

GREENTREE HOMES ASSOCIATION ARCHITECTURAL GUIDELINES

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Greentree Homes Association

Architectural Guidelines and Standards

Revised/Adopted 11.14.2023

I. Purpose

In order to maintain the architectural character and aesthetics of Greentree, it is necessary that modifications of structures, materials and colors be compatible with the dwelling and overall architectural style of the immediate area (as required by the CCRs, Architectural Article VII). The Greentree Homes Association Architectural Committee, hereinafter referred to as the "Architectural Committee," is responsible for: (a) verifying compliance; and (b) monitoring the community for compliance with the Architectural Guidelines and Standards through the review of Home Improvement Applications for any alteration to the exterior elements of private dwellings and lots.

If only "like repairs" are needed, the Homeowner can simply notify the management company of what maintenance is being done and what the beginning and completion dates are.

Approval from the Architectural Committee is required prior to submitting to the City and prior to beginning work on any exterior improvements, alterations, or construction that meets any of the following criteria:

- A. All exterior changes or alterations to the existing residence and lot. Examples (not an all-inclusive list): exterior painting, garage door replacement, window or door replacement, planters, driveways, walkways, lighting, roof line change, re-roofing, room additions, major landscaping, and modifications of hardscape (sidewalks, planters, driveways etc...).
- B. All exterior structures that exceed three feet above the ground level of the owner's lot. Examples are patio covers, planters, play structures, sheds/accessory structure, dog runs or retaining walls.
- C. All mechanical equipment. Examples are air conditioners, spa/swimming pool equipment, waterfall pumps, and satellite dishes (as to location) in the front, back, side - all locations on the property.

II. - Home Improvement Application Process

A. General

All requests for architectural approval must be made on the standard Architectural Committee Home Improvement Application. With each application a full view, photo of the home must be submitted and if rear work is planned, both a picture of the front and back of the home and yards are required. Three full sets of plans or drawings must be submitted with the application, which will be retained on permanent file with the Association. Major construction will require a rendition of the project in order to be reviewed. Major construction is considered projects that affect the character of the exterior of the home or are equal to or greater than 400 square feet such as room additions, floor additions, remodels, etc. The Architectural Committee may require a review of proposed plans by an outside architect to ensure conformity with the community and the Architectural Guidelines (this review will be at the expense of the homeowner see attachment "D")

For projects that do not require plans, please include brand names, model, style, and color of proposed improvements. All applications must include photographs of existing conditions and brochures of products to be used.

Landscape Improvement Applications: Applications for landscape improvements shall include softscape and hardscape changes to the existing front and side yard areas individually and or combined. Softscape includes plant material and automatic irrigation elements. Hardscape includes paved walkways, driveways, steps, porches, pathways, fences, and walls.

B. Plans: The plans or drawings at a minimum must show:

1. Site/plot plan: A view from the above showing the home as existing, as proposed, and the lot on which it stands, including all property lines. Also provide existing and proposed plot plan showing set back measurements from property lines.
2. Roof plan: Showing all existing and proposed roofs with height/slope/pitches noted. All materials should be detailed, and any unusual conditions should be noted.
3. Floor plan: Another view from above showing all walls, windows, columns, openings and any condition that will affect the exterior design of the home.
4. Elevations: A view from each side affected by construction, showing the exterior heights and noting all finish materials, textures and colors, measurements, and details. The Architectural Committee requires an artistic rendering for major construction projects be produced at the expense of the homeowner to more completely show the proposed improvements. An artistic rendering may be requested by the Committee for minor projects at the expense of the homeowner.
5. Details: Fences, walls, driveways and any small exterior modifications, such as windows, garage doors, and patio covers. These require a list of materials and other specifications to clearly locate and define their addition to the home. Use manufacturer specifications and information brochures to help explain your drawings. The plans shall include all of the colors, finishes, fixtures, and materials to be used. All plans are drawn to a noted scale. The use of photographs to show proposed improvements is required.

- C. Neighbor Awareness - The intent of neighbor awareness is to advise neighbors who own property adjacent to or in close proximity to the lot of the proposed improvement by requiring their signature on the Home Improvement Application (all adjacent neighbors' signatures are required for major projects). No application will be considered complete until there is evidence the affected neighbor(s) has been made aware of the application.
- D. The processing time by the application in accordance with the CC&Rs, the Architectural Committee has a maximum of 30 days to respond to the application after submission. Submission as used herein shall be deemed to be the first regularly scheduled meeting of the Architectural Committee after the application is received and deemed complete by the Association's management agent. The homeowner shall be notified by mail of the Architectural Committee's decision, thereafter.
- E. Disapproved Application - All homeowners will be notified in writing of the Architectural Committee's decision. In the event plans and specifications submitted to the Architectural Committee are disapproved, the applicant may appeal the decision within 30 days of receipt of the Architectural Committee's written notification of the final decision and request to meet with the Board of Directors at the next scheduled meeting to review and discuss the plans and application. Failure to comply with the decision may result in fines and/or legal action. By California statute, in any action to enforce the governing documents, the prevailing party shall be entitled to reasonable attorneys' fees and costs.
- F. The failure to obtain the necessary approvals prior to beginning any exterior work or construction or the failure to construct and complete the work pursuant to the plans and specifications approved by the Architectural Committee, constitutes a violation of the Declaration of Covenants, Conditions and Restrictions, is subject to the fining policy and/or legal action, and may require modifications or removal of unauthorized work at the expense of the homeowner.
- G. In the event the homeowner fails to abide by any of the Architectural Guidelines and Standards, the homeowner will be notified of such non-compliance. In accordance with the Association's Bylaws, Article III, Section 13, the homeowner may elect to request a Hearing with the Board. A written notification of the Board's decision will be mailed to the homeowner within 14 days.

