

FAIRMONT HILL COMMUNITY ASSOCIATION
Architectural Review Process & Guidelines
September 2019

Introduction

As stated in Article VIII, Section I in the Association's CC&Rs: "No building, fence, wall or other structure shall be commenced, erected or maintained upon Fairmont Hill, nor shall any exterior addition to or change or alteration therein be made until the plans and specifications showing the nature, kind, shape, height, materials and location of the same shall have been submitted to and approved in writing as to harmony of external design and location in relation to surrounding structures and topography by the Architectural Committee. ..."

Article X, Section 3 states that this Association shall provide exterior maintenance of each unit with the exception of exclusive use/common area. Additionally, "such exterior maintenance shall not include...Repairs or replacements arising out of or caused by the willful or negligent act of the owner...."

Furthermore, Section 3, subsection (d) states: "No Owner shall, at his expense or otherwise, make any alteration, addition or modification to the exterior of his unit... without the prior written approval of the Architectural Committee... the discretion of the Architectural Committee shall be exercised with a view to promoting uniformity and harmony in such minor installations and thereby enhancing the attractiveness of Fairmont Hill as a whole."

Architectural Review Process

Step 1 Architectural Approval Applications for windows, doors, patio covers, common area landscape, satellite dishes, etc. are available from Property Management There is a \$25 application processing fee each time an application is submitted; applications also require a deposit, which may be wholly or partially refunded upon completion of the improvements. The deposit amount varies by improvement and is as follows: patio covers \$200, windows \$150, doors \$100, all other \$50. The City of Yorba Linda now requires permits for retrofit windows/doors.

Step 2 Homeowners must submit completed applications to Property Management along with the processing fee and any required deposit. Applications must be detailed, and include a brochure, pictures or drawings of the proposed design and style. Incomplete applications may be returned and/or denied at the ARC's discretion; all resubmitted applications are subject to the \$25 processing fee.

Step 3 Once received by Property Management, the Architectural Review Committee (ARC) will review applications and return its written ruling within 45 days.

Step 4 City Permits are not required at the time of application submission; may be submitted after the ARC provides approval. Homeowners receiving approval for their improvements may proceed once they receive the ARC's approval notice and the City required permit. Homeowners receiving disapproval will receive an explanation as to why the proposed change was disapproved, and may proceed to step six.

Step 5 Upon completion of any approved improvements, homeowners must submit a notice of completion on the permit from the City of Yorba Linda within 30 days. Once received by Property Management, the ARC will review to verify improvements were made in accordance with all guidelines, and refund any deposit submitted.

Step 6 Pursuant to Civil Code 4765, homeowners may appeal the ARC's disapproval to the Board of Directors for reconsideration at an open meeting. Appeals must be made in writing, and within 30 days, of the date of disapproval.

Architectural Guidelines

These guidelines are meant to expedite the review process and assist homeowners in obtaining approval, on their applications, upon the first submission. They are not the sole and exclusive set of criteria, as each case is considered individually.

Any damage or intrusion to the building exterior or common area, improper installation, or noncompliance with the uniformity and harmony of the community will be corrected at the homeowner's expense AND may result in a fine. Additionally, any modification requiring an architectural application, which is completed without an application, will result in a fine.

1. As garage doors are replaced, **only** the pre-approved long-panel, steel roll-up door by Amarr may be used; it is available in three models: "Heritage" (preferred), "Stratford", and "WeatherGuard". All garage doors must be white and may not contain glass; additionally, they must have vents if the garage itself does not. No variations in design/style are permitted. If one of the vendors listed below are used for the installation, the standard architectural application fee will be waived.

Garage doors may be purchased from any company as long as they are the aforementioned Amarr brand, however R&R Garage Doors*, and Door Depot* are the preferred vendors.

* R&R Garage Door Service (909) 945-9891 or www.rnrgaragedoors.com,

*Door Depot (714) 238-9272

2. Pedestrian doors into the garage must be an exterior-quality wood, metal, or fiberglass door; it must be plain, have a flat surface and be painted to match the stucco color of the building. No variations in design/style are permitted; no architectural application needed.
3. New screen doors **must be white** and be maintained in good condition (i.e. no warping, tears, discoloration or vast); **square grids are NOT allowed**. Doors that are simple and plain in design are pre-approved. Disappearing screen doors are permitted with white frames only. If a pre-approved door (or one with less of a design) is installed, no architectural application is required.
4. Upstairs units may use black, vinyl-coated mesh (with squares no larger than one-half inch) to enclose the deck. The mesh must be secured by plastic ties at the top and bottom railings; it must be installed neatly, with a straight edge, directly below the top railing and extend no farther than the top surface of the deck. No variations in design/style are permitted; no architectural application needed.
5. New front doors may be white, or painted to match the existing stucco color of the building. Front doors may be solid, or have a small glass arch or small block glass design at the top. Unless replacing a door that looks identical the existing door, an architectural application is required.
6. All window and patio door replacements must be white and have a flat outside trim; **square grids are NOT allowed**. All new windows and patio sliding doors must be retrofit and fit into the existing metal frame. Cutting into the stucco is never approved. The external wood trim may not be removed, and the **flange/fin must not be larger than 2 inches** or be installed to cover any part of the external wood trim or shutters. The glass frame must be 2 inches or less. The flange/fin combined with the glass frame can be no larger than **4 inches in total**. Should the Association need to repair/replace the wood trim or shutters in the future (i.e. due to dry rot or termite damage), improperly installed windows or patio doors will be removed at homeowner expense.

