

**ARCHITECTURAL STANDARDS AND GUIDELINES  
FOR  
SOUTH SHORES  
COMMUNITY ASSOCIATION**



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**PURPOSE:**

1. To preserve the Spanish Mediterranean architecture of the Southwest established by the builders in the construction of the homes in the community.
2. To provide maximum, quiet enjoyment in the use of personal and real property for each resident.
3. To allow for individual creativity within standard guidelines to provide for a continuity of design.
4. To recognize and allow for individual preferences and tastes in the private areas.

**INTRODUCTION:**

These guidelines are intended as a supplement to Article IX of the Master Declaration of Covenants, Conditions and Restrictions (CC&Rs) of the South Shores Community Association. They do not cover the entirety of the legal documents.

**IT IS TO YOUR ADVANTAGE TO READ THE CC&Rs THOROUGHLY**

The Architectural Review Committee ("Committee") does not seek to restrict individual creativity or personal preferences, but rather to assure continuity in design which will preserve and improve the appearance of the Community and the property values therein.

The Committee reviews all plans for exterior improvements and additions to residential lots and dwellings in South Shores. These improvements include without limitation, additions, modifications and alterations to residential dwellings such as fences, walls, room additions, patio covers, gazebos, pools and spas; planting of trees as well as certain other landscaping, including lake front landscaping.

Failure to submit plans to the Committee or to complete improvements according to approved plans is a violation. (Refer to CC&Rs, Article IX, Section 9.07 and By-laws, Article XII "Notice and Hearing Procedure".)

The Committee meets monthly on the second Tuesday of each month. ~~Submittals are due in the Association office by noon of the preceding Wednesday.~~ Submittals are A \$10 fee must accompany all submittals, except those for landscape only.

Submittal forms along with a "Checklist" designed to guide you through the process. (Exhibits A through D) The forms can be obtained at the Association office at Terra West Management Services located at 6655 S. Cimarron Rd. Ste. 200,

Las Vegas, NV 89113 or 6628 Sky Pointe Dr. Ste. 290, Las Vegas, NV 89131  
Phone: (702) 362-6262.

Upon completion of the work, a representative of the Architectural Committee will inspect improvements for adherence to approved plans. (See Exhibit E - Notice of Completion)

The Architectural Control Committee staff will be happy to assist with the submittal process and interpretation of the CC&Rs and these Guidelines.

THANK YOU IN ADVANCE FOR YOUR COOPERATION IN THIS MATTER.

### **GENERAL CONDITIONS**

1. **CONDITIONS NOT DEFINED:** Any condition or material not defined within these Guidelines shall become a matter for the consideration and determination of the Committee. (See Section 9.03)
2. Architectural approval by the South Shores Architectural Committee does not constitute waiver of any requirements by applicable governmental agencies. Separate processing and permits are the individual homeowner's responsibility.
3. Committee approval of plans does not constitute acceptance of any technical or engineering specifications, or requirements of the City of Las Vegas, and South Shores assumes no responsibility for such. The function of the Committee is to review submittals for conformity to the Master Plan for the community. All technical and engineering matters as well as applicable permits are the responsibility of the owner. **APPROVALS OR VARIANCES GRANTED BY THE CITY OF LAS VEGAS DO NOT SUPERSEDE THE CC&Rs OR THESE GUIDELINES.**
4. Approval of plans is not authorization to proceed with improvements on any property other than the applicants.
5. An oversight by the Committee regarding the CC&Rs or Policies & Guidelines does not constitute a waiver; therefore, any violation must be corrected upon notice.
6. Access for equipment used in construction must be through your property. **NO ACCESS THROUGH COMMON PROPERTY WILL BE ALLOWED.** Building equipment and materials must be contained on the applicant's property. Streets may not be obstructed with equipment or building materials that are hazardous to pedestrians, vehicles, etc.

7. When construction requires use of adjoining property, the applicant must obtain written permission from the adjoining property owner and submit it with the plan submittal.
8. All work must be performed in a manner consistent with the standards of the general dwelling construction and appearance of the community. All work considered to be of an unsightly finished nature or of lesser quality than the prevailing community standards shall be reworked to an acceptable appearance at the owner's expense.
9. Submittal of color samples of any paint or stain is required when they deviate from the original color of the existing dwelling. (See Exhibit F – Approved Finish Materials) \*\*\*
10. NEIGHBOR NOTIFICATION: The required Impacted Neighbor Statement (Exhibit C) is intended as input from neighbors regarding any improvements which may impact their use and enjoyment of their property. It is intended for advisory use only. "Facing" refers to most directly across the street. "Adjacent" refers to adjoining properties. "Impacted" refers to immediate surrounding area affected by the construction. (This is a very important condition. It heads off many potential problems and promotes communication.)

