

West Village Estates Homeowners' Association, Inc.

Development Standards

It is the goal of West Village Estates Homeowners' Association, Inc. (the "Association") to maintain a first class, high quality, clean and safe residential community. In implementing this goal, it is the desire of the Association that all residents will join in a community effort to maintain the highest standards of individual conduct and courtesy among community residents. It is the policy of the Association that the homes, improvements and lots be maintained in a first class condition. This will help assure that the value of each residence, and the community as a whole, will be maximized to the benefit of the residents and the Association.

ALL LOT OWNERS SHOULD REVIEW THE CC&RS AND THESE STANDARDS PRIOR TO BEGINNING THE PURCHASE PROCESS TO ASSURE COMPLIANCE

SECTION ONE INTRODUCTION

1.1. The Development Standards provided herein allow for (i) Preliminary Site Plan Submittal, (ii) Final Site Plan Submittal, and (iii) General Requirements and Restrictions. The Preliminary Site Plan Submittal allows Owners to receive a preliminary approval **BEFORE** proceeding with the purchase process, working drawings, ordering, contracting for delivery, set up and construction, etc. Start of construction approval however, is withheld until the Final Site Plan Submittal is submitted and approved. Owners who are confident of their design approach, may make the Final Site Plan Submittal their initial submittal only if they have previously met with a representative of the Design Review Committee ("DRC").

SECTION TWO PRELIMINARY SITE PLAN SUBMITTAL

2.1. The Design Standards and the review and approval process should be viewed by each Owner as protection that West Village Estates will be developed with uniform standards so as to preserve the Owner's investment. However, the DRC needs the cooperation of each Owner to ensure the effectiveness of these Design Standards. Each Owner is responsible for applying for and obtaining approval from the Association, DRC and the City of Flagstaff, as may be required. All approvals must be secured **BEFORE** any improvements, alterations, or home delivery, set-up and placement are made to the Lot. Failure to secure approval before any improvements or alterations from the DRC is

subject to and may result in the remedies specified in the CC&Rs, including equitable relief and/or monetary damages. See CC&Rs ¶ 10.8. In order to minimize conflicts with City of Flagstaff approvals, the Association review and approval process shall be initiated by the Owner and carried to a general level of acceptance prior to making submission to the City of Flagstaff. Since the design review procedures are independent and differ in their intent from those of the City, approval by the DRC is separate and distinct from City of Flagstaff approvals. LOT OWNERS ARE REMINDED THAT BUILDING PERMITS MUST BE OBTAINED FROM THE CITY OF FLAGSTAFF AND ALL CITY OF FLAGSTAFF CODES AND ORDINANCES MUST BE COMPLIED WITH.

2.2. The Preliminary Site Plan Submittal shall include a non-refundable plan review fee of \$250 and the following information and drawings (drawn to scale and dated):

A. Contents. The Preliminary Site Plan shall include, at a minimum, the following information (each item to be checked when completed/reviewed):

- ___ Lot number
- ___ Lot Owner's name, mailing address and telephone number
- ___ home size, manufacturer, year, model number and exterior colors
- ___ home's proposed placement on the Lot, including setback distances
- ___ location of concrete driveway and walkway
- ___ proposed location of all awnings, patios, decks and storage sheds
- ___ proposed location and type of all landscaping materials and plants
- ___ location of the garage
- ___ location of the perimeter fence
- ___ location of the roadway in front of the home
- ___ location of all existing trees and those to be intended to be removed
- ___ provide promotional/sales materials for home from manufacturer

B. Review Process. The DRC will review the Preliminary Site Plan within 10 business days of receipt thereof. If a submission is incomplete, additional material will be requested and the review period will start when all required materials are received by the DRC. The design review process is private and all submissions will be responded to in writing. Any request for further discussion related to decisions rendered by the DRC must be made in writing.

SECTION THREE FINAL SITE PLAN

3.1. Upon receipt of final approval from the DRC, and having received a building permit from the City of Flagstaff, the Owner may commence construction in accordance with the approved plans. If the owner fails to begin construction within three (3) months from the date of approval, the approval given shall be deemed revoked. The owner shall, in any event, complete the home set-up and construction of all improvements

within six (6) months of commencing construction. These time periods shall be suspended only in instances of labor strike, fire, national emergency, or natural disaster. If construction is delayed, a re-submittal may be required.

