



ARCHITECTURAL STANDARDS

Owner's Association Clubhouse
3801 Cinnamon Way
Oceanside, CA 92057

Adopted May 2011



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It shall be the responsibility of the owner of the residence on which an approval was granted to ensure that the conditions set forth below are enforced upon all persons or firms used, engaged or employed in carrying out any operation or trade in conjunction with the construction of the improvement.

- A. Signs: No contractor signs shall be displayed on any residence at any time.
- B. Hours of Operations: All operations shall be carried on between the hours of 8:00 a.m. and 5:00 p.m. on Monday through Friday and between 9:00 a.m. and 4:00 p.m. on Saturday. No work on Sundays and holidays. In the event City or County ordinances are more restrictive, the City or County ordinances shall prevail.
- C. Temporary Structure: No structure of a temporary character will be permitted to remain on any lot without the written approval of the Architectural Review Committee.
- D. Dumpsters: Trash and debris and new and used building materials to be stored out of sight
- E. Unightly Items: All rubbish, debris and unsightly material or objects of any kind shall be regularly removed from the unit and/or lot and will not be allowed to accumulate thereon. Removal shall be made at least weekly, no later than Monday and will not be allowed to accumulate on the street right-of-ways or Common Areas at any time.
- F. Streets and Walkways: No construction debris or materials such as sand or bricks may be permitted to remain on the streets or walkways. All items of such nature must be stored out of sight.
- G. Maintenance and Improvements: Repair and maintenance of any new work or improvement is the responsibility of the property owner(s).

SUBMITTAL REQUIREMENTS

In addition to the general submission procedures described in these Architectural Guidelines, owners shall comply with the following submission standards:

- A. Preliminary Drawings: If you are submitting plans for a property improvement, property owner must submit preliminary plans in order to save time and cost of having to revise working drawings. Preliminary drawing submissions shall include, where applicable, the following:
1. Plot Plan:
 - a. Show lot lines accurately as to length, angles and amount of curve. Show all existing and proposed buildings, structures, fences, walls, sidewalks and other improvements; indicate all required setbacks, easements, street right-of-ways and top or toe of slopes.
 - b. Show all dimensions on work to be considered; distances between existing and proposed work and distances between proposed work and property lines, setback lines and slopes.
 - c. Site photos of all surrounding conditions adjacent to the location of the proposed improvements including neighboring properties and common space.
 2. Roof Plan:
 - a. Show all existing and proposed roofs with slope pitches and overhangs noted.
 - b. Designate existing and proposed roofing material, including a color facsimile.
 - c. Indicate any unusual conditions and details involved in or resulting from the work. Refer to roofing specifications section IMPROVEMENTS D-3.
 3. Floor Plan:
 - a. Indicate all walls, columns, openings and any condition or feature that will affect the exterior design of the structure.
 - b. Show dimensions of proposed work and related existing work; indicate relationship.
 - c. Delineate all parts of the exterior that cannot be shown on elevation.
 - d. Set out square footage of proposed and existing work.
 4. Elevations:
 - a. Provide exterior elevations of all proposed structures.
 - b. Note all finish materials, colors and textures of proposed work. For alterations or additions note if finish is to match existing finish.
 - c. Delineate all height limits in relation to proposed work.
 5. Fence and Wall Plans:
 - a. Drawings shall include specifications of materials, color and height.
 - b. Heights should be shown in relation to adjacent ground elevations.

- B. Construction Drawings and Specifications: Submissions shall include, where applicable, the following:
1. Working Drawings: Include all of the drawings required for the preliminary submission, if utilized, revised as required by the Committee's preliminary review along with all working drawings.
 2. Exterior Colors and Finishes: Must be approved by ARC.
 3. Specifications: List materials, quality and finishes together with method of installation or application. Please see preliminary and final checklists in the appendix of this document for submittal requirements.

