

**CAYMAN SQUARE
HOMEOWNERS
ASSOCIATION**

**RULES AND DESIGN
GUIDELINES**

ARCHITECTURAL COMMITTEE GUIDELINES

Every owner at CAYMAN SQUARE UNITS I & II is a member of the CAYMAN SQUARE HOMEOWNERS ASSOCIATION (the "Association"), the entity responsible for the management of all common areas and related facilities, and administration of construction activities by homeowner. In accordance with the Declaration of Covenants, Conditions, and Restrictions for CAYMAN SQUARE UNITS I & II (the CCR's), the Board of Directors has adopted the following guidelines for architectural improvements (the "Guidelines") which shall apply to all Lots within the Association.

Each lot owner should become acquainted with the CCR's for the project and with these Architectural Guidelines as they may be amended from time to time by the Board of Directors. These documents are intended to enhance property values and the high standards of the development. The Guidelines are established to assist residents in preparing an application to the Architectural Committee for structural and landscape improvements. FOLLOWING THESE GUIDELINES DOES NOT ELIMINATE THE NEED FOR APPROVAL BY THE COMMITTEE. In the event of any inconsistency between these Guidelines and the CCR's, the CCR's shall control. All architectural approvals will be conditioned upon compliance with applicable City codes.

APPLICATION PROCEDURE

The following information should be included:

- ❖ Application Form – completed and signed (copy attached, additional copies may be obtained from the Association management office)
- ❖ Plot plan – a site plan indicating dimensions relating to the existing dwelling and property lines (setbacks, etc) and the improvements to be installed.
- ❖ Elevation Plans – Plans showing finished appearance of the improvement in relation to the existing dwelling and property lines.
- ❖ Specifications – Description detailing, materials to be used with color samples attached; drawing or brochure of structure indicating dimensions and color.

Submit application and plans (retained in file by the Association) to:

CAYMAN SQUARE HOMEOWNERS ASSOCIATION
c/o Kinney Management Services
P.O. Box 25466
Tempe, AZ 85285-5466

All improvements shall comply with all applicable City zoning ordinances, building codes, and other ordinances as well as the CCR's and these Guidelines.

REVIEW PROCEDURE

Architectural Committee requests will be reviewed and approved or disapproved within 45 days after the submittal and the owner will be notified in writing of the Committee's decision. No new construction, remodeling, landscaping, etc. is to occur on any lot or exterior of any home without prior approval by the Architectural Committee.

The following items, among other items, will be considered as a part of the review process: material, quality of workmanship, colors, consistency with the external design and color of existing structures on the lot and on neighboring lots, and location of the improvement with respect to topography and finished grade elevation.

Neither the Architectural Committee, nor the Board, nor the Declarant shall have any liability in connection with or related approved or disapproved plans or improvements. The approval of the plans does not mean that judgement is passed on the structural soundness of the improvement nor its effect upon existing or future drainage. The review of the plans is for aesthetic purposes only.

Construction Guidelines

Once started, construction shall be pursued diligently in order to assure prompt completion of the improvement. Construction shall be completed within six (6) months after the date of the Committee's approval of the application.

GUIDELINES

Antennas

Antennas and satellite dishes must be submitted to and approved by the Committee prior to installation. Neither may be installed visible from other Lots, the Common Area, or the street.

Awnings

Awnings over windows must be a canvas type with the color the same on the interior and exterior face. A minimum five-year guarantee is expected from the manufacturer to insure a high quality awning. Your application must include the following: the manufacturer, color, type, and number of years' guarantee, planned location(s) of installation. Awnings will not be approved for front windows.

Basketball Goals or Similar Structures

Basketball standards must be approved by the Committee prior to installation. They will be considered based upon their appearance and their relationship to other properties. If you wish to install the pole anywhere other than immediately adjacent to the interior or exterior edges of the driveway, you must obtain and submit written approval from neighboring property owner with your application.

Children's Play Structure

Plans for children's play structures must be submitted for approval since they usually exceed the fence height. The maximum height is 10 feet and the structure must be at least 7 feet from any wall. Maximum height of any deck/platform is 4 feet above ground.

The distance from the ground elevation to the top of the perimeter fence must be measured and submitted with plans for the structure. The Committee will take the appearance, height, and proximity to neighboring property into consideration. A brochure or picture must be submitted with you application.

Clotheslines

Clotheslines or other outside facilities for drying clothes are not allowed unless they are placed exclusively within a fenced yard or otherwise concealed. Such facilities may not be visible from neighboring properties.

Decorative Items, Including Fountains and Ornamental Statuary

These items must be located in the rear yard only and screened from view of neighboring properties, streets, and common area.

Driveways

Submittals must include a plot plan of the existing lot, indicating the direction in which expansion is proposed and exact measurements of the proposed paved surface.

Fences, Walls, Decorative Walls

Plans for new fences or walls or additions to existing structures must be submitted to the Committee for written approval prior to construction. Stucco and paint must match the existing dwelling in texture and color.

Flagpoles

Flagpoles are not allowed in residential area except in models on a temporary basis. Homeowners may use brackets mounted on the house or garage to display flags. No prior approval is necessary.

Gates

Double gates may be installed to allow wider access ways to backyards. Double gates should be the same type, design, and color as the originally installed single gates. Shrubs, trees or other plants should be located between the house and double gates, where possible. Perimeter walls on lots bordering Association landscaped areas may not be torn down and Association landscape easements may not be crossed. Gates may be painted the body color of the house or remain natural. Slates of gates must remain on at all times.

