or her concerns are included for consideration by the Architectural Committee during its review process.

III. SUBMITTAL REQUIREMENTS

In addition to the general submission procedures described in Section II of these Architectural Standards, Applicants within the Association shall comply with the following submission standards as applicable.

Minimum Submittal Requirements: Each type of drawing submitted must include the minimum amount of information listed below:

A. Plot Plan:

1. Show all existing and proposed buildings, structures, fences, walls, sidewalks and other improvements; indicate all required setbacks, easements, and top or toe of slopes.
2. 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.
3. When proposed improvements involve changing existing grades or existing drainage, show contours, spot elevations, flow lines, finish grades and proposed drainage systems. Drawings for the proposed improvements shall be prepared by a qualified professional.

B. Landscape Plan:

1. Include proposed walkways, patios and other hardscape, planting areas and plant names, decks, fences, walls, trellises, arbors, pools, spas, hot tubs, ponds, fountains, ornamental rocks, barbecues, smokers, fireplaces, fire pits, sport courts, play and sport equipment apparatus and yard lighting in the front, rear and side yards on the plans. All plans submitted shall indicate the geographic means of entry and access to the property for the proposed construction.

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2. For proposed fences and walls, drawings shall note materials, colors and heights. Heights shall be noted in relation to the immediate ground elevations. Please note the Fence guidelines as more specifically set forth in Section IV below.

3. Pool and spa plans shall include the location, size and sound mitigation treatment of all mechanical equipment.

C. Exterior Elevations:

1. Indicate exterior elevations of all proposed structures including but not limited to additions, trellises, gazebos, patio covers, and shade structures. When the proposed improvement is attached to the existing home or structure, show the existing elevation in relation to the proposed improvement.

2. Indicate all finish materials, colors and textures of proposed work. Note if proposed finishes and material are to match existing finishes and materials. If the proposed finish materials or colors are to be different than those of the existing structure, a color and material sample board must be included clearly depicting the materials and/or colors that are to differ and include all existing finish materials and colors for comparison.

D. Floor Plans:

1. Indicate all walls, columns, openings and any condition or feature that will affect the design of the structure.

2. Show dimensions of proposed new work/improvement and related existing work; indicate relationship.

3. Delineate all parts of the exterior that cannot be shown on elevation drawings.

E. Roof Plans:

1. Show all existing and proposed roof surfaces. Note pitches and overhangs.

2. State the existing and proposed roof materials and colors.

3. Indicate if any other residences/structures in the Sub-Association have the same or similar proposed roof materials.

F. Mechanical and Electrical Plans:

1. Show all mechanical equipment including but not limited to solar collectors, storage tanks, piping, HVAC units, pumps, motors and video and audio systems.

Plans shall include the location, size and sound mitigation treatment of all mechanical equipment.

IV. SITE DEVELOPMENT STANDARDS

The following site development standards shall apply to all improvements:

A. Workmanship: All work shall be performed in a manner consistent with the standards of the existing structures, fences or common area improvements. Any work deemed by the Architectural Committee as not meeting the standards shall be reworked to meet those standards or removed and the building or common area restored to their condition prior to commencement of the work by the Applicant. In the event the Applicant refuses to rework, remove, and/or restore as called for above, the Architectural Committee shall request the Board of Directors to cause such rework, removal and/or restoration and the cost thereof shall be assessed to the Applicant as provided in the Association's governing documents.

B. General Development Guidelines:

1. Heights: Heights of improvements must be compatible with the height of the existing structure with respect to massing and enclosure. Second story additions to an existing single story home shall be designed to retain acceptable height and massing ratios.

2. Views: No improvement within the Association shall be constructed or permitted to be maintained on any lot or condominium area in such location or of such height as to obstruct the view from any other Lot or Condominium.

3. Setbacks: Minimum setback standards for the community are established by the City of Anaheim in conformance with the applicable City of Anaheim building and zoning codes. These standards affect all improvements including, without limitation, buildings, out-buildings, garages, carports, pools, fencing, recreation facilities, parking areas, awnings, patio covers, balconies, stairs and decks.

4. Chimneys: No chimney may extend higher than the minimum height as required by the applicable Building Code of the County.

5. Fences and Walls: Fences, walls and gates shall not be installed, removed, reconstructed, or modified as to structure, finish or color without the prior written consent of the Architectural Committee. Double walls constructed side by side shall not be permitted. Fences, walls and gates shall not exceed six (6) feet in height. Retaining walls are subject to the approval of the Architectural Committee. Such approval shall be as to the aesthetic appearance of the wall but shall not be deemed to warrant or approve in any manner the engineering or structural design of the wall. Structural framing and/or unfinished sides of fences or walls shall not be exposed to any public right of way, common area or other lot.

6. Planter Walls: Building materials used to construct decorative planters should blend in and compliment the style of the home.

