

# SORRENTO HOA ARCHITECTURAL PROCEDURES & DESIGN GUIDELINES

(Revised March 28, 2022)

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## Letter to New Homeowners

Dear Prospective Sorrento Homeowner,

We are thrilled you may be purchasing a home in our community. Please closely review all HOA documents before your closing so that you purchase this home with full knowledge of our HOA policies.

If you have never owned a home in an HOA, please take the time to understand and consider what that means. You do own your home, however, the HOA retains the authority to guide and control certain aspects of how you manage your home in accordance with state and federal laws. Owning a home in an HOA can be very different than owning a home that isn't in an HOA. Some homeowners find it much easier and more convenient to be in an HOA that protects and guides the homeowners. Other homeowners can find it restrictive when things like the color of your home or the types of vegetation in your front yard are regulated.

If you have lived in an HOA previously, don't assume the Sorrento HOA is similar to your previous HOA. You might find our community less restrictive or more restrictive than your previous HOA, and you should make sure this aligns with your expectations. You will be paying a monthly fee to the HOA and so should feel comfortable with the services and amenities we do and don't provide.

All this is to say, please review all these documents carefully. You will be signing a contract to both buy your home, and then also own and maintain it as governed by the HOA. In essence, the purchase of your home is an agreement to follow the HOA rules as written in our Bylaws, CC&Rs and Architectural Guidelines.

Should you have any questions, we are available to guide you.

Thank you!

Sorrento HOA

### **Important Documents to Review:**

- **Last minutes of HOA**
- **Bylaws**
- **CC&Rs**
- **Architectural Guidelines and Application**
- **RV Lot Form**
- **Common Area Usage Form**

## Introduction

Please take the time to read the following Architectural Procedures & Guidelines for Sorrento HOA. Although these guidelines support the CC&Rs and other governing documents of the Association, they do not cover the entirety of those documents. The CC&Rs, By-Laws, and Articles should all be read carefully.

**As set forth in the CC&Rs of the Association, owners must obtain the written approval of the Architectural Committee ("Committee") prior to proceeding with any modification, addition, alteration or improvement to the exterior of any dwelling or residential lot.**

That means before altering or installing any sign, fence, wall, screen, patio, patio cover or making any other modification to the exterior of a dwelling or any other improvements or alterations to your lot (including painting and siding), an application for architectural approval must be submitted to and approved by the Committee. Applications that are complete with reasonable requests for modifications can be approved in a few weeks to a month. If your application is incomplete and unclear, or does not follow our guidelines, this process could take longer.

In addition, a building permit may be required by the City/County or other government agencies prior to the commencement of any work. The Committee does not assume any responsibility for your failure to obtain such permits. Obtaining such permits does not waive the obligation to obtain Committee approval.

The Committee consists of unpaid, volunteer members of the Association appointed by the Association's Board of Directors. The Committee does not seek to restrict individual creativity or personal preference, but rather to help assure continuity in design which will help preserve and improve the appearance of the Community and enhance individual property values within the Community.

Improvements, alterations or modifications must be performed in strict conformance with the Committee's terms of approval. Any changes or deviations from approved plans must be approved in writing by the Committee. Do not assume the Committee will approve changes. Seek and obtain the Committee's approval before deviating from Committee approved plans. Failure to receive approval may result in your being required to remove or modify the unapproved changes.

Set forth herein is information on the architectural application process and some guidelines and standards for installation or modification of improvements. The Committee will review each application on a case-by-case basis and apply the criteria set forth in the CC&Rs and the additional requirements described below. This guide may be updated yearly.

**NOTE: PRIOR TO BEGINNING ANY ADDITIONAL ALTERATION OR CONSTRUCTION, YOU MUST FIRST FILE AN APPLICATION WITH THE ARCHITECTURAL COMMITTEE AND OBTAIN THE COMMITTEE'S WRITTEN APPROVAL OF THAT APPLICATION. FAILURE TO OBTAIN THE APPROVAL OF THE ARCHITECTURAL COMMITTEE CONSTITUTES A VIOLATION OF THE CC&RS AND MAY REQUIRE MODIFICATION OR REMOVAL OF THE WORK(S) OF IMPROVEMENT AT YOUR EXPENSE. UNTIL WORK IS APPROVED, IT IS UNAPPROVED.**

In an effort to maintain the common amenities (e.g. parks and RV lot) and to preserve/enhance overall real property values in the Association, from time-to-time, the Board of Directors (with the assistance of its committees and any management company) adopts and revises operating rules, including these Architectural Rules, consistent with the Association's Bylaws and CC&Rs.

These revised Architectural Rules expand on what is set forth in the Association's CC&Rs and provide guidance for processing Architectural Application Forms ("Application(s)") by the Architectural Control Committee ("ACC") or Board (if no ACC exists). Examples of when Applications must be submitted include, among other things, exterior home and trim painting and the construction of structures, walls, fences, and landscaping that incorporates "Hardscaping", as defined below. These newly revised ARs supersede all previous architectural rules adopted by the Board.

The Sorrento CC&Rs clearly state that all applications must be approved, rejected, or more information must be requested within 45 days. In general, this means that complete applications that request approval of work that is in line with this guide can be approved within a few weeks to a month. Incomplete applications or those which request work that does not fall in line with the Sorrento guide will often take longer to be approved or are ultimately rejected. Please read though this guide along with the CC&Rs before submitting your application.

## Aesthetic Plan

The aesthetic plan, design, character, and style elements of the Association continue to be defined by a unique blend of the three housing styles initially developed. You will find Spanish, Craftsman and Early California style homes. All modifications to your home should maintain the original aesthetic. While modernization and updates to your home are always welcome, modernization must continue to follow the original Spanish, Craftsman or Early California style of your home. A Modern aesthetic is not permitted at this time.

Members applying to construct or alter any structures, fences, patios, trellises, or landscaping that includes exterior "Hardscaping" (e.g. concrete, brick, stone, and tile) should consider incorporating elements of their home's style into the architecture and landscaping of their projects.

## Architectural Controls, Standards, and Materials

To maintain the architectural character and external appearance of the Sorrento Homeowners Association and to provide a mechanism by which the Association may enforce the provisions of the CC&Rs and these ARs, the Board may appoint an Architectural Control Committee or ACC.

- A. **Architectural Controls:** No building, pool, fence, wall or other structure shall be erected, constructed, demolished, altered or painted on any member's lot until an Application, including plans and specifications showing the nature, kind, shape, height, materials, color and location of the same is submitted and approved in writing by the ACC or Board. If no ACC is appointed or presently constituted, then pursuant to the CC&Rs, the Board may review the member's/applicant's Architectural Application Form.
- B. **Architectural Control Committee:** Membership on the ACC is voluntary with appointments made by the Board of Directors. Unless otherwise excepted, the ACC has the duty to review all written applications requesting exterior painting of homes or the construction, erection, alteration, or demolition of any building, pool, fence, wall, or hardscaping.

### Application Process

A complete application must be submitted to commence the architectural review process. Any Committee approval is in no way intended to constitute a review of or approval from an engineering, construction or property rights basis or a substitution of any required City/County permits or inspections. The intent is to maintain the visual and aesthetic continuity of the Sorrento community. Permits from the city do not constitute approval from the Committee. All applications shall be prepared in conformity with these guidelines and submitted to:

Architectural Committee  
c/o Weldon L. Brown Company, Inc.  
5029 La Mart Drive, Suite C  
Riverside, CA 92507  
Email: [george@weldonbrown.com](mailto:george@weldonbrown.com)

**NOTE: A DELAY IN THE APPROVAL OF YOUR APPLICATION DOES NOT CONSTITUTE APPROVAL. PER SECTION 5.3.2.**

### Contents of Application

All of the following need to be received:

1. Completed Architectural Review Committee (ARC) Application
2. Plot plan (not required for applications for paint/stain approval only).
3. Color scheme depicting existing and proposed colors, including paint color chips, samples or links to paint or stain color. To show the existing colors, photos or color chips or samples are generally acceptable.