IMPROVEMENTS: The following shall apply to all improvements undertaken:

- A. Workmanship: All works of improvement shall be performed in a manner consistent with the guidelines of the existing structures, fences or Common Area improvements. Any work deemed by the Architectural Review Committee and Board of Directors as not meeting the guidelines shall be reworked to meet those standards or removed and the building or Common Area restored to the condition existing prior to commencement of the work by the owner. In the event the owner refuses to rework, remove and/or restore as called for above, the Board of Directors shall cause such rework, removal and/or restoration to be performed and the cost thereof shall be assessed to the owner as provided by the governing documents.
- B. General Development Guidelines:
1. Structures:
 - a. Heights: Maximum height of the occupiable area of all other structures including patio structures, trellises and gazebos shall be limited to nine (9) feet in height. All portions of proposed structures that are decorative and unoccupiable and exceed the nine (9) foot limit are subject to special review and may not be permitted.
 2. Setbacks: Minimum setback standards for The Association are established by the City of Oceanside Planning Commission in conformance with the applicable City building and zoning codes. These standards affect all improvements including, without limitation, buildings, out-buildings, garages, carports, parking areas, awnings, patio covers, balconies, stairs and decks. (In the case of irregular shaped lots, the Architectural Review Committee may establish front, side and rear yard setbacks, consistent with the approved minimum guidelines.)

3. Chimneys:
 - a. Heights: No chimney may extend higher than the minimum height as required by the Building Code of the City of Oceanside or by any other applicable governmental agency.
 - b. Exterior Dimensions: The exterior dimensions of chimneys shall be subject to the control of the Architectural Committee so as to minimize obstruction of view or line of sight of other lots.
4. Overhangs and Other Projections: Corniced eaves and projected windows projecting above the footing of the dwelling may project up to two and one-half (2½) feet into any front, side or rear yard set back.
5. Fences and Walls:
 - a. Fences and walls which will abut any existing wall or fence shall not exceed the established height of the existing wall or fence.
 - b. Any fence or wall that would block the view from other lots shall be subject to the approval of the Architectural Committee. Retaining walls shall also be subject to the approval of the Architectural Committee.
 - c. The height of all fences and walls shall be measured vertically from the average finished grade at the base of the fence or wall.
 - d. Existing fencing or walls shall not be modified by alteration, additions or color without the express written approval of the Architectural Committee. The Architectural Committee may approve the addition of wrought-iron fencing, clear and non-patterned tempered glass.
 - e. Structural framing and/or unfinished sides of fences or walls shall not be exposed to any public right-of-way, Common Area or other lot.
6. Rain gutters: Only seamless rain gutters are approved and must be installed by a professional installer. The gutters will match the color of exterior trim on the home. Down pipes shall match the color of whatever surface they are mounted on.
7. Patio Structures, Sun Shades: Any enclosure or patio structure must be approved by the ARC.
8. Trash Containers: Trash containers must be of a plastic material to reduce collection noise, have a tight fitting lid, and be stored out of sight until NO EARLIER THAN 3 pm of the day before trash pick-up.
9. Exterior Colors: Exterior colors of buildings, fences, walls and structures shall not be changed without ARC approval.

10. Flagpoles: The design, material and installation of flagpoles shall be subject to the review and approval of the Architectural Committee.
11. Mechanical or Solar Devices: All mechanical equipment exposed to the exterior, including pumps, heaters and air-conditioning compressors, and solar devices including collectors, racks, storage facilities and distribution components shall be subject to review and approval of the Architectural Committee.
12. Exterior Lighting: Exterior lights, with bright light sources that can be seen from adjacent streets or homes shall not be allowed. Examples of light sources are bulbs, lenses, reflector openings, etc. Acceptable exterior lighting shall be directed or screened from being visible from adjacent streets or homes.

C. Pools, Spas, Hot Tubs, Ponds and Fountains:

1. All accessory equipment, except solar collector panels, shall be located, screened, or recessed in such a manner so as not to be viewed from any lot or street right-of-way. Solar collector panels shall be located in a manner to minimize visual impacts.
2. Heaters shall be stackless or low-profile in configuration.
3. Solar collector panels including racks and distribution components shall be subject to Architectural Committee review and approval as to materials, method of installation and exposure of any portion thereof.
4. All installations shall be located, sound controlled and maintained in such a manner so as not to disturb residents of other lots. The Committee shall have the right, but not the obligation, to require any owner to repair or restore any installation to quiet operation or restrict its use or operation if in the reasonable opinion of the Committee, continued use or operation disturbs residents of other lots. Non-functional systems are to be removed.
5. The Architectural Review Committee may consider the possible impact to other lots when reviewing proposed outside recreational use or activity areas. Such review shall include, but not be limited to, noise and light intrusion.

D. Building Material Standards: All requirements noted within this section shall be incorporated into the final plan submission in the form of general notes, details or drawings.

1. Window & Door Openings: Window openings within exterior wall surfaces shall be located in a manner consistent with the existing treatment. Modifications to any builder installed windows, garage door windows or

front doors must be reviewed and approved in advance by the ARC. Removal and replacement of any builder installed windows, garage door windows or front doors must be reviewed and approved in advance by the ARC, unless the replacement is the identical same manufacturer, model, and color as the one being replaced.

