

The Lakeshore Community Association



ARCHITECTURAL RULES



Effective 2020

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ARCHITECTURAL RULES

The Architectural Committee and The Board of Directors desire to maintain high community standards of which you may be proud. The Architectural Rules supplement the CC&Rs and deal with the appearance of Lakeshore. We would greatly appreciate your cooperation in observing these Rules that are designed to enhance the quality of life in Lakeshore. Architectural Committee members are unpaid fellow Lakeshore residents. They serve to protect your interests.

Before you build it, landscape it, paint it or make any changes to the exterior of your house you are required to submit an architectural application and receive approval. The purposes of these Architectural Rules are to provide positive guidelines for the continuation of the harmony and beauty of our community while preserving the value of the investment that all of us have in Lakeshore. These purposes include:

- avoiding problems involving changes that may affect the common areas, including views of the Lake
- preserving the congruous appearance, variety and individuality of Lakeshore's architectural integrity
- considering the aesthetic and functional aspect of any design change(s)
- minimizing oversights caused by owners or their contractors, who may be unaware of the needs and concern of the Association, community and neighboring homes.

Violation of these Architectural Rules could result in fines, suspension of privileges, and/or legal action for which you could be held responsible per CC&R § 1.33.

The Architectural Committee meets the first week of most every month where Architectural Applications are reviewed by the Committee. Approval may take up to 30 days, but is usually just a few days. Any change to the exterior: driveways, landscape, hardscape, tree removal/replacement, painting, windows, HVAC replacement, new roof, etc. requires an Application.

At the Architectural Committee meeting, a vote is taken by the committee for approval or denial based on compliance with the Architectural Rules and conformance with the community. Simple applications such as for repainting with the same approved color or replacement of an approved fence style, may be individually approved on an as-needed basis by the Committee Chairperson to expedite the application process. Applications may be denied if additional details or information is necessary. All decisions on applications shall be made in writing.

If an application is denied, the applicant is entitled to request reconsideration by the Board of Directors at an open meeting of the Board (unless the Board is acting as the committee) pursuant to the CC&Rs.

SECTION 1

APPLICATION FOR IMPROVEMENTS AND MAINTENANCE

- 1.1 Routine Repairs. Routine repairs and routine maintenance which do not alter the appearance of your residence, such as plumbing repairs, repairing a fence (without altering it), do not require Architectural Committee approval. See Rule 3.7e for touch-up painting.
- 1.2 Exterior Alterations. An architectural application must be submitted and approved by the Architectural Committee for improvements BEFORE ANY WORK COMMENCES, including but not limited to: colors of paint (even the same color), modifications, changes or additions to roofing, siding, landscaping, fences, driveways, walls, steps, decks, spas, windows, doors, vents, mailboxes, hedges, trees and shrubs,

satellite dishes, patios, patio covers, balconies, sunshades, garage doors, permanent barbeques, flag poles, outside lights, solar panels, skylights, weather vanes, HVAC (heating, ventilation, air conditioning equipment), water softeners, etc.

a. Notification of Neighbors. Applicants must advise neighbors on either side of applicant's property of the proposed changes. The signatures of those neighbors are required on the original application indicating they are aware of the proposed plans. Refusal of a neighbor to sign an application will not necessarily result in denial of an application by the Committee. Explanation for failure to obtain a neighbor's signature must be provided. Each application will be reviewed on a case-by-case basis.

b. Length of Process. Upon submission of a complete application package, the Architectural Committee will provide you with a response within 30 days or sooner from the date of your submittal. In the event committee needs additional time to properly review an application, the committee may extend the period by up to 60 days upon providing written notice to the applicant.

1.3 Construction Without Architectural Committee Review. Starting construction without review and approval of your architectural application by the Architectural Committee may result in significant fines and potential legal action. Do not schedule contractors before your plans have been reviewed by the Architectural Committee and any required City/County permits have been issued.

1.4 Purpose of Architectural Review. Architectural review by the Architectural Committee is to check for general conformance with the Architectural Standards of the Association and does not relieve the Member of his or her responsibility to properly design and engineer the proposed work and to comply with applicable building codes, ordinances and specifications.

1.5 Building Permits Do Not Constitute Approval. Despite review of plans by the Architectural Committee, the Member must separately obtain all appropriate building permits from the City/County. Conversely, obtaining building permits does not constitute approval by the Architectural Committee nor does review by the Architectural Committee constitute a waiver of any requirements of applicable statutes--both separate procedures are required. Approval by the Architectural Committee shall not constitute an endorsement by the Association that the plans/designs are adequate or appropriate for construction or that they meet applicable building code requirements.

1.6 Corrections and Comments to Plans. Corrections to plans or comments made by the Architectural Committee do not relieve the Member of his or her responsibility for proper engineering of the proposed work and to comply with applicable building codes, ordinances and specifications.

1.7 Protection of Views. No vegetation or improvement may be planted, constructed or maintained on any Lot which would substantially and unreasonably obstruct other Members' views from their Lots. The Architectural Committee shall make a determination as to whether a view has been unreasonably obstructed in accordance with CC&R §7.29. If the Architectural Committee makes a determination that there is no unreasonable view obstruction, the affected Owners shall be subject to the procedure for dispute resolution set forth in Section 7.29 of the CC&Rs.

1.8 Existing Nonconforming Improvements. Existing nonconforming improvements do not constitute a basis for allowing any new nonconforming improvements by a Member. The acceptance of any plans, drawings or specifications for any work done or proposed does not constitute a waiver of any right to withhold approval of any similar plan, drawing, specification or matter subsequently submitted for review.

- 1.9 Conflicts Between City/County and Association. Any construction, repair, modification, or alteration of any improvements requiring the issuance of a building permit must be submitted by the Member to the appropriate governmental entity for review and approval. In the event of a conflict in the conditions of approval imposed by the entity and the Association, the more restrictive conditions will control. Nothing in these Architectural Rules limits the Association from imposing conditions of compliance, which are more restrictive than conditions imposed by governmental agencies.
- 1.10 Variances. Where circumstances justify it, the Association may allow reasonable variances to the Architectural Standards. The granting of such variances does not constitute a waiver of any right to withhold approval of any similar plan, drawing, specification or matter subsequently submitted for review.
- 1.11 Conflicts of Interest. No Board member or Architectural Committee member may participate in the decision-making process of any architectural submittal made by that Director or Committee member or members of their family. In addition, no Board member or Architectural Committee member may participate in the decision-making process of any other architectural submittal if it results in a monetary benefit to the Board member or Committee member or any company in which they or members of their family have a financial interest. Furthermore, any such interests must be disclosed in advance of the decision.
- 1.12 Amendments to Rules. The Architectural Committee has the right to amend these Rules subject to approval by the Board of Directors and a 30-day period for homeowner review. Such amendments shall be binding. Applications will be approved or denied based on the most recent rules. Contact the Architectural Committee if there is a question.
- 1.13 Construction Commencement. Approval expires if work has not begun within 6 months after application approval by the Architectural Committee.
- 1.14 Failure to Complete Work. The Member must complete the approved application changes within a reasonable period of time, not to exceed six (6) months after commencing construction. In the event of failure to complete the work, the LCA (Lakeshore Community Association) Board may proceed in accordance with this rule as though the failure to complete the improvement was noncompliant with the approved plans. The LCA Board may proceed to notice a disciplinary hearing as though there was a failure to complete the work and consider imposition of a fine or suspension of rights/privileges or any other available remedy under the governing documents, including legal action, to cause the removal or completion of the work.
- 1.15 Inspection: Compliance and Noncompliance Statements.
- (a) Member shall notify the Management Company (Emmons) upon completion of improvements and the Committee shall inspect the improvements to determine whether they comply with the approved application. Member shall supply, if requested, all inspection documents from permitting agencies. LCA has the right to require the necessary action to remedy noncompliance.
 - (b) The Architectural Committee shall inspect the improvements for compliance after notification by the Member within (90) days after cession of work on the improvements if the Member fails to provide notification of completion.
 - (c) Any improvements upon a Lot not complying with the provisions of the Governing Documents, the Architectural Committee shall issue a (“Noncompliance Statement”) stating the corrective action required to bring any changes into compliance. Failure to remedy noncompliance will be reported to the LCA Board for further action.