**NOTE: JUST WRITING IN THE NAME OF A PAINT OR STAIN COLOR DOES NOT CONSTITUTE DELIVERING A SAMPLE. MANUFACTURER SWATCHES MUST BE MAILED AS INSTRUCTED ON THE FORM OR LINKS TO WEB COLORS.**

For remodels, additions and patios/covers also include:

4. Roof plans, existing and new with pitches and overhangs noted. Specify materials of existing and proposed new roof(s).
5. Elevations (front, side and end views). Indicate exterior elevations of the existing and new building drawn to scale.

**NOTE: DRAWINGS MUST IN ALL CASES SHOW THE NATURE, KIND, SHAPE, DIMENSIONS, MATERIALS AND LOCATION OF PROPOSED IMPROVEMENTS.**

One copy shall be retained by the Committee in the Association files and the other copy shall be returned to the homeowner with the decision of the Committee. Please retain your copy as proof of approval.

The Committee reserves the right to require additional information and/or that the plans be prepared by a qualified professional where it believes the same would be helpful and/or assist in its review of an application.

#### Plot Plan

1. Show lot lines accurately as to length, angle, curves and easement restrictions.
2. Show all easements and dimensions of work to be considered, such as distance between existing improvements, proposed improvements and property lines.
3. Blueprints and/or drawings must show location of the bottom of any slope and/or the top of the slopes. Identify "slope up" or "slope down".
4. In all cases, show the nature, kind, shape, dimensions, materials and location of proposed improvements.
5. Drainage plans, if applicable.

The Committee will generally assume property lines are as depicted on the plans. (In some situations, the Committee may require a survey be performed and submitted.) If it turns out the property lines are other than as depicted on the application, the owner may be required to modify/remove all or some of the changes or additions. When the Committee approves an application, it is by no means intended to nor shall it be construed as approval or ratification of property lines, property boundaries or lot line adjustments.

**NOTE: PART OF THE REASON FOR THE APPLICATION PROCESS IS SO THAT A MEMBER OF THE COMMITTEE MAY SCHEDULE TO BE PRESENT WHEN WORK COMMENCES, WHEN IT IS ONGOING AND WHEN IT IS**

**COMPLETED. PLEASE VIEW THE COMMITTEE AS YOUR PARTNER IN MAINTAINING A UNIFORM AESTHETIC THAT PROTECTS PROPERTY VALUE.**

### General Notes

All work must be performed in a manner consistent with the standards of general dwelling construction and equal or exceed prevailing community standards. Work that is substandard in appearance must be brought in conformity with general community standards. This is why pre-approval is required as well as post-inspection. It is always a good idea to inform the Committee of when work is being done so that a member can provide early direction prior to any problem arising.

All major construction, alterations or other work shall be performed promptly and shall be completed within one hundred and eighty (180) days from committee approval. All other alterations, painting and repairs shall be performed promptly and shall be completed within ninety (90) days from committee approval. Upon completion of the work, a Notice of Completion is to be submitted to the Architectural Committee with pictures of the completed project.

### Permitted Hours of Construction

Exterior construction work may only occur Monday through Friday 7:00AM – 7:00PM and Saturday 8:30AM – 5:00PM. No exterior construction work may be performed on Sundays. Interior work on Sundays must be completely performed on the interior of an enclosed structure. Noise transmitted to neighboring properties, including generators and pumps, is prohibited on Sundays.

### Application Process

In general, the application process is the following; depending on the individual application there could be variances.

- Homeowner submits a complete application.
- Management company confirms receipt and shares App with the Committee.
- The Committee reviews the application and may make a decision, if the application is complete. If additional information is needed, a representative of the Committee will be assigned to partner with the homeowner to collect all necessary information to complete the application.
- The Committee representative will reach out to the homeowner to introduce themselves and discuss next steps either via phone or email.
- If there are too many missing elements of the application, it will be rejected and the homeowner will be asked to resubmit a complete application. A Committee representative may be able to help the homeowner with this process.



- Within 45 days from confirmation of application receipt, it will be rejected or approved. If it is rejected, that does not mean the homeowner cannot modify and resubmit it or appeal the decision.
- The Committee's representative may help the homeowner resubmit a new application.

**NOTE: THE COMMITTEE REPRESENTATIVE IS YOUR PARTNER IN MAKING SURE YOUR APPLICATION IS COMPLETE. THEY ARE NOT THE FINAL DECISION MAKER WITH REGARDS TO YOUR APPLICATION.**

### Appeal Procedure

If plans and specifications submitted to the Architectural Committee are denied approval, the applicant shall be advised in writing of the reason(s) for the denial and of the application's ability to request reconsideration by the Board of Directors. The applicant may submit a request to the Board of Directors to reconsider the Architectural Committee's denial at an open meeting. The request for reconsideration shall be in writing, shall be addressed to the Board of Directors of the Association, and must be received by the office not more than thirty (30) days following delivery to the applicant of the Architectural Committee's notice of disapproval.

Notice of the date, time, and location of the Board of Directors meeting at which the applicant's request for reconsideration shall be heard, will be delivered to the applicant at least ten (10) days prior to the meeting. The Board of Directors shall render its decision on the request for reconsideration within forty-five (45) days following the Association's managing agent's receipt of the request for reconsideration, and the Board shall transmit its decision to the Owner within fifteen (15) days after its decision; provided, however, if no written decision is provided to the Owner within fifteen (15) days after the hearing, the request for reconsideration shall be deemed denied and the Architectural Committee's decision shall be deemed affirmed. In no event will a request for reconsideration be deemed approved based upon the passage or lapse of time; any approval must be by affirmative written action of the Board of Directors to be effective. The Board of Directors shall uphold the Architectural Committee's disapproval if the Board of Directors determines that the Architectural Committee acted within its authority under the Declaration and the Architectural Guidelines and otherwise acted in a manner the Board believes to be in the best interests of the community.

### Variances

The Committee may authorize variances from compliance with any architectural provision contained in the CC&Rs for the Sorrento HOA, including without limitation, restrictions upon height, size, floor area, placement of structure or similar restrictions when circumstances such as topography, natural obstructions, hardship, aesthetic or environmental consideration may require. Variances must be evidenced in writing, signed by at least a majority of the members of the Committee, and shall become effective upon recording in the Office of the Riverside County Recorder. Recording fees to be paid by the applicant.

## Paint

The Sorrento HOA is made up of three styles of home; Spanish, Craftsman and Early California. The Sorrento community has aesthetic guidelines for the community as a whole and then more specific paint guidance depending on the style of your home.

The Association maintains recommended color schemes aligned to the developer's original aesthetic and with the developer's original paint provider, Sherwin-Williams. Homeowners do not need to purchase Sherwin-Williams paint. Most paint companies as well as DIY paint departments such as Home Depot and Lowes can match any paint by name brand and paint color name. Homeowners must select colors, tones and treatments which match the pre-selected colors. You may use other brands to match these colors but you will bear all the risk of the final paint matching our determined colors and will be required to correct any variances at your expense.

A paint application is still required even if the proposed paint or stain is "the same" as or different than the original color scheme for the existing dwelling. A recent photo of the existing color of the residence, along with the proposed color chips for comparison, must be submitted.

The sections of your home are the following and should be painted in accordance with our guidelines.