III. Construction

A. Completion Period

Major construction must be completed within one year of approval (e.g. major remodel/ second story addition). If commencement of an approved major construction project is to be deferred for a period of more than 120 days, a new application must be submitted. Minor improvement projects (e.g. painting, landscape work, window replacement...etc.) must begin 60 days from Architectural Committee approval and completed within 120 days. If the scope of the job warrants more time or for other reasons deemed necessary by the Architectural Committee, the owner may be granted an extension of the construction period as necessary. Requests for time extensions must be made in writing and written approval for such extension received from the Architectural Committee.

B. Access of Common Area for Construction

If construction work requires the use of common area for the purpose of transporting labor and materials or for temporary storage of materials for the work, the homeowner must obtain written permission from the Association. A security deposit or bond may be required.

C. Inspection Rights of Association

The Association has the right to inspect the property to verify that the owner is conforming to the approved plans on major remodels.

D. Side yard Areas

Building in side yard easement areas *other than along a zero lot-line* shall be restricted to non-habitable improvements, such as bay or garden windows, patio covers, etc. Additions may be considered if a minimum of 10 feet building to building is maintained and proposed addition meets other review requirements.

Protrusions and Windows on Zero Lot-lines: There shall be no protrusions such as laundry vents, furnace vents and/or any external conduits on walls adjoining a zero lot-line. There shall be no windows located along walls adjoining zero lot lines. 2nd story windows will be considered on a case by case basis and the proposed window sill must not be any lower than 5'6".

NOTE: Architectural approval of plans does not constitute acceptance of any technical or engineering specifications, nor shall the approval be deemed approval of any plan or design from the standpoint of structural safety or conforming to building or other codes. The Greentree Homes Association assumes no such responsibility. The function of the Architectural Committee is to review submittals as to aesthetics and conformance to the Association guidelines. All permit requirements, technical, and engineering matters are the responsibility of the owner.

E. Front Yard Areas

Front Yard Setbacks: The minimum setback from the front property line to the face of a room addition shall be twenty (20) feet.

F. Rear Yard Areas

Rear Yard Setbacks: The minimum setback from the rear property line to the face of a first story room addition shall be ten (10) feet. The minimum setback from the rear property line to the face of a second story room addition or balcony shall be eighteen (18) feet.

IV. Room Additions/Remodel/Second Story and Home Rebuilds/ADUs & JADUs

The Architectural Committee will review plans for room additions/remodels/home rebuilds/ADUs & JADUs for adequacy of site dimensions, the aesthetic suitability of the design and materials with the home and neighboring residences, and the affect of the requested modification on neighboring properties and streets, to include the conformity of the plans and specifications with the purpose and general plan of the community. The Architectural Committee may require a review of proposed plans by an outside architect to ensure conformity with the community and the Architectural Guidelines (this review will be at the expense of the homeowner see attachment "D"). The applications received in relation to this section have been broken into four application types for clarification.

Owners are encouraged to use the services of a licensed architect for all additions/remodels/etc. Failure to use a licensed architect may result in delay of approval and additional expense borne by the homeowner for additional reviews by Association independent third party review. Special care should be taken to work with existing design elements within the Greentree Homes Association.

These changes to the existing home shall conform to construction techniques as established on the existing home. The homeowner is responsible to obtain a City Permit and to insure all such matters of construction are in compliance with local governmental requirements. City Permit does not relieve the homeowner's responsibility of obtaining architectural approval from the Greentree Homes Association.

Massing - New additions or remodels should be planned to minimize mass on front elevations as to integrate more appropriately with the dwelling and neighboring homes. Homeowners of corner lot dwellings must also consider massing from side elevations due to visibility from public access areas and homes. The Architectural Committee will require that setback standards on second story additions over the garage be consistent with developer constructed two-story homes in the tract. Homeowner's proposed improvements must consider this character element and setbacks from property lines when planning an addition. Homeowners are encouraged to contact the City of Irvine for general property line setback requirements.

- A. New Home Construction:** New home to replace an existing demolished or substantially demolished home. ***Independent third party review is required.***
- B. Exterior Remodels:** Additions over 400 square feet and/or remodels, which alter the style of the existing home as viewed from common area such as addition of a second story or a change in architectural style. ***Independent third party review required.***
- C. Room Addition/Room Extension and Minor Remodels:** Additions between 200-400 square feet not viewed from common areas (i.e. one story room extensions or additions, porches, trellises located in the back of the house). Material changes to the fronts and sides of the home, which do not alter the architectural style and do not change windows and door sizes and locations would not require 3rd party review if the designer clearly describes how the improvements will be detailed (material samples, edge, door and window trim samples, etc.). The Association, at its discretion, may obtain the services of a 3rd party review at the owner's cost if the designer cannot provide information to the satisfaction of the Association. ***Independent third party review at Committee/Association discretion based on submittal.***
- D. Accessory Dwelling Units (ADUs) and Junior Accessory Dwelling Units (JADUs):** If Owners wish to construct or install ADUs or JADUs, as defined below, they must ensure that the materials, construction/installation, and maintenance of these dwellings conform to the high-quality community standards and avoid incongruous or unsightly conditions while protecting property values. To ensure the highest degree of architectural standards are followed, ADUs and JADUs must be compatible in scale, nature, design, kind, shape, height, width, color, material, etc. with the Lot's existing structure and architectural design. ***Independent third party review required.***