All window and patio door applications are required to include a picture or brochure copy of the actual window or door from the outside that will be installed with the style number and dealer listed. Additionally, the purchase order from the installer must identify that the windows will not have grids. Finally, the application must include the permit paperwork from the city of Yorba Linda to be considered for approval.

Due to the weight of some of the larger patio doors, those in excess of nine feet may use a three-panel design slider given it conforms to the previously stated guidelines (XOX).

7. Patio covers must be painted to match the color of the building; painting and maintenance is homeowner responsibility. If a patio cover must be removed to complete Association repairs, the homeowner is responsible for the cost of removal and reinstallation.
8. Satellite dishes may not be installed on any portion of the roof or railings and are subject to additional requirements/restrictions as written in "Satellite Dish Installation Information" (available from StoneKastle Community Management).

Approved Windows and Patio Sliders

(You may use any licensed installer of your choice)

SIMONTIN
CRAFTSMAN, CRAFTSMAN WINDOW
CONTEMPORARY, CRAFTSMAN SLIDER

AMERIMAX (PREFERRED)
WINDOWS – PORTRAIT SERIES,
LIFETIME SCREEN AND GLASS WARRANTY
PATIO SLIDER - NEW HORIZON

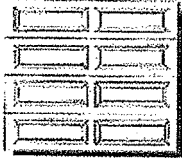
WINDOR (Windows only. Sliders not permitted from this company)
WINDOWS 3000 SERIES

MILGARD STYLE LINE (ONLY)
STYLE LINE SERIES HAS THE NARROWER FIN AND FRAME THE ASSOCIATION REQUIRES
SLIDERS ARE PERMITTED IN THE STYLE LINE SERIES BECAUSE THEY ARE NOW RETROFIT
AND ABIDE BY THE ABOVE STATED GUIDELINES.
PATIO SLIDER: OPTION TO USE TRINSIC SERIES

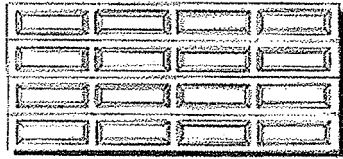
JELD WEN
WINDOW MASTER SERIES
HOME DEPOT CARRIES. IT IS A LOWER QUALITY THAN THE ABOVE
INSTALLATION COMPANIES VARY WIDELY

ARC Pre-Approval Guide

Garage Doors

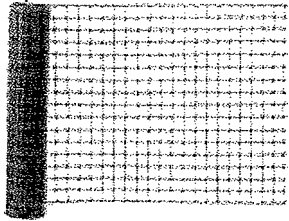


(2 panels)

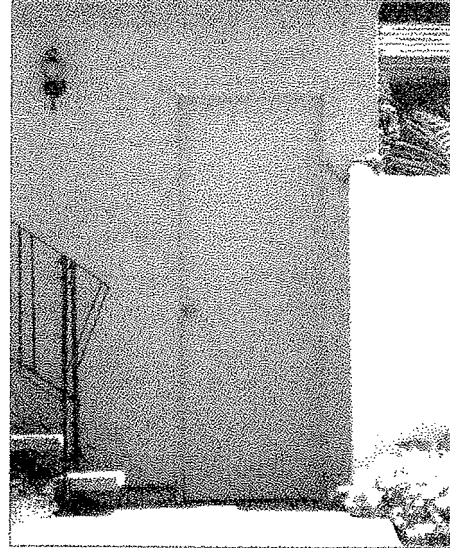


(4 panels)

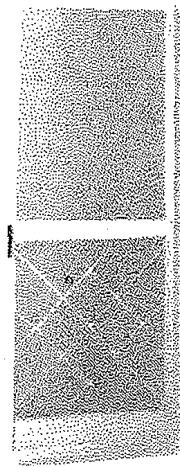
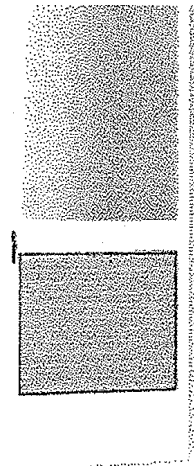
Upstairs Mesh Deck Enclosure



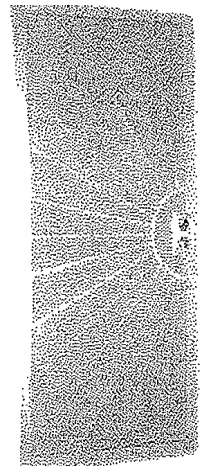
Pedestrian Doors



Screen Doors



Security Screen Doors



NOT ALLOWED – “Square Grid” styles of screen doors and Windows
NOT ALLOWED – “Black Screen Doors”

FAIRMONT HILL ANTENNA DISH INSTALLATIONS

The fascia board is nailed vertically to the ends of roof rafters just below the shingled roof and sometimes supports a gutter



The satellite dish must be installed onto a fascia board and never installed directly onto the roof and shingles. All cables are not permitted to hang loosely across the roof or the wood/siding. They must be neatly fastened to the building and an attempt to hide them made. Dishes may also be installed onto patio covers or mounted on a pole stand.

An application showing the location is to be submitted.