1.16 Remedy for Noncompliance

- (a) In the event of issuance of a Noncompliance Statement, the Member shall correct the noncompliance within forty-five (45) days from the date the Statement is mailed.
- (b) If the Member does not correct the noncompliance within that period, the LCA shall have the right to enforcements as permitted by Article 11 of the CC&Rs.

SECTION 2

PLAN REQUIREMENTS

2.1 Architectural Plans Architectural plans are required for any structural or external alterations. Preliminary rough) drawings may be submitted initially for review and preliminary approval. The drawings must show both the existing structure and the proposed changes. See § 1.5 and 1.6 for the next steps after approval is given. Two copies of a detailed final drawing must be submitted for approval prior to beginning work; a signed copy will be returned to the owner.

- a. Some original design documents are available for review. Please contact the Architectural Committee.

2.2 Landscape and Hardscape Plans and Artificial Plants. See § 4.0 for patio and garden rules. Materials such as crushed rock, redwood chips, pebbles and stones may not be used in lieu of live plant materials, although their limited use may be approved through the architectural application process and plan review. Artificial plants and shrubs are prohibited except for artificial turf as provided in Appendix C. Landscape plans must be submitted as follows:

- a. Existing Plants, Hardscaping and Structures. Note existing structures, trees, shrubbery, hardscaping (sidewalks, patios, driveways, etc.) and improvements as “existing.” Show building outlines. Indicate which plants are to be removed and which are to be retained. See §4.3.
- b. Hardscaping. Changes to hardscaped surfaces (sidewalks, patios, driveways, etc.) must be indicated. See §3.13. Earthen borders may not be paved over.
- c. Shade Trees. Indicate shading of trees being planted with reference to their type and anticipated size at maturity. Indicate existing adjacent buildings and recreation facilities showing effects of proposed landscape shading.
- d. Irrigation and Drainage System. If irrigation systems are installed, they should be indicated. Drainage should be away from adjacent properties
- e. Substitute Landscape – see details in APPENDIX C.
- f. See § 4.1, 4.3 and 4.4 for additional landscape restrictions.

SECTION 3

ARCHITECTURAL RESTRICTIONS

3.1 No Alteration of Common Area. Residents may not make any alteration, addition or modification to any portion of the Common Areas.

- 3.2 Room Additions. Applications for room additions that propose altering the pitch or height of the original rooflines of the townhouse or garage, or which propose a second story addition shall be subject to review to determine whether the proposed alterations will unreasonably impair or interfere with the rights of privacy or views from neighboring properties. In addition, proposed alterations shall be subject to review to determine whether the alterations are aesthetically and architecturally consistent and harmonious with the “Lakeshore Architectural Look” which prevails in the development. Atrium areas may be enclosed provided that the enclosure process meets the standards for review set forth above. Any expansion or enclosure of the dwelling structure shall not expand outward beyond the vertical plane created by the original exterior walls of the structure (footprint). The original outer roof line (at rake ends or at eaves) shall not be altered or extended beyond the original limits of the roof. The extension of existing roof lines, within the perimeter boundaries of the original roof, consistent with the standards of review set forth above for privacy, view impairment and consistent and harmonious architectural aesthetics, for the purpose of enclosing an atrium may be permitted.
- 3.3 Replacement of Construction Materials. The original appearance is to be maintained as closely as possible when replacing materials. Existing siding must be replaced with the same style with dimensions as follow:
- shingles with 7”- 8” exposure, single coursed, straight edge;
 - horizontal lap siding with 4”-6” exposure;
 - board and batten “vertical” panels with channels, 7”-8” wide.
- Construction materials, may include wood, fiber-concrete, composite wood and vinyl. Application approval is required.
- 3.4 Windows. Window coverings, visible from outside, must be maintained in good repair, appropriate to the architectural integrity of the community. Covering’s color must be in harmony with the exterior of the structure.
- a. No foil or sheets. Windows may not be covered by paint, aluminum foil, newspapers, bed sheets, cardboard, blankets or other similar items.
 - b. Tinting. Non-reflective window tinting may be permitted in neutral tones with approval of the Architectural Committee.
 - c. Glass Type. When replacing or ordering glass in windows, glossy reflective finish surfaces shall be avoided. Mirror-like or highly reflective surface treatments are not allowed.
 - d. Window Guards. Window guards and bars will not be approved.
- 3.5 Satellite Dishes and Antennas. No antennas are allowed on the exterior of residences, except for satellite dishes, measuring one meter or smaller in diameter. Choose an installation location least visible from the street and common area. Paint the dish and bracket arm to blend with the background using matte or flat finish, non-metallic paint. Never get paint on the attached “electronic eye,” aka low-noise block feedhorn. Tuck or conceal all cable and wires from view. ***Residents or the owner must remove any satellite dishes when vacating the premises.*** All installation locations must be preapproved and signed off by the Architectural Committee prior to installation.
- 3.6 (HVAC Equipment) Exterior Heating, Ventilation and Air Conditioning Equipment Compressors and all other HVAC equipment, *except window units*, must be concealed to not be seen from the greenbelt, street, sidewalk or adjacent properties. *Shrubbery is preferred for screening. Enclosures may be used but must have architectural approval and be painted the same color as the background.* Screens with horizontal slats and spacing between slats, as depicted in the fence and screen details in Appendix A (attached), are preferred. Units must be installed in locations that minimize noise to adjacent homes and *comply with county code.* Installation of new window or wall-mounted air conditioning units is prohibited in accordance with City of WLV Code of Ordinance 9.6.100.4.
- 3.7 Painting and Roof Walking Pads. *Licensed contractors must be used for painting houses.* The integrity of individual Residences shall be maintained when painting. Exterior wall color of townhouses shall

wrap to the side when adjacent to another townhouse. The Architectural Committee should be consulted if there is a question. *Exceptions may be granted for entry and rear sidewalls not visible from common areas or streets if your neighbor agrees and the Committee approves.*

