



# **HOMEOWNERS ASSOCIATION**

## **ARCHITECTURAL PROCEDURES AND GUIDELINES**

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### **Acknowledgement:**

This document was created September 2002 until May 2003  
with the input and support of the following individuals:

<b>Review Board:</b>	Mike Taylor Mike McKeever Theresa Lally Lynn Smith Peter Buerki Eugen Gryg Shirley Hardt Heather McKeever	President, Board of Directors Vice-President, Board of Directors Secretary/Treasurer, Board of Directors The Walters Management Company, San Diego Architectural Review Committee Architectural Review Committee Architectural Review Committee Architectural Review Committee
<b>Legal Review:</b>	Cheri Glassick	Epsten Grinnell & Howell APC, San Diego
<b>Editor:</b>	Peter Buerki	Architectural Review Committee

Thank you to everybody for your volunteered time, thoughts and input.

## INTRODUCTION

It is beneficial to take the time to read the attached Architectural Procedures and Guidelines (herein referred to as Guidelines). Please note that these Guidelines are a part of the overall governing documents of the Ivey Ridge Homeowners Association Architectural Committee and are meant to expand upon the more general issues covered by the Covenants, Conditions and Restrictions (herein referred to as CC&R's). The CC&R's should be read carefully.

The goal of the Architectural Review Committee (hereinafter referred to as ARC) is not to restrict individual creativity or personal preferences, but rather, its goal is to help assure continuity in design which preserves and improves the appearance of the community as a whole. With the end result being that, property investment is protected, and the community of Ivey Ridge continues to be attractive to all residents and future home buyers.

The CC&R's (Article IX, Section 6) set forth that the ARC is vested with the power to review and approve all improvements to lots and residences in Ivey Ridge. Such improvements include, without limitation: additions, modifications and alterations to lots, residences and dwellings; signs, fences; walls; screens; patios and patio covers; landscaping; and any other improvement or alteration to the lot. After completion of the work, the ARC or its duly appointed representative may inspect any improvement for which approval of plans was required.

Prior to commencement of any addition, alteration, or construction work of any type, an Ivey Ridge Home Improvement Form must be submitted to the ARC for review and approval. If written approval of the ARC is not obtained, construction shall constitute a violation of the CC&R's, and the unauthorized improvement may have to be modified or removed at the homeowner's expense. In addition, a building permit may be required by the City, or other government agencies, prior to the commencement of any work. The ARC does not assume any responsibility for the failure to obtain such permits. Obtaining such permits does not waive the obligation to obtain approval from the ARC.

All forms necessary for submittal to the ARC, and referenced in the Guidelines, are included in the Appendix section. They are also available for download on the community website at [www.MylveyRidge.com](http://www.MylveyRidge.com).

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## **IVEY RIDGE HOMEOWNERS ASSOCIATION ARCHITECTURAL PROCEDURES AND GUIDELINES**

### **I. Architectural and Landscape Approval Process**

- A. **PURPOSE:** In order to maintain the architectural character of the community, it is necessary to provide more exacting Guidelines than presented in the CC&R's and Bylaws of Ivey Ridge. These Guidelines have been established to protect property investment and to keep the community of Ivey Ridge attractive to all residents. These Guidelines may be periodically revised by the Board of Directors (hereinafter referred to as Board) as needed. The latest Board approved version replaces all earlier versions and will be published in electronic form in the Portable Document Format (hereinafter referred to as PDF) on the Community website at [www.MylveyRidge.com](http://www.MylveyRidge.com). The latest Board approved version of the Architectural Procedures and Guidelines is binding to the ARC and to the homeowners thirty (30) days after distribution to the homeowners.
- B. **PROCEDURE:** Before work begins, the homeowners shall present drawings of any proposed improvements including, without limitation: additions, modifications, and alterations to lots, residences and dwellings; signs; fences; walls; screens; patios and patio covers; landscaping; and any other improvement or alteration to the lot, along with the Home Improvement Form, to the ARC for review. Failure to obtain necessary approvals may constitute a violation of the CC&R's.

This review is in no way intended to approve the proposed improvement for structural engineering, nor is it in lieu of any required City permits or inspections. The intent is to maintain the visual unity and aesthetics of the community. Any approved improvements are to be constructed upon the applying homeowner's lot only. Approval of proposed improvements does not constitute, nor shall approval be understood or taken, as a warranty or guarantee of any kind; as permission to violate any law; as permission to violate any provisions of the CC&R's, Bylaws or Policies and guidelines of Ivey Ridge Homeowners Association; as permission to build upon property not owned by the applicant; or, as permission to violate or interfere with any easement on or across the applicant's lot.

All drawings shall be prepared in accordance with the requirements of the City Building Department. Approval by the City in no way constitutes the Ivey Ridge Homeowner Association's architectural approval.

