

**SONOMA RANCH HOMEOWNERS ASSOCIATION  
ARCHITECTURAL STANDARDS AND PROCEDURES**

Revised November 2011

**Revised May 2014**

**Architectural Review Process**

In accordance with the Declaration of Covenants, Conditions and Restrictions for Sonoma Ranch (the CC&R's), the Board of Directors has adopted the following Guidelines for Architectural Improvements (the Guidelines) which shall apply to all lots within Sonoma Ranch.

Each lot owner should read, review and make themselves acquainted with the CC&R's recorded on his lot within Maricopa County and with these Architectural Guidelines as may be amended from time to time by the Board of Directors. These documents are intended to enhance property values and the high standards of development that exist within Sonoma Ranch. The guidelines are established to assist residents in preparing an application to the Architectural Committee for structural and hardscape improvements.

FOLLOWING THESE GUIDELINES DOES NOT ELIMINATE THE NEED FOR SUBMISSION OF  
PLANS FOR APPROVAL BY THE ARCHITECTURAL COMMITTEE.

Even if your addition or alteration is identical to another, which has been approved, it must be submitted for approval. Because each situation may have different conditions, e.g., different locations, physical conditions or design considerations, etc., each application will be reviewed on a case-by-case basis. In the event of any inconsistency between these Guidelines and the CC&R's, the CC&R's shall control. All architectural approvals will be conditioned upon compliance with applicable Town codes.

Please review section 5.22 of the CC&R's (p. 18) regarding Architectural Control.

**APPLICATION PROCEDURE**

Submittal:

Application and plans (which will be kept on file with the Association) should be mailed to:

Sonoma Ranch Homeowners Association  
c/o Cornerstone Properties, Inc.  
P.O. Box 62073  
Phoenix, AZ 85082

The following information must be included:

1. Application Form-A completed application form (copies of which can be obtained from the management office.) The applicant must use the Sonoma Ranch form.
2. Plot Plan-A site plan showing dimensions, relation to existing dwelling and property lines (Setbacks). Measurements must be written on the plans.
3. Elevation Plans-Plans showing finished appearance of improvement in relation to existing dwelling. An accompanying photograph of the proposed location is mandatory.
4. Specifications-Detailed description of materials to be used and color samples must be submitted.
5. Photograph-Of the addition/improvements must be submitted if already installed prior to submission of consideration of approval.

All buildings, structures and other improvements erected within Sonoma Ranch, and the use and appearance of all land within Sonoma Ranch, shall comply with all applicable Town of Gilbert zoning and code requirements as well as the CC&R's and these Guidelines.

**Review – Approval and/or Disapproval**

The Architectural Committee shall have 60 days after complete submittal of plans to approve or disapprove plans. The time will not begin to pass until the submittal is approved as complete.

Review and approval or disapproval will include, but not be limited to, consideration of material, quality of workmanship, colors, consistency with the external design and color of the existing structures on the lot and on the neighboring lots. The location of the improvement with respect to topography and finished grade elevation will be considered, as will the opinions of potentially affected neighbors. Ambiguities present in an application maybe the basis for denial of that application. All applications must be signed.

Neither the Architectural Committee, nor the Board, nor the Declarant (Shea Homes) shall have any liability in connection with or related to approved plans, specifications or improvements. The approval of the plans does not mean that judgment is passed on the structural soundness of the improvement nor its effect upon existing or future drainage. The review of the plans is for aesthetic purposes only. Approval of a submittal is conditional upon final inspection of the work done.

**Approval Expiration**

Once started, construction shall be pursued diligently in order to assure prompt completion thereof. Absent a different deadline for construction (which may be shorter or longer, at the Committee's discretion), such construction shall be completed within six (6) months of the date of the Committee's approval of the application. Failure to adhere to approved plans will be deemed a violation of these Guidelines.

**Appeal**

Any appeal of the Committee's decision must be submitted in writing, within 30 days of the mailing date of the Committee/s decision, to:

Sonoma Ranch Homeowners Association  
c/o Cornerstone Properties, Inc.  
P.O. Box 62073  
Phoenix, AZ 85082

Improvements already completed but never formally submitted for approval must be submitted promptly and may or may not be granted an exception. Any improvements which require Architectural Committee approval but have not been submitted are in violation. Homeowners risk having to undo architectural changes before selling their homes if the changes have not been approved by the Sonoma Ranch Homeowners Association.

THESE ARCHITECTURAL GUIDELINES MAY BE AMENDED BY THE BOARD OF DIRECTORS FROM TIME TO TIME BY A MAJORITY VOTE OF THE BOARD.