- Base Stucco Body
- Stucco Pop-Outs
- Fascia/Wood Trim
- Front Door/Shutters
- Decorative Wrought Iron/Garage Door
- Clay Outlookers/Pipes/Drains

**NOTE: REPAINTING YOUR EXISTING COLOR/S STILL REQUIRES COMMITTEE APPROVAL AS THE CURRENT PAINT COLOR/S COULD BE TOO FADED TO MATCH ACCURATELY OR MAY NOT HAVE BEEN AN APPROVED COLOR IF THE HOUSE WAS REPAINTED AFTER ORIGINAL BUILD.**

**The paint style guide can be requested from:**

Architectural Committee  
c/o Weldon L. Brown Company, Inc.  
5029 La Mart Drive, Suite C  
Riverside, CA 92507  
Email: [george@weldonbrown.com](mailto:george@weldonbrown.com)

## Failure to Follow Application Procedure

Part of buying and owning a home in any HOA managed community is understanding and agreeing to follow the rules of the HOA. A few serious violations include:

- Beginning work on a project without official Committee approval.
- Modifying an approved project without seeking approval from the Committee.
- Failure to cease work on a project after the Committee requests that you stop.
- Failure to take immediate action to correct needed violations identified by the Committee.

These and other violations can result in the HOA taking the following actions:

- You can be required to correct the violation. For example, you could be required to pay to have your home repainted. Hardscaping you installed could be required to be demolished and/or redone.
- You could be fined until the violation is corrected.
- A lien could be put on your house.
- Your home could eventually be foreclosed on if you do not make the required correction and/or do not pay the fine/s. Your home could become the property of the HOA.
- At any point, the HOA can take note of your violation and begin this process, even if it has gone unnoticed for any duration of time.
- Any violation will most certainly come up during the last stage of the process of selling your home and it would be the HOA's responsibility to inform the prospective buyer that you are selling a home with a violation that will need to be corrected.

If construction commences on any project requiring approval by the ACC or Board (if no ACC exists) before final approval is obtained, a fine may be assessed to the member's/lot owner's account pursuant to the Fine Schedule. Additional fines may result from failure to correct violations. The ACC or Board, by and through any management company, has the authority to notify the homeowner to cease, desist, and abstain from further construction until a project is approved.

**NOTE: FINE AMOUNTS MAY CHANGE, PLEASE SEE THE ASSOCIATION'S FINE SCHEDULE.**

It is the HOA and Committee's goal to help you make updates on your home as easily as possible, while conforming to the aesthetic plan for our community. Please make sure to submit your applications early. Try to make them as complete as possible. Then be prepared to work with the Committee to ensure that all plans are approved before work commences.

**NOTE: UNTIL THE COMMITTEE TELLS YOU "APPROVED," YOUR WORK IS NOT APPROVED.**

## II. ARCHITECTURAL AND MATERIAL STANDARDS

**Definitions. The definition of Hardscape and Softscape are as follows:**

- **"Hardscape"** refers to hard landscape materials in the built environment or structures that are incorporated into a landscape. This can include paved areas, driveways, retaining walls, sleeper walls, stairs and walkways, or any other landscaping made up of hard-wearing materials such as solid wood, stone, concrete, landscape lighting, etc. Only your yard between the sidewalk and your home may be hardscaped per our guidelines. Rocks, gravel, pebbles, and other inorganic ground cover materials are a form of hardscape.
- **"Softscape"** refers to elements that are fluid and changing as they mature. Softscape is comprised of live, horticultural elements, including among other things, flowers, plants, grass (or lawn), shrubs, trees, flower beds, decomposed granite (DG), pea gravel, cactus, succulents and other plant material or plant and tree ground cover such as wood chips, gorilla hair, etc.
- **"Front Yard"** refers to the visible area in-between the sidewalk and the front of your home.
- **"Side Yard"** refers to the visible area in-between the sidewalk and the side of your home.
- **"Curb Strip"** refers to the area between the sidewalk and the street. This can only be lawn or softscape.

**NOTE: THE ORIGINAL ASSOCIATION LANDSCAPE DESIGNS INCLUDED GREEN, WEED-FREE LAWNS (WHICH CONTINUE TO BE A WELCOME LANDSCAPE ELEMENT IN THE ASSOCIATION).**

However, due to cyclical droughts and legal mandates to conserve water, the landscaping in both the common areas and membership property has evolved to include, among other landscape elements (i.e., "Hardscape" and "Softscape").

Each homeowner shall have complete landscaping in the front and visible side yards and slopes (if any) of his/her lot and maintain the same in a neat and attractive condition. In addition, each owner shall keep all portions of all yards and slopes free from weeds and debris. Landscaping should be compatible with the aesthetic design of the community. All landscaping work, plantings, and installation of permanent irrigation systems by an owner shall remain aesthetically consistent with the design and plan of the community.

Generally, no more than 40% of the front yard should be covered by hardscape; the remaining must be softscape following Sorrento guidelines. The front and side yard softscape should consist of at least 40% lawn (grass) and the remaining 60% of other type of softscape including, but not limited to drought resistant plant material. Hardscaping that is visible from the street view, including front and side yards, must be approved by the ACC or the Board (if no ACC exists).

**NOTE: ANY DESIGNED HARDSCAPE MUST MATCH BOTH THE APPROVED PAINT COLORS AND DESIGN OF YOUR HOME AS WELL AS THE DRIVEWAY CONCRETE COLOR AND DESIGN.**

The Curb Strip between the sidewalk and the curb cannot be hardscaped and does not count toward your yard softscape percentage. The Side Yard also cannot be hardscaped.

Trees, hedges and shrubs which, in the sole opinion of the Architectural Committee, restrict sight lines for vehicular traffic or which obstruct the view from neighboring units shall be cut back or removed.

No grading, addition, excavation, removal of any tree or existing landscaping or other landscaping modification shall be commenced until the plan showing the nature, kind, shape, height or location of the same shall have been submitted for approval by the Committee.

Flatwork, hardscape, planters and similar improvements require specific architectural approval. Materials shall conform to type, quality, character, and detailing established in existing dwellings.

No plastic planting pots are allowed in front yards unless they conform to the aesthetic of the community and the home and appear to be wooden or ceramic. No temporary black planters may be in the front yard for longer than three days.

**Guidelines and Requirements for Water Conserving, California Friendly, and Drought Tolerant Landscapes**

The intent of these types of landscapes is to reduce irrigation need and conserve water without reducing the many benefits of having an attractive, well planned, and fully planted landscape. Desert-type landscapes consisting of cactus, succulents, or similar true desert plants or any designs consisting of large expanses of rock or mulch with minimal number of plants are not permitted.

Simply replacing a portion of the lawn with other plants, not eliminating it altogether, can significantly reduce the water needed to have a good-looking water conserving landscape. Commonly used shrubs, perennial flowers, and trees in our existing landscapes are suitable turf replacements because they thrive with less water than they are usually given.

Turf should be used in spots where it is a proper choice, such as areas that need a very low-growing plant cover to prevent erosion or those where people frequently step. Areas next to sidewalks and driveways and those where children play are examples.

## *LANDSCAPE SKETCH*

A sketch of the proposed landscape design is required. It should show enough detail so the Architectural Committee can clearly decide if the criteria and requirements are met. An effective sketch is:

1. Prepared to scale
2. Lists the names and show locations of all plants in the landscape
3. Specifies the material that will be used to cover bare soil after planting to prevent weed infestation until the new landscape is established.

## *NEIGHBOR AWARENESS & NOTIFICATION*

The applicant must notify adjacent and fronting property owners of the proposed landscape changes **BEFORE** the Architectural Committee reviews the application.

Forms and details for this are provided separately.

## *SITE DESIGN*

Plants must be arranged, planted in sufficient number and density, and be of specified minimum sizes to assure the landscape has 80 percent plant cover.

