

**Window Rock East Homeowners Association  
Design Review Requirements and Guidelines**

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# **Window Rock East Homeowners Association Design Review Requirements and Guidelines**

## **SECTION I: GENERAL INFORMATION**

### **1. Introduction**

The governing documents, Covenants, Conditions and Restrictions (CC&Rs) require that any modification or addition to property within Window Rock East Homeowners Association be approved by either the Design Review Committee (DRC) or the Board of Directors prior to construction or installation.

It is the responsibility of the homeowner to obtain approval as required in these Guidelines from the DRC prior to making any exterior alterations or installing any landscaping, as covered in these Guidelines.

Nothing contained herein shall be construed as altering, amending or changing the Declaration of Covenants, Conditions and Restrictions (hereafter called the CC&Rs), as recorded with the County of Pima, or the Articles of Incorporation and Bylaws of the Window Rock East Homeowner's Association. In the event of a conflict, the following represents the order of priority: CC&Rs, Articles, Bylaws and these Requirements and Guidelines. To the extent at the local ordinance, building code or regulation requires a more restrictive standard than that found in these Requirements and Guidelines, or the CC&Rs shall prevail.

Approval by the DRC of any construction, installation, addition, alteration or other work pursuant to these Guidelines shall not be deemed a waiver of the DRC's right to withhold approval of any similar construction, installation, addition, alteration or other work subsequently submitted for approval. There may be special or unusual cases in which a homeowner, while not out of compliance with the Guidelines, might be denied approval by the DRC.

The DRC will then review the materials submitted as soon as possible. Requests will be approved, denied or returned to the homeowner for additional information after review by the DRC.

These Design Review Guidelines may eliminate the need to submit certain projects for approval, but if it does not specifically state that no approval is necessary in these guidelines or the CC&Rs, the homeowner must submit the following to the DRC for approval prior to construction or installation of the project:

1. A complete submittal form (attached to this document).
2. Plans and specifications for the proposed work, including, if applicable:

- a. Site plan for the lot, showing the project in its proposed location along with all the other improvements on the lot (house, driveway, neighboring wall, etc.).
- b. Plans and specifications for all above-ground construction (patio cover, gazebo, etc.) showing materials, height, length, width and color(s).
- c. The time frame for beginning and completion of the work to be done.

## **2. DRC Permits for Landscaping and Construction**

It is the responsibility of the homeowners to obtain approval as required in these Guidelines from the DRC prior to making any exterior alterations or installing any landscaping, as covered in these Guidelines. Permit applications shall be completed and must be signed by the homeowner and may be considered for review prior to the closing date on your home. However, no work may begin prior to DRC approval or until after the closing.

DRC applications forms are available at the management company. The forms in these Guidelines may be revised from time to time: please check with the management company to be sure you have the most recent version.

## **3. City and County Permits**

It is the responsibility of the homeowners to obtain all necessary City and County permits.

For their own protection, homeowners should exercise due diligence by selecting a contractor for all landscaping and construction needs. The Board of Directors nor the DRC has any authority over any contractor conducting business in Window Rock East and is not involved in the licensing of contractors. This function is the responsibility of the Arizona Registrar of Contractors. Prior to selecting a contractor, homeowners are urged to check the licensing status and records of any complaints against specific contractors by calling the Arizona Registrar of Contractors in Tucson. The DRC will not intervene on behalf of homeowners if a problem arises between the homeowners and the contractor.

## **4. Maintenance of Property**

All homeowners, including those not in full-time residence, are responsible for maintaining their home and related landscaping so that it contributes to the overall appearance and aesthetic value of the neighborhood and the community. All lots must be kept free of weeds, trash and plants. All trees must be neatly trimmed. Weeds in excess of three inches wide or three inches tall which remain on the property are subject to a fine. Plants and trees shall not hang over onto a neighbor's property, common areas, sidewalks or

onto streets.

If it is brought to the attention of the DRC that a property does not meet these standards, a letter will be sent to the homeowner by the DRC or management company specifying a deadline for bringing the property into compliance. If the work is not completed by the specified date, a fine will be assessed accordingly.