**Note Added January 28, 2014:**

**\*\*\*In an effort to provide you with more options when repainting your home, your Board has chosen to provide you with a palette of colors for your selection process. It will now allow you to choose from a wider array of schemes and color choices than in previous years.**

**The colors can be viewed on the Association's website [www.southshoreshoa.com](http://www.southshoreshoa.com) or on the Dunn Edwards Website under the South Shores HOA in Las Vegas, NV.**

**<http://dunnedwards.com/Homeowners/ExploreColor/ColorTools/ColorArchive.aspx>**

**The new color palette does not necessarily reflect existing schemes within your community at this time, however, does provide numerous new updated schemes for your homes.**

**Your selection must be submitted for approval to the Board of Directors and/or Architectural Committee prior to beginning the painting process so that we document the scheme each house chose so that we don't have 5 houses in a row that are painted the same color.**

## **ARCHITECTURAL AND MATERIAL STANDARDS**

This section of the Guidelines delineates appropriate materials for use in modifications and specifies which modifications require prior submittal to the Committee. Any deviation from pre-approved items requires Committee approval.

### I. **LANDSCAPING** (Refer to Section 8.03 of the CC&Rs)

- A. Landscaping can be effectively used to accent entryways, define space and create "soft" privacy screens. Since landscaping is a design element, consideration should be given to the relationship to adjacent houses and surrounding area. If plantings are found detrimental to the community by the Board, homeowners may be required to abate the problem. Please refer to Pre - Approved Plant List.
- B. All landscaping work, plantings and installation of permanent irrigation systems by an owner shall remain aesthetically consistent with the design and plan of the community and climatically and culturally appropriate to Southern Nevada.
- C. **No Owner shall further landscape or otherwise improve any property owned and maintained by the South Shores Community Association.**
- D. Front and back yard landscaping consisting of trees and bushes that exceed a mature height of 6 feet require approval of the Committee.
- E. Landscape mounds less than four feet, decorative wood stumps no larger than 12 inches in diameter and boulders no larger than two feet in any dimension are permitted without prior approval. Decorative curbing of concrete, plastic or wood must extend no more than 6 inches above the sod and does not need approval.
- F. The use of decorative rock and gravel is permitted. Architectural review will not be required if any of the following approved rock colors are used:
  - California Gold
  - Beige Blue Jay
  - Desert Rose
  - Calico Tan
  - Peach
  - Red
  - Brown Cinder Mix
  - Virgo Red Cinder
  - Arizona River Pebble
  - Calico White
  - White
- G. Shrubs and trees not in a ground cover shall be irrigated with an automatic drip irrigation system.

- H. Desert Landscaping in the front of the house shall not consist of entirely rock. At least twelve (12) plants, widely spaced, shall be included. The Committee suggests that one of the plants be a tree.
- I. Original deeded homeowners who purchased homes which were landscaped by the builder will not be considered to be in violation if they choose to make no further additions to the plantings. These guidelines are to help owners who wish to upgrade the appearance of their homes to select appropriate materials. (SIGNATURE HOMES is urged to make any further adaptations to these Guidelines to accommodate the people in Colonnades I.)