Drawing(s), together with the appropriate architectural review forms (see Appendix), must be submitted to:

**Ivey Ridge Homeowners Association  
c/o Avalon Management  
ATTN: ARCHITECTURAL REVIEW COMMITTEE  
3618 Ocean Ranch Blvd  
Oceanside, Ca 92056**

(hereinafter referred to as the Management). All requests are to be made on the standard Ivey Ridge Home Improvement Form, which can be requested from the Management, or downloaded from the Community website at [www.MylveyRidge.com](http://www.MylveyRidge.com). The ARC will review and make a decision on home improvement application requests that are complete and properly submitted, within forty-five (45) days of receipt by Avalon Management.

The ARC will take no action on requests that are incomplete or not properly submitted. The request will be noted as "incomplete" and returned to the applicant. If the request is resubmitted, the ARC forty-five (45) days response time will commence from the day the resubmitted request is received. It is the applicant's responsibility to ensure that, before any work is scheduled/starts, they have received written approval from the ARC for the work.

In the event that the ARC or the Management does not have written approval on file for completed work, and the applicant is not able to provide a copy of the ARC written work approval, the work will be considered to have not been submitted to the ARC for review and approval. The work will then be reviewed by the Board for violation of CC&R requirements.

After a homeowner receives written approval from the ARC, work may start on the improvement. Upon completion of the ARC approved improvement(s), the homeowner must forward a Notice of Completion to Avalon Management at the above address within ten (10) days. The completed improvement may then be reviewed by the ARC or its representative for compliance with the information presented on the Home Improvement Form submitted by the homeowner.

C. REQUIRED COPIES AND INFORMATION: Applications are to include:

1. Ivey Ridge Home Improvement Form [one (1) original and five (5) legible copies]
2. Plan, specifications, and other information [two (2) originals and five (5) legible copies] as specified below. One copy will be returned to the homeowner together with the decision of the ARC. One copy will be maintained with the architectural records.
3. Adjacent and Facing Neighbor notifications [one (1) original and five (5) legible copies].

D. SUBMISSION METHOD: To ensure the integrity and quality of applications, it is requested that applications be submitted by mail ONLY.

## II. Submittal Requirements

The Architectural Review Committee may require such detail in plans and specifications submitted for its review as it deems necessary, including, without limitation, floor plans, site plans, drainage plans, elevation drawings, landscape plans, color images and manufacturer's documentation (e.g., brochures) of proposed improvements, and samples of exterior material and colors. The following must be submitted, if applicable, to constitute a complete application:

A. DRAWINGS: All drawings/plans must be of sufficient size, detail, and clarity to allow the ARC to adequately review and understand the proposed improvements.

1. Plot Plan
  - a. Show lot lines accurately as to length, angles and curves
  - b. Show all dimensions of work to be considered, including distances between existing improvements and property lines
  - c. The drawings/plans must show the location of the bottom of any shape and the top of any slope
  - d. Drawings shall, in all cases, show the nature, kind, shape, dimensions, materials, color, finish and location of proposed improvements.
2. Roof Plan
  - a. Show plan of all existing and new roofs, with pitches and overhangs noted.
  - b. Show materials of all existing and new roofs.
3. Floor Plan
  - a. Indicate all walls, columns, openings and any condition or feature that will affect the exterior design of the residence.
4. Exterior Elevations  
Indicate all exterior elevations of the residence existing and proposed with all lumber sizes.

**B. OTHER INFORMATION REQUIRED:**

1. Grading plans (if applicable), which show where the established drainage pattern may be altered by the proposed improvements.
2. Floor plans (if applicable), which show the overall dimensions and area of the improvements, and which reflect the design concept.
3. A description of the materials to be used, including the proposed color scheme. Include material and color samples with the application, whenever possible. The ARC may require additional samples.
4. Landscape plan and working drawings (if applicable), including a prospective plant list. Attach descriptions and brochures of plants and indicate size of matured plants (height and width) if they are not on the list of approved plants referenced in Article V, Section 1 of these Guidelines.
5. A proposed construction schedule.
6. If proposed improvements require access over any common area, for the purpose of transporting labor or materials, written permission for such access shall be required from the ARC. Any such requests must be filed with the ARC prior to the commencement of construction. For any damages, an assessment will be made to the homeowner.
7. Any other information or documentation which may be deemed necessary by the ARC in reviewing the request.

### **III. Neighbor Notification**

It is the intent of the ARC that the applicant's neighbors be notified of any improvements, which may impact the use and enjoyment of the neighbor's property. Any neighbor who objects to the proposed improvement may submit a letter of opposition to the above address.

Approval or disapproval of a particular improvement by the neighbors shall only be advisory and shall not be binding in any way on the ARC's decision.