- a. Changing paint colors of existing exteriors requires a two by four-foot sample of the house body color and a six-inch by two foot sample of the trim color before final approval. *Samples may be painted directly on the house or a board. All painting, requires a 2" X 2" sample with the application. Approved colors may change so check the current Lakeshore colors at Décor, Dunn-Edwards Paint, or Sherwin Williams Paint, or Emmons.*
- b. Roof walk pads are mandatory. Anyone walking on any tile roof in Lakeshore, including a neighbor's roof, for any reason including work associated with painting and siding must use roof walking pads. Roof walking pads are typically made from sheets of plywood (top part) with a soft material such as carpeting or insulating foam attached to the bottom side to prevent slippage. Walking pads are not a guarantee of damage prevention and the homeowner and/or contractor will still be responsible to report any incidents of damage and make necessary repairs.
- c. Approved Lakeshore exterior house and fence color schemes may be seen in the Lakeshore color palette books at The Emmons Company or any of the following paint companies located on Thousand Oaks Blvd. in Thousand Oaks: Sherwin Williams, Décor Paint or Dunn-Edwards. Colors are in accordance with City of Westlake municipal code 9.15.30 with emphasis on the following: Colors must be consistent with the prominent 'earthen' colors of the surrounding hills. Pastel or bright colors are not permitted. Contrasting house and trim colors are required within each structure as is color diversity between structures. Unpainted wood siding requires the use of cleaning agents and stains to maintain approved natural colors. No additional coating or finishes may be applied over approved surfaces. Color schemes or individual color brand, name and swatch must be submitted and approved before painting.

In the event a homeowner wishes to paint the exterior of their home or fence with a color that is not currently part of the Lakeshore color palette, the committee requests that the homeowner submit a minimum 8" X 11" sample of the requested color noting the name of the color, the brand (which is still required to be Decor, Dunn Edwards or Sherwin Williams) and the color scheme including trim and door colors etc., along with their completed application for consideration. All applicable City codes and Lakeshore rules continue to apply and no request is allowed until approved by the committee. (Effective October 2020)

- d. Painting of "Natural" Shingles. Wood shingle siding left "natural" must exhibit a well maintained cedar appearance. The darkest shingle color allowed is defined as Sikken's Butternut #213 (or equivalent) color shown in Lakeshore's color palette. Shingles darker than this color must be cleaned and resealed or coated with an approved solid color. Shingles may be painted any of the approved house colors in the palette. Approved "Natural Shingle" colors have been added to the palette. Shingles darken with age and cleaning has varied results so test a sample area before starting. The finished color may not be darker than Sikken's Butternut #213.
 - e. Touch up of Exterior Paint. Homes whose exterior color is no longer in the current paint palette may only be touched up for 7 years following the original approved application for painting. Only currently approved palette colors are permitted for exterior paint touch ups after 7 years from the original painting. Approval may be considered for exceptions by submitting an architectural application with the requested color if similar to the currently approved color palette. Touch ups, as used in this rule, are defined as less than 5% of the total exterior surface area.
- 3.8 Spas. Spa equipment must be located and screened so as not to be visible from neighboring properties. Sound baffling may be required to dampen sound. County permits are required and a simple 5' high (check latest rule) wrought iron fence. Operating equipment between 10 p.m. - 8 a.m. is prohibited.

- 3.9 Walls Between Units. No penetration of the walls between Units may be made. The fire protection integrity of the walls must be retained.
- 3.10 Roofing Materials and Roof Vents. *Licensed roofing contractors are required.* Contact the Architectural Committee for the current approved roof material specifications. Temporary tarps or fabric coverings shall not be permitted for more than 30 days. All jacks, vents, dormers, and flashing must be painted to blend in with the roof color. Attic vents installed on roofs exposed to view shall be low silhouette. Rotary, industrial type vents are not permitted unless screened from view. Screening is subject to review and approval. Tile replacements must be the same brand, model and color as existing tiles. Architectural An approved application is required for all new roofs and any repairs that require a substitute tile.
- 3.11 Skylights. Skylight framing and flashing must be painted to blend with the roof. The installation of new skylights shall use flat, non-shiny glazing and shall match any existing skylight.
- 3.12 Solar Panels. Solar panels must be flush mounted and framed into the roof to give the appearance of skylights. All pipes leading to and from solar panels must be framed in and enclosed. Enclosures must be painted to blend with the roof color or walls depending on location. Collectors on flat roofs or in walls shall be screened from the view of neighbors, the street and green belts.
- 3.13 Driveways and Walkways. Driveways and walkways are important to the appearance of our homes and the community of Lakeshore. They should be maintained in good repair and kept neat, clean and free of oil spots. Good repair requires replacing or repairing driveways if any block has a crack more than 1/2-inch wide; or whose edges differ vertically by more than 1/2-inch; or blocks with multiple hairline cracks to prevent worsening. Athletic equipment and project materials should be put away when not in use. Sewer lines running beneath the driveway should be checked by camera and repaired or replaced as needed before replacing a driveway. Replacing earthen areas bordering driveways with hardscape is prohibited. An application is necessary to replace driveways.
- a. Driveway replacement may be done using cement slabs or pavers. Less expensive repairs may be made by resurfacing with a skim coat. Colors must be in compliance with the City of WLV municipal code §9.15.30, “prominent earthen colors.” Temporary repairs may also be made by patching cracks with a paintable material such as Quikrete to produce a smooth, level surface with the driveway. The entire driveway must then be painted with “Lakeshore’s Fresh Cement” (Décor Paint) or Behr “Fresh Cement” PFC-69 flat finish solid color concrete stain or equal.
- 3.14 Perimeter Fences, Walls & HVAC Screens Current approved rear fence specification details and designs are shown in APPENDIX A of this publication. Rear perimeter wood fences shall be painted on both sides. The interior sides of wood fences may be painted with either Benjamin Moore AF-155 or the color of the body of the house, or, subject to the approval of the Architectural Committee; the color of the house trim. Benjamin Moore AF-155, aka “Lakeshore Tan”, Aura Waterborne Exterior Low Luster color is available at Agoura Paint, Décor Paint (Lakeshore wholesale discount), Orchard Hardware, or Vista Paint stores. Iron fences may be painted with satin or gloss sheen in either black or or Benjamin Moore AF-155 (see above). Homeowner’s fences shall be located within their property boundaries. The height for all walls and fences described in this rule shall not exceed the maximum specified height when viewed from the highest side when measured from the adjacent properties in accordance with City of WLV Municipal Code 9.14.050. No lights, finials or spears are permitted. All fence and HVAC screen proposals to be approved on a case-by-case review of proposed height, material & area compatibility. For fence and HVAC screen construction details See Appendix A after Section 7. For privacy fences, see § 3.14(b). For front fences see §3.14 (c).
- a. Rear Fences. Every Lakeshore property that abuts a common area shall construct rear and side fence(s). All Lakeshore property that abuts the Lake and a common area must continue to maintain and repair any existing fence along the property line at the common area. Each fence is subject to case-by-case Architectural Committee approval of height and material based on compatibility with neighboring fences.