7. Satellite Dishes/Antennas: Satellite Dishes/Antennas are permitted to be installed only on Applicant's exclusive use property as described on the recorded deed. Satellite Dishes/Antennas shall not encroach upon the common areas or any other Applicant's exclusive use areas or property. The Association prefers Satellite Dishes/Antennas to be located in a place shielded from view from the street/driveway and other homes to the maximum extent possible where no unreasonable impact on reception or installation expense are required. The preferred location for installation is on an approved patio cover. Any cable wiring used for installation of Satellite Dishes/Antennas must match the exterior color of the building. Applicants or residents seeking to install Satellite Dishes/Antennas are requested to provide notification to the Association of their intent to install the Satellite Dishes/Antennas and the installation locations. Applicants or residents do not need to wait for the Association's prior approval for installation of Satellite Dishes/Antennas when the installation meets the requirements as outlined above and in keeping with Federal Law.

Nothing in this policy requires any Satellite Dishes/Antennas be installed in a location where an acceptable quality signal cannot be received; however, all installations are limited to Satellite Dishes/Antennas installation only on the exclusive use common area of the individual unit as set forth above. Any Applicant seeking to install Satellite Dishes/Antennas outside of their exclusive use common area must submit an architectural improvement application as outlined in this document and receive prior approval before installation in any area except their exclusive use common area.

8. Patio Covers, Sun Shades and Gazebos: All patio structures, sun shades and gazebos shall be constructed according to engineered plans and specifications or the standard approved beam, rafter, and footing plans and specifications of the City of Anaheim. Patio covers must be compatible with the existing dwelling unit materials design and color.

9. Sundecks: No sundecks are permitted on or over any portion of a second-story roof (e.g. crow's nests etc.). Floor heights for decks are limited to those of the existing second floor living levels. All sundecks shall be directly accessible from living unit levels. A sundeck is further defined as a balcony, open porch, deck, etc., which is attached to the house at the second story level.

10. Door and Window Coverings: No aluminum or metal awnings or covers shall be permitted over windows or patios. Windows shall not be covered with unsightly material such as aluminum foil, paint, etc.

11. Exterior Lighting: No exterior lighting shall be placed or maintained upon any lot so as to cause an unreasonable glare or illumination upon any other private or common lot. Low voltage landscape lighting bearing UL approval is encouraged. An attempt to conceal the lighting source is recommended. No flashing, glaring, or revolving lights are permitted.

12. Exterior Colors: Exterior colors of all existing improvements shall not be changed or altered without the consent of the Architectural Committee.

13. Flagpoles: The design, material and installation of flagpoles shall be subject to the review and approval of the Architectural Committee.

14. Mechanical and Solar Devices: All mechanical equipment exposed to the exterior, including pumps, heaters and air-conditioning compressors, and solar devices including collectors shall be subject to review and approval of the Architectural Committee. The design of the proposed solar panel/mechanical device shall be integrated into the roof design and be flush with the existing roof slope. Frames must be colored to complement the roof. Natural aluminum frames are prohibited. All mechanical equipment exposed to the exterior shall be located in a manner to minimize visual impact.

15. Playground Equipment: Proposed playground equipment shall be subject to review and approval for visual conformance with these standards by the Architectural Committee.

16. Paving Materials: All exterior paved areas exposed to the street right-of-way shall be of materials and colors compatible with existing treatments and approved by the Architectural Committee.

17. Clotheslines: Outside clotheslines are not permitted.

18. Storage Sheds: Storage sheds are not permitted.

19. Mailboxes: Mailbox posts, standards and enclosures shall be subject to the control and approval of the Architectural Committee and the U.S. Postal Service.

20. Garage Remodel: Garages may not be altered or remodeled in any way that will prohibit parking the number of vehicles in the garage for which it was originally designed and constructed. Garage doors cannot be made inoperable in any way or removed and replaced with a solid wall.

C. Landscaping

1. Plant Material: Plant Materials are considered on visual and aesthetic considerations. No representation, explicit or implicit is made as to the soils suitability or disease resistance of approved plant material. Applicants are encouraged to select plant material suitable to the general environment and appropriate to the area.

In order to preserve the aesthetic value of property within the Association, landscaping considerations involving the blockage of views, required maintenance, ultimate height and lot lines, and other such considerations should be made to avoid future maintenance and nuisances concerns. Questionable situations should be brought to the attention of the Architectural Committee for review. The alteration of AHPCA maintained slopes and natural slopes with native plant materials is prohibited.

As a guideline for species selection, the following points should be considered:

- How high will it grow? Overhead wires, streetlights, strong or prevailing winds may affect placement. How many trees are needed? They grow, so consider the size and width at maturity.

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- How wide will it grow? Will it crowd other trees, encroach on other's property, become a problem to street sweeping, sanitation, or other trucks, etc.?
- What are its root characteristics? Very shallow rooted trees compete strongly with grass, clog sewers, raise curbs and sidewalks, and create pedestrian hazards.
- Is it susceptible to disease or pests?
- Does it create excessive maintenance costs? Special pruning, spraying, fertilizing, or watering is required by some trees.
- How fast does it grow? Rapidly growing trees are often dangerous in high winds.
- Climate, soil, moisture requirements - will it survive in the area's conditions?