**LANDSCAPING  
Pre-approved Plants**

<p><b>DECIDUOUS TREES:</b></p> <ul style="list-style-type: none"> <li>○ Desert Sweet Acacia</li> <li>○ Blue Palo Verde</li> <li>○ Desert Willow (pods)</li> <li>○ Arizona Ash</li> <li>○ Modesto Ash</li> <li>○ Thorn less Honey Locust</li> <li>○ Mexican Palo Verde</li> <li>○ Chinese Pistache</li> <li>○ Purple leaf Plum</li> <li>○ Valley Oak</li> <li>○ Chinese Elm</li> <li>○ Chaste Tree</li> <li>○ Crepe Myrtle</li> <li>○ Fruitless Plum</li> </ul>	<p><b>EVERGREEN TREES:</b></p> <ul style="list-style-type: none"> <li>○ Strawberry Tree</li> <li>○ Blue Atlas Cedar</li> <li>○ Carob Tree</li> <li>○ Arizona Cypress</li> <li>○ Italian Cypress</li> <li>○ Olive (only low pollen Swan Hill, Wilson)</li> <li>○ Aleppo Pine</li> <li>○ Afghan Pine</li> <li>○ Italian Stone Pine</li> <li>○ Chir Pine</li> <li>○ Holly Oak</li> <li>○ Heritage Oak</li> <li>○ African Sumac</li> <li>○ Eucalyptus</li> </ul>	<p><b>GROUND COVERS:</b></p> <ul style="list-style-type: none"> <li>○ Sand Verbena</li> <li>○ Creeping Acacia</li> <li>○ Coyote Bush</li> <li>○ Cotoneaster</li> <li>○ Gazania</li> <li>○ Algerian Ivy</li> <li>○ English Ivy</li> <li>○ Trailing Lantana</li> <li>○ Lippia</li> <li>○ Myoporum</li> <li>○ Primrose</li> <li>○ Dwarf Primrose</li> <li>○ Lavender Cotton</li> <li>○ Green Lavender Cotton</li> <li>○ Peruvian Verbena</li> <li>○ Periwinkle</li> </ul>
<p><b>SHRUBS:</b></p> <ul style="list-style-type: none"> <li>○ Glossy Abelia</li> <li>○ Acacia</li> <li>○ Strawberry Shrub</li> <li>○ Fairy Duster</li> <li>○ Senna</li> <li>○ Bush Morning Glory</li> <li>○ Cotoneaster-- various cultivars</li> <li>○ Desert Spoon</li> </ul>	<p><b>SHRUBS:</b></p> <ul style="list-style-type: none"> <li>○ Crepe Myrtle</li> <li>○ Bush Lantana</li> <li>○ Creosote Bush ( ? )</li> <li>○ Texas Ranger</li> <li>○ Chihuahuan Sage</li> <li>○ Dwarf Myrtle</li> <li>○ Heavenly Bamboo</li> <li>○ Mock Orange</li> <li>○ Oleander</li> <li>○ Pomegranate</li> </ul>	<p><b>SHRUBS:</b></p> <ul style="list-style-type: none"> <li>○ Rosemary</li> <li>○ Autumn Sage</li> <li>○ American Arborvitae</li> <li>○ Arizona Rosewood</li> <li>○ Shiny Xylosma</li> <li>○ Euonymus</li> <li>○ Photinia</li> </ul>

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<ul style="list-style-type: none"> <li>○ Red Yucca</li> <li>○ Primrose Jasmine</li> <li>○ Junipers</li> </ul>	<ul style="list-style-type: none"> <li>○ Firethorn</li> <li>○ India Hawthorn</li> <li>○ Sugar Bush</li> </ul>	
<p><b>VINES:</b></p> <ul style="list-style-type: none"> <li>○ Common Trumpet Creeper</li> <li>○ Creeping Fig</li> <li>○ Carolina Yellow Jasmine</li> <li>○ Algerian Ivy</li> <li>○ English Ivy</li> <li>○ Hall's Honeysuckle</li> <li>○ Cat's Claw Vine</li> <li>○ Boston Ivy</li> <li>○ Silver Lace Vine</li> <li>○ Lady Banksia Rose</li> <li>○ Star Jasmine</li> </ul>	<p><b>FRUIT &amp; NUT PLANTS:</b></p> <ul style="list-style-type: none"> <li>○ Grape</li> <li>○ Pecan Tree</li> <li>○ Edible Fig</li> <li>○ Apple</li> <li>○ Almond, Apricot</li> <li>○ Pear</li> </ul>	<p><b>PALMS:</b></p> <ul style="list-style-type: none"> <li>○ Mexican Blue Palm</li> <li>○ Pindo Palm</li> <li>○ Mediterranean Fan Palm</li> <li>○ Canary Island Date Palm</li> <li>○ Date Palm</li> <li>○ Windmill Palm</li> <li>○ California Fan Palm</li> <li>○ Mexican Fan Palm</li> </ul>

*The above list of plants is taken from a pamphlet, LOW WATER-USE PLANTS FOR SOUTHERN NEVADA, by Linn Mills, Area Horticulturist, University of Nevada, Cooperative Extension and Dennis Swartzell, Arboretum Director, University of Nevada, Las Vegas. It is a list of proven plants for southern Nevada and use of these plants will be approved subject to review of their placement. All other plants must be approved by the Architectural Review Committee.*