- Shrubs are normally planted in groupings with plants spaced 2 to 3 feet apart.
- Groundcover plantings normally require plants to be spaced 2 to 3 feet apart.
- Use of large boulders may be approved by the Architectural Committee who will determine if their presence suits the intended design and their placement and approximate sizes of boulders must be noted on the site sketch.
- There shall be no large or continuous areas of bare soil in the landscape after the initial planting or after the landscape is established.
- Areas of bare soil must be covered with a 2 to 4-inch layer of mulch or other approved soil covering at the time of planting.

Additional site design requirements:

- No hedges or similar continuous plant screens over 30 inches in height are permitted along front property lines.
- The design must provide plant-based remedies for erosion of soil mulch, or other landscape debris onto public sidewalks and driveway caused by rainfall, wind, irrigation, or foot traffic. This normally will require a continuous low-growing (12-inch or less height) plant material cover immediately adjacent to these paved areas. Raised curbing, edging materials, or similar devices are not acceptable remedies.
- Adding pavement, such as by widening driveways, so that it creates solid paving across adjacent property lines is not permitted.
- A functioning irrigation system tailored to the planting scheme and site design is required.

## *SITE PREPARATION*

The planting process should begin with a weed free site. The original site slope and grading should remain intact. If either is altered, the owner must specify the measures that will be taken to assure runoff does not affect neighboring properties, i.e., retaining walls.

Plant recommendations may be selected from the following:

- Shrubs and similar woody plants should be in one (1) gallon size or larger.
- Basically, all shrubs and woody plants that are typically used in California are perennials.
- Groundcover and similar plants may be 1-gallon containers or from flats.
- Groundcover plants from flats are recommended to be planted 1 foot apart; those from containers may be spaced up to 2 feet apart.

Artificial turf may be approved provided the property owner:

- Submits a product sample and other product information requested by the Committee. It must resemble real grass.
- Maintains it by keeping it clean and free of dirt and debris; this may require occasional rinsing with water.
- Agrees to replace it when the Architectural Committee or Management determines its appearance no longer meets community standards due to the lack of appropriate or normal maintenance or normal deterioration. (Note that most artificial turf products currently sold may have an anticipated life of 10 years.)

**The Metropolitan Water District of Southern California has provided lists and information of California friendly plant material on their water conservation website at: [bewaterwise.com](http://bewaterwise.com).**

**Plant materials on this website can be used in a well-designed, properly spaced and properly irrigated way. This excludes desert type cacti or other true desert type plants. [bewaterwise.com](http://bewaterwise.com) is a very informative, user-friendly website.**

## *MULCHES & SOIL COVERINGS*

A sample of the soil covering material that will be applied to cover bare soil areas must be submitted with the application and must be approved before use. The material used shall be gray or earth tone in color and 2 to 4 inches deep. ("natural and unpainted")

**NOTE: A PICTURE OR A WEB LINK DOES NOT CONSTITUTE DELIVERY OF A SAMPLE.**

- Shredded bark, bark nuggets, or similar coarse forest products (Samples need to be provided).

- Coarse rounded gravel at least 1/2 inch in diameter in size (Samples need to be provided).
- River rock at least 1/2 inch in diameter in size (Samples to be provided).
- Lava Rock (Samples need to be provided).

The following and similar materials are NOT permitted:

- Ground stones
- Plastic mulch
- Uncovered weed control or landscape fabric

A weed control fabric is required under gravel mulches when the area is intended to be a permanently mulched open space within landscape. Weed control fabric is not required in the portions of the landscape where gravel mulch is used as a temporary soil cover until the plant material grows over it.

### *COMPLETION NOTICE & INSPECTION*

Upon completion of the project, the applicant must submit a completion notice with photographs documenting that the project followed the approved plan. The Architectural Committee may schedule and provide a final site inspection.

### *Maintenance*

Landscape areas shall be kept free of weeds and debris, and plants maintained in a healthy state at all times, and maintained to the community standards set by the Architectural Committee and the Management.

**NOTE: FINAL ARCHITECTURAL COMMITTEE DECISIONS WILL BE BASED ON A CASE-BY-CASE BASIS.**

### *Signs and Posters*

Except for the signs and posters permitted below, no sign or poster may be displayed on any lot without the approval of the Committee or on any common area.

1. Non-Commercial signs and posters:
  - (1) no larger than nine (9) square feet; (2) constructed of acceptable materials; and (3) that conform with City, State and Federal law may be posted or displayed from the yard, window, door, balcony, or outside wall of the individual homes. Acceptable materials are paper, cardboard, cloth, plastic or fabric.

Unacceptable materials are lights, roofing, siding, paving materials, flora or balloons, or any other similar building, landscaping, or decorative component, or include the painting of architectural surfaces. For purposes of signs and posters permitted by this paragraph, the method by which the sign or poster is posted or displayed must be included the nine



(9) square feet size limit, otherwise, the method by which the sign or poster is displayed must be approved by the Architectural Committee.

2. A professionally prepared sign that complies with the City's requirements may be posted in a yard advertising a home as for sale or lease.

**NOTE: POLITICAL SIGNS ARE ONLY ALLOWED DURING AN ELECTION CYCLE.**

## Flags and Banners

Except for the flags and banners permitted below, no flag or banner may be displayed on any lot without the approval of the Association's Architectural Committee or on any common area.

1. Non-Commercial flags and banners:
  - (1) no larger than fifteen (15) square feet; (2) constructed of acceptable materials; and (3) that conform with City, State and Federal law may be posted or displayed from the yard, window, door, and balcony or outside wall of the individual homes. Acceptable materials are paper, cardboard, cloth, plastic or fabric. Unacceptable materials are lights, roofing, siding, paving materials, flora, or balloons, or any other similar building, landscaping, or decorative component, or include the painting of architectural surfaces. For purposes of flags and banners permitted by this paragraph, the method by which the flag or banner is posted or displayed must be included within the fifteen (15) square feet size limit, otherwise, the method by which the flag or banner is displayed must be approved by the Architectural Committee.
2. Non-commercial signs and posters that are more than nine (9) square feet in size are prohibited.
3. A resident may display a flag of the United States made of fabric, cloth or paper displayed from a staff or pole or in a window.

Inground flag poles are approved on a case-by-case basis. They can not be taller than 6-9 feet.

## Fences

**For specific rules regarding fences, see CC&Rs 2.1.2 sections b through iv.**

1. Structural framing or the unfinished side of a fence should not be exposed to any public street, sidewalk, greenbelt, open space, common area or neighboring lot.
2. Generally acceptable materials (subject to specific Committee approval) for extension, repair or construction of fencing include:
  - Wood or vinyl fencing (only particular colors, white and black are prohibited)
  - Masonry or stucco, if materials conform to type, quality and color consistent with the character of the community.