**A. APPLICABLE NEIGHBORS:**

Adjacent Neighbor: means all neighbors with adjoining property lines and corners to the applicant.

Facing Neighbor: means the three (3) neighbors most directly across the street.

- B. IMPROVEMENTS REQUIRING NOTIFICATION:** All proposed improvements that can be noticed by any other homeowner require a completed Adjacent and Facing Neighbor Statement (see Appendix) with the submission of plans. The ARC may require the notification of additional neighbors.
- C. STATEMENT:** An Adjacent and Facing Neighbor Statement must be provided to the ARC to verify that the neighbors have been notified about the proposed improvements.

### **IV. Approval Process**

- A. FAILURE TO COMPLY WITH REQUIRED PROCEDURES:** Failure to comply with the application requirements and procedures set forth herein shall cause the request to be deemed not submitted and the application will be returned by the Management.
- B. FINAL APPROVAL BY THE ARC:** The ARC shall give final approval or disapproval of the request within forty-five (45) days from receipt of a complete application (including all the required supporting information and documentation). In the event the ARC fails to respond within forty-five (45) days from receipt of the complete application, the request shall be deemed to be approved.

- C. NEIGHBOR LETTERS OF OPPOSITION: Affected neighbors who have letters of opposition shall submit the letter directly to the ARC for review at the address referenced in Article 1, Section B within ten (10) days from the notification date.
- D. APPEAL PROCEDURE: In the event plans and specifications submitted to the ARC are disapproved, the homeowner filing such application may appeal in writing to the Board. The appeal must be received by the Board not more than thirty (30) days following the final decision by the ARC. Within forty-five (45) days following receipt of the request for appeal, the Board shall render its written decision. The Board may agree with the ARC and uphold the disapproval, or the Board may disagree with the ARC and approve the plans. The failure of the Board to render a decision within said 45-day period shall be deemed a decision in favor of the homeowner.
- E. VARIANCE: The Board may authorize a variance from compliance with any architectural provision contained in the CC&R's including, without limitation, restrictions upon height, size, floor area, or placement of structures, or similar restrictions when circumstances such as topography, natural obstructions, hardship, aesthetic or environmental consideration may require such variance. The granting of a variance must be evidenced in writing and must be signed by a majority of members of the Board. If such a variance is granted no violation of the CC&R's shall be deemed to have occurred with respect to the particular lot and the particular provision for which the variance was granted.
- F. RIGHT TO ADOPT ADDITIONAL ARCHITECTURAL STANDARDS: The ARC may, from time to time, adopt additional and/or amend existing standards, subject to Board approval. Copies of such additions and/or amendments will be distributed to the membership and published on the community website. A copy will be kept on file at Avalon Management.

## V. Architectural Standards and Material Standards

All improvements outlined in this section require ARC review and approval.

- A. LANDSCAPING: Landscaping can be effectively used to accent entryways, define space, and create "soft" privacy screens. Since landscaping is a design element, the same consideration should be given to the relationship of the landscaping on applicant's residence as to the impact on adjacent residences.
  - 1. Board approved plant list for Ivey Ridge front yards:
    - a. Photinia fraserii (Fraser's Photinia)
    - b. Hibiscus "Lipstick"
    - c. Strelitzia (Bird of Paradise)
    - d. Raphiolepis indica "Ballerina" (Indian Hawthorn, Pink Lady)
    - e. Lantana montevidensis (Purple Trailing Lantana, Purple Lantana, Arlene Purple)
    - f. Dietes vegeta (Wild Iris, Fortnight Lily, African Iris)
    - g. Hebe "Evansii"
    - h. Pittosporum tobira wheeleri (Dwarf Mock Orange, Wheeler's Pittosporum)
    - i. Euryops pectinatus (Golden Daisy Bush, African Bush Daisy, California Bush Daisy)
    - j. Pittosporum tobira "variegata" (Variegated Mock Orange)
    - k. Phormium tenax "Bronze Baby" (New Zealand Flax)
    - l. Viburnum tinus (Laurustinus)
    - m. Gazania - yellow
    - n. Vines will be approved by the ARC on a case by case base. Poisonous, thorny, or otherwise harmful types of vines are not approved.