3.2. The Final Site Plan shall include the following:

A. Drawings.

(i) Include all drawings required for the Preliminary Design Submittal

(ii) Include any revisions required by the DRC after the Preliminary Site Plan review

B. Samples.

(i) Samples of roofing materials, fence or wall materials and exterior colors should accompany the working drawings

(ii) No promotional color charts or roofing materials will be accepted

(iii) The home color shall be applied to at least a 16" x 16" sample of the same material to be installed on the dwelling

(iv) Trim color shall be applied to a sample of the trim

(v) Roof covering; an actual sample of the roofing to be used shall be submitted

C. Landscape Plan. A landscape plan must be submitted for final approval and it must be implemented within six (6) months after final approval by the DRC.

SECTION FOUR REQUIRED IMPROVEMENTS

4.1. Required Improvements. As a condition of ownership, the Owner agrees to make the following permanent improvements which shall become affixed to each Lot:

GARAGE. All homes must have a permanent garage built which adjoins the neighboring Lot's garage (where appropriate) utilizing the following minimum specifications:

(i) Garage must be constructed by community approved, licensed contractor with footings dug a minimum of 30 inches deep and 16 inches wide with two each continuous #4 re-bar placed in a minimum of 8 inches deep 2500 lb. concrete. Vertical #4 re-bar will be placed 32 inches on center and tie into a horizontal bond beam 8 inches from top of stem wall.

(ii) Stem wall must be either 8-inch wide grouted solid concrete block or poured concrete. Top 8 inches of stem wall will contain a #4 re-bar bond beam and 1/2" x 10" anchor bolts placed at 32 inches on center.

(iii) Roof materials must be fiberglass shingles, tab fire rated fiberglass with minimum 20-year warranty and color to match home.

(iv) Gutters must be installed in color to match home and garage.

(v) Garage color must match home, subject to DRC approval.

(vi) A 16' x 7' raised panel steel overhead garage door system must be used. A 3' x 6'8" man door in a wood exterior weather stripped jam must be used.

(vii) No two-story garages are permitted.

(viii) Garages must be built so as to match the elevation of the home.

DRIVEWAY AND SIDEWALK. A concrete driveway and sidewalk must be installed utilizing the following minimum specifications:

(i) All concrete work must be done by approved contractors and must be at least 4 inches thick with six-inch wire re-mesh enforcement and expansion joints to prevent cracking.

(ii) A concrete driveway measuring at least 18' wide and 20' long is required to be installed in front of each home's garage.

(iii) A concrete sidewalk at least 3' wide must be installed from the driveway to the deck/patio between the garage and the home.

FENCE. A perimeter fence must be installed utilizing the following minimum specifications:

(i) A fence must be installed beginning at the center of the rear wall of the garage and extending to the back lot line. The fence must then continue along the entire rear lot line and turn toward the home, fully enclosing the back yard.

(ii) Fences must be made out of grape stake wood, with a steel post every 10 feet. Posts must be galvanized steel.

(iii) Where a fence faces a street or other open area, the posts must be installed on the yard side of the fence.

(iv) Fences shall not be painted and must be stained at least every other year.

LANDSCAPING. Owners are required to landscape their Lot utilizing the following minimum specifications:

(i) The front yard must be covered with decorative rock over black plastic a minimum of 6mm thick to ensure weeds do not grow among the rock. Rock type must be approved in writing. Rock must be a minimum of 1/2 inch.

(ii) Cinders are not permitted as decorative rock.

(iii) Large pieces of iron or other superfluous material are prohibited. Planting of flowers is encouraged.