3. Fence paints and stains must be approved by the Committee. The applicant must provide the Committee color samples adequate for the Committee's use in determining if the proposed fence color will be aesthetically pleasing and in harmony with residences and other improvements in the vicinity.
4. Side yard fencing, in addition to that installed by the developer, will be reviewed on a case-by-case basis.
5. Front yard fencing of any kind, including but not limited to bushes, shrubbery, hedges, planters or retaining walls, etc., shall not be permitted across any portion of the front yard protruding beyond the original fence line of the developers. This does not preclude planters and shrubbery adjacent and parallel to the front of the house, nor does it preclude a short span of decorative wall or hedge to form a small patio or courtyard providing general height limitation of thirty-six (36) inches is not exceeded and it does not protrude beyond the most forward portion of the dwelling (i.e. garage).
6. No double fencing shall be allowed.
7. As a general matter, fencing of aluminum, sheet metal, chicken wire, metal or plastic chain link, plastic or fiberglass panels, plastic webbing, reed or straw-like materials, wood grape stake or glass block are incompatible with the surrounding structures in most locations.
8. **California Common Fence Law.** California Civil Code section 841 et seq. has specific requirements pertaining to cost-sharing to construct fences; particularly for the erection of common boundary fences. It is recommended that you consult a lawyer or expert in this area of law before erecting or rebuilding a fence. Your rights and responsibilities when handling neighbor-to-neighbor fence or wall issues are outlined in the Civil Code and other common or California law that pertains.
9. **Courtesy Notification.** When any construction work is performed on a common fence or wall, etc. near a lot boundary, the member performing the work should, as a matter of courtesy, inform the adjacent neighbor of the work before beginning the work.
10. The member/applicant attests or demonstrates that the fence or wall will be built wholly and entirely on the applicant's property, i.e. is within the member's/homeowner's exclusive property boundaries, and the fencing or wall shall be free-standing, support itself (i.e. stand-alone) and not in any way attach to any common boundary fence or wall. Common "retaining" walls are excepted from the meaning of "support" or "attach" insofar as retaining walls supports the ground under which fences and walls must rely on for support.
11. Backyard and Side Yard Fences, Walls, and Gates. All backyard and side yard fences and gates shall not be constructed any higher than 66 inches.
12. Walls are at different heights due to the changes in our landscape and so no walls should be added, nor developer built walls modified, nor new walls built without approval from the Committee.
13. **Civil Disputes.** The Association, its Board, or ACC members shall not serve as the arbiter of common fence or wall issues/disputes between Association members and/or neighbors. Applicants should seek the guidance of a legal professional should common fence or wall issues or disputes arise with adjacent neighbors.

## Block Walls

All perimeter block walls bordering any street or common area within the community **MUST** be constructed of the same split-face block and tan colors done by the developer. Retaining walls constructed and facing any common area or the street need to be done either with split-facing or stucco and capped on the top and end of the wall.

**NOTE: NO WALLS SHOULD BE ADDED, NOR DEVELOPER BUILT WALLS MODIFIED, NOR NEW WALLS BUILT WITHOUT APPROVAL FROM THE COMMITTEE.**

### Patios and Patio Covers

Proposals for patios will be reviewed on a case-by-case basis. Structures should generally be of wood beam and rafter style construction and conform to the general aesthetics of the main dwelling. Patio covers should be constructed of wood or wood grained aluminum lattice panels or of the same roof material as the main dwelling or insulated alumawood. Exposed surfaces should match the existing colors of the trim of the main dwelling. Patio cover height on single story homes should not exceed the eaves. Patio cover height on two-story homes should not exceed the floor height of the second story. A firm dimension is required for height of the patio cover, not a "minimum" or "maximum" dimension.

All slab drawings must show location of future cover footings to determine compliance with length and width restrictions.

Patios should not be positioned such that they obstruct the view from neighboring units, or are visible from any street or common area.

**NOTE: BLUE OR OTHER COLORED TARPS ARE STRICTLY PROHIBITED AS TEMPORARY OR PERMANENT SHADE OR COVERING MATERIAL. TEMPORARY CANVAS TARPS WILL BE CONSIDERED ON A CASE-BY-CASE BASIS.**

### Decks and Balconies

**Decks:** Defined as a low-profile wooden structure not to be confused with concrete slab work. Proposals for decks will be reviewed on a case-by-case basis and should meet the following minimum criteria:

1. Be in the confines of the fenced rear and/or side yard.
2. Deck height should not exceed three (3) feet above the average ground level of the property.
3. Material should be wood.
4. Color should be natural wood or one in harmony with dwelling or dwelling color.

**Balconies:** Intended to be accessible from the main dwelling or from exterior steps, designed to be walked on and surrounded by hand railing. Proposals for balconies will be reviewed on a case-by-case basis and should meet the following criteria:

- All structures should conform to the aesthetics of the main dwelling.
- Exposed surfaces shall match the existing colors of the main dwelling (house trim).
- Balcony dimensions should not exceed the width of the house. A site inspection by the Architectural Committee may be required.
- Steps should be within the balcony structures or run adjacent and/or parallel to one of the balcony sides. Steps should not come within five (5) feet of the property line fences.
- Balcony height should not exceed the floor height of the second story.
- Railings should be made of wood unless wrought iron was used by the original builder.
- Balconies may not extend over common area.
- The balcony should not unreasonably obstruct view from other lots.

**Materials for Decks & Balconies:** The following constructions materials should be avoided: corrugates plastic; fiberglass; plastic webbing; reeded or straw-like materials; built up covering; bituminous materials (asphalt, etc.).

### Satellite Dishes/Antennas

The United States Federal Communications Commission ("FCC") issued regulations which provided that for certain types of satellite dishes and antennas, the Association may not prohibit their installation on property within the exclusive use and control of a resident and instead may only reasonably regulate their location. For satellite dishes and television antennas covered by the FCC rule, owners are encouraged, but not required, to submit for architectural approval before installation and the restrictions and provisions set forth in the CC&Rs, below and elsewhere in these Guidelines do not apply. Satellite dishes and television antennas covered by the FCC rule include satellite dishes and wireless cable antennas with a diameter of one meter or less and traditional aerial television antennas designed to receive local broadcast signals. The following restrictions apply.

- Dishes must be one meter or less in diameter. Other antennas do not fall under the FCC rule (47 CFR 1.4000), must be one meter high or less, and must comply with the below guidelines.
- Satellite receiving antenna or dishes should not be placed in the front yard or the street side, side yard.
- No portion of the dish or antenna should be visible above the existing fencing at the grade of the house.
- The surface of the antenna or dish should not be painted white, metallic silver or bright colors and instead should be treated so as to not reflect glare from the sunlight.
- Satellite antenna or dishes should not be constructed on a slope, and should instead be installed on the same grade that the house is built on.
- Cable used for antennas or dishes and running down the side of the house or visible from the street must be painted or colored to match the exterior of the dwelling to comply with the aesthetics of the community.

## Exterior Doors

Exterior doors, require the approval of the Architectural Committee. They should meet the following criteria:

- Materials: Wood or metal
- Standard colors: Please refer to Paint section.
- Doors must be well maintained at all times.

## Security Doors, Screen Doors and Window Bars

Heavy metal security doors and window bars can be detrimental to the appearance of the community and not in keeping with the aesthetics of the Sorrento community. As such, these are not allowed in our community.

Security mesh doors are allowed on the back door of your home without Committee approval (sliding door, unless modified).

Security mesh screen doors are not allowed on a front door.

## Exterior Storage Sheds/Buildings

Applications for structures used for exterior storage outside any wall or walls of the homeowner's dwelling or garage, including any structure attached to such building, will be reviewed on a case-by-case basis and should meet the following criteria:

- Exterior storage buildings should not be positioned such that they obstruct the view from neighboring units, or are visible from any street or common area.
- Dimensions should generally not exceed ten (10) feet by twelve (12) feet and the height should not exceed six (6) feet above original grade.
- Storage buildings should be maintained on a firm level foundation.
- Exterior color of storage units should match the color of the principal dwelling.
- One (1) storage unit per lot.

ADU's (Auxiliary Dwelling Units) and JADU's (Junior Auxiliary Dwelling Units) must be:

- Located in the back yard only.
- Have a minimum setback of 4 ft. from the property line.
- Have no windows that look directly into adjacent owners' windows.
- Walls and roof must be an identical style and material of the main structure.
- Must be permitted by the city.

## Awnings

Awnings are not allowed in the Sorrento Community.

## Rain Gutters

Rain gutters should follow existing developer design. They must blend and harmonize with the existing approved color scheme of member's dwelling and will be reviewed on a case-by-case basis.