2. No homeowner shall plant, replant, modify, destroy or change the landscaping in the common area (including but not limited to the front yard maintenance areas) without the prior written approval of the ARC. Each homeowner shall however, cooperate with the Association to ensure that the front yard area is watered in a manner consistent with the landscaping material installed thereon.
  3. Improvements which exceed the height of any perimeter or side yard wall or fence; all trees, spas, pools, water elements; pet enclosures; any noise producing improvements (i.e., pumps, motors); and any improvements which will change or alter either the grade or drainage such that it interferes with adjoining property, whether that property be privately owned or common area, require ARC review and approval.
  4. All landscaping, plantings, and installation of permanent irrigation systems by a homeowner shall remain aesthetically consistent with the design and plan of the community.
  5. Trees, hedges, and shrubs, which restrict sight lines for vehicular traffic from neighboring units, shall be cut back or removed.
  6. Vines are approved for the side of the house and for porch railings only. Vines on the sides of the house shall be restricted to the house proper (stucco), and shall not cover any windows or parts thereof. Vines on the side of the house shall be trimmed to a maximum of six (6) feet measured from the ground level. Vines on the porch shall not exceed the height of the porch railings. Also, vines are not allowed on the pillars next to the porch railings. The maintenance of vines planted by a homeowner is the homeowner's responsibility. If a vine is not well groomed and maintained, the Management may have it groomed, trimmed, or removed by the landscapers, at the homeowner's expense.
  7. Any plant material, including trees and shrubs, to be planted in close proximity to act as a visual barrier or privacy screen shall not exceed fifteen (15) feet in height.
  8. Materials shall conform to type, quality, character and detailing established in existing residence.
  9. Commencement of grading, excavation, or removal of any tree or existing landscaping shall not proceed until the plans showing the nature, kind, shape, height, and location of such modifications have been approved by the ARC.
  10. Submitted landscape plans must list all prospective plants, including ground cover, vines, espaliers, shrubs and trees. Pictures and descriptions of plants that are not on the approved plant list including the dimensions (height and width) of the matured plants shall be provided.
  11. Submitting owner must number, index and provide a description of all improvement(s) that are being added or altered. Submitting owners must list all changes or additions by letter or number on written plan (e.g., A = six Strelitzia; B = two Gazania). **Any improvement not so identified by letter or number is not approved, even if shown on submitted plans.**
- B. DRAINAGE: Any modifications to the grade or improvements as installed by the builder shall relieve the Ivey Ridge ARC, the Board, and the Management of responsibility and liability for any damage resulting from said modification.

Any plan to change the original grade of any lot, which changes the original drainage pattern, as installed by the builder must provide an alternate drainage plan.

All drainage from improvements shall be constructed so as to return runoff to the front street. Drain(s) must be cored through the curb in accordance with City standards.

C. FENCES:

1. The structural framing or unfinished side of a fence shall not be exposed to any street, sidewalk, common area, or neighboring lot.
2. Acceptable material for the extension, repair, or construction of fencing shall be wood, painted to match with the existing dwelling or existing fence.

3. Unacceptable materials for fencing shall be:

- a. Aluminum or sheet metal
- b. Chicken wire
- c. Metal or plastic chain link
- d. Plastic or fiberglass panels
- e. Plastic webbing, reed or straw-like materials
- f. Wood grape stake
- g. Woven bender board
- h. Glass, concrete blocks, or bricks

4. No double fences shall be allowed along adjoining property lines.

5. Fencing shall not exceed five (5) feet in height.

6. Existing fences separating the backyard from the front yard may be extended towards the front yard in order to make the garage side entrance part of the backyard. Any extension of existing fences for this purpose requires prior approval by the ARC and the written consent of both homeowners sharing the fence. At its new location, the surface of the fence that faces the front yard shall not extend more than two (2) feet beyond the frame of the garage side entrance. The orientation of the fence at its new location shall be parallel to the orientation of the fence at its former location. The extended fence shall be of the same material and color as the original fence.

D. PATIO COVERS, GAZEBOS AND OTHER STRUCTURES:

1. Patio covers, gazebos and other structures shall be of wood construction. Any similar material must have architectural approval, and shall consist of at least fifty percent (50%) wood fibers by weight.

2. Exposed surfaces shall be painted to match or harmonize with the existing colors and materials of the main dwelling.

3. Unacceptable construction materials for patio and awning structures shall be:

- a. Metal structures
- b. Corrugated plastic and fiberglass
- c. Plastic webbing, reed or straw-like materials.

4. Permanent Structures:

All permanent structures shall be set back from the rear fence a distance of 10 ft. and 5 ft. from either side fence.

E. PATIO ENCLOSURES: All patio enclosure submittals are reviewed on a case-by-case basis. Please note that the following guidelines do not guarantee that all lots will be able to meet the criteria listed below. Neither the Board nor the ARC can guarantee that any particular lot will be approved for the installation of a patio enclosure.

All proposed patio enclosures must meet the following criteria:

1. Exposed surfaces shall be painted to match the existing colors of the main dwelling.

2. Unacceptable construction material for patio enclosures shall be:

- a. Corrugated plastic or fiberglass.
- b. Plastic webbing, reed or straw-like materials.