- b. Privacy Fences. Replacement fence height shall be the lesser of existing height or 6' maximum measured from the property with the higher side. Length not to exceed current length. Slat width 6" or less. Same style as Fence #4. Paint Benjamin Moore AF-155 tan or the color of the house.
- c. Decorative fences, walls or hedges (known as fencing) are not allowed in front and front side yards unless approved by the Architectural Committee. Any new fencing must be in congruity and harmony with Lakeshore's architectural integrity and that of adjacent homes:
 - Retaining walls and decorative borders are allowed up to 12" maximum height.
 - Any fence, hedge or wall must have at least a 60" setback, when measured at a 90° angle, from the edge of the curbstone nearest to the property line.
 - Maximum height not to exceed 34" on front and front side fencing. No lattice or chain link materials are permitted.
 - All fence materials require prior approval by the Architectural Committee.
 - Front gates may not exceed a height of 6'.

3.15 Drainage. No member shall interfere in any way with the established drainage pattern over his Lot without making adequate provisions for proper drainage. No interference or change is permitted that increases the burdens or changes the drainage patterns over neighboring Lots without written approval of the owners of affected Lots and the Architectural Committee. Water shall not drain onto adjacent roofs. Neither downspouts nor gutters shall drain or overflow into planters adjacent to structures that have floor elevations lower than planters do. See § 4.5 for additional drainage guide lines.

3.16 Outdoor Lighting. Applications are required for new exterior lighting. Only soft or warm white light bulbs, typically labelled 2700 to 3000K, may be used. No colored bulbs or lenses, nor cool daylight or bright white bulbs are allowed. All exposed wires, except landscape strings, must be concealed. Maximum height above ground for fixtures affixed to houses, balconies or patio covers is 10' and for bushes and trees 6'. One exterior balcony light is allowed. Lighting should be shielded or shaded and not directed onto neighboring properties. Holiday lighting, including colored or white lighting is allowed between dusk and 11:00 p.m. starting after Thanksgiving until the second Sunday of the New Year.

3.17 Flag Poles. No further flagpoles will be approved.

3.18 Garages. Garages may not be converted to any use other than the storage of vehicles. Garages shall not be sublet. Garage doors shall not be permitted to remain open and unattended. Members are responsible for garage door hardware and for maintaining the doors in proper working order. Members must be able to park at least one car in their garage or carport.

Carports. All carport items, with the exception of currently registered motor vehicles, must be stored in cabinet enclosures.

- a. Side-wall cabinet depth cannot be greater than 20 inches. Rear cabinets for the concealment of trash barrels may be no deeper than 30 inches. A minimum of 19 feet must be left for vehicle parking. All work must be approved prior to construction. Cabinets must have doors or covers. Sliding doors are suggested for ease of opening. Enclosures may not extend closer than three feet to the end of the carport closest to the street. All cabinets must be painted the same approved color as the interior of the carport.
- b. Carport openings may be covered with approved gates or solid doors (closures.) Closures must be made from approved materials and be painted an approved color. All closures must be able to open and not be fixed. Prior approval is required. Solid carport entrance closures require an approved entrance door extending across the gap between the front of the garage and the front of the carport.
- c. A fence or wall may be constructed at the end of a carport nearest the house. The side of the fence or wall facing the street must be painted the same approved color as the carport. All work must be approved prior to construction.

3.19 Trash Containers. All garbage and trash shall be kept in covered containers of the type and style approved by the Board. In no event shall containers be visible from neighboring Lots except to make them available for collection and then only for the shortest reasonable time necessary to effect such collection (5:00 p.m. the day before pickup until 8:00 a.m. the day after).

3.20 Signs. Sign categories: Security, Political, Construction and Real Estate, are limited to one stake sign per category in the front yard and one per category in the rear. Each sign may not exceed 30” in height above ground or three feet in surface area. Placement locations are to be within three feet of the front wall of the house or garage and at least three feet inside the property line. Signs may not be attached to rear or side fences however placement is not restricted to within three feet of the house. Real Estate signs must be removed at the close of escrow and political signs must be removed immediately after elections.

SECTION 4

Patio and Garden Rules

4.1 Landscape and Hardscape.

- Dead or bare, non-landscaped yards are not acceptable
- Trees, shrubs, bushes, grass or plants are to be cultivated and kept free from weeds, trash or other unsightly material.
- Landscape may not encroach the sidewalks (WLV 4.8.005-4), adjacent properties or side and rear common areas from ground level to a height of ten (10) feet. Bushes may not exceed 6’ in height.
- Replacing earthen areas with concrete, rock or other hardscape is not permitted.
- Rock, boulders, gravel and mulch with an “earthen” color may be permitted as an accent in small areas when used with shrubs, ground cover and other plantings.
- Native and drought tolerant, low water usage plants or artificial turf are encouraged. (see Appendix C Substitute Landscape)
- White rock or other unnatural colored ground cover is discouraged and may be denied.
- Installation of irrigation systems is recommended.

a. Landscape / Hardscape Plans: All new landscaping requires approval of an architectural application. A plan must be submitted, including specifications and colors, drawn to scale and containing the following information:

- b. Plant species (common names)
- c. Placement (note existing structures, trees, shrubbery as existing)
- d. Sizes, i.e., 5 gallon/24” box, etc.
- e. Irrigation System
- f. Landscape Lighting (See Architectural Rules, § 3.16 Outdoor Lighting for rule requirement)
- g. Any other detail, e.g., boulders, gravel, bark, mulch that does not appear on the plan.

4.2 Umbrella, Patio and Garden Structures. Patio covers may not be constructed of the following materials: aluminum, plastic webbing, split bamboo, reed or straw-like materials, corrugated plastic, fiberglass or metal materials. Structures shall be constructed of materials of a permanent nature and designed in a way that relates to and blends with the residence. Patio covers shall be made from of a size sufficiently large enough to prevent sagging (4” thick minimum for beams and 3” thick minimum for rafters). Structures may not unreasonably restrict neighbor’s view. Patio covers may not extend past property lines. The only portable sunshades allowed are conventional patio fabric umbrellas no larger than 9 feet in diameter nor higher than 9 feet off the ground. The mast must be secured to a base weighing a minimum of 35 pounds to prevent blow-away. Solid neutral “earthen shade” colors are preferred, similar

to the roof or house color. Fabrics must be maintained in good repair. Faded umbrellas must be removed or replaced. Multiple umbrellas are limited to a reasonable number depending on yard size, typically two maximum for the typical yard of less than 1000 square feet and must not block neighbor's views.

- a. Sunshades require prior written approval. Portable free-standing sun shelters are prohibited. Retractable canvas awnings will be considered on a case-by-case basis. Views may not be blocked when awnings are extended. Only solid, neutral colors will be approved. A fabric sample and sketch must be submitted.