2. Drainage: There shall be no interference with the existing rain gutters, downspouts, or other drainage systems (whether surface or subterranean) or any other interference with the established drainage pattern over any lot, or common areas within the residential area, unless an adequate provision, previously approved in writing by the Architectural Committee, is made for proper drainage.

Further, there shall be no interference with the established drainage pattern over a Planned Development or Condominium Project within the properties so as to affect any real property outside of such Planned Development or Condominium Project. For the purpose hereof, "established" drainage is defined as the drainage which exists at the time the overall grading of any Planned Development or Condominium Project was completed, or that which is shown on any plans approved by the Architectural Committee, which may include drainage from the Association's properties over any Lot or Condominium in the properties. If any grading is undertaken, all excess dirt must be disposed of in a lawful manner and cannot be dumped on a property without the Applicant's written permission and Association approval, a copy of which shall be attached to all Applications for Architectural Approval and Agreement forms submitted. No material may be dumped and left on side or rear yard slopes.

3. Water Features:

- a. Pools, spas, hot tubs, ponds, and fountains shall be subject to review by the Architectural Committee. All plans submitted for the installation of water features shall indicate the geographic means of entry and access to the property for the proposed construction and show all drainage from the water features to the street. Drainage from the water features may not be drained over any sloped area.
- b. All accessory equipment, except solar collector panels, shall be located, screened, or recessed in such a manner so as not to be viewable from any lot or street. Solar collector panels shall be located in a manner to minimize visual impacts.
- c. Heaters shall be stackless or low profile in configuration.

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d. Solar collector panels including racks and distribution components shall be subject to Architectural Committee review and approval as to materials, method of installation and exposure of any portion thereof.

e. All installations shall be located, sound controlled and maintained in such a manner so as not to unreasonably disturb residents of other lots. The Architectural Committee shall have the right, but not the obligation, to require any Applicant to repair or restore any installation to quiet operation or restrict its use or operation if in the reasonable opinion of the Architectural Committee, continued use or operation disturbs residents of other lots.

D. Building Material Standards: All requirements noted within this section shall be incorporated into the final plan submission in form of general notes, details or drawings.

1. Exterior Building Walls:

a. Materials allowed for exterior cover of building walls may include but not limited to the following:

1. Stone
2. Brick
3. Natural Wood Trim\Siding
4. Cementitious Composite Siding Material (Hardy Plank, etc.)
5. Stucco

Note: New technology material will be reviewed on a case-by-case basis

b. Exterior cover material treatment used on the building walls shall be continuous and consistent on all elevations of a residence in order to achieve a uniform and complete architectural design statement.

c. Two story wall surfaces shall be treated in one or more of the following ways in order to break up the flat appearance of the wall plane.

1. Balcony or other projection
2. Change of plane between first and second story
3. Change in finish material
4. Other treatments considered by the Architectural Committee

2. Materials Prohibited from Consideration of Construction of Fences or Walls are: Sheet Metal, Chicken Wire/Mesh, Galvanized or Plastic Coated Chain Link, Plastic Webbing, Reed or Straw-like material, Corrugated or Flat Plastic or Fiberglass Sheets, Rope or Fibrous Strand Elements, or Miniature Type Fencing.

3. Window and Door Openings: Window openings within exterior wall surfaces shall be located and detailed in a manner consistent with the existing treatment.

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4. **Window Glazing, Tinting and Shading:** Glass tinting or shading must be compatible with the existing treatment. Reflective glass film and exterior roll up shades shall not be permitted. Exterior shades of any type shall not be permitted.
 5. **Trim:** Fascias, barge boards, window trim, and exterior door trim shall be of resawn wood or cementitious composite material with semi transparent stain or paint compatible with the existing treatments.
 6. **Diverter:** Water diverters shall be painted to match roof vents or roof material.
 7. **Roofs:** All roofing materials shall be S or Barrel Tile, Natural Stone, Concrete Tile or Tile like Aggregate Coated Metal. If built up roofing material is used for flat areas of the roof, it shall match the color of the existing or proposed roof. Other materials may be considered for approval by the Architectural Committee.
 8. **Roof Vents:** All roof vents shall be colored to match the roof.
 9. **Gutters and Downspouts:** All gutters to match color of trim at roof and downspouts to match color of house or trim unless otherwise approved by the Architectural Committee
 10. **Flashing:** All flashing shall be colored to match the roof or wall surface surrounding it.
- E. General Conditions:** It shall be the responsibility of the Applicant of the residence on which an approval was granted to insure that these conditions are enforced upon all persons or firms used, engaged or employed in carrying out any operation or trade in conjunction with said improvement.
1. **Signs:** No signs shall be displayed at any residence other than a sign advertising the property for sale and or as permitted by the CC&Rs or current law. This includes tradesmens', contractors', and installers' signs of any type, including the signs identifying the residence as the site of their activities of operations.
 2. **Hours of Operations:** All construction shall be conducted in compliance with City Ordinances.
 3. **Temporary Structure:** No structure of a temporary character will be permitted to remain on any lot without the written approval of the Architectural Committee.
 4. **Streets and Walkways:** No construction debris or materials such as sand or bricks may be permitted to remain on the streets or walkways. All items of such nature must be stored on the Applicant's lot or exclusive use common area. In the event that any materials are delivered and deposited on the streets or common areas, the Applicants will be held responsible for the costs involved in removing materials, cleaning and/or restoring the common areas, streets and walkways.
 5. **Maintenance of Improvements:** The repair and maintenance of any work or improvement will be the responsibility of the installing Applicants or subsequent Applicant.