II. **FENCING AND GATES**

- A. ALL FENCE CONSTRUCTION, extensions and stuccoing require prior submittal and approval of the Committee.
- B. Painting, repair and maintenance of walls:
  - 1. Homeowners are responsible for maintenance, repair, and painting of all walls entirely on their property, for their side of any wall straddling the property line between two home owners, and for both sides of any wall adjacent to a sidewalk, street, or community property with the exception of the Perimeter Walls (see #B.3 below). For Perimeter Walls, homeowners are responsible for painting their side of the wall.
  - 2. Walls adjacent to sidewalks or streets shall be painted the same color as the exterior side of the Perimeter Walls (see #B.3 below). (*Clarified 2019 and enforced going forward.*) Other walls visible from the street, sidewalk, or community property shall be painted the same color as the house. **Perimeter Wall Paint Color: Dunn Edwards (DE6149 Cream Washed).**
  - 3. The association is responsible for repair and maintenance of Perimeter Walls and for painting their exterior facing side. Homeowners are responsible for painting the interior facing side, and are responsible for costs of repair, maintenance, and painting of the Perimeter Walls that are due to conditions on the homeowner's side of the wall. The Perimeter Walls are those adjacent to Lake Mead, Rampart, Soft Winds, Regatta, Harbor Island, and Mariner, and on entry streets Laguna Mist, Pueblo Vista (and the continuation of this fence onto Graceville), Fairvilla, Eagles Nest, Laguna Beach, Monarch Hills, Terra Mar, Snowmass, and Rusty Dock, and bordering the parks on Lady Lake and Laguna Beach.
- C. Acceptable materials for construction, extension or repair of fencing shall be:
  - 1. Accent banding of tile.
  - 2. Stucco walls with wrought-iron grilles between pilasters.

3. Stucco or plaster materials must conform to type, quality and color consistent with the character of the community.
4. Heavy texture, swirl or heavy trowel is unacceptable.
5. Stucco must be water sealed and maintained to the satisfaction of the Association.

D. Unacceptable materials for fencing are:

1. Aluminum or sheet metal
2. Chicken wire
3. Metal or nylon coated chain link
4. Plastic or fiberglass panels
5. Plastic webbing, reeded or straw like materials
6. Wood grape stake
7. Glass block and panels
8. Woven bender board
9. Wood fencing
10. No double property line fences shall be constructed. Should a fence be installed by a neighbor adjacent to the property line, said fence shall be the only fence.

E. Fencing shall not be constructed higher than six feet above grade of highest adjacent lot, unless approved by the Committee.

F. Walls and shrubbery within 15 feet of an intersection shall be maintained at a maximum height of 2-1/2 feet.

G. Installation of wrought iron gates and gate screening do not require submittal if they meet the following specifications. All gates must be wrought iron, matching the South Shores square, tubular type structure with spacing per City code and without sharp spikes. Decorative design is acceptable. Gates may not exceed height of the fence. Colors can be white, black or match the residence colors. Decorative arches, double gates and security bars require approval of the Committee.

Gate screening can be metal mesh or lighter metal screen, similar to solar screening or window screening. Gate screening is to be painted to match the gate color.

### III. **PATIO SLABS, PATIO COVERS AND GAZEBOS**

- A. DUE TO CONCERN WITH PROPER DRAINAGE, COMMITTEE REVIEW AND APPROVAL IS REQUIRED PRIOR TO POURING OF ANY CONCRETE.
- B. MINIMUM SETBACK REQUIREMENTS ARE EXPLAINED ON PAGE 13-14
- C. Complete submittal forms including the Patio Cover Checklist (Exhibit D) are required for prior approval of any patio cover or gazebo.
- D. Structures may be of wood or stucco construction with exception of vertical supports which may include other materials, as permitted by governing codes. All-natural wood surfaces must be finished.
- E. Acceptable roofing materials are:
  - 1. Wood slat
  - 2. White or red rolled roofing with tile border
  - 3. Fiber felt with tile border
  - 4. Match the roof of existing dwelling
- F. Exposed surfaces shall match or harmonize with the existing colors and materials of the main dwelling.
- G. Thin posts, such as 4x4 wood or metal pipe supports are prohibited. Minimum size for wood or stucco posts is 4" X 6".
- G. Unacceptable construction materials for patio and awning structures shall be:
  - 1. Metal structures
  - 2. Corrugated plastic and fiberglass
  - 3. Plastic webbing, reeded or straw like materials
  - 4. Composition shingles

IV. **POOLS, SPAS AND RELATED EQUIPMENT**

- A. Submittal of complete construction plans showing placement of pool and equipment on property is required. Each will be considered on an individual basis.
- B. Screening of equipment is required.
- C. The rear yard setback minimum is 3 feet from the water line to the rear property fence.
- D. The side yard setback minimum is 3 feet from the water line to the side property fence.