Gutters and Down Spouts

Seamless gutters and down spouts may be considered for approval. The finish on it must match the dwelling in color. High-quality, non-corrosive materials that offer long life are recommended, as the homeowner will be required to maintain the addition in good repair. Plans must include the proposed locations of the gutters and down spouts, the quality of material to be used, warranty by the manufacturer, and the name and telephone number of the installer.

Landscaping

The homeowner is responsible for keeping his yard neatly trimmed, properly cultivated and free of trash, weeds and other unsightly material. Any and all changes made to landscape package as offered or to existing landscaping must be approved by the Committee prior to installation. Any hardscape items proposed for front yard installation must be approved by the Committee. Hardscape items that will be visible from neighboring property in the rear yard will also require approval. Materials included in Hardscape are concrete, brick, tile, wood, etc. Examples of Hardscape items are planters, walkways, retaining wall, decorative walls and fountains. Plans submitted to the Committee must include proposed changes to grade.

Lights

Except as initially installed by Declarant, no spotlights, flood lights or other high intensity lighting shall be placed or utilized upon any Lot or any structure erected thereon which in any manner will allow light to be directed or reflected on any other Lot or adjacent street, or any part thereof except as approved by the Committee.

Patio Covers

Plans for patio covers will be considered for approval. The following minimum standards are suggested:

Partial Shade Covers

- ❖ Horizontal shading members minimum 2x2 rough sawn, running parallel to the dwelling unit, with a maximum overhang of 6 inches past a support.
- ❖ Horizontal support members minimum 4x6 rough sawn.
- ❖ Vertical support members minimum 4x6 rough sawn.
- ❖ Color to match existing trim.

Satellite Dishes

While the Association does not prohibit the use of satellite dishes, the Association does regulate the size and location of the "dish" on the following basis:

- ❖ Any "dish" larger than one meter (39 inches) that is visible from the street, neighboring property or the common area is prohibited.
- ❖ All dishes are to be located in rear yards only.
- ❖ All dishes that are visible from neighboring property, streets, or the common areas are to be painted to match the body color of the house.
- ❖ All other antennae such as those used to receive signals from multichannel multipoint distribution services and television broadcast stations will be reviewed on a case by case basis.
- ❖ All dishes and antennae are to be submitted to the Committee with a diagram showing the location and size of the device.

COMMUNITY RULES

Parking

Vehicles of homeowners, lessees And their guests are to be kept in garages and driveways of the owner wherever and whenever such facilities are sufficient to accommodate the number of vehicles at a lot or parcel. No vehicle shall be parked on landscaped areas such as grass or granite at any time.

CAYMAN SQUARE HOMEOWNERS ASSOCIATION

P.O. BOX 25466

TEMPE, ARIZONA 85285-5466

(480) 820-3451 (800) 678-9936

FAX (480) 820-7441

Dear Member:

In accordance with Article VII, Section 2 of the Declaration of Covenants, Conditions, and Restrictions for Cayman Square Homeowners Association,

“...No building or exterior or structural improvements of any kind, fences, walls, Party Walls, solar collectors, antennas (including customary TV antennas), satellite dishes, underground TV apparatuses, broadcasting towers, other structures, Lot Improvements, landscaping of landscaping changes, or changes to the exterior colors of any of the foregoing (collectively, the “Alterations”) shall be commenced, erected, made, structurally repaired, replaced or altered...until the plans and specifications...shall have been submitted to and approve by the Committee...”

To obtain approval, submit the attached form to the Association. Please note that two accurate drawings of the proposed structure, modification or improvement must be attached to this form indicating your lot dimensions, the location and dimensions of the structure or modification and the distances from all perimeter walls. For room additions, patio covers, ramadas, gazebos, storage sheds or anything that must tie into the roofline of your home, a permit from the City may be required and must also be attached to this submittal if applicable. The Architectural Committee will return your submittal to you either approved, denied or for more information.

Your cooperation in submitting for approval prior to installation is greatly appreciated. Should you have any questions regarding architectural control or specific questions regarding your submittal, please feel free to Contact the Association at either of the above numbers.

Cayman Square Homeowners Association

CAYMAN SQUARE HOMEOWNERS ASSOCIATION

P.O. BOX 25466
TEMPE, ARIZONA 85285-5466
(480) 820-3451 (800) 678-9936
FAX (480) 820-7441

DATE: _____

1. OWNERS'S NAME: _____
UNIT ID & LOT NUMBER: _____ PHONE NUMBER: _____
COMPLETE ADDRESS: _____

2. CONTRACTOR NAME, ADDRESS, AND PHONE NUMBER: _____

3. DESCRIPTION OF WORK TO BE DONE: _____

4. TYPE OF MATERIALS TO BE USED: _____

5. COLOR (S) TO BE USED: _____
6. DIMENSIONS OF STRUCTURE (HEIGHT, WIDTH, ETC.), IF APPLICABLE: _____

7. PLEASE INCLUDE TWO COPIES OF ALL DRAWINGS, IF APPLICABLE.
8. **Please retain a copy for your records.**

COMMITTEE APPROVAL/DENIED _____ DATE _____

ADDITIONAL COMMITTEE COMMENTS: _____