1. Definitions:

- a) “Accessory Dwelling Unit” - An ADU means an attached or a detached residential dwelling unit which provides complete independent living facilities for one or more persons. It must include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family dwelling is situated. An ADU also includes the following (*Gov. Code* § 65852.2(i)(4).):
 - i. An “efficiency unit,” as defined under the Section 17958.1 of the Health & Safety Code. Efficiency units must have (a) living area of at least 150 square feet, (b) a kitchen sink, cooking appliance and refrigeration facilities, and (c) a separate bathroom containing a water closet, lavatory and bathtub or shower.
 - ii. A manufactured home, as defined in Section 18007 of the Health & Safety Code.
 - b) “Junior Accessory Dwelling Unit” - A JADU means a unit that is no more than 500 square feet in size and contained entirely within an existing single-family structure. A JADU may include separate sanitation facilities or may share sanitation facilities with the existing structure. (*Gov. Code* § 65852.22(g)(1).)
2. Construction and Foundation: All ADUs and JADUs shall be constructed with a foundation and utilize wood frame construction. Temporary, modular, shipping, tiny, or mobile units will not be allowed. With regard to JADU’s, no exposed and/or visible studs or any other form of unfinished construction is permissible.
3. Garage Conversion: When a garage is converted, the garage door shall be kept in place keeping the front elevation of the property intact.
4. Entry Doors: Additional entry doors shall be limited to non-street facing, keeping the main front door as the focus, while an ADU or JADU door would be secondary.
5. Conformity with Existing Aesthetics: Architectural details such as window grids, wood details, roof pitches, and overall character needs to be considered when adding an ADU or JADU. An ADU or JADU must incorporate the overall aesthetic standards existing throughout the community such that it would appear as though the ADU or JADU was originally constructed with the property. The exterior building composition, texture, and color of an ADU or JADU must match that of the existing structure.
6. Landscape Screening: Landscape screening may be required to mitigate impacts from an ADU or JADU.
7. Setbacks: Setbacks shall conform to the requirements of the County of Orange, City of Irvine, any other governmental agency and the Association’s Governing Documents. ADU setback standards must comply with all applicable City of Irvine and Building Code requirements, as may be changed from time to time by the controlling Government Agency.
8. Quantity: Properties containing one existing single-family dwelling are allowed a maximum of one ADU and one JADU.
9. Size and Construction Requirements:
- a) ADUs: All new construction ADUs, attached and detached, shall comply with the overall aesthetic standards of the community and these Guidelines. ADU’s shall comply with State law, City zoning ordinances, and the following standards:
 - i. Minimum Unit Size: The minimum total floor area shall comply with the California Building Code, section 1208.4.
 - ii. Maximum Unit Size: The maximum unit size shall conform to the requirements of the County of Orange, City of Irvine, and any other governmental agency.
 - iii. Height of Detached ADUs: Detached ADUs are limited to one story and 15.5 feet in height or the height of the principal dwelling unit (measured from finish grade), whichever is less, unless the accessory dwelling unit is constructed above an existing or new garage or is attached to the principal dwelling unit, in which case the structure shall comply with the height limits of the underlying zoning district.
 - iv. Minimum Lot Size: Lot size must be at least 5,000 square feet for ADU.

- v. An ADU shall contain no more than two (2) bedrooms.
 - vi. An attached ADU must have a separate entrance from the main residence.
 - vii. An ADU must contain complete independent living facilities, including a permanent kitchen, and separate areas for living and sleeping.
 - viii. Newly constructed ADUs meet the same development standards, such as Lot coverage and building separation, as set by the City of Irvine.
 - ix. ADUs shall match the primary dwelling in architectural character, color, and materials.
 - x. ADUs may not interfere with, affect the drainage of or be placed on or over easements, if any.
 - xi. ADUs are to be located to minimize the impact to adjacent Lots.
- b) JADUs: The total area of floorspace of a JADU shall not exceed 500 square feet and the JADU must be constructed within the existing walls of the primary residence (i.e., JADUs are converted from existing living space contained entirely within a single-family dwelling.) Furthermore, the following standards will also apply:
- i. No detached JADUs are allowed.
 - ii. An efficiency cooking area is required to be within unit.
 - iii. A separate entrance from the main dwelling unit or accessory unit is required.
 - iv. An internal connection is optional, unless a restroom is shared with the main home where an internal connection is required.
10. Parking Requirements: The number, types and dimensions of parking spots shall conform to the requirements of the County of Orange, City of Irvine and any other governmental agency.
 11. Fire Safety: The construction of an ADU or JADU shall meet all Governmental Agency and Association fire safety standards.
 12. Utility Connections: The construction of an ADU or JADU shall meet all Governmental Agency and Association requirements. Please contact the local health officer to determine whether additional approval is required.
 13. Permit(s): If any Governmental Agency (including the County of Orange, City of Irvine, etc.) requires a permit, the permit drawings and specifications submitted to the Governmental Agency must be the same as those approved by the Association. However, a permit does not relieve the Owners from the responsibility of obtaining architectural approval from the Association.
 14. Modifications: If the Governmental Agency requires modifications to the plans, specifications, drawings, or other documents previously approved by the Association, the modified plans, specifications, drawings, or other documents must be resubmitted and approved in writing by the Association along with a revised application before starting any work.
 15. Zoning and Use. All uses shall conform with the zoning ordinances of all relevant Governmental Agencies, including the County of Orange, the City of Irvine, and the uses permitted under the Declaration.
 16. Sale: An ADU or JADU shall not be sold separate from the primary residence.

V. Roof

The Committee will limit the overall height of all new additions to the maximum height of developer constructed two-story homes within Greentree, which is 25 feet. Roof pitch and design should not deviate from the original developer-built homes and materials must comply with the current roofing material list below. All roof projects require an application and are subject to review and approval by the Architectural Committee.