4.3 Root Systems. Trees with an expansive root system are not allowed in side yards near privacy walls because the roots could damage the foundation. The following trees are discouraged for use in Lakeshore: Coral, Cypress, Olive, Chinese Elm, Shamel Ash, full size citrus and Palm. Choose slower growing species with less aggressive root systems to minimize damage to driveways, sidewalks, walls and sewer lines. Avoid excess or unharvested citrus production to avoid rats.

4.4 Removing Trees. No living tree having a height of ten feet (10') or more may be destroyed or removed from any Lot without the express written approval of the Architectural Committee. Removal without Committee approval can result in fines and the installation of a replacement tree of similar size and type.

4.5 Drainage. All water shall drain away from structures toward streets, green belts or the lake. Landscaping or paving that causes water to collect or concentrate shall have area drains with non-corrosive piping which conveys the water to the streets, green belt or lake. The location of all pipes that exit onto the green belts shall be approved by Lakeshore's landscape coordinator. See § 3.15 for drainage restrictions.

4.6 Artificial Turf A complete landscape plan and application is required as noted in 4.1 a. State the name of the manufacturer of the turf, model number and color. A minimum one square foot sample is required. Artificial turf shall be installed and maintained to effectively simulate the appearance of a well maintained lawn. The turf shall be maintained in a green, fadeless condition and shall be maintained free of weeds and debris. Faded turf must be repaired or replaced.

- Areas of living plant material (i.e., flower beds, tree wells, etc.) within the front yard area shall be included within the overall landscape design when installing artificial turf. Living plant material may include shrubs, vines, trees, flowers and ground cover. Landscape must be irrigated and maintained.
- Artificial turf shall be separated from flower beds by a border of bender board, concrete mow strip or other barrier to prevent intrusion of living plant material into the artificial turf.

Realistic grass color with minimal reflective shine is required for turf such as manufactured by:

L.A. Faux Grass 866-404-2121; www.lagrass.com

SYNLAWN www.synlawn.com; 818-962-0490

The Turf Group 888-515-8873 or equivalents that comply with this rule.

- Products must contain multi-colored blades to provide a natural, blended look.
- The grass must all be from the same dye lot and the various pieces must match – it is not acceptable to have two strips of synthetic grass side by side that do not match.
- Grass pieces must be installed all running the same direction.
- Grass seams should not be readily visible.
- Turf should rise a minimum of 3/4" above surrounding hardscape.
- A mounded or dimensional look is preferable to flat.

In addition, all of the technical requirements of the City of WLV Muni Cod 4.8.010 B., Paragraph 16 apply, as shown in Appendix C on page 24 and become part of this rule 4.6.

SECTION 5

GENERAL CONDITIONS FOR APPROVAL

- 5.1 Building Permits. Approvals given by the Architectural Committee in no way relieve the Member from complying with all governing governmental statutes, ordinances and regulations. Prior to the commencement of construction, all applicable building permits must be obtained.
- 5.2 Site Observations by Association. The Association has the right, but not the obligation, to make site observations.
- 5.3 Electrical and Plumbing. Licensed contractors must perform electrical and plumbing work that exceeds \$500 per CA State law. Obtain appropriate permits from the City/County.
- 5.4 Diligent Construction. All approvals shall lapse six months from the date of approval if work is not started before then or if the property is sold.
- 5.5 Improvements Limited to Owner's Lot. All improvements are limited to the Member's Lot. It is the Member's responsibility to verify the location of his or her Lot lines and to observe all appropriate setbacks as well as take into account any easements, which may burden the Lot.

SECTION 6 CONSTRUCTION RULES

- 6.1 Construction (including landscaping and tree trimming power equipment) Hours & Noise. Construction is limited to Monday through Friday 7:00 a.m. to 5:00 p.m. Construction hours on Saturdays are from 8:00 a.m. to 5:00 p.m. No construction is permitted on Sunday or the following holidays: New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving and Christmas in accordance with City of Westlake Village Muni. Code 4.4.040(G). Call Lost Hills Sheriff station at 818 878-1808 for enforcement. Owners performing their own work must abide by these same rules and work hours.
- 6.2 Construction Signs. Contractors may display signs not exceeding three square feet in size during major repair (roof, paint, concrete) or remodels. Signs must be removed at the completion of the job but not longer than 30 days.
- 6.3 Worker Restrictions. No alcoholic beverages, intoxicants, drugs or other controlled substances are permitted to be brought onto Association property or used by workers.
- 6.4 Construction Hazards. Appropriate barriers are required for all construction hazards.
- 6.5 Security. Members must provide their own security for their work sites and each bears the risk of loss for any theft, which may occur, on the sites.
- 6.6 No Temporary Occupancy. No trailer, tent, shack, R.V., bus, mobile home, garage and no temporary building or structure of any kind may be used at any time for a residence during construction.
- 6.7 Paint or Cement Work. Any concrete or paint spills on the streets must be cleaned immediately. Cleaning of concrete or cement handling tools or equipment and painting equipment, which results in residue entering the street gutters or sewers, is prohibited.
- 6.8 Trash Bins. Residents who require oversize trash bins for construction or major clean ups are required to place the bins in their driveway. If the bin cannot be parked in the driveway, wood protection must be

inserted between the street and the bin in order to prevent damage to the street. Any damage to the streets or sidewalks will be billed to the homeowner to cover the cost of repairs.

- 6.9 Storage of Construction Materials. Staging of construction materials on adjacent properties is prohibited unless agreed to in writing with property owner.
- 6.10 Members Liable for Damage. Any damage caused by Members or their subcontractors, agents, employees or invitees to Common Areas or to the separate interests or personal property of others is the responsibility of those Members. If the damage is not repaired in a timely manner with the consent and approval of the Board of Directors, the Association has the right to make the repairs and assess such Members and/or take legal action against the Member or the contractor/agent/employee. If the Member fails or refuses to pay the special assessment, the Association has the right to suspend construction, and lien the Member's property and exercise any other remedy provided for in the Governing Documents or by law.
- 6.11 Contractor License Requirements. A valid CSLB license is required for all jobs over \$500 per California State law. The status of a license number can be verified at www.cslb.ca.gov or by calling 800-321-CSLB. Owners are also encouraged to request proof of General Liability, Workmen's Compensation and Property Damage insurance to protect themselves from loss caused by accidents, property damage and lawsuits.