## Sonoma Ranch Architectural Guidelines

### **ANTENNAS AND SATELLITE DISHES**

All antennas and satellite dishes must be submitted to the Architectural Committee for approval. Any improvement or addition installed or erected in the rear yard must be submitted with a picture of the affected area. The application for satellite dishes must include the size, location, and color of the dish. All satellite dishes should be installed below the height of the surrounding walls. Dishes measuring no more than one meter (39 inches) in diameter may be granted an exemption from this rule if evidence is provided that such an installation would adversely affect reception. Such dishes would then also have to be the same color as the house. Satellite dishes larger than one meter in diameter may not exceed the height of the surrounding walls. Antennas should also be installed below wall height or indoors unless proof is submitted that reception is adversely affected. A letter from the manufacturer or manufacturers installation representative will be required as proof of reception difficulty.

### **AWNINGS**

Awnings over windows shall be:

- 1) A canvas type
- 2) A solid color matching the exterior body or roof color on the home
- 3) The same color on the interior and exterior face and
- 4) Be installed only on the side and rear of the home. A minimum five-year guarantee is expected from the manufacturer to insure a high-quality awning.

Submit: The manufacturer, color, type and number of years guarantee for approval prior to installation.

### **BASKETBALL GOALS AND SIMILAR STRUCTURES**

Basketball goals will be considered for approval. All basketball standards must be submitted with the following minimum guidelines:

- 1) No permanent basketball standards are allowed.
- 2) Basketball goals shall be installed on the "interior" side of the driveway so that they back to the homeowners' own front yard.
- 3) Homeowners wishing to install a basketball goal on the "exterior" side of the driveway, backing to a neighbor's yard, must submit, along with their architectural request, a written statement from that neighbor stating that they do not object to the location of the goal and including the neighbor's printed and signed name and Lot number.
- 4) Portable basketball standards shall require approval from the Architectural Committee if they remain visible from neighboring property or Common Area when not in use.
- 5) Basketball goals may not be attached to any part of the home.
- 6) Basketball nets and backboards must be kept well maintained.

### **CHILDREN'S PLAY SETS; POOL LADDERS**

Plans for children's play sets must be submitted for approval since in most instances they protrude over the fence height. This is not intended to eliminate play sets, but to assure nothing unsightly is erected.

The maximum height allowed for pool ladders, swing sets and other play equipment shall be twelve (12) feet. When selecting the location upon which the structure is to be placed, the distance from the ground elevation to the top of the perimeter fence must be measured and submitted with the plans for the structure. When considering plan approval, the Committee will consider the appearance, height, and proximity to neighboring property. A picture of the set must be submitted. Permanently anchored play structures will be governed by sheds and other freestanding structures. Any awnings that may be on the play set must be of "Earth Tone" colors.

**DECORATIVE ITEMS (INCLUDING FOUNTAINS, LIGHT POLES AND ORNAMENTAL STATUARY) See "Hardscape" under "Landscaping Guidelines" for further information.**

These items must be located in the rear yard and screened from view of neighbors, streets, and common areas unless approved by the Committee. Those to be situated in the front yard must match the color of the existing house to be considered for approval. Fountains in front of one story houses that do not exceed four feet in height and fountains in front of two story houses that do not exceed six and a half feet in height will be considered for approval.

**DRIVEWAYS**

Driveway extensions shall not exceed a width of seventy percent (70%) of the Lot between the edge of the existing driveway and the closest property line to the proposed extension. Any deviation from these guidelines shall be viewed on an independent basis for approval by the Architectural Committee.

Driveway extension submittals must contain the following information:

- 1) Plot plan or drawing identifying the location of the proposed extension
- 2) Measurement of the proposed extension
- 3) Distance between the edge of the existing driveway and the closest property line to the proposed extension

**EXTERIOR PAINT AND ROCK FAÇADE**

Homeowners may not paint the exterior of their homes without prior written approval from the Architectural Committee, even if colors are selected from the pre-approved list. Homeowners wishing to install a rock façade to the exterior of their homes must submit for approval and include a picture or sample of the rock material, and a rendering of the final proposed appearance of the home.

**FENCES AND WALLS (INCLUDING DECORATIVE WALLS)**

Plans for new fences or walls or additions to existing structures must be submitted to the Committee for approval prior to construction. This includes decorative walls. Structural details and elevation and plan drawings should be included. Walls must be stucco and limited to three feet (3') in height. Stucco and paint must match the existing dwelling in texture and color.

**FLAGPOLES**

Flagpoles may be erected within Sonoma Ranch once approval from the Architectural Committee is received. The top of the flagpole may not be higher than the roof of the home. Any flags flown must be kept in good repair and may not be allowed to hang onto the ground or landscaping. Flags flown at night must be properly lit. Lighting must be approved by the Architectural Committee.

**GATES**

All gates must be maintained in good repair. Double gates may be installed to allow wider access to back yards but cannot open onto common area property. Alterations to existing gates must be submitted to the Committee.

## **GUTTERS AND DOWNSPOUTS**

Gutters and downspouts may be considered for approval. The finish must match the dwelling in color. High quality materials that offer long life are recommended, as the homeowner will be required to maintain the gutters and downspouts in good repair. Plans must include the proposed locations of the gutters and downspouts, the quality of materials to be used, the warranty by the manufacturer and the name and telephone number of the installer.

