

# **Sunrise Ridge-The Highlands Home Care Standards Rule**

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## **Architectural Change Request (ACR)**

- a. An ACR is recommended for any project that changes the appearance of a lot or home that is visible from the street or adversely impacts adjacent neighbors and within the scope of the CC&Rs. Projects that might violate laws, codes or HOA governing documents include, but are not limited to: painting, fencing, ancillary lot structures, home exterior modifications, trees, and landscape modifications.
- b. Upon ACR receipt, the Association has 30 days to approve a completed ACR submission provided it contains all information required by the Board for a decision.
- c. The Association will review any project completed without an approved ACR. If there is the question of a violation of Association governing documents or any laws or codes, the Association may require modification or removal. The Member is responsible for all Association costs required to evaluate an un-approved project and, if needed, enforce modification or removal.
- d. Members are solely responsible for complying with all Federal, State, and Local laws and codes and Association governing documents. At its discretion, the Association may enforce law and code violation of all lots and private streets.

## **2. Lot Appearance (General):**

- a. All lots must be kept clean and attractive and in good repair. If owners are aware of possible violations that cannot be promptly corrected, they are advised to proactively contact the property manager about the issue and state when it will be addressed.
- b. From street view, lawns must be cut, neatly trimmed, and weeds kept under control. Lawns must be kept in good repair. Lawn must not be patchy or have large bald spots. Lawns do not need to be a lush green and may go dormant in summer, but still need to be clean and attractive.
- c. Artificial lawns must be kept clean and attractive and in good repair.
- d. Lawn areas replaced with plantings and ground cover need to be clean and attractive and well maintained. Owners are responsible to ensure that loose ground cover, such as dirt, bark, mulch gravel or rocks, does not intrude onto sidewalks, streets or enter into the stormwater system. Large areas of bare dirt are not acceptable.
- e. Plantings and beds: Plants must be kept trimmed and weeds kept under control. Grass, trees or other plants must not encroach on the sidewalk. Erosion debris from planting beds or yards may not intrude onto streets or sidewalks or into the storm water system.
- f. Trees or shrubs may not obscure street signs or fire hydrants.
- g. Dead plants must be removed from view. Diseased or infected trees and shrubs must be treated, trimmed or removed.
- h. Porches, driveways, front, side and back yards visible from the street and immediate neighbors must be free of supplies, tools, and construction materials unless there is an approved ACR in progress or the Association has been notified of the duration of

the project. It is the sole responsibility of the owner to notify the Association, through the management company, in advance of the need for on lot storage.

- i. Toys, clothing debris and other objects may not be left in yards overnight.
- j. Front porches must not be used for drying/airing laundry, rugs or clothing, except temporarily, and objects must be brought in at night. Shoes/boots may be stored on porches/decks if hidden from view.
- k. When not in use, hoses must be neatly coiled or stored out of sight.
- l. Garbage/recycle cans must be out of view or along the side of the house, except as provided in the Trash Can Policy. Owners should contact the Association if lot constraints make compliance difficult.
- m. Irrigation must be adjusted to avoid excessive runoff into storm drains.

### 3. **Fencing:**

- a. In order to maintain a common appearance, it is recommended that fences be constructed of wood or simulated wood. Fences must be well-constructed and kept clean and attractive, and well maintained. Barb wire and electrified fencing are not permitted.
- b. The maximum height for fences is 72 inches for back yards and 42 inches for front yards. The height limitation includes any 'topper', such as lattice work.

### 4. **Roofs:**

- a. Roofs must be kept in good repair with missing, stained, or damaged singles replaced. Roof materials must cedar shingle/shake, tile, metal tile or 30 year composition.
- b. Roof moss must be kept under control. Moss more than ¼ inches or moss covering more than 10% of the roof visible from the street must be cleaned.

### 5. **Home Exterior:**

- a. Fences, decks/porches, railings, support posts, doors, windows, window screens, window coverings, window displays (other than holiday decorations), gutters, siding, and sheds or other ancillary structures must be kept clean and attractive and in good repair.
- b. Paint must not be peeling, chipping, noticeably stained or faded.
- c. Wood trim and fascia must not be cracked, rotten, broken, missing, stained or warped.
- d. Except for minor repairs matching existing paint scheme, it is recommended that all exterior painting projects have ACR approval. Paint colors must be neutral and earth tone colors. Regardless of ACR approval, it is the sole responsibility of the owner to ensure the body paint shows no shade of purple or pink under any lighting condition.
- e. At least 10% of the front of the home (excluding windows, doors, and trim) must have decorative stone, brick, or comparable veneer.
- f. Members must remove moss, weeds or other vegetation that is more than 1 inch tall from driveways and sidewalks. Sidewalks must be kept clean and free from debris or trip hazards. Driveways must be kept clear to allow parking and, access to garages and pedestrian traffic. Driveways and sidewalks must be cleaned of oil stains, paint, or any other discoloration.

- g. Member lots must be free of noxious or invasive plants or trees. Scotch broom, tansy ragwort and knotweed are a few invasive plants found within the Association. Blackberries in street view must be removed.
- h. Members must prevent the accumulation of animal waste and animal food on lots. Waste and excess food must be removed in 72 hours of placement.

6. **Trees:**

- a. No tree shall be planted on a lot that, at maturity, exceeds 30 feet in height. Trees must not be topped.
- b. Trees must be kept in good health and free of pests or disease. Accumulated leaves and branches must be promptly removed from driveways, sidewalks, streets or storm drains. Leaves and debris must be removed from lawns weekly.
- c. Members may not dump grass or plant clippings onto any common area. This can create maintenance and safety issues for the Association.
- d. Trees that extend over the sidewalk must be kept trimmed to a height of 8 feet above sidewalks and 14 feet above the active roadway. Owners whose trees damage sidewalks or other HOA assets are responsible for all costs arising from the repair.
- e. Tree removals are governed by municipal code and CC&Rs. Members are advised to obtain a City permit (if required) and file the permit or a statement of no requirement for a permit with the property manager.
- f. New trees must be planted between 5-8 feet from sidewalks or curbs and 5' from all utilities.
- g. The removal of branches or roots from a neighboring Member lot or Association tracts is the responsibility of the Member whose lot has the intrusion. The Member must not endanger the health of a tree and must only remove the intrusion located on their property. Members are advised to consult an arborist and, in some cases, an attorney if unsure how to respond. Contact the Association for common area issues.
- h. Members must not remove, top, or prune trees or plants located on Association property without the written approval of the Association. Violation will result in a \$150.00 fine, and all Association costs, including legal fees, expert fees, and costs for damages to the Association's property, in addition to any other penalties under applicable law.

7. **House numbers:** House numbers are required on all homes. Numbers must be conspicuously placed and readily visible from the street.

8. **Encroachment:** Member fences or improvements must not encroach on lot easements so as to interfere with the use of the easement by the easement holder. Unapproved encroachments onto the common areas may be removed by the Association at any time with all costs borne by the encroaching owner.

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