(iv) A minimum of fifteen (15) approved plants and trees must be planted on each Lot and arranged on both sides and ends of the home. The plant sizes are as follows:

4 - fifteen (15) gallon (two in front yard)

5 - five (5) gallon (three in front yard)

6 - one (1) gallon (three in front yard)

DECK/PATIO. A deck/patio is not required but encouraged. If a deck or patio is built, it must conform to the following minimum specifications:

(i) Deck/patio must be wood, and steps shall be constructed abutting the end of the sidewalk connecting the driveway to the deck and extending past the end of the garage. A sample deck layout will be provided upon request.

(ii) All stairs will land on a concrete stoop placed upon compacted fill. A minimum of four-inches of 2500 lb. concrete containing six-inch wire re-mesh shall be used. All concrete stoops shall contain an FHA steel strap anchoring the stairs to the concrete. All stoops shall be graded to drain water off.

(iii) All deck joists will be constructed using new, properly certified, properly sized and graded material. The finished decking, stairs and handrails will be #2 grade or better lumber using 2" x 6" redwood.

(iv) All decking must be attached to the joist system using three-inch deck screws. A single treated sill plate must be used when attaching deck framing to masonry piers. Proper anchoring of deck framing to piers is required.

(v) All stairs accessing deck area must be built in accordance with the Uniform Building Code and City of Flagstaff requirements.

SECTION FIVE GENERAL REQUIREMENTS

5.1. In addition to the requirements and restrictions contained herein, the Owner is reminded to review all CC&Rs provisions and City of Flagstaff requirements as they relate to home delivery, home set-up, construction and landscaping.

A. Setbacks. Minimum setbacks are as follows: Front, 20 feet from back of sidewalk, Rear, 13 feet, Sides 3 feet. All applicable City of Flagstaff setback requirements must be observed.

B. Dimensions. Home dimensions are as follows: A limited number of single-wide homes, not to exceed twenty, will be allowed throughout the community in designated lots. Single wide homes shall not be less than 890 total square feet in size. All other homes must not be smaller than 23 feet in width and shall not be less than 1100 square feet in size. Garages shall be at least 400 square feet.

C. Home Placement. DRC reserves the right to determine and restrict the placement of homes on all Lots.

D. Building Codes/Standards. All homes placed in the community must meet all federal and local standards and building codes.

E. New Homes. All homes must have been manufactured within 12 months prior to the signing of the purchase contract, unless otherwise approved by the DRC, and the homes must be compatible in appearance with other homes in the community.

F. Exterior Home Specifications and Materials.

(i) The exterior of all homes must be constructed of either wood or hardboard textured wood panels or horizontal lap.

(ii) All exterior colors must be lusterless finish, semi-gloss, natural earth tones, browns, or deep rich colors that blend well with the overall mountain motif. Homes may not be painted more than two colors, including the trim. A color scheme of the home must be submitted with the Preliminary Site Plan.

(iii) No flat roofs are permitted and roof pitch must be 2.5 to 12. Solar devices, evaporative coolers, air conditioners, ducts, television antennas, satellite dishes, or any other device may not be installed on any roof. Metal roofs are prohibited.

(iv) All homes must have a skirting material made out of Acrylium, or similar impact resistant surface, 4-side interlock with expansion feathers, with either brick or hand-cut stone look. No metal, aluminum, vertical hard board, horizontal hard board, plywood or wood skirting is permitted.

(v) All water heater doors are to be of the same material as the home and shall be the same color as the body of the home.

(vi) All hitches must be removed from the home at the time of installation, and either removed from the park or stored out of view.

(vii) All front doors must open onto the patio area behind the garage and be recessed at least 24 inches. Front doors must be at least 35 inches wide and be inswinging residential-type doors with an electric door chime or bell. All rear doors must be at least 35 inches wide and be inswinging residential-type doors.

(viii) No electrical, television, or telephone lines or cable may be attached or run along the exterior of the home for safety and aesthetic reasons.

(ix) Window coverings that are unsightly or offensive to others, by either design or color, are prohibited. This includes, but is not limited to, all window coverings of black, bright red, national flags, skulls, or swastikas.

(x) The name of the manufacturer, make, or dealer of the manufactured home or its appurtenances shall not be attached to the exterior of the home or visible from any street.

(xi) All homes must have gutters and down spouts throughout the perimeter of the home. Colors must match roof, home and trim color.