SECTION 7

ARCHITECTURAL COMMITTEE

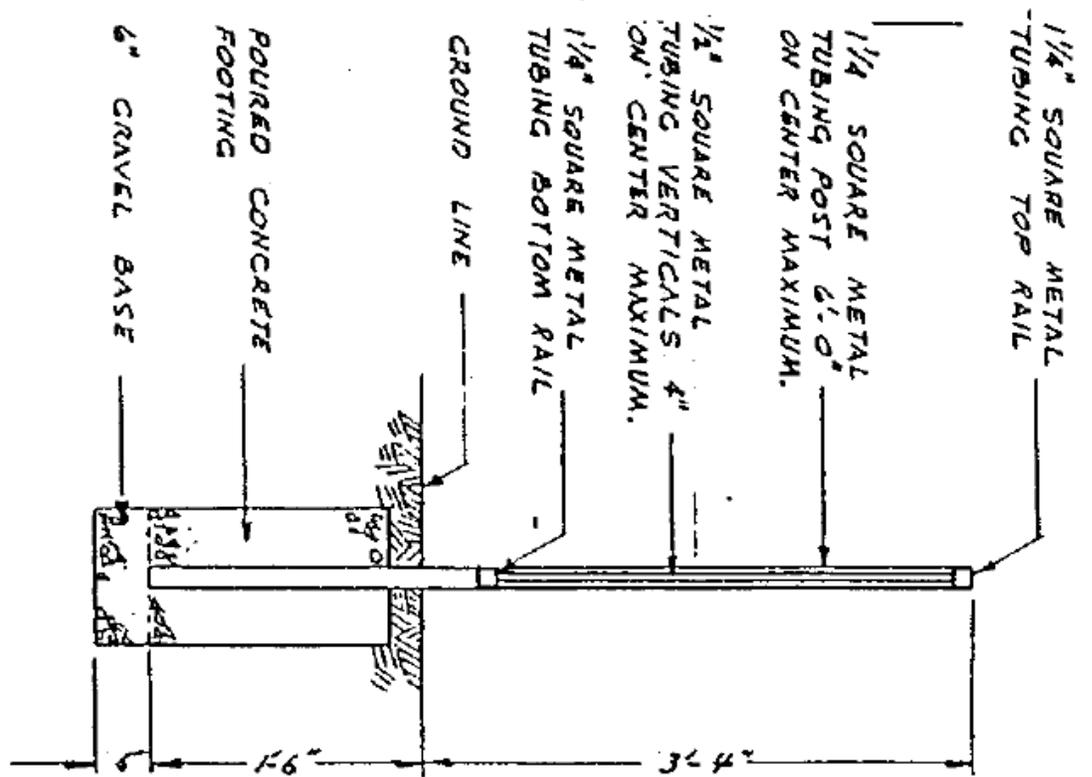
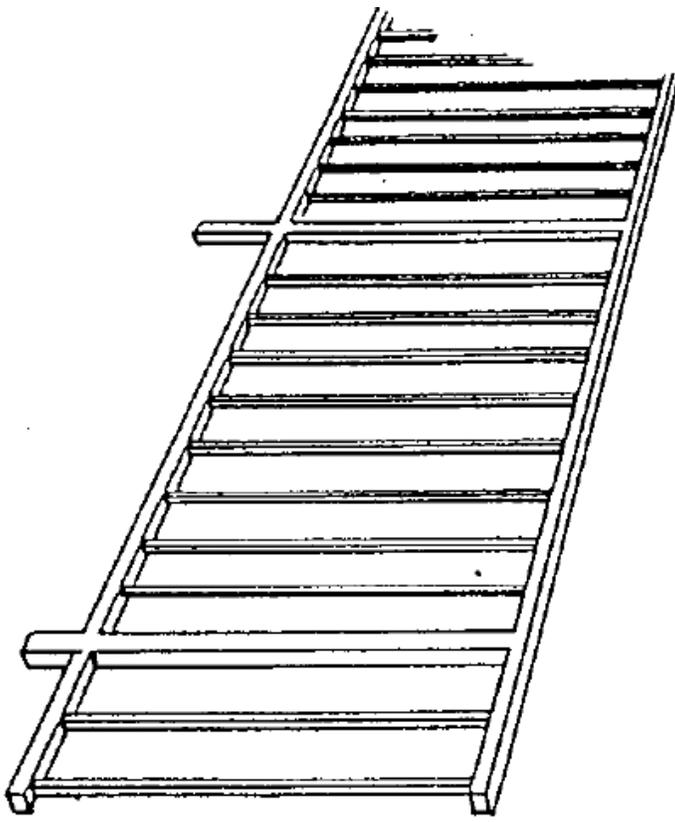
- 7.1 Committee Structure. The Architectural Committee is responsible for overseeing the architectural integrity of the community. The Committee is composed of a Chairperson, appointed by the Board. The chair appoints at least four (4) other resident owners. The Chair shall be the liaison officer to the Board and shall attend all Board meetings presenting an Architectural Committee Report to the Homeowners Association. The Committee also functions in an advisory role to the Board of Directors on architectural matters. The vote or written consent of a majority of the Architectural Committee's members constitutes an act by the Architectural Committee. Architectural Committee members shall serve one-year terms to run concurrently with the term of the Architectural Committee chairperson. The Board of Directors shall have the absolute discretion to replace the Chair or any committee member at any time.
- 7.2 Committee Secretary. The Board may authorize a paid (non-Committee member) secretary to assist the Committee in keeping records. The Secretary shall maintain and update the files; notify members of the date, time, and location of meetings; keep minutes of meetings, assist the Chair in organizing and scheduling walk-throughs.
- 7.3 Committee Meetings. Unless otherwise agreed upon by a majority of the Architectural Committee, the Committee shall meet once a month or as necessary for the following purposes:
- Review and act upon applications.
 - Discuss homeowners' special or unique problems or questions.
 - Review new products and building systems that may affect Lakeshore and that have been submitted by homeowners.
 - Update and maintain the Architectural Committee files and record minutes and make them available to the Board.
 - Responsibly conduct other business necessary to perform their duties as outlined in the CC&R's and the Architectural Committee Standards.

- f. Maintain a liaison with Lakeshore’s landscape coordinator and assist in obtaining architectural committee approval for plans and specifications of common area improvements.
 - g. Develop architectural recommendations on policy changes for the Board to consider.
- 7.4 Committee Records. Each townhouse in Lakeshore shall have an Architectural Committee folder. All matters relating to each townhouse shall be filed in the folders, including all applications, letters and Board actions that concern the Architectural Committee. The Chair of the Architectural Committee shall be responsible for delegating the location and maintenance of the files. Each Chair shall also be responsible for physically delivering the files to each succeeding Chair at the end of his/her term of office.
- 7.5 Committee Walk-Throughs. The Architectural Committee shall assist the Board of Directors by providing leadership in organizing and participating in periodic walks through Lakeshore to assess the general maintenance and conformance to the CC&R’s and conformance to the Architectural Rules. An annual “Walk-Through” shall be scheduled in the spring and shall be conducted by Committee members. Additional “walk-throughs” may be scheduled at the discretion of the Committee or the Board. Each committee member will walk the area assigned and take notes on all observed violations of the CC&R’s and/or Rules. Notices will be delivered to the Management Company for mailing, along with a cover letter, to the homeowner.
- 7.6 Walk-Through Inspection Notice - After the “Walk-Through” a letter shall be sent by the Association’s Management Company stating the maintenance needed and the corrections required. A second letter will be sent if the issue is not corrected within 30 days, which gives the homeowner a final thirty (30) days to make the corrections. If no response is received, an architectural hearing will be scheduled between the Board and the homeowner to discuss the issue.
- 7.7 Courtesy Letters for Violations – Courtesy letters are sent to notify homeowners of violations. A deadline for correction shall be specified. If the correction is not completed in the time allowed and there has been no explanation or discussion of an extension, a hearing with the Board may be called.
- 7.8 Hearing Procedure - A hearing or meeting shall be scheduled with the homeowner to discuss about unresolved violations of the Architectural Rules, CC&Rs or Rules and Regulations. At least two members of the Board and one member of the Architectural Committee shall be present at the meeting. Homeowners asked to attend such a meeting shall receive notification via first-class letter with a scheduled time and place. Notice of the hearing will be sent at least ten (10) days before the hearing. Homeowners who do not attend the hearing, or prove extenuating circumstances that would excuse them from compliance with the CC&R’s, may be subject to monetary penalties as noted in APPENDIX “B” attached. Penalties are continuous for repetition of the same violation within one year.
- a. Hearings may be dismissed or cancelled if a violation is corrected prior to the hearing date.
 - b. After a Hearing’s conclusion, the Board shall mail a determination letter to the homeowner within 15 days.