## Solar Panels

Solar panels will be reviewed on a case-by-case basis. Solar panels should be mounted as close as practicable on the roof. The panels should, to the extent practicable, not be visible from the street or the front of the house and be of a color, size and shape consistent with the roof line. Solar panels shall not be installed on common area. Homeowners are required to maintain, replace and repair solar panels such that they are in good repair at all times.

## Garage Doors

Any change in garage doors requires prior approval by the Architectural Committee. The application should state the style and color of the proposed garage doors. In general, if a home has multiple garage doors, then each door should be changed at the same time to keep a nice and uniform appearance.

**NOTE: WHITE IS NOT AN APPROVED COLOR OF YOUR GARAGE DOOR. SEE PAINT SECTION FOR ADDITIONAL GUIDANCE.**

### *Glass Panels in Garage Doors*

The addition of glass panels to garage doors is acceptable as the original developer included them; even in an original model home. The addition of glass panels is approved on a case-by-case basis provided it conforms with these guidelines:

- A brochure showing the garage door style should be attached to the application.
- The garage door must comply with our paint guidelines.
- **ONLY** the top row of the garage door may feature glass panels.
- The glass panel cannot be a solid rectangular panel of glass but must be split into smaller windows.
- The glass cannot have any reflective material. But tinting is approved on a case-by-case basis.
- All garage doors must have glass panels if any of them do.

## Gates

A gate with items stored behind it, such as trash cans, is to be solid or screened to keep the items sheltered from street view.

Gate height is not to exceed twelve (12) inches above the height of the fence or wall and then only if the gate is decorative on top, such as with an arch. Straight tops on gates are not to exceed the height of the fence. This allows for design, but discourages a fortress like appearance.

## Driveway Modifications

Applications for the widening of driveways will be reviewed on a case-by-case basis using the following guidelines:

1. All extensions should leave a minimum of three (3) feet of softscape area between the property line and the extended pad.
2. They cannot violate rules detailed in the Landscape & Hardscape section detailing allowable percentage of hardscape and landscape in the front yard.
3. Extensions need to conform to the curb driveway opening (cutout).
4. Material used will need to match the existing driveway or all surfaces will need to be redone. The exception would be an edge insert or border trim such as a mow strip.
5. In general, widening your driveway on both side is normally not a viable option due to hardscape/softscape requirements.

## Air Conditioners

Air conditioners, in general, have been restricted on the exterior of a residence or to protrude through the wall or roof of the residence, with the exception of those items installed during original construction. Window AC units are prohibited.

## Residential Garage and Driveway Parking

There are no garage use requirements at this time related to parking to capacity before regularly using the driveway to park. Parking is permitted in individual driveways with as many vehicles as possible at this time. But only where the parked vehicle does not extend over the sidewalk or street. Under no circumstances may Residents or Guests block the driveway of another residence or a sidewalk. Driveways must be kept unsoiled and free of oil stains or drip pans.

No vehicle shall extend into any portion of the Common Area including but not limited to the sidewalk or the street. Any vehicle blocking access to a sidewalk may be towed at any time at the owner's expense.

Vehicles must be parked perpendicular to the garage while in the driveway except when the Owner is physically present with the vehicle.

Garage doors shall remain closed, except when the garage is in use.

Unless expressly authorized beforehand in writing and then subject to such conditions as may be imposed by the Homeowners' Association Board of Directors, the following activities are prohibited within the Community:

1. Using any portion of the double garage for storage so that it cannot be used to park an Owner's or Occupant's motor vehicles to the garage capacity. If an Owner or Occupant has more motor vehicles than the garage's capacity, such vehicles shall be parked in the driveway serving the garage.
2. Converting any garage to living quarters or otherwise disabling it from being used for vehicle parking. This does not prohibit the placement of a freezer, or other such item in a garage, provided such placement does not disable the garage's capacity for parked vehicles. This does not prohibit temporary driveway parking for the sole purpose of garage cleaning or other work that does not permit vehicle occupancy to the garage's capacity; provided, parking or placement of any vehicles or other mechanical equipment for the purpose of repairs or reconstruction is within an enclosed garage or unit.
3. Parking inoperable, damaged or vehicles that are not maintained, on driveways. Inoperable vehicles include those without current registration displayed on the rear license plate of the vehicle. No vehicles may be placed on jacks, left abandoned, stored, or have the appearance of being abandoned, left unattended, or left inoperative, except behind closed garage doors. A vehicle is considered abandoned after seven (7) days unless the Management Company has been notified of the circumstances.
4. For automotive maintenance or repair (including oil changes) see **section 2.7.5 of CC&Rs**.
5. Parking light pick-up trucks containing exterior racks or commercial-type storage on any driveway.
6. Parking, or maintaining outside of garages, commercial vehicles, trailers of any kind or vehicles exceeding an exterior length of 225 inches, and vehicles exceeding three (3) tons in weight, or similar vehicles except:
  1. Where required temporarily (no longer than eight (8) hours) for the construction, repair, refinishing, or maintenance of any part of the Community.
  2. For moving furnishings, equipment or supplies into or out of the Community.
  3. For no longer than eight (8) hours.

#### Plastic Flowers & Decorations

These decorations may be used in planter boxes, hanging baskets and front porch areas as fill in decorations. However, they are to be maintained and replaced on a regular basis as affected by the weather and sun.

#### Trash/Recycle/Green Receptacles



All trash, recycling, and green receptacles, bins, drums, and cans shall not be set out sooner than one day preceding trash pickup and must be removed and stored out of sight the same day of pickup.

### Drain Easements

Houses along Torino street have drain easements in the back of the property. These are daily use easements and as such it is the responsibility of the owners to keep them clean, free, and clear of all debris at all times.

### Miscellaneous

**Exterior Glass Tinting:** Glass tinting is allowed on your windows but must be approved on a case-by-case basis by the Committee. See Garage Doors section for glass tinting on Garage door window frames. Also, please refer to **section 2.11.3 of CC&Rs**.

**House Numbers:** Should be maintained on the house and curb as originally installed by the developer. Any change requires Committee approval.

**Exterior Lighting:** All exterior lighting, front or backyard, should be located so that it does not create an undue annoyance to the neighbors, as determined by the Architectural Committee. Low voltage lights (such as tier lights) are preferred for the front yard but the height of the fixture should generally not exceed ten (10) inches. Natural white to warm white is the approved exterior light color. Cool white which has a blueish tone or colored lights are not allowed.

**Maintenance Hours:** Unless you are doing your own yardwork, 3<sup>rd</sup> party yard work is currently prohibited on Sundays. Electric mowers, blowers and other equipment is recommended but not required at this time. The Committee reserves the right to update this policy at a later date.

**Decorative Pillars:** Are not allowed.

**Car Tarps:** Cars may not be tarped in your driveway for longer than one week.

**Playground Equipment:** Swings, playhouses and other playground equipment is only allowed in the back yard and should be unobtrusive and require Committee approval.

**Clothes Lines and Laundry Drying:** Outdoor clotheslines and drying of laundry is not allowed.

**Exterior Lighting:** Should conform to existing aesthetic and not be a nuisance to neighbors. Changes to exterior lighting fixtures will be considered on an individual basis.

**Pools:** Pools, saunas, hot-tubs and whirlpools will be considered on an individual basis. Applications need to include details on fencing, including any proposed alterations to existing fencing. Route for excavation equipment (tractor, skip loader, etc.) must be clearly shown or described on the homeowner's plans. Access requiring encroachment of Association property will not be considered.

**Inoperable Vehicles:** No Owner, tenant, resident, guest, or other individual entity may park or store an inoperable or similar vehicle on any Lot. The parking or storage of such vehicles(s) on a Lot constitutes a nuisance as it tends to have a negative impact on the Lot, surrounding properties, and the project as a whole.