F. FRONT PORCH SUN SHADES: Plans and specifications for Porch Sun Shades, whether temporary or permanently attached must be submitted to the Architectural Committee for approval. Although we understand the need for privacy and limited sun exposure, in order to preserve continuity in the look of the community, property values, and to continue to display and enhance our already

attractive patios, the Architectural Committee would like to ensure that these Porch Sun Shades are in keeping with the architectural integrity of the community before being installed.

G. STORAGE SHEDS/UTILITY BUILDINGS: Storage sheds and/or utility buildings must be the same color as the dwelling. The maximum height of the storage shed and/or utility buildings shall be below the top of the fence line. In no event shall such shed structure be visible from any street, sidewalk or common area.

H. BASKETBALL BACKBOARDS:

1. Basketball backboards are not allowed on the front of garage door openings. No backboards mounted on poles will be approved for front yards.
2. Freestanding backboards or backboards mounted on permanent poles in back yards or side yards must be reviewed by the ARC prior to installation.

I. PORTABLE FREESTANDING BASKETBALL BACKBOARDS: Portable, freestanding basketball backboards are permitted, provided that they are removed on a daily basis and when not in use. In no event shall such portable freestanding basketball backboards be visible from the street, sidewalk or common area when being stored while not in use.

J. ANTENNAS: Satellite dishes of one (1) meter or less in diameter, and other communication-receiving antennae or devices covered by the Federal Telecommunications Act of 1996 (the "Act") (collectively referred to in this policy as "qualified satellite receiver"), may be installed on the homeowner's lot as provided in this policy. Satellite dishes larger than one (1) meter in diameter, and any other antennae not covered by the Act, are prohibited as provided in the Association's governing documents.

1. Application to the Association shall not be required prior to installing a satellite receiver.
2. Homeowners are encouraged to make application to the ARC prior to installing a satellite receiver to ensure the antenna is a qualified satellite receiver and to ensure the installation location is acceptable.
3. No fee or deposit payable to the Association shall be required prior to installation of a qualified satellite receiver.
4. A homeowner may install a qualified satellite receiver on the homeowner's lot in a location necessary for the signal strength desired. If more than one location on the lot will provide the requisite signal strength, homeowner must place his or her qualified satellite receiver in the location which will minimize the visual effect of the equipment on the common areas and other residents.
5. Homeowners must not place qualified satellite receiver where it will interfere with the Association's common maintenance areas, unless there is no other place on the building or rear lot which provides the requisite signal strength.
6. Qualified satellite receivers may not be installed on any part of the Association's common areas.
7. Homeowner shall keep the qualified satellite receiver in good repair and maintenance and not permit the antenna to become unsightly.
8. Homeowner shall indemnify and hold harmless the Association, and its agents, directors, officers, and employees, from any and all loss, claim, damage, injury, judgment, or cost, including attorneys' fees and court costs, resulting from or arising out of homeowner's installation, maintenance, or use of the qualified satellite receiver, to the extent that homeowner's negligence in installation, maintenance, and/or use of the qualified satellite receiver caused or resulted in the loss, claim, damage, injury, judgment or cost, including attorneys' fees and court costs being indemnified.
9. Nothing in this policy is intended to unreasonably increase the homeowner's cost of installing a satellite receiver, unreasonably delay the installation, or unreasonably decrease the reception of the signals received. Should any homeowner believe that anything in this policy unreasonably affects the cost, delays installation, or decreases signal strength, the homeowner is encouraged to contact the Management to discuss and resolve the matter.
10. Nothing in this policy is to be interpreted as being in contravention of the Act regarding the installation, maintenance, and use of satellite dishes. Should any portion of this policy be interpreted as contravening the Act, that section or sections shall be considered immediately modified to conform to the Act. Should it be impossible to modify the section or sections, that

section or sections shall be deemed severable from the remainder of the policy, and shall be of no force and effect whatsoever.

K. **SIGNS:** All signs for the purpose of selling a residence must be professionally prepared. Signs shall be freestanding, and are not to exceed a maximum height of six (6) feet (combined for both sign and post). Signs must be only of the standard "Real Estate" type and size, and shall NOT exceed four (4) square feet. All signs must conform to the requirements of the City. The number of signs on any lot shall not exceed two (2) signs. Signs shall only be placed in the front yard of the house being sold and no signs shall be placed on any other Ivey Ridge common area. The sign shall be removed within two weeks of closing the sale. Once the sign is removed, the homeowner must repair the front yard to the satisfaction of the Management and the Board, at his or her own expense.