APPENDIX A TO § 3.14:
FENCES AND WALLS FOR REAR YARDS PLUS HVAC SCREENS

The Architectural Committee of Lakeshore has approved the following fence and HVAC screen construction details outlined in § 3.14 (FENCE DETAIL 3, 4, 5). Homeowners submitting applications for new rear fences to replace existing fences may refer to and use one of these fence details without submitting additional drawings. Simply reference the fence detail # on the Architectural Application. Applications for fences in new locations or fences other than the approved fences require drawings along with the applications. No lights, finials or spears are permitted. All fence proposals to be approved on a case-by-case review of proposed height, material & area compatibility.

Color: Rear wood fences are to be painted Benjamin Moore, Aura Waterborne, exterior, low luster, color AF-155 Weimeraner. Wrought iron fences may be with satin or gloss sheen in Benjamin Moore AF-155 Weimeraner or black. Homes with lake frontage property may use white. HVAC screens must be painted the color of the wall immediately behind. For privacy fences see §3.14 (b). For front fences see §3.14 (c)



Fence Detail #3

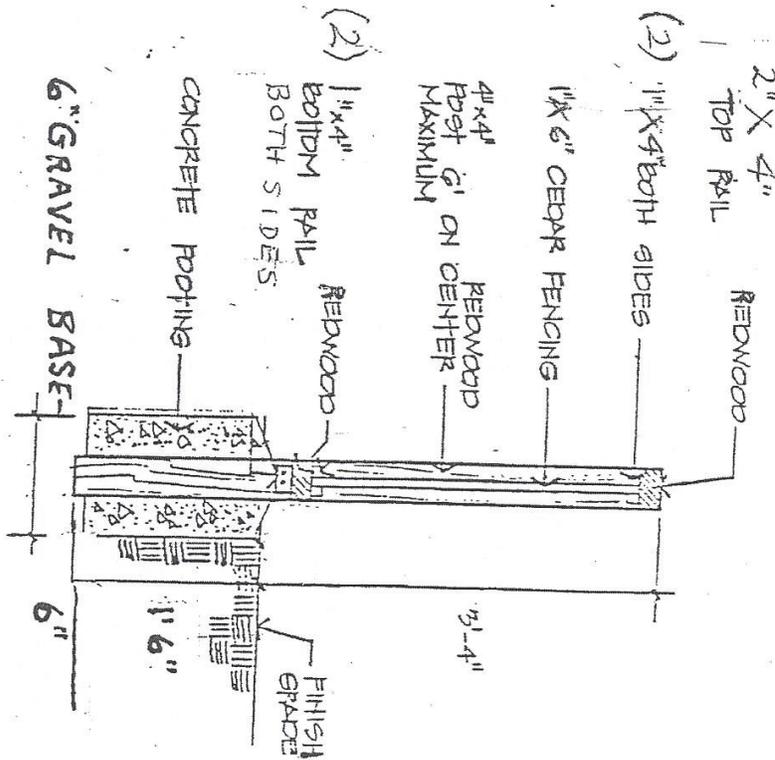
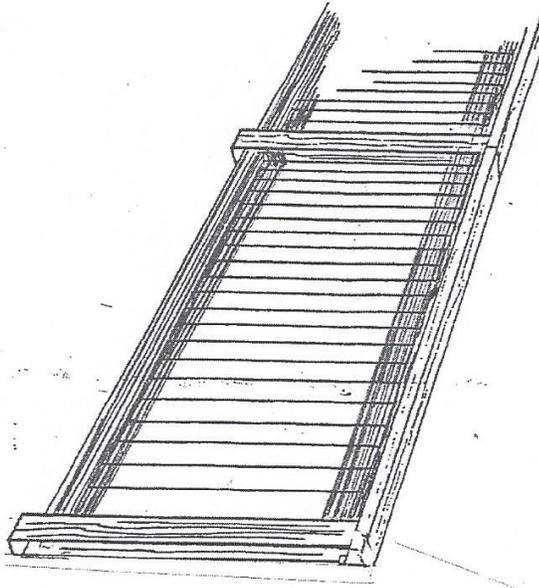
LAKESHORE ARCHITECTURAL COMMITTEE

Fence Heights:

Rear and side fences (40) inches above the ground typical
Privacy fences (6) six feet above the ground maximum

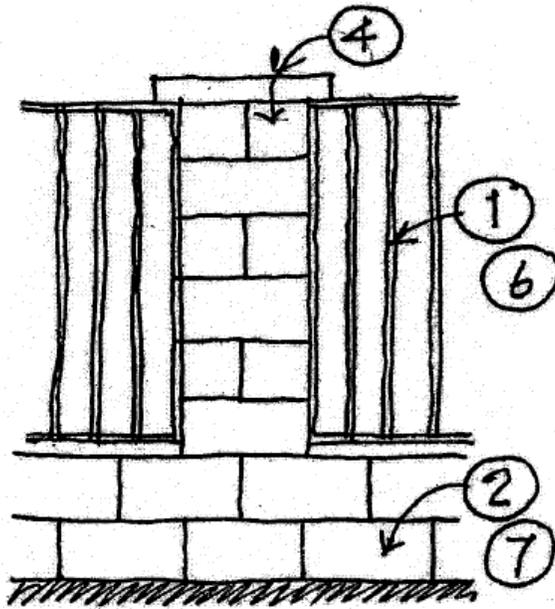
Paint Colors:

Rear and side fences Benjamin Moore AF-155 Weimarner
aka Lakeshore Tan
Privacy fences Benjamin Moore AF-155 or the color of the
body of the house