V. **OTHER STRUCTURES**

- A. GARAGE CONVERSIONS will not be permitted - the purpose of garages is to store vehicles. Garages may not be converted into living space or incur any structural changes. Currently existing garage conversions, which were designed as Builders' Sales Offices shall be allowed provided a minimum of two (2) off-street parking is provided.
- B. ROOM ADDITIONS, EAVES AND BALCONIES or any exterior alterations to any building are major construction items which require prior approval of the Committee.  
They shall be constructed with materials that conform to type, quality, character and detailing established in the existing dwelling. Any addition to the existing dwelling must meet the minimum setback requirements outlined in Section III.
- C. STORAGE SHEDS AND UTILITY BUILDINGS require prior approval. They must be placed on the property so as not to be visible from the street, or community property of South Shores. Permanent accessory structures built identical to the existing dwelling in material and finish can be visible to the streets as long as they receive prior approval and meet the minimum setback requirements.
- D. DRIVEWAY EXTENSIONS AND WALKWAYS require prior approval. They shall be allowed on the condition that a minimum 18-inch strip of landscaping must be parallel and contiguous to the property line and that drainage is not hampered.

VI. **ADDITIONAL MODIFICATIONS**

- A. WINDOW TINTING: will not require prior approval of the Committee if it consists of either light, medium or dark Smoke Grey. Any other color of window tinting requires prior approval. Mirror finishes are not allowed.
- B. SCREEN DOOR: installations colored to match the house door and window frames do not require prior approval. This exception does not apply to security bar doors and storm doors, which require prior approval of the Committee.
- C. SOLAR SCREEN: installations will not require prior approval of the Committee if one of the following colors is used:
  - Silver Grey            Bronze
  - Dark Bronze            Gold
  - Charcoal                Antique White
- D. LIGHTING: Exterior lighting must be low wattage (40W). Higher voltage lighting may be approved if it is placed so that it does not create an annoyance to the neighbors, as determined by the Committee. Maximum height of light poles is twelve (12) feet. Holiday lighting in season is permitted without Committee approval but must be removed between seasons.
- E. PLAYGROUND EQUIPMENT: Manufactured metal swing sets and jungle gyms which cannot be seen above any surrounding fence do not require approval of the Committee.
- F. ALL OTHER TYPES OF PLAY EQUIPMENT: including but not limited to, large swing sets, gymnastic and climbing structures and playhouses need prior approval of the Committee. Specific attention will be placed on location and impacted neighbor notification. Play equipment may be installed at a minimum of five feet from any property wall.
- G. BASKETBALL BACKBOARDS: require prior approval of the Committee. They cannot be affixed to any structure. They may be mounted on a free-standing pole which can be permanent or movable. See Basketball Goal-Exhibit G.
- H. SKYLIGHTS AND SOLAR ENERGY EQUIPMENT: The installation of any system to accommodate solar energy equipment or skylights must have approval of the Committee. Under no circumstances may an attached unit (townhouse)

owner install any such device upon the building in which his unit is located.

- I. IDENTIFICATION SIGNS: Name signs, i.e. "The Smiths" require prior approval of the Committee and have the following limitations:
  1. Maximum size - 30" long x 8" wide
  2. Material - wood or metal
  3. Color - black, brown, or to match trim on dwelling
  4. Must be professionally prepared
  5. Must be attached to house or fence
  
- I. HOUSE NUMBERS: shall be uniform. House numbers other than the house numbers installed by the Participating Builder, or those approved for South Shores by the Board of Directors will not be permitted.
  
- J. AWNINGS: require prior approval of the Committee. They must be of canvas or approved fabric and of solid accent colors complimenting the architecture. Awnings must be properly maintained to the satisfaction of the Committee and may not be kept when frayed, split, torn or faded
  
- K. AIR CONDITIONERS: Any exterior air conditioner, other than those installed by the builder, must be submitted to the Architectural Committee for approval prior to installations.
  