Parking or storing any vehicles, motorcycles, trailers, recreational vehicles or watercraft; operable or inoperable on any portion of a lot's side yard, rear yard or landscaping, where the vehicle is visible from any street or any other lot, is prohibited.

**Parking/Storage:** Boats, trailers, recreational vehicles, campers, or unregistered, inoperable vehicles that do not obstruct the sidewalks are allowed in any driveway for up to 72 hours. Members parking or storing the aforementioned for longer than 72 hours are in violation of this rule and are subject to a fine per CC&Rs. They may request to use the Sorrento RV Lot.

**Street Trees:** The trees along the property are the maintenance responsibility of the individual homeowner. Where trees are removed/cut down, the stump should be removed also. Owners may be required to replace trees that have been removed.

**Vehicle/Boat/Tent Dwellings:** No boat, vehicle, truck, trailer, camper, recreational vehicle or tent shall be used as a living or dwelling unit on any Association common area or on any member's lot/property.

**Solariums:** Solariums of an aesthetically acceptable nature may be permitted upon initial review by the Architectural Committee.

**Pets:** See **section 2.8 of CC&Rs**. The Board and management company make it a policy to not engage or become embroiled in disputes between Association members that involve pets. Please consult local officials, laws, and/or a legal professional to resolve such disputes. Animals shall not be raised, bred, or kept for resale or other commercial purposes in the Association.

**NOTE: TIME FRAMES FOR PROJECT COMPLETION ARE TO BE DETERMINED BY THE ARCHITECTURAL COMMITTEE ON A 60, 90 OR 180 DAY BASIS. THIS WILL BE DONE ON A CASE-BY-CASE BASIS. IF EXTENSIONS ARE NEEDED, PLEASE CONTACT THE ASSOCIATION OFFICE.**

## Neighbor Notification

The Architectural Application includes a neighbor notification section that must be completed as part of every application for architectural approval. It is the intent of the Committee that applicants consult with their neighbors concerning proposed improvements and alterations and show their neighbors a copy of the architectural application at least one day prior to submission. The neighbors will thereby learn what work is proposed to be done and provide them with an opportunity to discuss the matter with the applicant and/or submit written comments to the Committee. To provide an opportunity for such comments, applications for architectural approval will generally not be considered by the Committee unless the completed application (including the neighbor notification provisions) is submitted by the deadline date and time to the Association office as approved by the Board of Directors. Contact the Association office for the current deadline date and time for the next upcoming Architectural Committee meeting. Note that the requirement is just that the neighbors be notified of the application and provided an opportunity to review the application. Neighbor approval or consent for the proposed improvements or alterations is not required. Details on which neighbors should be notified are included on the Architectural Application. For purposes of completing the neighbor notification section, the following definitions apply:

**NOTE: IF YOUR NEIGHBOR IS A RENTER, YOU MUST OBTAIN WRITTEN CONSENT FROM THE OWNER OF THE PROPERTY. HOA MANAGEMENT CAN ASSIST WITH PROVIDING OWNER CONTACT INFORMATION.**

## Violation Procedure

The following procedure will apply to all violations and infractions of the Governing Documents and Rules and Regulations. Owners may report violations to the management company by submitting a written notice describing the violation to HOA Manager George Gallanes ([george@weldonbrown.com](mailto:george@weldonbrown.com)). The Board of Directors, management company, or committee appointed by the Board may also note any violations discovered during walk-throughs or by personal knowledge of any of its members or representatives. Wherever the term "Board" is utilized throughout this document, it is meant to include committees appointed by the Board and the management company. At the time a violation is noted or reported, action will be taken as follows:

1. The Board shall give written notice to the owner. The notice will contain a description of the violation, instructions regarding response to the notice and correction of the violation.
2. If the violation continues or is repeated, the Board shall give the owner a second notice of the violation. The notice shall specify a time and place of the meeting. This meeting shall take place on a date not less than ten (10) days after the date of the notice for a hearing before the Board. The hearing will be held in executive session if requested by the member, and the member will be allowed to attend the hearing.

3. At the hearing, the Board shall allow the owner to present evidence and testimony as reasonable under the circumstances. If the Board concludes that the alleged violation occurred, the Board may impose monetary penalties, temporarily suspend voting and common area privileges for a period not to exceed three (3) months or take any other disciplinary action permitted by the Governing Documents. However, no suspension imposed by the Board shall take effect sooner than five (5) days after the date of the hearing. The Board shall notify the owner of any disciplinary action taken within fifteen (15) days of its decision.
4. If the violation continues, the Board may impose continuing fines until such time as the matter is satisfactorily resolved.
5. If the violation continues, or is repeated, the Board may also refer the matter to the Association's legal counsel. If required by Civil Code §§5900-5920, or 5925-5965 mediation or arbitration will be offered. If a lawsuit is filed, the homeowner may be liable for the Association's legal costs and fees.

## Fine Schedule

Fines for violations may be levied in accordance with the following schedule:

Hazardous Activities	\$100.00 - \$500.00 maximum
Use Restrictions	\$100.00 - \$500.00 maximum
Vehicle and Parking Restrictions	\$100.00 - \$500.00 maximum
Any violation of the Bylaws, CC&Rs, or Rules and Regulations not specifically mentioned	\$100.00 - \$500.00 maximum
Unauthorized Architectural improvements to Home (regardless if later approved)	\$300.00 minimum plus \$100 per day for property per discretion of each day violation exists after notice of Board to owner. \$600 for the second violation in two years.

Fines shall be in addition to an assessment equal to any applicable cost of repair. Fines for repeated violations may be increased in \$100.00 increments unless otherwise stated. For the purposes of this Fine Schedule, a "repeated violation" shall be one which is assessed to a single lot within a twelve-month period unless otherwise stated. However, should a twelve-month period pass without any violations, a first notice to correct the violation must be sent by the Association prior to imposing any fines.

Fines for continuing violations may be assessed on a daily basis (at a maximum rate of \$25.00 - \$100 per day), until the violation is abated by the owner at the discretion of the Board of Directors. For the purposes of this Fine Schedule, "continuing violations" shall refer to violations that remain unchanged and ongoing until abated by the owner, including Architectural changes which have been made without authority from the Board and/or Architectural Committee.

Any vehicle parked illegally (i.e., in a fire lane, blocking the garage or driveway of another owner, etc.) or which is in non-compliance with the Parking Rules of the Association will be subject to immediate towing without further notice.

All fines shall be assessed against and shall be payable by the respective owner regardless of whether such violation was committed by owner, tenant, lessee, guest invitees agents, employees, contractors, purchaser or any member of their respective families.

**SORRENTO COMMUNITY ASSOCIATION**

c/o Weldon L. Brown Company, Inc.  
5029 La Mart Drive, Suite C, Riverside, CA 92507  
Phone: 951-682-5454 · Fax: 951-682-5632  
www.weldonbrown.com

**Architectural Review Committee (ARC) Application**

Date: \_\_\_\_\_

Homeowner Name: \_\_\_\_\_

Address: \_\_\_\_\_

Proposed Start Date: \_\_\_\_\_

Completion Date: \_\_\_\_\_

Primary Phone: \_\_\_\_\_

Primary Email: \_\_\_\_\_

Architect, Engineer or Owner Representative (if applicable):

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Permit Number: \_\_\_\_\_

License Number: \_\_\_\_\_

Please check the following boxes to ensure all necessary process is followed.

- I have read all rules pertaining to my application in the Sorrento Architectural and Design Guide, as well as the CC&Rs.
- I understand that I cannot begin work on this or any other modification that requires approval before the Committee officially approves.