6. Construction Equipment: The parking of trucks, concrete mixers, trailers, trash bin, compressors and other types of construction equipment on streets, or common areas for a period greater than seventy-two (72) hours is prohibited. The Applicant shall be financially responsible for any equipment removal or necessary repairs caused by equipment, which the Board of Directors or the Architectural Committee deems necessary.

7. Drainage: There shall be no interference with the existing rain gutters, downspouts, or other drainage systems (whether surface or subterranean) or any other interference with the established drainage pattern over any lot, or common areas within the residential area, unless an adequate provision, previously approved in writing by the Architectural Committee, is made for proper drainage.

8. Grading: If any grading is undertaken, all excess dirt must be disposed of in a lawful manner and cannot be dumped on a property without the Applicant's written permission and Association approval, a copy of which shall be attached to all Applications for Architectural Approval and Agreement forms submitted. No material may be dumped and left on side or rear yard slopes.

9. Encroachment: Encroachment onto or alteration of Anaheim Hills Planned Community Association maintained property is not permitted and is a serious violation of the Association's governing documents and California Civil Code. The property owner will be subject to the provisions of the Association's CC&Rs and Violation and Fine Policy, up to and including removal and/or repair of the encroachment.

V. APPROVAL PROCESS

Failure to obtain architectural approvals constitutes a violation of the CC&Rs and may require disciplinary action as described in the Association's discipline policies.

A. Approval for Alterations & Standards of Review: The Architectural Committee may condition its approval of plans and specifications with such changes it deems appropriate and may require submission of additional plans and specifications or other information or materials prior to approving or disapproving plans and specifications. Determination of acceptance or denial of the requested alteration or improvement will be made in good faith and under a review of uniform standards by the Architectural Committee. The Architectural Committee's determination of acceptance or denial of the requested alteration will include:

- Consideration of the impact of the alteration to the appearance of the Association areas as a whole.
- Whether such addition will impact the harmony of the surrounding structures.
- Consideration if the addition will detract from the attractiveness of the community property or enjoyment thereof by the Association members.
- Consideration that maintenance of any addition will not become a burden on the Association.

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The Architectural Committee will hold open meetings for the purpose of reviewing all submitted architectural applications. The Applicant and other impacted members may attend and express their support or concern for a proposed project, which will be considered in the Architectural Committee's decision.

B. Written Response to Architectural Application: All communication regarding the architectural application is to be in writing. The Architectural Committee shall respond to an architectural application in writing, and if any portion of the requested improvement or addition is denied, the Architectural Committee shall include in the written notice an explanation of why the request was denied and explanation to the Applicant of the Appeals process more specifically outlined in Section D below. In the event the Architectural Committee fails to approve or disapprove plans and specifications within thirty (30) days after receipt by the Architectural Committee of all required submitted materials, the submitted architectural application request shall be deemed approved (CC&Rs; Article X, Section 3).

C. Application Disposition:

1. Approved Applications:

- a. One plan set shall be retained by the Association as its file.
- b. One plan set shall be forwarded to the Sub-Association in which the applying Applicant resides.
- c. One plan set shall be returned to the Applicant who shall be required to maintain, for an approved alteration, the same at the work site during the course of construction until such time as a final inspection has been made by the Architectural Committee or its designated representative. Prior disapproved plans or those requiring clarification or additional information shall be included with subsequent submittals.

2. Incomplete Applications or Clarification Needed:

All submitted correspondence, including applications, will be returned to Applicant requesting additional information to be submitted along with applications.

3. Rejected Applications:

All three copies of the rejected applications will be returned to the Applicant with an explanation of the reason why the application was rejected. The Applicant may file an Appeal with the Board of Directors or submit a new application for review by the Architectural Committee, if the project can be redesigned to comply with the reasons for rejection.

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D. Appeal: Should the Architectural Committee reject plans and specifications submitted, the Applicant submitting such plans and specifications may appeal in writing to the Association's Board of Directors. The written appeal must be received by the Board of Directors no more than thirty (30) days following the written notice of decision of the Architectural Committee. After receipt by the Board of Directors of an appeal on any rejected architectural submittal, the Board of Directors will hold an open meeting for the purpose, among others, of reviewing the appeal of the Architectural Committee's denial of the submitted improvement and reaching a determination of the validity of such denial. This appeal may be included on the agenda at the Board of Directors regularly scheduled meetings. The Board shall solicit the input of the Architectural Committee as well as any related materials maintained by the Committee. Within sixty (60) days following receipt of appeal request, the Board of Directors will render its decision in writing to the appealing party. Failure by the Board of Directors to render its decision on written appeal submitted to the Association, or its agent, via standard notice procedures within 60 days of receipt of request for appeal will be deemed a decision in favor of the appealing party.