Re-roofing must be completed using an approved roofing product from Attachment B. Selection of an approved roofing product does not relieve the homeowner from the requirement to submit their re-roofing project to the Architectural Committee for prior approval.

VI. Windows

Window trim/detail is required on all front facing and street facing windows. Window design and materials should be consistent with other windows on the home. Window style changes may not be acceptable if the proposed changes alter the character of the window elements already existing in the neighborhood. Window trim color must be consistent with paint scheme of home.

Window Tinting - Reflective material which creates a "mirror" effect on windows from the outside is prohibited, where visible from adjacent properties, common areas, or public streets.

VII. Fences, Walls and Gates

Fences, walls and gates not exceeding six (6') feet in height above the highest adjacent grade level are permitted. Tops of all fencing and walls on level ground shall be generally dead level. Those installed on slopes may be parallel with the slopes, or they may be stepped. The stepped portion shall not exceed six (6) feet high.

Acceptable materials for fencing, walls, and gates are: wood (must be painted to match house colors or to match the community fencing), synthetic lumber, hybrid wood/plastic lumber, vinyl, stucco (must match color of home's stucco or trim), wrought iron (bars at 5" max.), masonry using new common brick, used bricks, split faced block, Timbercrete, and slump block - which is only acceptable with a final application of finished stucco, painted to match the home or trim color. On a case by case basis: stained fences/gates, picket fences (pointed tops are not allowed) may be allowable.

Gates, including wood and wrought iron, will be considered for compatibility with the home in terms of design and color proposed by the homeowner. No spikes on the top rail or ornate designs will be permitted on wrought iron fences or gates. Wrought iron must be painted flat black, or match trim or stucco color of home.

Unacceptable materials for fencing, walls, and gates (not all-inclusive) are aluminum, sheet metal, chicken wire or mesh, metal or plastic chain link, plastic webbing, reed, or straw-like materials, corrugated or flat plastic and fiberglass panels, painted brick (used brick is acceptable), decorative concrete block, and glass block (beyond use as a light fixture).

All fences viewable from the public street must be painted or stained to match the stucco or trim color of the house. Unfinished sides of fences and walls shall not be

exposed to any public street, sidewalk, greenbelt, park, or neighboring lots. Wrought iron shall not be used around the perimeter of a front yard. No alterations or painting shall be allowed to Greentree Homes Association's common (block end) walls or fencing.

VIII. Security Doors and Windows

Exterior security doors will be considered on a case by case basis. The use of window bars and grills is not permitted.

IX. General Landscaping and Irrigation

Landscaping should present an attractive appearance for the residential property. All landscaping shall be maintained on a regular basis and shall not be permitted to become overgrown. Lawns shall be maintained in a neat manner and be free of weeds, other plant growth, bare areas, brown areas, dead areas and must be properly edged at all sidewalks, planters, and driveways. Hardscape areas, i.e., driveway, entry walks, paved porch areas, planter features and fence elements shall be maintained in a neat manner and free of cracks, wear/tear, and discoloring. Grasses, weeds, and other plant growth shall not be allowed to grow in the joints and cracks of paved areas. Major changes to the landscape and hardscape areas of a resident's property are to be identified on the landscape application and submitted to the Architectural Committee for review and approval prior to any of the proposed work commencing.

General Landscape Guidelines

1. These guidelines are intended for front and side yards and shall include all proposed walkways and other hardscape, planting areas, plant material and irrigation systems. Photos are required to show the condition of the area that is identified in the landscape application to be changed.
2. For the proposed changes to the resident's fences, gates, and walls; refer to the fence and wall guidelines for specific criteria to be identified in the application.
3. The application is to be reviewed and approved by the Architectural Committee prior to any work commencing, including removal of turf and other plant material identified in separate water agency rebate programs.
4. It is important that selection of a proposed front yard tree be appropriate based upon future growth within the allocated space and continuity with the adjacent landscape theme.
5. Trees, shrubs, vines and groundcovers with thorns shall not be planted within ten (10) feet of public sidewalks and paved areas.
6. Shrubs planted along public sidewalks and paving shall not naturally grow larger than three (3) feet high and wide. Shrubs along public sidewalks and paving shall be located appropriately to not require trimming or edging, to keep foliage from the adjacent paving.
7. It is required that a permeable weed barrier fabric be placed throughout the shrub planter beds. Refer to the manufacturers recommendations for installing the weed barrier fabric.

It is recommended to submit an automatic irrigation plan as part of the landscape

application for review and approval prior to any work commencing. A smart irrigation controller shall replace the existing irrigation controller to adhere to current state and local water conservation guidelines. Contact IRWD for additional information pertaining to allowable landscape irrigation practices for water conservation measures.

Landscape Improvement Applications

Applications for landscape improvements shall include softscape and hardscape changes to the existing front and side yard areas individually and or combined. Softscape includes plant material and automatic irrigation elements. Hardscape includes paved walkways, driveways, steps, porches, pathways, fences and walls.

Minor Landscape Improvements

Includes a minor change and/or improvement to an existing planted area in the front & side yard area that is viewable from the street. The overall layout of the lawn and planter bed zones are to remain in place. No hardscape improvements are included in the minor improvement application.

Submittal Requirements

1. Photos of the existing planter bed area to be modified. Include a street view of the home.
2. Hand drafted plan on a minimum of 8 ½ by 11-inch size format clearly identifying the existing landscape and what area is to be improved. Plan shall include a scale, (1 inch equals 10 feet, 0 inches), North Arrow.
3. Plant material symbols are to show the position and size of the existing plant material and the position and spacing of the proposed plant material.
4. Plant material legend associating the existing and proposed plant material symbols with the common names of the plant material, the proposed quantities and plant container sizes.
5. Minimum 1 gallon size for shrubs and ground cover plants. Minimum 5-gallon size for vines and minimum 15-gallon size for trees. Annual color plants are available in pony packs and flat trays.
6. Photos of the proposed plant material. Photos can be of local plant nursery stock and/or from online website sources.