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

**Proposed Improvement(s) Project** (check all that apply)

List the type of the trees, landscaping materials, heights and colors below:

- |                                    |  |   |
|------------------------------------|--|---|
| <input type="checkbox"/> Gazebo    | <input type="checkbox"/> Fountain                                  | <input type="checkbox"/> Pool & Equipment |
| <input type="checkbox"/> Barbeque  | <input type="checkbox"/> Fence                                     | <input type="checkbox"/> Spa & Equipment  |
| <input type="checkbox"/> Swing Set | <input type="checkbox"/> Walls                                     | <input type="checkbox"/> Hardscape        |
| <input type="checkbox"/> Lighting  | <input type="checkbox"/> Slope                                     | <input type="checkbox"/> Drainage         |
| <input type="checkbox"/> Playhouse | <input type="checkbox"/> Concrete work                             | <input type="checkbox"/> Landscape        |
| <input type="checkbox"/> Trees     | <input type="checkbox"/> Paint (please see separate Paint Section) |   |

Front  Back

Other Job Project and/or Detail Description:

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# Paint Application

Please contact [george@weldonbrown.com](mailto:george@weldonbrown.com) for the most up to date paint style guide.

The Sorrento HOA is made up of three styles of home; Spanish, Craftsman and Early California. The Sorrento community has aesthetic guidelines for the community as a whole and then more specific paint guidance depending on the style of your home.

You may select from various pre-approved paint combinations for your home. We suggest using Sherwin-Williams paint to best match pre-approved colors. You may use other brands to match these colors but you will bear all the risk of the final paint matching our determined colors.

Color samples or links of any proposed paint or stain are required when the proposed paint or stain is the same as or different than the original color scheme for the existing dwelling. A recent photo of the existing color of the residence, along with the proposed color chips for comparison, must be submitted.

**Home:** Mark the style of your home and the color pallet you would like to use. Please reference the Paint Style Guide. You may select a pallet that does not match the style of your home however this is not recommended, especially if the pallet matches any nearby neighbor homes. The Committee will review and approve all paint applications on a case-by-case basis.

**Spanish Preselected Pallet:**

Spanish 1    Spanish 2    Spanish 3    Spanish 4

**Craftsman Preselected Pallet:**

Craftsman 1    Craftsman 2    Craftsman 3    Craftsman 4

**Early California Preselected Pallet:**

Early CA 1    Early CA 2    Early CA 3



## Other Colors

The Sorrento HOA does not often approve additional colors for addition to the Sorrento color pallets. Please select why you would like us to add an additional color to our pallet.

**OPTION 1: You believe an original developer color is missing from our existing color pallets.**

If you believe an original developer color is missing from our color pallets, please indicate two houses where it is present:

**Address 1:** \_\_\_\_\_  
**Color Location (Stucco, Trim, etc.):** \_\_\_\_\_

**Address 2:** \_\_\_\_\_  
**Color Location (Stucco, Trim, etc.):** \_\_\_\_\_

**OPTION 2: You would like to request that the Committee add a new color to the pallets. New colors are not frequently approved. When they are approved, they are normally approved once a year and become part of that year's Architecture and Design Guide update and so are made available to the entire community at the same time in an equitable manner.**

Mail or fax completed form to:  
Sorrento Community Association  
c/o Weldon L. Brown Company, Inc.  
5029 La Mart Drive, Suite C, Riverside, CA 92507  
Phone: 951-682-5454 · Fax 951-682-5632  
George Gallanes [george@weldonbrown.com](mailto:george@weldonbrown.com)

# **SORRENTO COMMUNITY ASSOCIATION**

c/o Weldon L. Brown Company, Inc.  
5029 La Mart Drive, Suite C, Riverside, CA 92507  
Phone: 951-682-5454 · Fax: 951-682-5632  
www.weldonbrown.com

## **Front, Back and Adjacent Neighbor Awareness**

The attached plans were made available to the following neighbors for review. If no neighbors exist, or there is a vacant lot, please specify "No Neighbors".

### **Adjacent Neighbor (right side)**

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
(Please Print)  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Comment: \_\_\_\_\_

### **Adjacent Neighbor (left side)**

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
(Please Print)  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Comment: \_\_\_\_\_

### **Neighbor (rear side)**

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
(Please Print)  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Comment: \_\_\_\_\_

### **Neighbor (front side/facing)**

Name: \_\_\_\_\_ Address: \_\_\_\_\_  
(Please Print)  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Comment: \_\_\_\_\_

Should any homeowner disapprove, he/she may so indicate on the form or may send a written communication to the Sorrento Community Association ARC if he/she so desires.

An impacted homeowner does not have the veto power over the proposed project; rather his/her concerns are a factor to be considered by the committee.

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**ARC APPLICATION CHECK LIST**

**Your completed application must include the following:**

- \_\_\_\_\_ Completed improvement ARC application (pages 1, 3 and 4)
- \_\_\_\_\_ Completed facing, rear & adjacent neighbor statement (page 2)
- \_\_\_\_\_ Plot map with property lines
- \_\_\_\_\_ Three (3) copies of proposed improvement plans
- \_\_\_\_\_ Detailed description of plant material to be used (as listed on plans)
- \_\_\_\_\_ Type(s) of building material to be used (as listed on plans)
- \_\_\_\_\_ Type(s) of wood surface (as listed on plans)
- \_\_\_\_\_ Color scheme samples (as listed on plans) for every item

**DISCLAIMER FOR SORRENTO COMMUNITY ASSOCIATION**

Sorrento Association ARC **shall not be responsible** for the adequacy for Drainage, Structural, Safety, View Impacts, or Conformance with San Bernardino County, Redlands Building or other City Codes.

The undersigned Owner is responsible and agrees to comply with all applicable federal, state, county and city laws and ordinances, and to obtain all necessary permits (and for using licensed contractors for work over \$500.00 per California State Law) in connection with the proposed plans. Owner further agrees to send copies of such permits to the Sorrento Association ARC prior to the actual implementation of the proposed plans (project).

I, the undersigned, understand and agree to:

1. **Work:** No work shall commence until written approval from the ARC has been received.
2. **Completion dates:** All improvements approved by the Sorrento Community Association ARC should be completed within **sixty (60) days** of the approval. Failure to complete work within the prescribed period of time may cause the approval to be rescinded and resubmission may be required.

Extenuating circumstances should be brought to the attention to the Sorrento Community Association.

**AGREED AND ACCEPTED**

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Owner Name (printed): \_\_\_\_\_  
 Owner Address: \_\_\_\_\_

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I \_\_\_\_\_(print your name) hereby certify all pertinent neighbors have seen the plans I am submitting for the Sorrento Community Association ARC approval. I understand neighbor objections do not, in themselves, cause denial; however, the ARC will contact the neighbors to discuss and determine their objections and their appropriateness, if necessary.

Address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**(Homeowner signature required, otherwise automatic disapproval)**

**ARCHITECTURAL COMMITTEE USE ONLY**

Date Received by ARC:

**Approved**    \_\_\_\_\_ **Conditional approval**    \_\_\_\_\_ **Disapproved**

ARC Member(s):

Date:

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

Notes: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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## COMPLETION NOTICE

**Owner(s), upon completion of your proposed architectural improvement(s) in accordance to submitted and approved by the Architectural Review Committee (ARC) plans, please fill out this notice and forward to the ARC, care of Weldon L. Brown Company, Inc. at the address or fax above. Thank you!**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Completion Date: \_\_\_\_\_

**In accordance with your Association's governing documents the Architectural Review Committee has a right to inspect the property to verify that improvement(s) to the Lot were done in accordance with approved plans.**

The property will be available for inspection by ARC on \_\_\_\_\_ at \_\_\_\_\_.  
(Mm/dd/year) (Time)

Signature: \_\_\_\_\_

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_