E. Enforcement/Inspection: Inspections of completed improvements may be made by the Architectural Committee or designated representatives once the Applicant has notified the Architectural Committee that the improvements have been completed. The Applicant shall be obligated to notify the Association of completion of the improvement in writing not more than forty-five (45) days after the improvement is completed. The Architectural Committee or its designated representative may inspect the improvement for compliance with architectural approval within sixty (60) days after receipt of Applicant's written notice of completion. If the Applicant does not submit an architectural request, the Association's right to inspect is not limited. If the Applicant has failed to comply with the terms and conditions of the architectural approval as provided by the Association, the Association shall have sixty (60) days from the date of the inspection to notify the Applicant of the non-compliance. Thereafter, the Applicant will have sixty (60) days in which to correct the non-compliance. If the Applicant fails to comply after this period, the Architectural Committee may make a formal determination of failed compliance by the Applicant and include an estimate of the costs of correction of the non-compliance. The Applicant will have forty-five (45) days from the Architectural Committee notice to the Applicant of formal determination and estimated cost for correction in which to make the corrections to the non-compliance. Thereafter, the Board of Directors may among other rights and remedies, file with the Office of the County Recorder of Orange County a Notice of Noncompliance against the subject property, complete, correct or remove the non-compliant Improvement and seek reimbursement for all costs related to the correction of the non-compliant Improvement from the Applicant (CC&Rs, Article X, Section 7).

H. Violations: Failure to obtain the necessary approval from the Association constitutes a violation of the Anaheim Hills Planned Community Association Governing Documents, including these guidelines. The Board of Directors shall pursue correction or correct the violation in accordance with the procedures described in the Association's member discipline policy. All owners who start construction of any kind on their home or property without first applying for and receiving Architectural approval from both their Sub-association and Anaheim Hills Planned Community Association are subject to the Associations' Violation and Fine Policy. All residents have the right and the responsibility to bring to the attention of the Architectural Committee or the Board of Directors any violations of any provision or standard.

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APPENDIX A

Application for Architectural Approval and Agreement

Anaheim Hills Planned Community Association (AHPCA) Application for Architectural Approval and Agreement

Your Sub-Association Community Name: _____

I/we, _____ at _____
Owner(s) Property Address

request architectural approval for the following proposed improvements/alterations:

Submit three complete sets of this application and all drawings, specifications, material and color samples necessary to allow for a complete review of the proposed architectural improvements/alterations.

Applicant:

Please obtain the signatures of your next-door property owners and the property owner across the street for front improvements/alterations and the property owner to the rear for rear or backyard improvements/alterations. Additional neighbors' signatures, if needed, may be recorded on the back of this form.

NOTE: The neighbors' assessments are given consideration but are not dispositive of approval/rejection by the Architectural Committees.

Affected Neighbors:

By my signature, I state that I have reviewed the applicant's Architectural application package and provided my assessment of the proposed improvement/alteration as indicated below. If I consider it not acceptable, I have written my reasons on the back of this form.

Property Owner's Name	<input type="checkbox"/> Across Street <input type="checkbox"/> Next Door <input type="checkbox"/> Back of Property	Property Owner's Name	<input type="checkbox"/> Across Street <input type="checkbox"/> Next Door <input type="checkbox"/> Back of Property
Street Address		Street Address	
Signature – indicates awareness <u>only</u>		Signature – indicates awareness <u>only</u>	
Date	Phone Number	Date	Phone Number

Applicant Acknowledgement:

I/we have discussed the proposed improvements and/or alterations and the attached drawings, specifications and samples with my/our neighboring homeowners, whose names and signatures appear above.

I/we have received, read and understand the AHPCA and my/our Sub-Association's Governing Documents including the Architectural Standards. I/we agree that all provisions therein are made a part of this application, including all homeowner's obligations and liabilities as specified. I/we agree to indemnify AHPCA and/or my/our Sub-Association for any monies spent pursuant to the correction of any deviation from approved plans.

I/we understand that the Sub-Association and AHPCA Architectural Committees each have 30 days to act upon this application. If the proposed improvement is not completed within 180 days of approval, I/we understand that I/we must apply to both the AHPCA and Sub-Association Architectural Committees for an extension. I/we understand and agree that I/we are obligated to notify AHPCA of completion of the improvement in writing not more than 45 days after the improvement and/or alteration is completed.