L. **MISCELLANEOUS:**

1. *Additions* - Room additions, eaves, and balconies, or any exterior alterations to any residence shall be constructed with materials that conform to the type, quality, character and detail established in the existing dwelling.
2. *Glass Tinting* - Glass tinting requests will be considered by the ARC. However, mirror finishes will not be approved.
3. *Lighting* - Exterior lighting must be of low illumination level. Higher levels may be approved, if they are neither directed nor placed so as to create an annoyance to the neighbors, as determined by the ARC.
4. *Holiday Lighting* - Holiday lighting is permitted without ARC approval from Halloween day through January 31 ONLY. The placing of lighting should take into account any negative impact it may have on other homeowners.
5. *Pools* - Pools, spas, and related equipment will be considered on an individual basis, and require a completed Adjacent and Facing Neighbor Statement.
6. *Playground Equipment* - Swings, playhouses and other playground equipment will be considered on an individual basis. Swing sets, playhouses, and/or other playground equipment may be required to be painted to match the main color, or the accent color, of the dwelling. Playground equipment is not allowed in the front yard, or in side yards outside fence perimeters.
7. *Playground Tarps* - Tarps must be of canvas or approved fabric. The tarp color must be approved by the ARC. All tarps are reviewed on a case-by-case basis. Tarps must be properly maintained to the satisfaction of the ARC, and may not be kept when frayed, split, torn or faded. They shall be removed when not in use. In no event shall such playground tarps be visible from the street, sidewalk or common area when being stored while not in use.
8. *Screen Doors* - Plans and specifications for screen doors must be submitted to the Architectural Committee for approval. In order to preserve continuity in the look of the community, property values, and to continue to display and enhance our already attractive front doors, the following models will be approved upon submittal:

**Retractable Screen Doors:**

Phantom Screens  
LOWE'S – Model #10517  
[www.Lowes.com](http://www.Lowes.com)

ODL Inc. Standard Retractable  
HOME DEPOT  
[www.HomeDepot.com](http://www.HomeDepot.com)

**Wood Framed Screen Doors:**

Screen Tight – Unfinished Wood Screen  
LOWES – Model #WMED32  
[www.Lowes.com](http://www.Lowes.com)

Screen Tight – Woodcraft Wood Screen Door  
HOME DEPOT – Model #WCRA36

[www.HomeDepot.com](http://www.HomeDepot.com)

**Metal Frame Screen Doors:**

Columbus Mfg. – White Milan Metal  
LOWES – Model #WMED32  
[www.Lowes.com](http://www.Lowes.com)

Larson Tradewinds – Aluminum Retractable Screen  
LOWES – Model #14604082  
[www.Lowes.com](http://www.Lowes.com)

The acceptable colors for the screen door frames are white, sandstone or a color that matches the color of the front door. Any painting or coating must be of high quality. If any screen door is damaged or in poor condition, the homeowner will be required to remove it, at his or her own expense. Failure to properly install a screen door according to the above guidelines will result in the Association requiring the homeowner to remove the installed screen door, at the homeowner's expense.

Security screen doors are prohibited in the community and will not be approved under any circumstances.

9. *Existing Screen Doors* - As of May 8, 2003, screen doors that are already installed may remain in place. (A list of the qualifying screen doors is on file at Avalon Management) However, if *any* of the existing screen doors is damaged or in poor condition, the homeowner will be required to remove it, at his or her own expense.
10. *Exterior Painting* - Any change in the color of the exterior of the dwelling must receive the written approval of the ARC.
11. *Drainage and Fill* - There shall be no interference with the established drainage patterns on any lot, or common area, unless an adequate alternative provision is made for *proper* drainage, and is first approved by the ARC.
12. *Rain Gutters and Downspouts* - No rain gutters, downspouts, or scuppers to control water shed from roofs shall be installed without the approval of the ARC. Such improvements shall be primed and painted to match the color of the adjacent surface.
13. *Unightly Items* - All weeds, rubbish, debris, or unsightly materials or objects of any kind shall be regularly removed from the lots and shall not be allowed to accumulate thereon. All clotheslines, refuse containers, woodpiles, storage areas, machinery, and equipment shall be prohibited upon any lot unless obscured from view of adjoining streets, sidewalks, dwellings, or common areas.
14. *Flagpoles* - The installation of flagpoles is permitted, except as required for the protection of the public health or safety. California Civil Code Section 1353.5 applies.
15. *Window Coverings* - Only curtains, drapes, shutters or blinds may be installed as permanent window covers. No aluminum foil, paint, newspaper, or similar covering deemed to be inappropriate for a window covering shall be applied to the windows or doors of any dwelling.
16. *Skylights and Solar Energy Equipment* - Any skylights, or any system to accommodate solar energy equipment, must have the approval of the ARC prior to installation.
17. *Awnings* - Awnings must be of canvas or approved material. The awning color must match or harmonize with the existing color of the dwelling. All awnings must be a solid color. All awnings are reviewed on a case-by-case basis. Awnings must be properly maintained to the satisfaction of the ARC and may not be kept when frayed, split, torn or faded.
18. *Front Porch Sun Shade* – Plans and specifications for Porch Sun Shades, whether temporary or permanently attached must be submitted to the Architectural Committee for approval. Although we understand the need for privacy and limited sun exposure, in order to preserve continuity in the look of the community, property values, and to continue to display and enhance our already attractive patios, the Architectural Committee would like to ensure that these Porch Sun Shades are in keeping with the architectural integrity of the community before being installed.
19. *Conditions Not Defined* - Any condition or material not defined within these Guidelines shall become a matter of judgment on the part of the ARC.