## **SECTION II: Architectural and Landscaping Standards and Requirements**

### **1. Architectural Standards and Requirements - DRC Approval Required**

The design, style, detailing, materials and color of any addition or exterior renovation shall conform to that of the house.

All additions to the original home require a DRC permit and shall be built within the setback lines originally established for Window Rock East, regardless of more lenient requirements of any local governmental authority. These setbacks are shown on the original plot plan provided at the time of purchase.

The height of any addition to an existing home shall not exceed that of the original roof or parapet line.

All materials used in additions, alterations and landscaping shall conform to those in the DRC Guidelines. The DRC may allow substitute materials that are considered compatible with the theme of the community. Substitutions are approved based on the judgment of the committee.

### **2. Landscaping Standards and Requirements - DRC Approval Required**

The landscape concept is based on a philosophy of compatibility with the Sonoran Desert and a commitment to low water usage vegetation. The use of ornamental desert plants is encouraged.

All ground not covered by plantings, including front and side yards, shall be covered with inert material, which includes crushed native colored rock minimum 3/8 inch to a maximum of one (1) inch (with the fines/dust removed). Native river rock and boulders may be used for accent purposes. White rock, artificially colored rock or crushed man-

made material are not permitted in an area visible from the street.

Weed growth or other nuisance plant materials shall be controlled with herbicides and/or manual weeding. Plastic sheeting may not be placed under crushed rock for weed control since it is ineffective and causes the covering crushed rock to wash away. A landscape fabric may be used. No landscaping or construction materials owned or contracted for by the homeowner may be left on any street for more than 72 hours. All materials encroaching on the street must be clearly marked with orange traffic cones and/or yellow traffic tape and cannot block more than 25% of the street width.

### **SECTION III: Design Guidelines**

#### **1. Awnings, Sunshades & Sunscreens - DRC Approval Required**

Awnings must be solid in color approximating the color of the house or trim. They may be of a slanted or rounded style. Supporting parts of fixed window awnings may project no more than four (4) feet from the house. Awnings of all types must be no more than six (6) inches wider than the window opening.

Shade cloth window screens are permitted. However, they must be professionally installed. Green is not an approved color.

Exterior Roll-Down Sunshades of metal or composite materials must be a solid color approximating the color of the house or trim. Roll down sun screens may be of a darker color. Exterior sunshades made of plastic, reed or bamboo are prohibited. Exterior roll down sunshades must be secured when lowered.

#### **2. Backyards**

Backyards are to be tastefully decorated and kept free of debris and weeds. Garage doors are to be closed, if the above is not followed. 'Tastefully decorated' is to be at the discretion of the DRC.

Any structural changes or additions above five (5) feet need DRC approval and/or permit.

#### **3. Bird Feeders & Bird Houses - DRC Approval Not Required**

Bird feeders and birdhouses may not be located more than six (6) feet above original grade level. They may be located only in the rear yard of the property.

A maximum of two (2) are permitted in each yard to limit the potential of a nuisance to neighboring properties. Hummingbird feeders are not included in this maximum.

**4. Carport/Garage Modifications - DRC Approval & Pima County Permit Required**

These structures may not be converted for any use other than that for which they were originally intended. The structure may not be modified to accommodate motor homes or other large vehicles.

Before enclosing the carport, the homeowner must submit a detailed set of architectural elevation drawings and plans, drawn to scale, of the enclosure, a copy of the building permit and a copy of the Developer's plot plan clearly showing the addition, setback lines, etc.

**5. Color Schemes - DRC Approval Required**

Primary paint color choices must be similar to original colors on homes. Colors not permitted as a primary color are reds, dark brown, black and purple.

Structures and enclosures attached to the house should be painted to match color of the original color of the house.

Homeowners must complete submittal form with colors to be used to the DRC before painting homes and structures for approval, whether original color or changing color.

**6. Flag Poles, Flags & Wind Socks - DRC Approval NOT Required**

Front yard display must be mounted on house.

The top of the flag pole may be no higher than the highest point of the house and in no case may it exceed 20 feet in height in the back yard.