Owner(s) Signature	Date	Daytime Telephone
E-mail Address	Evening Telephone	
Mailing Address (if different from Property Address)		

SUB-ASSOCIATION APPROVAL: (please sign and stamp all pages)

Approved as submitted Approved with qualification(s) *See attached letter.* Denied

Signature - for the Sub-Association	Print Name	Date
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AHPCA APPROVAL: (please sign and stamp all pages)

Approved as submitted Approved with qualification(s) *See attached letter.* Denied

Signature - for the AHPCA Architectural Committee	Print Name	Date
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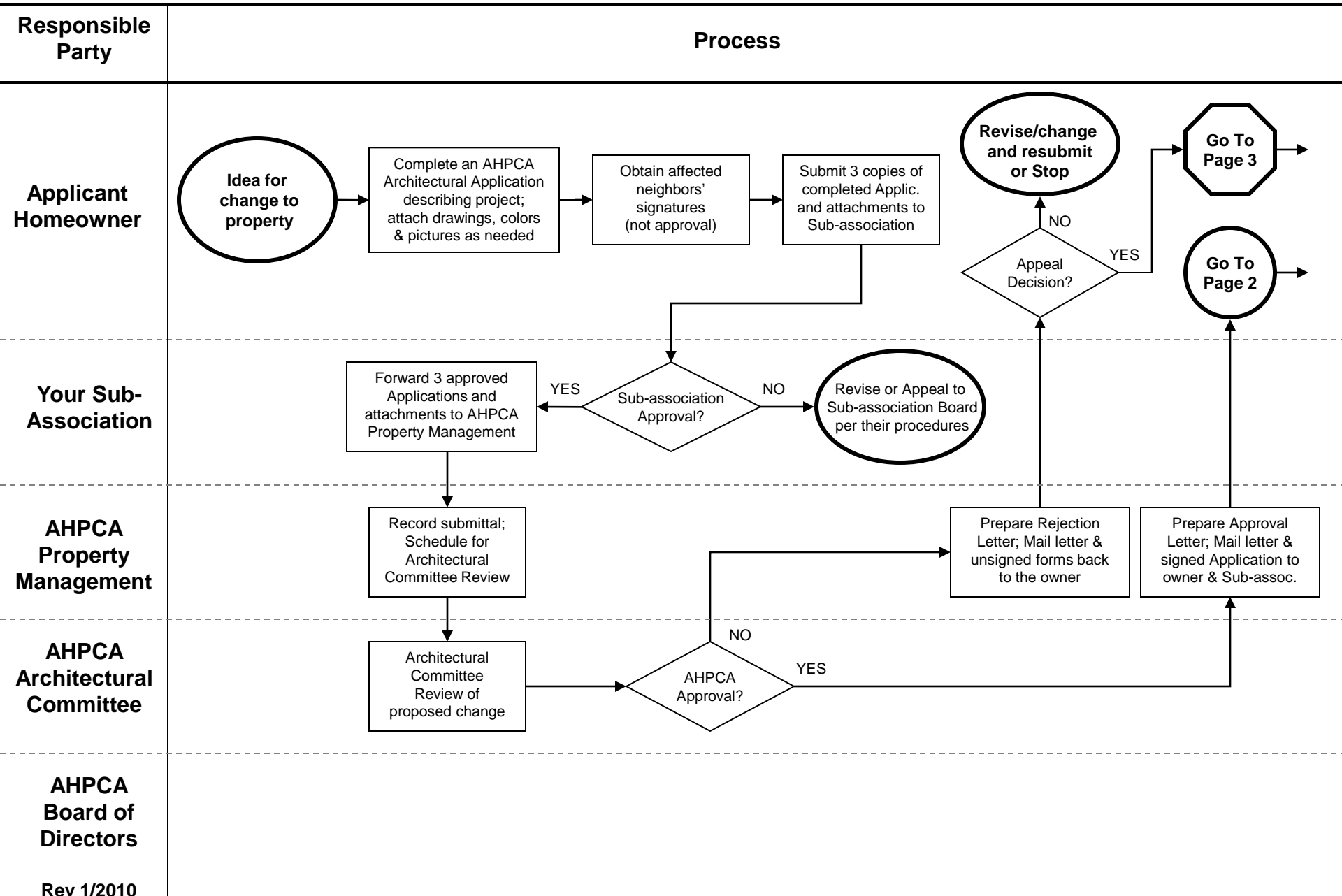
ANAHEIM HILLS PLANNED COMMUNITY ASSOCIATION