Major Landscape Improvements

Include redesigning of the landscape area in front, **rear**, and side yard. This applies to the changes of turf, shrubs, groundcover, vines, and trees for water conservation and/or decorative purposes. This also applies to hardscape changes, i.e., walkways, driveways, patios, and porches. Due to the potential complexity of the scope of work for major improvement, it is strongly recommended that the homeowner enlist the services of a professional such as a registered California Landscape Architect.

Submittal Requirements

1. Photos showing the current street view of the residence and of the current landscape areas to be modified.
2. Digital or hand drafted site plan to a minimum scale of one-inch equals ten feet, zero inches (1" = 10' - 0), North Arrow. Show the exterior walls of the residence, setback dimensions from the front, side, and rear property lines, include existing lawn and shrub areas, and hardscape features.

3. Digital or hand drafted site plan representing the proposed design improvements with dimensions, notes, and specifications. Softscape and hardscape information should be shown on separate plans. Irrigation plan shall be a separate plan. Scale and North Arrow apply. Notes, legends, and specifications for the softscape plan including irrigation layout...
4. Notes, legends, and specifications for the hardscape plan.
5. Photos of the proposed plant material.
6. Photos of the proposed hardscape material.

Water Conservation Landscape and Irrigation Guidelines

In the new water wise era, the emphasis of these guidelines is to allow the homeowner to have a personalized landscape while also fitting in with the existing theme of the community. While California friendly plants are encouraged, it is necessary to choose the drought resistant plant types that fit well within the existing community theme. Desert and Cacti type plants are not permitted.

1. It is recommended that new plantings shall adhere to the drought tolerant plant list attached to the guidelines. (See also California friendly plant material, <http://www.bewaterwise.com>, fifty favorites.) Any proposed plant material not found on the approved plant list shall be submitted with photos and a basis for the use, subject to review by the Association.
2. Decorative rock ½ inch to 1 ½ inch in diameter natural in color, wood chip mulch in natural color and rounded decomposed granite in natural color with a binder, can be used as a ground cover substitute within a shrub planter bed. The ground cover substitute shall not exceed 20% of the total front and side yard areas visible from the street. **Natural and colored crushed rock and larger cobble are not permitted.**
3. Existing lawn may be replaced with artificial turf and/or by living ground covers and shrubs only. See Artificial turf section.

Drought Tolerant Landscape Submittal Requirements

Plan review applications are reviewed every month by the Architectural Committee. Refer to submittal requirements as noted above for the minor and major landscape applications.

General Artificial Turf Guidelines

(Front and Side Yard Areas Visible from the Street)

- Turf must be natural in appearance, (natural green lawn color.)
- Turf uniformity must be maintained for all areas that are visibly linked.
- Minimum three (3) inch deep crushed rock base with a weed proof permeable barrier fabric.
- Stapling: six (6) inch maximum length of staples, maximum six (6) inch spacing intervals for the perimeter and four (4) inch maximum spacing intervals for the seams.

Lawn Turf Application Guidelines

- **Turf Yarn Denier:** The artificial /synthetic turf must have a minimum of a 10,000 denier/textured monofilament polyethylene and have a two-tone face yarn.
- **Turf Face Height:** The artificial/synthetic turf must be a minimum height of 1

½ inches and a maximum height of 2 ½ inches with a slight crown.

- **Turf Face Weight:** The artificial/synthetic turf must be a minimum weight of 50 ounces per square yard face weight.
- **Turf Color:** The artificial/synthetic turf must have the color of green lawn as determined by the Architectural Committee.
- **Turf Tufting Gage:** The artificial/synthetic turf must have a tufting gage of 3/8 inch to ½ inch maximum.
- **Turf UV Protection:** The artificial/synthetic turf must have UV protection.
- **Turf Backing:** The artificial/synthetic turf backing cannot have latex backing. An environmentally friendly polyester reinforced backing is required.
- **Turf Infill Type:** The artificial/synthetic turf cannot be rubber infill or uncoated silica sand.
- **Turf Lead Properties:** The artificial/synthetic turf products must be lead free, meet or exceed all federal, state and local requirements.
- **Turf Product and Quality Origin:** The artificial/synthetic turf must be of the first quality goods and manufactured in the United States with a minimum of a 10 year warranty for manufacturer defect.
- **Turf Installation/Workmanship:** The artificial/synthetic turf must have a minimum of one year installation and workmanship guarantee.
- **Turf Drainage:** The artificial/synthetic turf must have adequate drainage that is harmonious with the overall site drainage system.
- **Turf Installation:** The artificial/synthetic turf cannot be installed over the existing softscape or hardscape, i.e., lawn, shrubs, groundcover, paving.
- **Turf Base:** The artificial/synthetic turf must be installed over a permeable base with a permeable root barrier fabric.

Artificial Turf Care and Maintenance Guidelines

- Remove organic material from the surface with a leaf blower or a rake.
- If you have animals that will use the turf, please remove the animal feces on a frequent basis and wash the area with a hose. Urine should flow through the turf like rainwater.
- Color of turf must remain as original.
- Anti-Microbial turf is recommended in order to avoid foul odors, discoloration and corrosion.

Approved Artificial /Synthetic Turf Products

Tiger Turf, SYN lawn and BNG Elite manufactured artificial/synthetic law products should be considered when considering artificial turf applications. Homeowners can submit/propose additional products that meet the guidelines above.