G. Site Inspections. From time to time, on-site random inspections may be conducted by the DRC. Should violations of the approved design be found, the Owner will be notified and corrective work must be undertaken immediately.

H. Debris and Trash Removal. At the end of each day, the contractor and/or setup crew shall clean up the construction site. Trash and debris shall not be permitted to accumulate. Lightweight material, packing and other items shall be covered or weighted down to prevent them from being blown off construction site. Contractors and set-up personnel are prohibited from dumping, burying, or burning trash within West Village Estates Subdivision.

I. Behavior of Others. All owners will be responsible for the conduct and behavior of their agents, representatives, builders, setup crews, contractors and subcontractors while on the premises of West Village Estates Subdivision.

J. Miscellaneous Matters.

(i) Trees and natural vegetation may not be removed unless approval is granted. Any tree or bush cut down must be hauled away promptly. Save all trees and bushes whenever possible

(ii) Trespassing on adjacent lots is prohibited.

(iii) Construction trash and waste materials must be placed in a container on the approved site. The container must be kept covered and not allowed to overflow. Debris must not be allowed to accumulate on adjoining lots. No burning is allowed.

(iv) Any damage to the road during construction is the sole responsibility of the Owner and must be repaired as soon as possible.

(v) Reasonable construction starting time and noise levels must be observed (7:00 a.m. – 6:00 p.m.).

(vi) Any trees and natural vegetation not approved for removal that are damaged during construction shall be replaced with like-size and type (kind).

(vii) Exterior lighting must be approved prior to installation. No floodlights are permitted. All exterior lighting shall be shielded. Motion security lighting will be permitted but not the type that is so sensitive that it will constantly disturb the neighbors. Landscape lighting must be approved.

(viii) Street parking during construction: Construction workers, contractors and construction equipment must not restrict normal flow of vehicles. Parking on both sides of the roadways is not acceptable.

(ix) No Lot shall be occupied in any manner while in the course of construction.

(x) All roof mounted vents for plumbing, heating, attic and residence ventilating are to be painted to match roof material color.

ANY CHANGES OR ADDITIONS TO ANY PLAN OR DRAWING, CHANGE OF EXTERIOR COLORS AND/OR ROOFING MATERIALS MUST BE APPROVED BY THE DRC COMMITTEE PRIOR TO CONSTRUCTION OR INSTALLATION

Adopted by the West Village Estates Homeowners Association on October 3, 2001.

Adopted Development Standards Additions for Property/ Landscaping Maintenance and Violation Notification Process

West Village Estates Homeowners Association Development Standards

Section 5 General Requirements

H. (a) The Owner, as set forth in CC&R's 1.22, is responsible for all maintenance within their individual property lines. All properties and their landscaping (if applicable) shall be kept maintained and free of weeds, trash, garbage, rubbish, debris, etc, as required by the DRC. In the case of an Owner who allows weeds, trash, garbage, rubbish, debris, etc, to accumulate on any lot, the Association pursuant to CC&R 11.19, may arrange and contract for the removal and cleanup of the lot and the cost thereof shall become a Special Assessment to that Owner.

Section 6 Violation Notification Process

6.1 The DRC will utilize the following process to notify all Owners of Development Standard violations:

Step 1: Written Violation Notice will be mailed general delivery to the Owner's address of record with the Association, with the provision of the community documents that has allegedly been violated, the date of the violation or date the violation was observed, the first and last name of the person or persons who observed the violation, and the process the member must follow to contest the notice.

Step 2: Written 2nd Violation Notice will be mailed certified delivery, the cost of postage assessed to the Owner, to the address of record with the Association, with the provision of the community documents that has allegedly been violated, the date of the violation or date the violation was observed, the first and last name of the person or persons who observed the violation, and the process the member must follow to contest the notice.

Step 3: Penalty Assessment will be mailed certified delivery, the cost of postage assessed to the Owner, to the address of record with the Association, a list of the penalties and assessments imposed on the Owner along with actions the Board has and will take on behalf of the Association to correct the violation.

This policy complies with A.R.S. 33-1803; Penalties, notice to member of violation.