ARCHITECTURAL STANDARDS

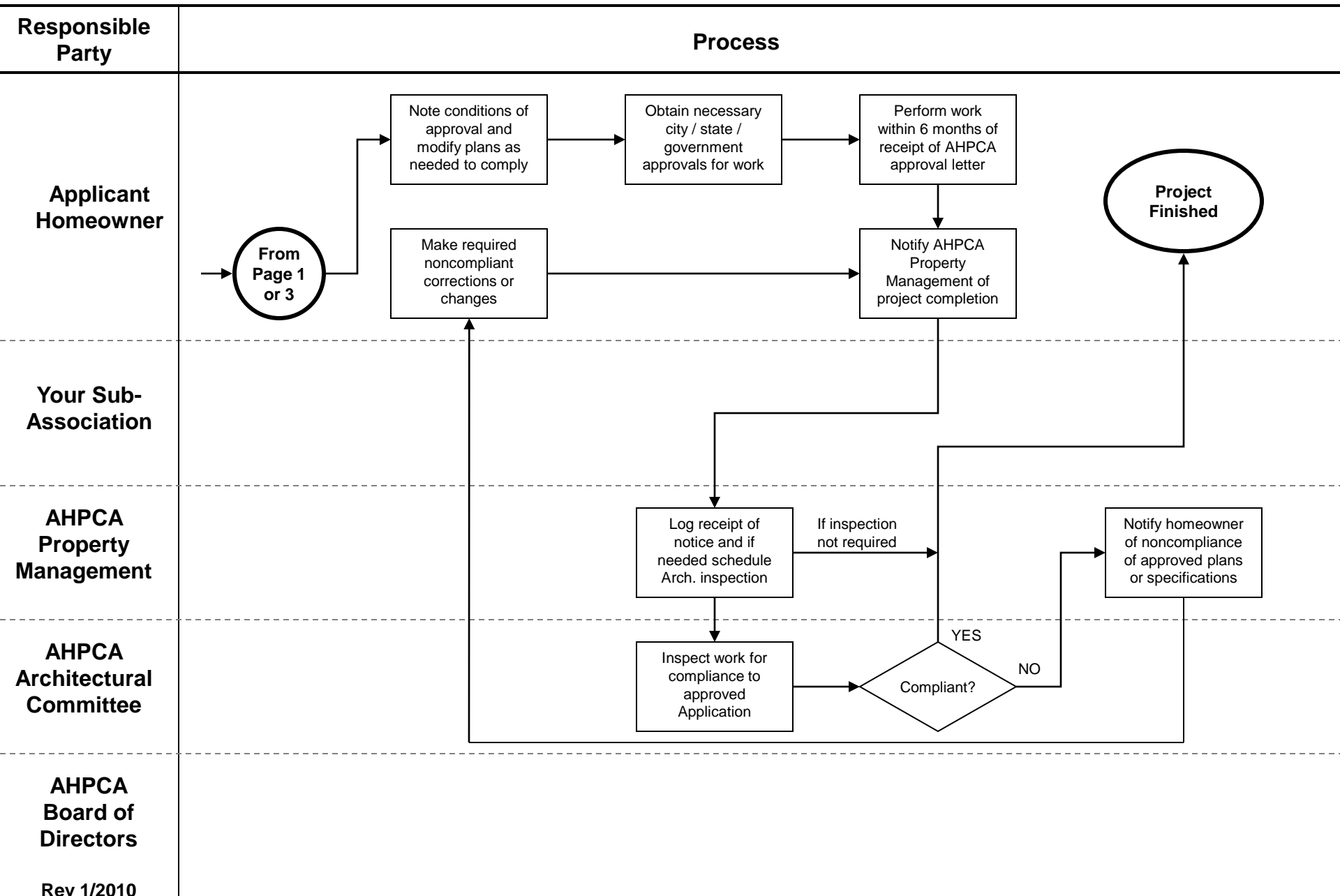
APPENDIX B

Architectural Approval Process Flow Chart

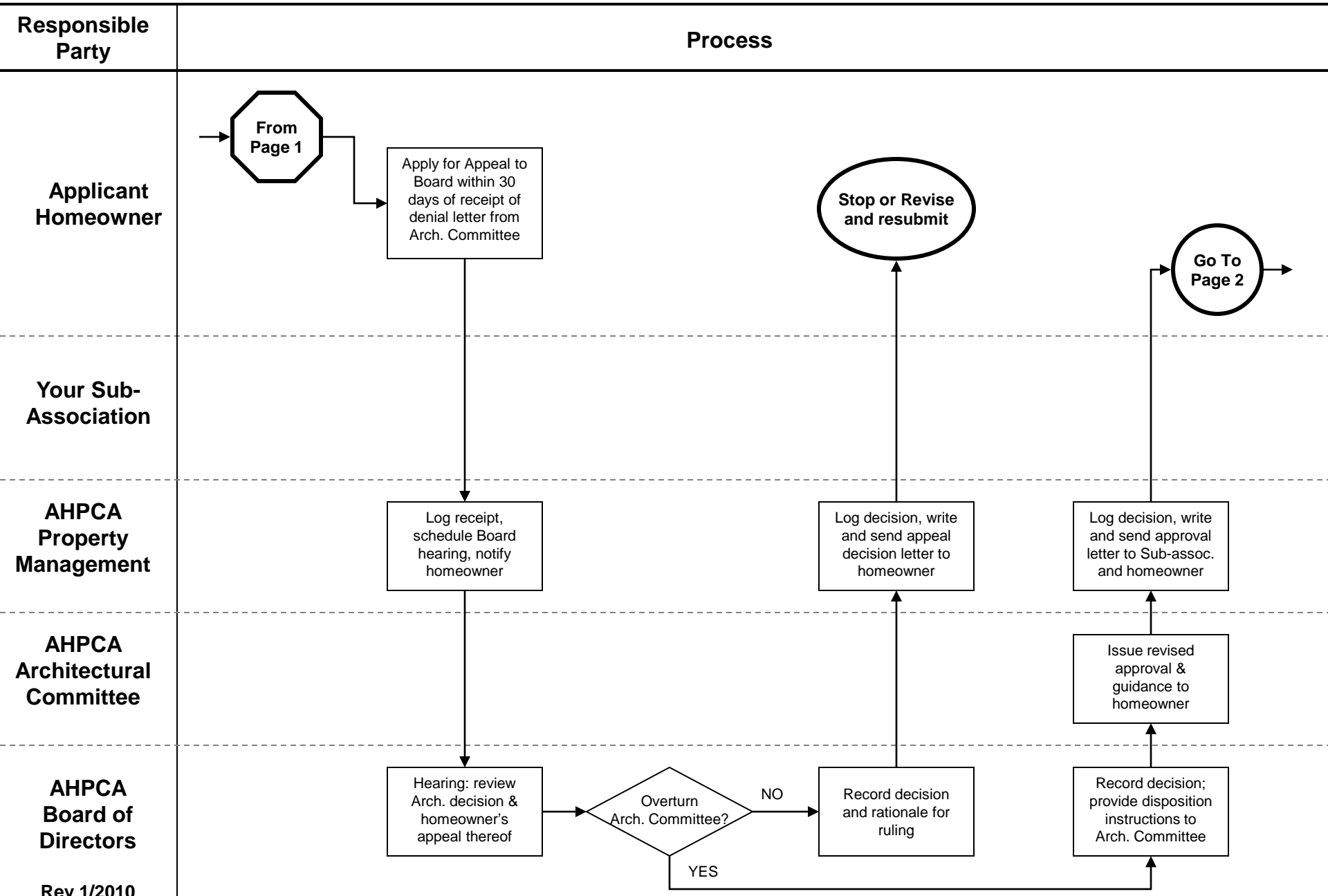
AHPCA Architectural Approval Process – Pre Approval Page 1