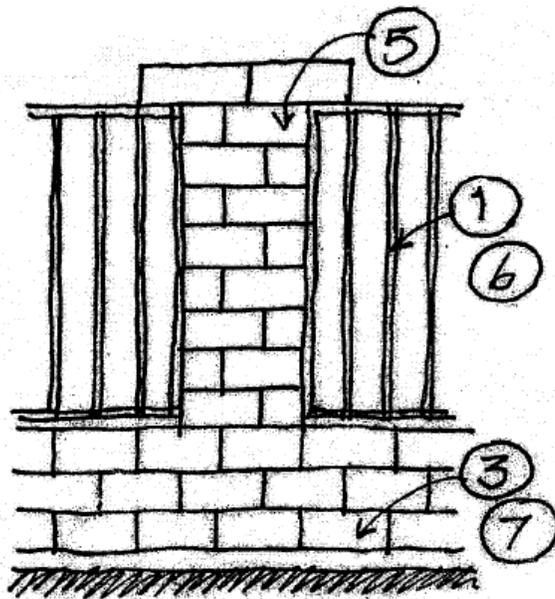


FENCE DETAIL NO. 4 REV 12-11-16
LAKESHORE ARCHITECTURAL COMMITTEE

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Slump/Cast Stone



Brick

Fence Detail #5

Page 1 of 2

Page 2 of 2 Fence Detail # 5

Lakeshore Rear and Side Fencing Details # 5 Using Slump / Cast Stone or Brick. (See Drawing above)

1. Wrought iron fencing: 33” high with ½” square vertical tubing verticals 4” on centers and 1 1/4” square metal tubing top rail & posts 6’ 0” maximum centers. Mounted in, above or between masonry. Maximum total height of masonry and wrought iron 50”.
2. Slump / Cast stone footings & base wall : 16”L x 5”W and 6” high with tan color stones 2 or 3 rows high depending on slope to achieve level installation.
3. Brick footings & base wall: 8” x 4” red brick typically 3-6 rows high, depending on slope, to achieve a level installation.
4. Pilasters Slump / Cast stone: 12” L x 12” W using 11 1/2” x 11 1/2” and 6” thick. Tan colored stones 1 ½” thick x 12” x 12” cap. Maximum total fence height 50”.
5. Pilasters Brick: 12” X 12” red brick using 8” L x 4” W and a cap measuring 15” L x 15” W of 8 bricks. Maximum overall fence height 50”.
6. Color: Wrought iron to be painted either “Lakeshore Tan, Benjamin Moore AF-155 Weimeraner” or black. Homes with Lake Frontage property may use white. Red bricks or slump / cast stone colored tan.
7. Drainage: Adequate natural drainage must be retained through the footings with drain holes to prevent flooding your property and damaging other’s property.

Suggested HVAC Screen Detail

Plants or bushes are always preferred for HVAC screening but when this is not possible we turn to wood. One of the most attractive screen designs is made with horizontal slats to give the perception of shortness. This structure appears substantial but is neither bulky nor flimsy.

A typical design is: 43" X 46" with a height of 48".

But each enclosure should be custom made to fit the condenser size being used and also the location. Five or six **slats 6" X 1"** attached to a frame made of 2" X 4" are usually required to hide the compressor from view. Leave a **1.5" space** between slats for air movement. The design is built with 2 or 3 sides and not permanently attached in order to provide service access. The unit is usually heavy and sturdy enough to be free standing. Paint the screen the same color as the background.



APPENDIX “B”

Schedule of Fee and Fines

Miscellaneous Fee

Replacement Pool Keys (non refundable).....\$50.00 each

Monetary Penalties

Monetary Penalties for each deficiency occurrence of the CC&Rs, Rules and Regulations and/or Architectural Rules will be assessed as follows and will be continuous for repetition of the same violation within one year:

First Violation	Written Warning Notice
Second Violation	Hearing Notice
Third Violation	\$25 to \$100 Fine
Fourth Violation	\$200 Fine for same occurrence
Subsequent Violations	\$400 Fine for same occurrence

In the case of violations: Upon written notice to the Board of Directors of a violation of the Rules and Regulations, CC&R’s, or Bylaws, a formal letter will be written to the homeowner violator. If the violation is repeated, the homeowner will be notified in writing that at the next Board meeting a fine will be levied at the next billing of homeowner’s fees. Time will be set aside at this meeting as a formal hearing, at which time that homeowner will have the right to appeal the levy or fine.

In the event a fine is not paid within thirty (30) days from date of levy, or in the event that the homeowner continues violations after warnings and fine, and following a reasonable time for an appeal and hearing by the homeowner before the Board of Directors, legal action may ensue. In the event said homeowner fails to pay said fine, the Association will institute legal action for its collection as well as legal fees and court costs.

APPENDIX C: SUBSTITUTE LANDSCAPING

The use of artificial turf in any yard area that is visible from a public street, sidewalk or any other public right-of-way, or that is within the front yard area of a flag lot, is prohibited unless such turf meets the following standards below:

a. General Requirements

- i. The turf blades shall be not less than 1.75 inches long and shall be a combination of turf and thatch. Turf shall be 100% polyethylene monofilament fiber. Thatch shall be made of polypropylene or nylon. Artificial turf shall be at a minimum weight of 80 ounces per square yard. Turf to thatch weight ratio shall be 65% turf weight to 35% thatch weight.
- ii. The turf shall have the ability to drain water at a rate of not less than 6 inches of rain per hour, per square yard.
- iii. The infill system shall consist of #20 or #30 grit sand, zeolite or coated core infill product, spread evenly at a rate of no less than 1 pound of infill per square foot.
- iv. Products without a thatching system are prohibited.
- v. The turf shall be installed by a licensed contractor and maintained to industry standard with no edges exposed.
- vi. The turf shall be kept in a state of good repair, with rips, tears, or other damage repaired.

b. Minimum Properties

- i. Overall weight shall be no less than 80 ounces per square yard.
- ii. Slit film products are prohibited.
- iii. Pile height shall be no lower than 1.75 inches.
- iv. Tufting gauge shall be no less than 3/8 inch.
- v. Color for turf shall be field green, lime green, and olive green blends for a natural look. Colors for thatch shall be tan or brown.
- vi. Primary backing materials shall be stabilized 13 pick, double layered, woven polypropylene.
- vii. Secondary backing materials shall be polyurethane.

c. Base

- i. The base shall consist of no less than 2 inches of a permeable base mixture compacted and shaped for a natural look.
- ii. The base underneath the turf shall be fastened in a manner so that the base materials will hold their form.
- iii. Base materials shall consist of Class 2 road base that will shape, compact and drain at a rate not less than the approved turf. A substitute material may be used if deemed to be equally permeable by the Planning Director.
- iv. Neither rubber nor decomposed granite shall be used as the base system.
- v. Any securing stakes shall be no shorter than 5 inches and shall be galvanized.

d. Warranties

- i. The turf shall come with a minimum one-year warranty against installation defects.
- ii. The turf shall come with a minimum eight-year, full replacement warranty against manufacturer's defects or ultra violet light degradation.
- iii. A geotextile weed block fabric shall be included with the installation.