2. Window Glazing, Tinting and Shading: Glass tinting or shading must be compatible with the existing treatment. Reflective glass film shall not be permitted. No materials may be used to create a mirror or opaque effect visible from the outside of windows, No materials such as sheets, paper or foil are permitted on windows. Any interior window treatment visible from the street must be neutral in color. Exterior awnings are subject to approval by the Architectural Committee for continuity and comparability with the development and the home.
3. Roofs: Roofing materials shall consist of laminated fiberglass shingles (AKA "architectural" or "dimensional"). Roofing shingles must be replaced using 4-6 nails each sheet (not staples). Roofing nails must not penetrate exposed eaves. Drip edge and "jack boots" around plumbing vents must be replaced. Vents must be painted to match roof. Built-up roofing material in flat areas shall be colored to match adjacent sloped material. Crushed rock shall be permitted on flat roofs only, but not on sun decks or patio structures. Roof pitches shall match the existing roof treatment.
4. Walls and Fences:
 - a. Materials utilized for perimeter walls and fences shall be consistent with the perimeter walls, fences and gates originally installed by Developer.
 - b. Acceptable color and finishes:
 1. Wooden divider walls between units must be replaced with slump block
 2. Stucco color and texture to match existing stucco.
 3. Wrought iron - color to match existing.
 4. Wood or vinyl gates are not permitted.
 5. Any exception must be approved by the ARC.
 - c. Unacceptable Materials:
 1. Chain link, poultry wire or other types of woven wire, including plastic coated wire.
 2. Aluminum or sheet metal, with the exception of the approved aluminum wood for the patio cover.
 3. Reed or straw-like materials. Plastic webbing and bamboo
 4. Rope or other fibrous strand elements.
 5. Glass block.

6. Concrete block, plain or painted.
7. Grape stake or rope.
8. Wood or vinyl

5. Patio Structure, Sunshades, Trellises and Gazebos:

a. Acceptable Materials:

1. Structure of frame work, including any overhead portions, must be of treated wood construction or synthetic wood, with the exception of vertical support members. Vertical support members may be clad with stucco or brick to relate to existing structures as approved by the ARC.

b. Roofing materials

1. All roofing materials shall match the color and materials of the dwelling.
2. When replacing a roof, crushed rock may NOT be used.
3. Replacement roofing materials must meet the following specifications previously outlined in this document. See D3 – Building Material Standards – Roofs for complete roofing guidelines.

c. Unacceptable Materials:

1. Structures and frameworks of exposed metal (except for aluminum wood).
2. Canvas (awnings only)

d. Roof Vents: All roof vents to be colored to match the dominant roofing material.

e. Chimney Flashing: All chimney flashing to be colored to match integral or applied color of chimney.

f. Sheet Metal: All exposed sheet metal to be painted to match related material or surface being flashed.

ARCHITECTURAL GUIDELINES:

A. Air Conditioners:

1. Air conditioning units extending from-windows are not permitted.
2. Compressors and equipment shall be screened from public view by fencing or landscaping.
3. Air conditioner noise must be buffered from adjacent properties and streets.

B. Antennas/Satellite Dishes: All radio and television antennas and transmission facilities are prohibited within the community. Plans for satellite dishes should be submitted to the ARC. Plans should include the location and size of the satellite dish and must conform to the Guidelines in the Rules & Regulations section of this manual. Satellite dish can be NO LARGER than 36" and must be approved by the ARC.

C. Barbeques - Permanent::

1. Permanent barbecues are to be located in patio between the house and garage only and requires ARC approval..
2. Homeowner application to the ARC must provide the following information on the plan:
 - a. Dimensions
 - b. Materials and color
 - c. Elevation drawings
 - d. Location of barbecue in relation to the house and property lines. (plan view)
 - e. Signatures of impacted neighbors
 - f. Homeowner is responsible for complying with City Codes and procuring a Permit if required.

D. Clotheslines: Clotheslines are not permitted at any time.

E. Fireplaces, Chimneys, and Flues: The exterior appearance of a fireplace, chimney, or flue must match the existing structure. Construction to be done by licensed contractor. Requires city building permits and ARC approval.

F. Screen Doors and Security Doors:

1. Plans and specifications for screen doors and security doors must be submitted to the ARC for approval.
2. All screen doors must be installed within the existing door jamb. Compatibility and color to be approved by the ARC.