Some local providers and installation companies are as follows

- No Mow Turf
- Waterless Grass
- Back Nine Greens
- Easy Turf
- Everlast Turf
- Home Turf

- New Grass
- Or equal, as determined by the Architectural Committee

Guidelines for Putting Green Installment

(Only in Rear Yard)

- **Putting Green Turf**: The artificial/synthetic putting green turf can only be installed in the rear yard where it will not be in view of the public
- **Turf Appearance**: Must be natural in appearance and of a color approved by the Architectural Committee.
- **Pile Height**: The turf must be a minimum of ¼ inch.
- **Turf Warranty**: The turf must have a minimum of a 19-year product warranty.
- **Turf Installation**: The turf must have a minimum of one year installation/workmanship warranty.
- **Turf UV Protection**: The turf must have UV protection.
- **Turf Lead Properties**: The turf must be lead free and meet or exceed all federal state and local requirements.
- **Turf Drainage**: The artificial/synthetic turf must have adequate drainage that is harmonious with the overall site drainage system.
- **Turf Installation**: The artificial/synthetic turf cannot be installed over the existing softscape or hardscape, i.e., lawn, shrubs, groundcover, paving.
- **Turf Base**: The artificial/synthetic turf must be installed over a permeable base with a permeable root barrier fabric

Architectural Committee Application Process

- Photo of an existing area to be covered by artificial/synthetic turf.
- Plan view document reflecting the dimensions and boundaries of the area to be covered with the artificial turf. Please refer to the Application Guidelines in the previous section.
- One (1) square foot sample of the proposed artificial turf product with specifications and descriptions.
- Turf installation details and specifications. Show method of edging material. Infill - some products are acceptable. Refer to Architectural Guidelines to determine acceptable products and specifications.

X. Drainage:

Each homeowner must maintain the correct grades of lots so that water drainage does not flow onto adjoining properties and does not prevent off-flow from adjoining surface properties. Surface and landscape must be installed to prevent excessive drainage onto neighboring properties. Drainage pipes must be buried or otherwise positioned and/or covered so as not to be visible from the public view.

Roof gutters must be installed, where appropriate, to prevent excessive runoff onto neighboring properties. Hardscape and softscape to be installed anywhere on the property must allow for adequate drainage away from neighboring properties and own residence. Hardscape/paving, raised planters and any other 3-dimensional feature shall not be installed to the neighboring home with a zero lot line.

XI. Garage Doors:

The garage doors on all homes within Greentree are to be upgraded to metal or wood roll-up doors upon replacement. The door may be selected from any manufacturer and may have large or small panels and may or may not have decorative windows. All garage doors shall be one color and be painted to match either the body or the trim color of the house. In some instances, white windows and white garage doors will be considered.

XII. Driveways:

The driveways of all homes within Greentree shall be upgraded to concrete or equivalent upon replacement. Decorative brick borders may be used. The use of colored concrete will be considered by the Architectural Committee. The use of pavers will be considered with the submittal of color chips for the roof color and exterior home ensuring an aesthetic color blend. Driveways are to be a maximum width of twenty (20) feet beginning at the apron to the front of the home.

XIII. Exterior Painting — Revised October 2019

Painting Using an Existing Color Scheme: Whether a homeowner intends to paint her or his entire home with its existing color scheme or merely to touch it up with its existing color scheme the homeowner is not required to seek approval from the Architectural Committee or the Board of Directors (Article VII of the CC&R's). However, the homeowner must provide the Architectural committee with notice of the painting project by describing the area(s) of the house to be painted and by providing paint samples of the color(s) to be used. ***The homeowner must provide the beginning and completion dates of their project.*** If a home that was not approved prior through the architectural process, or is currently NOT harmonious with neighboring homes, you may be asked to change your color scheme.

Painting Using a New Color Scheme: If a homeowner intends to paint her or his home with a color scheme different from the home's existing color scheme the color scheme needs to be approved by the Architectural Committee as to whether the proposed color scheme is in harmony (pleasing) with the color schemes of surrounding homes. (Article VII of the CC&R's). If the Architectural Committee does not approve the color scheme it must give the reasons in writing for its disapproval, and the homeowner may appeal the committee's decision to the entire Board of Directors. Failure to obtain approval from the Architectural Committee or the Board of Directors may result in the application of fines until the color scheme is brought into compliance with these guidelines and the CC&R's.

When applying for approval of a new color scheme the homeowner needs to complete a paint application form (infra).

XIV. Wood Siding and Brick, Stone, and Faux Stone Surfaces

The use of wood siding and brick, stone, and faux stone veneer on the surface of a home will be considered by the Architectural Committee. Homes shall not consist of too many dissimilar materials, (i.e.: stacked stone, brick, pavers on walkway/driveway, etc.) Detailed plans, samples, and specifications of the proposed material and the proposed locations of installation must be provided to the Committee. Resurfacing the chimney may be acceptable, if it follows the guidelines and uses the provided items for surface materials. The use of vinyl siding will not be permitted.

XV. Patio Covers, Arbors, Trellises and Gazebos

Structures may be constructed of wood, hybrid plastic/wood, vinyl, alumiwood, or other synthetic lumber approved by the Architectural Committee. Size and design must be compatible with the lot. Patio covers, arbors, trellises and gazebos shall match (or be painted to match) the trim or stucco color on the home. The sides of these structures shall not be enclosed except where the wall of the main dwelling forms a natural enclosure. The use of corrugated plastic, metal, or fiberglass is not permitted.

Gazebo structures should blend with the architectural characteristics of the dwelling and neighborhood, should not exceed 9 feet in height, and must be screened with 15-gallon columnar plants that are at least 6 feet in height when planted. The minimum setback requirement from the property line for posts is three feet. The minimum setback from the property line for patio overhang is two feet. Overhang may extend to the property line if adjacent to a common area. Additionally, patio covers, gazebos and arbors must meet City requirements including permits.