## **HEATING, VENTILATING AND AIR CONDITIONING UNITS (INCLUDING EVAPORATIVE COOLERS)**

Except as initially installed by the Declarant (Shea Homes), no heating, air conditioning or evaporative cooling unit shall be placed, constructed or maintained upon any lot without the prior written approval of the Architectural Committee. (CC&R's section 5.11, p. 16) All units must be ground mounted and located within the perimeter of the back yard.

## **PATIO COVERS**

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

### **Partial Shade Covers**

- 1) Horizontal shading members: minimum 2x2. See drawing.
- 2) Horizontal support members: minimum 4x6.
- 3) Vertical support members: minimum 4x6.
- 4) Color must match existing trim.

### **Solid Patio Covers**

- 1) Flat roof pitch less than 1": 12" must have a built-up roof application that match the existing roof tile.
- 2) Sloped patio cover with 4": 12" pitch or greater shall have tile to match existing dwelling.
- 3) Prefabricated patio units will be approved at the Committee's discretion.

## **POOLS AND SPAS**

Pools and spas that require removal of a common area wall must be submitted. Spa covers that exceed the height of the surrounding property walls must be submitted for approval. (See "Sheds" for additional information).

Pool ladders and slides need to be approved and will be considered based upon appearance, height and proximity to other properties. Pool ladders/slides shall not exceed twelve (12) feet in height. (See Children's Play Sets; Pool Ladders)

Perimeter walls on lots bordering Association Landscaped (Common) Areas may not be torn down. Access must be gained by tearing down a front wall on the side of the house, leaving the perimeter wall intact, assuring it matches in texture and color throughout the community. If a homeowner wishes to tear down a side wall that does not border a neighboring lot or Common Area, a \$500 deposit will be required to assure that the original exterior appearance of the wall is restored.

## **SECURITY DEVICES**

Security features including but not limited to lights, doors and window coverings, must be submitted for approval. Security alarms need not be submitted for approval.

## **SIGNS**

All signs must conform to applicable Town of Gilbert ordinances. (CC&R's section 5.3, p.14) Signs advertising landscaping or pool contractors, etc. must be removed when the work is complete. Any signs displayed must be professionally manufactured and must be kept in good repair.

## **SOLAR PANELS**

No solar panels or equipment may be installed without prior approval from the Architectural Committee.

**SHEDS AND OTHER FREE-STANDING STRUCTURES (including Spa covers and Ramadas)** No free-standing structure may be constructed without prior approval from the Architectural Committee.

- 1) The walls must have stucco and the roof must have tiles that match the existing house.
  - 2) In unenclosed spa covers or ramadas, the vertical and horizontal support members must have stucco and be painted to match the existing house.
  - 3) The structure must be of wood, block or steel inner frame construction.
  - 4) The structure must meet all necessary Town of Gilbert building codes including no part of the structure being closer than three feet from the surrounding wall or walls.
  - 5) No structure may exceed twelve (12) feet in height.
  - 6) All structures and the location thereof must be submitted for approval.
  - 7) Prefabricated structures taller than the height of the surrounding walls are not permitted.
- (CC&R's section 5.2, p. 14)

## **WINDOWS; SUN SCREENS; SECURITY SCREEN DOORS**

Within thirty (30) days of occupancy, each owner shall install permanent draperies or suitable window treatments on all windows facing the street.

- 1) No reflective materials, including, but without limitation, aluminum foil, reflective screens or glass, mirrors or similar type items, shall be installed or placed upon the outside or inside of any windows. (CC&R's 5.10, p. 16)
- 2) Bronze, gray, tan or charcoal sunscreen material may be installed. The frame for window screens must match the screen material or existing window frames.
- 3) Sunscreens must be submitted for approval.
- 4) Silver-colored aluminum screen doors are prohibited. Security doors will be considered for approval if the following conditions are met:
  - a) The door frame color must be (1) off-white, (2) the same color as the house, (3) the same color as the existing front door, or (4) the same color (Verdi green) as the light fixtures that came with the house.
  - b) The screen in the door must match the screens or sunscreens on the windows of the house. If a thicker-type mesh is used, it must match the color of the doorframe.
  - c) A photo or brochure of the door must be submitted.

## **Holiday Lighting**

Temporary holiday decorations are permitted from the 2<sup>nd</sup> week of November through the 2<sup>nd</sup> week of January.

## **Trash/Recycling Containers and Collection**

No garbage or trash shall be kept on any lot except in covered containers as approved by the Town of Gilbert. These containers must be stored out of sight except on the day of collection. They may be placed out after 5:00 P.M. on the day before collection; deviation from this time requires written permission from the Board of Directors. The container must be placed out of view on the same day of collection by 10:00 P.M.