#### L. GENERAL:

1. Any photos required by the ARC will not be returned to the homeowner.
2. No homeowner shall alter any landscaping, and/or otherwise change any common area, owned and maintained by Ivey Ridge Homeowners Association.
3. Color samples of all paint or stain are required to be submitted to the ARC when they deviate from the original color scheme assigned to the existing dwelling.
4. When construction work requires the use of adjoining property, the applicant shall obtain written permission from the adjoining property homeowner. A copy of this letter shall be filed with the ARC Home Improvement Form.
5. All work must be performed in a manner consistent with the construction standards of the dwelling, and with the design and appearance of the community. All work considered being of an unsightly finished nature, or of lesser quality than the prevailing community standards, shall be reworked to an acceptable appearance at homeowner's expense.
6. If written approval of the ARC is not obtained, construction shall constitute a violation of the CC&R's and the unauthorized improvement may have to be modified or removed at the homeowner's expense.
7. Once a homeowner receives approval of the ARC, construction may commence. Upon completion of the approved improvement(s), ARC Notice of Completion must be forwarded to Avalon Management at the above address within ten (10) days.

**IVEY RIDGE HOMEOWNERS ASSOCIATION  
ARCHITECTURAL REVIEW COMMITTEE  
Home Improvement Form**

Please complete and submit this form by mail along with two (2) sets of your proposed improvement plans to:  
**Ivey Ridge Homeowners Association  
c/o Avalon Management, 3618 Ocean Ranch Blvd, Oceanside, Ca 92056**

TO AVOID DELAYS IN PROCESSING YOUR REQUEST, PLEASE ENSURE THAT YOUR APPLICATION IS COMPLETE, LEGIBLE, AND PROPERLY SUBMITTED (see Architectural Procedures and Guidelines and below).

Homeowner Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_ FAX: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Proposed Start Date: \_\_\_\_\_ Anticipated Completion Date: \_\_\_\_\_

**Description of Proposed Improvements (Use separate sheet, if additional space is needed.):** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please submit two (2) sets of plans and the following information with your request:**

- 1. Description of proposed improvements / landscaping including pictures and manufacturer's documentation.
- 2. Plot plan of property showing location of improvements and distances to the house and property lines.
- 3. Complete dimensions of proposed improvements.
- 4. Description of materials and color schemes.

**I UNDERSTAND AND AGREE THAT**

- 1. No work on this request shall commence and no appointments with contractors be made until written approval has been granted by the Architectural Review Committee. I agree to complete all improvements and maintain my lot in accordance with my approved plans and the CC&R and Architectural Procedures and Guidelines for the Ivey Ridge Homeowners Association.
- 2. Approval of any proposed or existing improvement or completion of any improvement, by the Architectural Review Committee or the Board shall not be construed to warrant or represent in any way that the improvement was approved by or complies with the minimum standards of the City. Similarly, approval of any proposed or existing improvement by the City shall not be construed to constitute approval of such improvement by the Architectural Review Committee or the Board (CC&R, Article IX, Section 9).

Homeowner Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

Ivey Ridge Home Improvement Form

Homeowner Name(s):

Address:

\_\_\_\_\_ **The following portion is for ARC use only. Do not write below this line.** \_\_\_\_\_

- Approved
- Disapproved with suggestions for resubmission
- Disapproved
- Incomplete

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

This application was reviewed by:

Architectural Review Committee Signature(s): \_\_\_\_\_ Date:

\_\_\_\_\_ Date:

\_\_\_\_\_ Date:  
\_\_\_\_\_ Date:

\_\_\_\_\_



**IVEY RIDGE HOMEOWNERS ASSOCIATION**  
**ARCHITECTURAL REVIEW COMMITTEE**  
**Neighbor Notification Form**

Homeowner Name(s):

Address:

**The attached plans were made available to the following neighbors for their review. They have been notified that I am submitting these plans for ARC approval.**

**Signature(s) of neighbor(s):**

By signature below, I acknowledge only that I have seen the proposed improvement plans and not that I agree or disagree with the proposed work. I understand that if I object to the proposed improvement, I may submit a letter of opposition directly to the ARC at the address below within ten (10) days from the date of my signature below:

**Ivey Ridge Homeowners Association**  
**c/o Avalon Management, 3618 Ocean Ranch Blvd, Oceanside, Ca 92056**  
**IveyRidge@AvalonWeb.com**

Name: \_\_\_\_\_ Address: \_\_\_\_\_ ( ) Adjacent Neighbor

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ ( ) Facing Neighbor

Name: \_\_\_\_\_ Address: \_\_\_\_\_ ( ) Adjacent Neighbor

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ ( ) Facing Neighbor

Name: \_\_\_\_\_ Address: \_\_\_\_\_ ( ) Adjacent Neighbor

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ ( ) Facing Neighbor

Name: \_\_\_\_\_ Address: \_\_\_\_\_ ( ) Adjacent Neighbor

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ ( ) Facing Neighbor

Name: \_\_\_\_\_ Address: \_\_\_\_\_ ( ) Adjacent Neighbor

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ ( ) Facing Neighbor

Name: \_\_\_\_\_ Address: \_\_\_\_\_ ( ) Adjacent Neighbor

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ ( ) Facing Neighbor

**IVEY RIDGE HOMEOWNERS ASSOCIATION  
ARCHITECTURAL REVIEW COMMITTEE  
Notice of Completion**

Homeowner Name(s):

Address:

**On the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, the improvement(s) on the described property was (were) COMPLETED in accordance with the plans and submittal package which was approved by the Architectural Review Committee of the Ivey Ridge Homeowners Association.**

**The completed improvement(s) is (are):** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Homeowner Signature(s): \_\_\_\_\_ Date:

\_\_\_\_\_ Date:

\_\_\_\_\_ **The following portion is for ARC use only. Do not write below this line.** \_\_\_\_\_

Date received:                      Inspected: Yes (.....)                      No (.....)                      Date of inspection:

In compliance with approved Home Improvement Form: YES (.....) NO (.....)

Comments:

# IVEY RIDGE HOMEOWNERS ASSOCIATION ARCHITECTURAL REVIEW COMMITTEE

## Policy Regarding Satellite Dish Installation and Maintenance

1. Satellite dishes of one (1) meter or less in diameter, and other communication-receiving antennae or devices covered by the Federal Telecommunications Act of 1996 (the "Act") (collectively referred to in this policy as "qualified satellite receiver"), may be installed on the homeowner's lot as provided in this policy. Satellite dishes larger than one (1) meter in diameter, and any other antennae not covered by the Act, are prohibited as provided in the Association's governing documents.
2. Application to the Association shall not be required prior to installing a satellite receiver.
3. No fee or deposit payable to the Association shall be required prior to installation of a qualified satellite receiver.
4. A homeowner may install a qualified satellite receiver in the homeowner's lot in a location necessary for the signal strength desired. If more than one location on the lot will provide the requisite signal strength, homeowner must place his or her qualified satellite receiver in the location which will minimize the visual effect of the equipment on the common areas and other residents.
5. Homeowner shall keep the qualified satellite receiver in good repair and maintenance and not permit the antenna to become unsightly.
6. Qualified satellite receivers may not be installed on any part of the Association's common areas.
7. Homeowner shall indemnify and hold harmless the Association, and its agents, directors, officers, and employees, from any and all loss, claim, damage, injury, judgment, or cost, including attorneys' fees and court costs, resulting from or arising out of homeowner's installation, maintenance, or use of the qualified satellite receiver, to the extent that homeowner's negligence in installation, maintenance, and/or use of the qualified satellite receiver caused or resulted in the loss, claim, damage, injury, judgment or cost, including attorneys' fees and court costs being indemnified.
8. Nothing in this policy is intended to unreasonably increase the homeowner's cost of installing a satellite receiver, unreasonably delay the installation, or unreasonably decrease the reception of the signals received. Should any homeowner believe that anything in this policy unreasonably affects the cost, delays installation, or decreases signal strength, the homeowner is encouraged to contact the Management to discuss and resolve the matter.
9. Nothing in this policy is to be interpreted as being in contravention of the Act regarding the installation, maintenance, and use of satellite dishes. Should any portion of this policy be interpreted as contravening the Act, that section or sections shall be considered immediately modified to conform to the Act. Should it be impossible to modify the section or sections, that section or sections shall be deemed severable from the remainder of the policy, and shall be of no force and effect whatsoever.
10. Prior to, or simultaneously with, the installation of the qualified satellite receiver, the homeowner of the Unit shall execute a copy of this policy and provide the signed copy to the Board of Directors.

**The terms and conditions outlined in the above policy are hereby accepted.**

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Homeowner's signature(s)

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Printed name(s)

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Date