Only one (1) flag pole per lot is allowed. No flag shall exceed three (3) feet by five (5) feet in size.

A maximum of two (2) flags flown simultaneously from a single pole and/or two (2) wind socks flown simultaneously on the same pole on any one lot are permitted.

Flag lighting is restricted to 150 watts for incandescent bulbs, or 50 watts for other types

of bulbs, per the City of Tucson and Pima County Codes. Lighting must be from the ground and not house-mounted.

**7. Fencing - DRC Approval Required - if modified from original landscaping**

Rear yard fencing (dog enclosures, décor, play areas) shall be confined to the back yard and installed in a manner that is not visible from the street in front of the home.

**8. Front Yards - DRC Approval Required - if modified from original landscaping**

No planting of grass or artificial turf is permitted in the front yard.

No plants, bushes or cacti are permitted to be planted in the common area (between sidewalk and road) by the homeowner. Gravel and rock designs must compliment the owner's landscaped property. This area and its upkeep is the responsibility of the homeowner.

All areas visible from neighboring property are to be covered by plant material or decorative rock. No artificially colored rock or artificial plant material shall be allowed.

Hardscape accents (ie. Saltillo tile, pavers, flagstone) may be used as stepping stones and borders if the colors are compatible with desert hues and other natural colors.

**9. Gates - DRC Approval Required**

Gates must be constructed of wrought iron or aluminum and may contain metal screening panels on the rear of the gate or wood slats. Ornamentation on gates must be permanently affixed. Generally, gates should be no higher than the adjoining return wall or pony wall. Arches are allowed on gates, but the maximum height of the arch on the gate shall not exceed one (1) foot above the adjoining return wall or pony wall unless rounded to match any approved arch enclosure. Drawings to scale must be submitted.

If changing the original gate, the design must be approved by the DRC.

Homeowners may install an additional gate after plans are submitted and approved by the DRC. Gates must conform to the style, color and material of existing front entry gates.

## **10. Gutters & Downspouts - DRC Coordination Required**

The gutters and downspouts must match or approximate the house or trim color using approved color choices.

All roofs or gutter installations shall drain to the ground solely within the deeded lot line. Drainage to common areas is prohibited.

## **11. Holiday Décor - DRC Approval NOT Required**

Temporary holiday decorations, including lights and lawn ornaments are permitted provided they are installed no more than 45 days prior to the holiday and removed within 30 days after the holiday.

## **12. Lighting, Exterior - DRC Approval Required**

**Floodlights:** Exterior floodlights are permitted for intermittent safety purposes. They must not be directed into neighboring yards or interfering with a driver's vision and must not be illuminated on a continuous basis.

**Low-Voltage Lighting:** Installation of low-voltage lighting along walkways and driveways is permitted. Tree and other mood lighting directed upward should not create an undue glare to neighbors and/or towards the street.

**Post Lights:** A post light located in the front yard must be between the house and common sidewalk. The maximum allowable height for any such light is 72 inches. The Maximum of light emitted from the light shall not exceed one (1) 60 watt light bulb regardless if it is gas or electric.

The light pole must be painted black or bronze. The light fixture on the top of the pole may be black, bronze, brass or the same color as the house or trim.

## **13. Parking**

Parking is prohibited on decorative rock and in the common area between the sidewalk and road.

## **14. Pets**

No other animals besides dogs, cats and other household pets may be kept on the lot providing they are not kept, bred or maintained for any commercial purpose. The number



of pets allowed per lot shall not exceed two.

Animals causing an excessive annoyance or being obnoxious to residents of the community will not be permitted. Pets will not be permitted to make an unreasonable amount of noise.

All dogs shall be kept on a leash when outside its owner's lot and at no time be allowed to run free while inside the confines of Window Rock East.

It is the responsibility of the pet owner to immediately remove any droppings left by their pet anywhere in the community. This includes pet owner's property, neighboring properties and common areas.

#### **15. Recreational Equipment - DRC Approval NOT Required**

Permanent basketball poles, backboards or nets are not permitted.

Portable basketball poles are allowed but must be stored out of sight at the end of each day.