XVI. Playhouses, Play Structures, Greenhouses, and Storage

Sheds

Playhouses, play structures, greenhouses, and storage sheds must be constructed, located, and screened to minimize the impact on the adjacent neighbor's privacy and any existing structure or common areas. Structures should blend with the architectural characteristics of the dwelling and neighborhood and should not be higher than the adjacent fence. The acceptability and location of structures higher than 6' will be considered by the Architectural Committee. Structures cannot be located within 3 feet of property lines.

XVII. Basketball Backboards

Basketball backboards will be considered by the Committee if the board is painted to match the approved color scheme for the home, unless it is clear. Basketball hoops, backboards and nets must be kept in good repair. If roof mounted, all metal supports must be painted to blend with the roof. No logos or advertising on the boards will be allowed.

Portable Basketball Hoop Storage: Portable, free-standing basketball backboards are permitted, provided that they are kept in good condition and are stored out of view of the community while not in use.

XVIII. Awnings and Shutters

The use of awnings over doors or windows and the use of exterior window shutters are not permitted.

XIX. Solar Energy Equipment

Solar energy equipment proposed must include location and description of all panels and collectors, including any visible piping, attachments, flashing, hardware, etc. Visible components should be painted to match the adjacent surfaces. Piping should penetrate through the roof rather than installed along the face of the roof or dwelling.

XX. Pools, Spas, Waterfalls, Air Conditioning Equipment, and Mechanical Equipment

Pools, spas, waterfalls, and all other exterior located mechanical equipment must be approved by the Architectural Committee and must be located at least two feet inside the homeowner's property line. *Entertainment equipment such as outdoor audio and televisions should only be placed on the dwelling and is not permitted to be installed on or in accessory structures.*

All mechanical equipment proposed should be placed away from neighboring properties and all pumps and blowers must be enclosed or buried to mitigate noise.

The use of window-mounted air conditioning units is not permitted.

XXI. Antennas and Satellite Dish Antennas

In order to insure adequate aesthetic controls and to maintain the general attractive appearance of the properties, no owner, resident or lessee shall, at his or her expense or otherwise, place or maintain any objects such as masts, poles, towers, telephone or radio antennas or television satellite reception dishes on or about the exterior of any building with the property unless architectural approval is first obtained in accordance with the Article. Furthermore, no activity shall be conducted on any lot that causes unreasonable broadcast interference with television or radio reception on any neighboring lot.

XXII. Skylights

Skylights may be acceptable based upon location and number of skylights proposed. Approved skylights shall be either 2'x2' or 2'x4' in size. Skylight domes may be bronze or clear. All metal framing and flashing must be painted to blend with the roof or the surface which they are mounted to. All visible manufacturer labels should be removed prior to installation. "Solatube" type skylights may be considered by the Architectural Committee.

XXIII. Flagpoles and Weathervanes

Flagpoles may be approved by the Architectural Committee and weathervanes are not permitted.

XXIV. Exterior Lighting

The use of excessive or excessively bright lighting is not permitted. The wattage and direction of all exterior lighting must not create an annoyance to neighboring properties. All exterior lighting shall have a cover over the bulbs. All changes to exterior lighting must be approved by the Architectural Committee.

XXV. Pedestal Mailboxes

Pedestal mailboxes are discouraged. If a pedestal is proposed, it shall be within three (3) feet of the home. Homeowners are responsible to ensure that the height, location, and/or mailbox design be approved by the U.S. Postal Service.

ROOF PRODUCTS AND COLORS

General Roofing Guidelines:

- No color pronounced blends, streaks or mixed colors
- No natural wood shake or slate material
- Composite or enhanced shake material denoting natural wood textures are acceptable.
- Submission of application must be accompanied by actual example (picture/brochure) of desired choice for approval.
- Minimum acceptable roof life or guarantee is fifteen (15) years

The following list of approved roofing materials is to be used as a basis for material and color selections. Homeowners are not required to use the selected brands; however, color selections must be consistent with the colors, materials, and styles on this approved list. The Architectural Committee will review all proposed roofing materials and colors for consistency with paint schemes and aesthetic compatibility within the neighborhood.

PRODUCT COLOR TYPE

Composite Shingle

GAF Timberline

Burnt Sienna	Multi-Dimensional
Charcoal	Multi-Dimensional
Mission Brown	Multi-Dimensional
Weathered Wood	Multi-Dimensional

Celotex Presidential Shake

Autumn Blend	Multi-Dimensional
Bark Brown	Multi-Dimensional
Charcoal Black	Multi-Dimensional
Shadow Gray	Multi-Dimensional

Concrete/Tile

Eaglelite/Ponderosa

Model 901	Tile
Model 901	Tile
Model 302	Tile
Model 303	Tile
Model 304	Tile

Eaglelite Capistrano

Model 545	Roll Tile
Model 597	Roll Tile

Note: The above products and colors have been approved by the Architectural Committee. Generally, selecting flat concrete tiles or multi-dimensional shingles in the darker brown or grey tones will be consistent with neighborhood convention and are most likely to be approved.