- L. EXTERIOR PAINTING: Any change in color from the original primary or trim colors of any dwelling or fencing requires prior submittal and approval. \*\*\*
  
- M. RECREATIONAL VEHICLES: All recreational vehicles parked on any property must be located behind screened gates. A maximum of three feet clearance above the property fencing is acceptable. Any construction for concrete parking slab, cover, gates or screening must be reviewed by the Committee.
  
- N. WINDOW COVERINGS: Permanent window coverings must be installed within 90 days after close of escrow. When using temporary window coverings, newspapers, bed sheets, foil or other unsightly coverings may not be used.

VII. **MINIMUM SETBACK REQUIREMENTS FOR HOME IMPROVEMENTS**

- A. For home improvements attached to the existing house, i.e., patio covers, City of Las Vegas setback requirements will govern. The Architectural Committee will consider requests for variance for less than the City's ten-foot minimum rear setback with the following requirements:
- B. An absolute minimum setback of five (5) feet from the rear and side property line, including any overhang.
- C. Verification of impacted neighbor approval of variation.
- D. Compliance with all other Architectural Guidelines.
- E. Architectural Review Committee approval prior to construction.
- F. Proof of Las Vegas City Building Permit including any applicable variance to City setbacks.
- G. For free-standing accessory structures, i.e., gazebos, City of Las Vegas setback requirements are five (5) feet from both side and rear property lines, and six (6) feet from the existing house. Variances for this subsection will not be considered.
- H. Storage and utility sheds must be five (5) feet from both side and rear property lines, with no restriction as to distance from the existing house.

VIII. **NON - LIABILITY FOR APPROVAL OF PLANS**

- A. Architectural Review Committee approval of plans shall not constitute a representation, warranty or guarantee that such plans and specifications comply with engineering design practices or with zoning or building ordinances, or other governmental regulations or restrictions. By approving such plans and specifications, neither the Architectural Review Committee, the members thereof, the Association, any member thereof, the Board or Declarant assumes any liability or responsibility therefore or for any defect in the structure constructed from such plans or specifications. Neither the Architectural Review Committee, any member thereof, the Association, the Board nor Declarant shall be liable to any member, owner occupant, or other person or entity for any damage, loss, or prejudice suffered or claimed on account of (a) the approval or disapproval of any plans, drawings, and

specifications, whether or not defective, or (b), the construction or performance of any work, whether or not pursuant to the approved plans drawings, and specifications.

XI. **CHANGES AND AMENDMENTS TO THE ARCHITECTURAL STANDARDS**

**It is important that these design standards and guidelines be amended and updated as follows:**

- A. Changes to the Architectural Standards may be proposed by the Board of Directors of the South Shores Community Association and the Architectural Review Committee. Additionally, any property owner, lessee, resident or recognized community group of association may submit to the Architectural Review Committee proposed changes to these Architectural Standards for review and consideration.
- B. Any Architectural Review Committee recommendation shall be approved by two-thirds of the Committee members and be forwarded to the Board of Directors.
- C. Upon adoption by the South Shores Community Association's Board of Directors, the change shall become an amendment to the Architectural Standards and Guidelines. Such amendment shall be promptly reported in the newsletter and copies made available at the Community Association office.
- D. All amendments shall become effective upon adoption by the Board of Directors. Such amendments shall not be retroactive to previous work or approve work in progress.
- E. In no way shall any amendment to the South Shores Architectural Standards and Guidelines change, alter or modify any provision of the Master Declaration, any Tract Declaration or bylaws of the Community Association.  
(Suggested amendment to architectural submittal process)

- X. **PROCEDURE FOR OWNERS WHO CONSTRUCTED STRUCTURES BEFORE THE ADOPTION OF THESE GUIDELINES:**
- A. If the owner did not get a building permit from the city, he must begin the process as if no construction had taken place.
  - B. If the owner received a permit for the construction from the city, he shall complete the following forms describing the structure:
    - 1. Home Improvement Application
    - 2. Patio Check List (if applicable)
    - 3. Neighbor Impact Statement
    - 4. Notice of Completion for Home Improvements
    - 5. Two pictures of the work done taken from two separate angles
  - C. The Architectural Committee shall make every effort to approve of the structure with minimum recommendations, if any, to bring the structure into compliance.
  - D. The standard to be used in attempting to grandfather approval for patio covers and gazebos shall be the following:
  - E. Any structure that corresponds to a like structure erected by the builders at the models in materials, workmanship, size, and appearance will be allowed. All others shall come before the Architectural Review Committee for review and Approval.