#### **16. Roof and Patio Roof Coatings - DRC Approval Required**

Roof material must match the color installed by the Developer or as approved by the DRC. Any change in the color of the roof material must be submitted to the DRC and must be consistent with colors currently used in the community. Samples of the material are to be submitted with the DRC application.

Reflective coatings are not permitted.

#### **17. Screen & Security Doors - DRC Approval NOT Required**

Screen and security doors and their ornamentation must be limited to one (1) of the following colors:

1. Same color as exterior door.
2. Same color as house or trim color.
3. Same color as window inserts.
4. Black or dark bronze.

Screen and security doors and enclosures may be constructed of wrought iron or aluminum provided the design is of square, solid or tubular material and has the

appearance of a wrought iron door. No wood screen doors are permitted.

**18. Sheds - DRC Approval & Pima County Permit Required (see attached "Shed Guidelines pg 15)**

Sheds shall be of a material and color scheme the same as the home. No metal sheds are allowed.

The roof of the shed should be pitched and shingled with the peak being no higher than 8 ½ feet. Sheds should be no larger than 10 feet by 12 feet.

The placement of the shed should have the entrance to the shed facing away from the nearest neighbor and in a location most unobtrusive to neighbors and the street. Ideally the location of a shed shall be directly behind or part of the carport structure or located directly behind and contiguous with the home.

No shed shall be any closer than six (6) feet to the property line and should not extend beyond the side of the house on the front door side. Lot owners are responsible for all applicable permits required by the City of Tucson.

No shed shall have window mounted coolers or heaters. Venting is allowed.

**19. Signs - DRC Approval NOT Required**

No advertising signs, billboards, unsightly objects or nuisances shall be erected, placed or permitted to remain on the property, except homes for sale, rent, lease or open house signs. The signs shall be freestanding and be located in the front yard. The top of the sign shall be no higher than 48 inches from ground level and no larger than 24 inches by 18 inches.

Security signs may be displayed if the total surface area on the display side of the sign does not exceed 110 square inches and the top of the sign does not exceed 18 inches from ground level.

Signs of general nature and those containing 'quaint' sayings that are visible from neighboring property or from the street are not permitted.

"Open House" and "Garage Sale" signs are permitted and shall not require approval if in accordance with the following provisions:

1. Signs in common areas must not block any sidewalk traffic.

2. Signs must be placed no sooner than sunrise and removed no later than sunset on the day of the event.
3. No more than three (3) signs may be used for any one event on the same day.
4. The DRC reserves the right to request reasonable modifications of such signs if deemed appropriate.

## **20. Speakers**

Exterior speakers are discouraged as are any sound emitting devices which may disturb neighbors' peace and quiet.

## **21. Trash Containers**

No garbage or trash shall be placed or kept on any lot except in the covered containers provided by the City of Tucson.

No container may be maintained so as to be visible from the street except to make it available for collection. Trash containers and recycling bins may be left at the curb for pickup no earlier than 6:00 p.m. on the day before the scheduled pickup is to occur and may remain at the curb no later than 6 a.m. on the day after scheduled collection.

No outdoor incinerators shall be allowed, kept or maintained on any lot.

## **22. Trellises & Lattice Panels - DRC Approval NOT Required**

Trellises and lattice panels may be used to support plant material. The panels or trellises must be securely attached to the house and must be painted to match the house or trim color. Trellises and lattice panels must be flat. They may have curved/rounded tops but shall not extend above the eaves or gutter line of the home or eight (8) feet on a Santa Fe - style home. Freestanding trellises, lattice panels, archways and arbors are prohibited in the front yard.

## **23. Usage of Lot**

Each lot is restricted to one (1) manufactured home dwelling for single family residential usage.

## **24. Vehicles, RVs, Campers & Boats**

No motor vehicles exceeding three-quarter ( $\frac{3}{4}$ ) ton, mobile home, trailers, campers, camper shells, boats or similar equipment or vehicles may be stored or worked on within the Association in such a way that it is visible from neighboring property, the common areas or the streets.