SUBMITTAL PROCESS AND PROCEDURES REGARDING ARCHITECTURAL PLANS AND SPECIFICATIONS

- A. Intent: By way of illustration, but without limitation, submissions to the ARC for approval are required for the following improvements:

New construction or installation, including dwellings, garages, fences, retaining walls, steps, awnings, canopies, poles, trellises, patio overheads or decks, wind screens, fountains, spas, hot tubs, recreational apparatus, exterior lighting, sound systems, solar energy systems and any repairs to exterior structures.

- B. Non-liability for Approval of Plans: Plans and specifications shall be approved by the Architectural Review Committee as to style, exterior design, appearance and location, and are not approved for engineering design, structural safety or for compliance with zoning and building ordinances, and other applicable statutes, ordinances or governmental rules or regulations, the requirements of any public utility, or any easements or other agreement, and by approving such plans and specifications, neither the Architectural Review Committee, the Members thereof, the Association, the Members, the Board, nor Declarant, nor agents, employees, attorneys or consultants of any of the foregoing, assume liability or responsibility therefore, or for any defect in any improvement constructed from such plans and specifications.

- C. Submission Procedures and Requirements:

1. All applications are to be made to Mills Management Services, Inc. the managing agent for Oceana. Applications may be mailed or delivered to:

Oceana East Unit 1 HOA
c/o Mills Management Services, Inc.
1902 Wright Place
Second Floor
Carlsbad, CA 92008

Telephone inquiries should be directed to 760-978-9609.

2. All requests for Architectural Committee approval must be made on the standard form, a copy of which may be obtained from Mills Management Services, Inc.
3. Required Copies: Three (3) complete sets of plans must be submitted with each application.
4. Construction Drawings: Plans must be prepared in accordance with applicable building codes and with clarity and completeness. It is recommended that work involving major additions or work requiring variances be submitted at the preliminary drawing stage for review by both the Architectural Committee and the City of Oceanside Building Department. Final drawings should not be prepared until after preliminary plans have been approved.

5. Advising Neighbors: An owner desirous of constructing an improvement must obtain the signature of neighbor(s) whom own property adjacent to or facing the property to be improved or whose property would be impacted by the improvements. In the event such neighbor refuses to sign, the owner must provide a written statement stating that such neighbor was advised of the proposed improvement, refused to sign and the reasons for such refusal to sign.
6. Incomplete Submissions: To avoid unnecessary delays and expense, the Architectural Review Committee shall not accept an incomplete submittal for consideration. Incomplete submittals shall be returned to the applicant noting the area of deficiency.
7. Non-Liability: Plans and specifications are not approved for engineering design or structural safety. By approving such plans and specifications neither the Committee, the Members thereof, the Association, the Members, the Board of Directors or designated representatives, assumes liability or responsibility therefore, or for any defect in any structure constructed from such plans and specifications.
8. The decisions of the Architectural Committee shall be transmitted by the Architectural Committee to the applicant within thirty (30) days after receipt of the plans by the Architectural Committee.
9. Time Period: All works of improvement(s) shall be completed within ninety (90) days after the date of approval, unless otherwise specified in writing by the Committee. If not so completed, the Committee may void this approval and require a new submission for review.
10. Inspection: Promptly after completion of the improvement as indicated on the "Approved" copy of the drawings and specifications, the owner/applicant shall notify the Architectural Committee in writing for final inspection and approval. If no inspection is made, work will be deemed approved sixty (60) days after the owner's notification to the Architectural Committee requesting the inspection.
11. Appeals: In the event plans and specifications submitted to the Architectural Committee are disapproved thereby, the party or parties making such submission may appeal in writing to the Board. The Board must receive the written request not more than fifteen (15) days following the final decision of the Architectural Committee. The Board shall submit such request to the Architectural Committee for review, whose written recommendation will be submitted to the Board. Within sixty (60) days following receipt of the request for appeal, the Board shall render its written decision. The failure of the Board to render a decision within said sixty (60) day period shall be deemed a decision in favor of the applicant.

12. Enforcement: Failure to obtain the necessary approval from Oceana East I Homeowners Association may constitute a violation of the Declaration of Covenants, Conditions and Restrictions, and these Guidelines, and may require modifications or removal of work at the expense of the homeowner.

13. Amendments: The Board of Directors and/or the Architectural Committee may amend, in its discretion, these guidelines. Any amendment to the design guidelines or these submission proceedings shall be in writing and shall be published to all Members. An amendment shall be effective no less than thirty (30) days after its publication to each Member.