AHPCA Architectural Approval Process – Post Approval Page 2



AHPCA Architectural Approval Process - Appeal



ANAHEIM HILLS PLANNED COMMUNITY ASSOCIATION

ARCHITECTURAL STANDARDS

APPENDIX C

Architectural Notice of Completion

Anaheim Hills Planned Community Association (AHPCA)
Architectural Notice of Completion

The AHPCA Architectural Standards require the applicant to notify the Association of the completion of the improvement in writing not more than 45 days after the improvement is completed. (Article V, Section E) This form may be used to provide that notification.

Your Sub-Association Community Name: _____

I/we _____
Owner(s)

At _____
Property Address

Daytime Telephone

Mailing Address (if different from Property Address)

Evening Telephone

E-mail Address

Do hereby give notice that the work described below was completed on the date specified below in compliance with the referenced Architectural Application and that the undersigned is the owner of this property.

Describe improvements or alterations (as approved in Architectural Application approval letter):

Describe any exceptions to work as approved in Architectural Application approval letter:

Date work was completed: _____

Date of Architectural Application: _____

Date of Architectural Approval Letter: _____

Architectural Application Number (Refer to Approval Letter): _____

Owner(s) Signature

Date

Attach photo(s) showing completed work and return to:

Anaheim Hills Planned Community Association
5753 E Santa Ana Canyon Road, Ste G #610
Anaheim, CA 92807-3296

Or e-mail picture(s) and form or information to MemberServices@ahpca.org

If notice of completion is also required by your Sub-Association, please follow their guidelines in addition to submitting this notice to AHPCA. A copy of this form may suffice.

ANAHEIM HILLS PLANNED COMMUNITY ASSOCIATION

ARCHITECTURAL STANDARDS

APPENDIX D

Request for Architectural Extension

Anaheim Hills Planned Community Association (AHPCA)
Request for Architectural Extension

The AHPCA Architectural Standards require that all improvements/alterations shall be completed within six months after the date of approval, unless otherwise specified in writing by the Architectural Committee. If the work is not completed within the time specified in the approved application, a request for an extension must be made by the Applicant to the AHPCA Architectural Committee. Failure to get an extension will result in the enforcement of the Association's Violation and Fine Policy. (Article II, Section H) This form may be used to request that extension.

Your Sub-Association Community Name: _____

I/we _____
Owner(s)

At _____
Property Address Daytime Telephone

_____ E-mail Address Evening Telephone

_____ Mailing Address (if different from Property Address)

Do hereby request an extension of _____ days to complete the work described below requested on the referenced Architectural Application.

Describe improvements or alterations (as approved in Architectural Application approval letter):

Date of Architectural Application: _____

Date of Architectural Approval Letter: _____

Architectural Application Number (Refer to Approval Letter) _____

_____ Owner(s) Signature Date

Return completed form to:

Anaheim Hills Planned Community Association
5753 E Santa Ana Canyon Road, Ste G #610
Anaheim, CA 92807-3296

If an extension is also required by your Sub-Association, please follow their guidelines in addition to submitting this request to AHPCA. A copy of this form will be forwarded to your Sub-Association after AHPCA Architectural Committee review.

AHPCA APPROVAL:

Approved as requested Approved for _____ days Approved with qualification(s) (See attached letter) Denied

_____ Signature - for the AHPCA Architectural Committee _____ Print Name _____ Date