

# HACIENDAS IMPROVEMENT ASSOCIATION, INC.

## Architectural Guidelines

Revised May 5, 2018 Please discard previous packet

The purpose of this document is to inform homeowners about the process needed to ensure compliance with the architectural guidelines of the Hacienda Improvement Association. **No building or structure shall be permitted to fall into a state of disrepair.** The owner of every home is responsible, at all times, for keeping their property in good condition and adequately painted. Any proposed exterior changes must be compatible with the design characteristics of the homes within the Association. Compatibility is defined as harmony in style, scale, materials, color, and design character of the original structure. The Architectural Committee monitors any portion of any lot or parcel which is visible from other lots, the street or Association common areas, including backyards.

Any homeowner requesting approval from the Architectural Committee will follow the Architectural guidelines outlined below and submit an Architectural Review Form (ARF) to the Committee. Submittal of an ARF will be returned from the Committee to the homeowner as either approved, denied, or with request for more information within thirty (30) days after receipt of the request. Any expedited decision requested from the Architectural Committee should be stated. You may request the ARF from the Board of Directors.

Any exterior changes that have existed prior to the adoption of these Architectural Guidelines are exempted. Any future changes to be made must meet all conditions of these guidelines.

Any changes that do NOT meet these guidelines will be subject to referral to the attorney representing the Hacienda Improvement Association Inc. with the homeowner being responsible for those attorney's fees.

***Please keep this document readily available as reference for prior approval before requesting any changes.***

Date 05/05/2018

Atalioah Langdon

**Signature: Board President**

*ANY change, addition, modification to the site or building exterior shall include, but is not limited, to the following: (ARF=Architectural Review Form; COC=City of Chandler; MF=Multi-Family. COC zoning code/permit requirements are based on 6/9/2014 revisions.*

**\*HOUSE WALLS** (all stucco areas) **& STORAGE ROOM DOORS:** (NO ARF required) **Navajo white is the only approved color for these areas.** Homeowners are urged to purchase paint at Dunn Edward. However, to ensure color match you should contact a board member for paint palette. Repainting will be enforced if wrong color is used.

**\*HOUSE TRIM:** (ARF required) includes **only that wood** along eaves, extensions of the eaves, carports, and entry overhang. **Does NOT include window trim.** Approved colors are: Navajo White, Burnt Crimson, Wharf View, Boxwood, and Cat Tail #4 (color palettes are available for your use.)

**PATIO COVERS & LATTICE WORK:** (requires COC building permit and ARF)

**STORAGE (BACKYARD) SHEDS:** (NO ARF required) but must comply with COC zoning code.

**\*GARAGE DOOR REPLACEMENT** (ARF required) Entire door must be painted Navajo White per sample from Dunn Edwards.

**RAMADA OR GAZEBO:** Not allowed per COC MF-2 zoning codes.

**CONVERTING CARPORT TO GARAGE:** (COC building permit and ARF are required)

**CONVERTING PATIO/AZ ROOM TO LIVING SPACE:** (requires COC building permit and ARF)

**CONVERTING COVERED PATIO TO AZ ROOM:** (requires COC building permit and ARF)

**FRONT YARD FENCE/ENCLOSURE** (ARF required)

**FLAGPOLES:** (NO ARF required) Poles must comply with Arizona Revised Statute 33-1808. Homeowners are encouraged to use brackets mounted on house or garage.

**CLOTHES LINES:** (NO ARF required) but must be below exterior fence height.

**BACK YARD GATES** (ARF required)

**\*SCREEN, SECURITY, & STORM DOORS:** (NO ARF required) *if factory colored* (Bl., Brn. or Navajo white) or if you repaint the door, color must comply with Hacienda HOA house and trim colors listed above.

**ATTACHED SUN SCREENS:** (NO ARF required) Colors must be black, brown or Navajo White.

**WINDOW DRESSINGS** No interior or exterior window visible from front, back, or side of the house should be covered with reflective material (such as foil), or cardboard, bed sheets or other temporary coverings.

**FRONT ENTRY DOORS:** (No ARF required) Haciendas paint & trim colors or natural wood stains ONLY.

**OUTDOOR LIGHTING & WALL MOUNTED ITEMS:** (ARF required)

**ROOF MOUNTED EQUIPMENT:** (ARF required) Effort should be made so such equipment is not visible from *any* street

# ARCHITECTURAL REQUEST FORM (ARF)

## Submit Application to Board of Directors

Owner Name \_\_\_\_\_  
Address \_\_\_\_\_ Lot # \_\_\_\_\_  
Phone Number \_\_\_\_\_  
Date Submitted \_\_\_\_\_

General description of work to be completed: Including sketches, photographs, sales brochure or illustrations, pertaining to your request and to include colors to be used.

\_\_\_\_\_  
\_\_\_\_\_

I will assume responsibility of any work under the proposed improvement that my contractor or I accomplish. I will also assume responsibility to ensure any common areas affected by this project will be restored to their original condition. Clean-up/restoration of all affected common area will be completed within 30 days after completion of owner's project. ***As Homeowner, I acknowledge the responsibility for obtaining all required city and county permits and providing HOA copies of such to be filed with approved plans. Permits (if required) must be in place prior to beginning the project.***

Homeowner Signature \_\_\_\_\_

### THIS SECTION FOR ASSOCIATION USE ONLY

Project start date \_\_\_\_\_ Project completion date \_\_\_\_\_

DECISION ON THIS MATTER NOTED IN MINUTES OF BOARD MEETING HELD ON \_\_\_\_\_

REQUEST APPROVED \_\_\_\_\_ REQUEST DENIED \_\_\_\_\_ PERMITS RECEIVED \_\_\_\_\_  
Date Date Date

ADDITIONAL INFO NEEDED \_\_\_\_\_

\_\_\_\_\_  
Authorized Association Representative Signature

*This form will be returned, noting Board findings, within 30 days of submittal date. Unless otherwise agreed upon, project must start within 60 days of approval and be completed within 90 days of starting.*