GREENTREE HOMES

ARCHITECTURAL APPLICATION FEES & DEPOSITS

The Deposits and Fees listed below are designed to cover architect/design review and provide additional funds to cover any additional expenses incurred during the review process and construction. The administrative processing and design review costs are deducted from the Fee amount and the Deposit is held to cover damages, fines, legal, and other fees not associated with design review. The Deposit is refunded upon approval of the Notice of Completion (NOC), less any other expenses. Following are the review 'Levels' providing a description of proposed improvements and associated deposit and fee schedule per the appropriate Level:

LEVEL 1: NEW HOME OR MAJOR REMODEL - Deposit: \$1,000 (refundable) / Fee: \$995

Consists of the following improvements:

- Complete demolition of the existing dwelling / building of a new home.
- Room or floor additions or remodeling involving greater than 750 square feet of the existing dwelling.
- Exterior remodel altering the outward appearance of a dwelling associated with the remodel.
- Landscaping (hardscape & planting) associated with the proposed improvements (new home or major remodel).

LEVEL 2: INTERMEDIATE REMODEL - Deposit: \$800 (refundable) / Fee: \$895

Consists of the following improvements:

- Room or floor additions or remodeling involving 500 to 750 square feet of the existing dwelling.
- Exterior remodel altering the outward appearance of a dwelling associated with the remodel.
- Landscaping (hardscape & planting) associated with the proposed improvements

LEVEL 3: SMALL EXTERIOR REMODEL - Deposit: \$500 (refundable) / Fee: \$545

Consists of the following improvements:

- Room or floor additions or remodeling involving adding less than 500 square feet to the existing dwelling.
- Exterior remodel altering the outward appearance of a dwelling associated with the remodel, but not including cosmetic changes to exterior surfaces involving 550 square feet of the existing dwelling.
- Landscaping (hardscape & planting) associated with the proposed improvements.

LEVEL 4: MINOR NON-STRUCTURAL / SOLAR SYSTEMS/ REPLACEMENT & REPAIR MODIFICATIONS - Deposit: \$100 (refundable) / Fee: \$50 (includes cost for Notice of Completion Submission)

- Exterior painting – exterior materials (new color scheme, new finishes)
- Re-Roofing (excludes repairs)
- Door replacements, windows, garage door - not like for like
- Fence/Gate – replacement (new materials) - not like for like
- Satellite dish, antennae
- Landscape/Hardscape - new, ie. sidewalks, driveways, patios, artificial turf, landscape renovations, swimming pools, jacuzzi
- Repair and like for like replacement of driveways, walkways, patios, exterior materials.
- Solar System Installation - new, excluding repairs

FEE SERVICES INCLUDE: Where architect review is applicable: Two (2) Preliminary Reviews, one (1) Final Review, one (1) Final City Approved Review and Notice of Completion. Administrative fees for Level 4 are \$50 which includes the Notice of Completion Application. Administrative fees for Levels 1-3 are \$100.00 which includes the Notice of Completion

Application. Administrative services/processing includes obtaining the application, confirming it is a complete submission, that all fees have been submitted, and providing all documentation for the Committee to review. If additional review by the Association's architect exceeds the fees noted above, the Committee may request additional fees, which will be placed in writing to the homeowner with an explanation.

Landscape Drought Tolerant Plant List

(Suggested Guideline List)

TREES

Botanical Name	Common Name
<i>Arbutus unedo</i>	Strawberry Tree
<i>Chitalpa tashkentensis</i>	Chitalpa
<i>Gledistia triacanthos</i>	Honey Locust
<i>Laurus nobilis</i>	Sweet Bay
<i>Olea europaea</i>	Swan Hill Olive
<i>Pinus brutia</i> var. <i>elderica</i>	Afghan Pine
<i>Rhus lancea</i>	African Sumac

Botanical Name	Common Name
<i>Agave</i> spp.	Agave (some grow with large thorns)

<i>Arctostaphylos</i> spp.	Manzanita
<i>Artemisia</i> spp.	Artemisia
<i>Ceanothus</i> spp.	California Lilac
<i>Cistus</i> spp.	Rockrose
<i>Cotoneaster</i> spp.	Cotoneaster
<i>Dudleya</i> spp.	Live Forever
<i>Echeveria</i>	Hen-and-Chickens
<i>Encelia californica</i>	California Encelia
<i>Erigeron glaucus</i>	Seaside Daisy, Beach Fleabai
<i>Galvezia speciose</i>	Island Bush Snapdragon
<i>Grevillea</i> spp.	Grevillea
<i>Helictotrichon sempervirens</i>	Blue Oat Grass
<i>Heteromeles arbutifolia</i>	Toyon
<i>Heuchera</i> spp.	Coral Bells
<i>Iris douglasiana</i>	Douglas Iris
<i>Lavandula</i> spp.	Lavender
<i>Lavatera bicolor</i>	Sea Mallow
<i>Leucophyllum</i> spp.	Texas Ranger
<i>Mahonia nevinii</i>	Nevin's Barberry
<i>Muhlenbergia rigens</i>	Deer Grass

Nemophylli menziesii	Baby Blue Eyes
Penstemon spp.	Penstemon
Rhus spp.	Rhus

Rosmarinus officinalis	Rosemary
Salvia spp.	Sage
Santolina spp.	Lavender Cotton
Sisyrinchium californicum	Yellow Eyed Grass
Stachys byzantine	Lamb's Ear
Viburnum suspensum	Sandankwa Viburnum

SHRUBS/PERENNIALS/ORNAMENTAL GRASSES

Vines

Botanical Name	Common Name
Bougainvillea spp.	Bougainvillea (vigorous with thorns)
Clematis laslantha	Chaparral Clematis
Jasminum humile	Italian Jasmine
Laurentia fluvialilis	Blue Star Creeper
Solandra maxima	Cup of Gold Vine
Vitis californica	California Wild Grape
Botanical Name	Common Name
Achillea spp.	Yarrow
Baccharis spp.	Coyote Bush

Groundcover

Festuca ovina glauca	Blue Fescue
Fragaria californica	Strawberry
Lampranthus spp.	Ice Plant (<i>small version</i>)