Pickup trucks of less than three-quarter ( $\frac{3}{4}$ ) ton with camper shells on top of which are seven (7) feet or less above ground, are no more than 18 feet long and which are used for basic transportation and are parking in the garage, on the driveway or in a designated parking area are not required to be screened from view as are the vehicles and equipment in prior rule.

No RVs, campers, boats, etc. shall be parked or placed permanently on the streets of Window Rock East. Vehicles which are the property of visitors may be placed in the driveway of the lot or on the street for a maximum of 72 hours.

No in-operable vehicle may be, at any time, parked or stored in such a way that it is visible from neighboring property, the common areas or the streets.

The Board shall interpret and define the term in-operable as a vehicle that meets any of the criteria: 1) is not capable of being driven safely on a public street; 2) is not insured and/or properly registered; 3) expired or non-existent license tags; or 4) has one of more flat tires. If a vehicle falls within the criteria above, the Board may fine the owner, and/or tow the vehicle(s).

No vehicles resting on jacks or supports shall be permitted on the property.

There is temporary parking and/or storage within the development for RVs, campers etc. Contact the management company for more details.

## **25. Walls - DRC Approval Required**

This section covers design and construction criteria for the common walls - party walls, return walls, and association perimeter walls.

There shall be no walls or fencing of any type in the front yards other than that provided by the Developer.

Painting and /or murals on exterior and top of walls is prohibited.

Walls may be raised with DRC approval but not removed or shortened.

Walls shall be masonry or wrought iron and match the design installed by the Developer.

Masonry used to raise party walls shall match the type, style and size of the existing masonry used by the Developer for constructing walls. Wall may not be more than six (6) feet in height.

Repairs or additions to walls shall be completed by professional masons.

## **26. Windows**

No window air conditioners shall be visible from the street.

No reflective material, including but not limited to aluminum foil, reflective screens, mirrors or similar items shall be permitted on any lot or dwelling so as to be visible from outside the dwelling unit.

Bars covering windows are not allowed.

## **27. Miscellaneous**

Bug lights/Zappers may not be located more than five (5) feet in height above grade level. Every effort must be made to avoid creating a glare or light source that invades neighboring properties. No more than two (2) bug lights/zappers are permitted per lot and only in the rear of the property.

Except in an emergency, no equipment giving off disturbing sounds or loud noises shall be operated on any part of the property.

All equipment, wood piles or storage piles shall be kept screened by adequate planting or fencing so as to conceal them from the view of neighboring lots and streets. Any screening materials used other than plants or fencing must be approved by the DRC.

No trash, garbage, debris or weeds shall be allowed to accumulate on any lot.

# WINDOW ROCK EAST

## SHED GUIDELINES

The following are the basic criteria as they apply to the installation of storage sheds at Window Rock East. This handout will provide some guidance in planning the layout of your lot. Please note, all sheds must be approved via (1) as per the signed lot layout plan, (2) or as per the submitted and approved "Submittal Form" by the property manager.

Thank you for your compliance with these guidelines. Should you have any questions on this information or require additional forms, please contact the property manager, at

### GUIDELINES:

- Sheds shall be no larger than 120 sq. ft. (i.e. 12x10).
- Sheds shall be painted to match the color and trim of the house.
- All sheds shall have pitched roofs of the same shingle material as house.
- Sheds shall be constructed with the same material as the house.
- Entrances to sheds shall be away from nearest neighbor.
- There shall be only one free standing shed per lot, additional storage areas must be under or incorporated into the carport.
- There will be no roof mounted antennas, coolers, window mounted A/C units, or exterior lighting on sheds.
- Appropriate setbacks (6 feet from neighboring walls) and locations of sheds shall be per the plan on the back of this sheet.
- All sheds must be approved, via the site plan layout or via property manager.
- Sheds shall be professionally installed in a timely manner.

See other side for plan.

# Window Rock East Approved Plant List

## SHRUBS/ TREES

Asparagus Fern  
Bush Bougainvillea  
Boxwood Natal Plum  
Carissa Boxwood  
Cape Honeysuckle  
Dalea Capitata (Sierra Gold)  
Desert Spoon  
Dwarf Pittusporum  
Dwarf Sage  
Fairy Duster  
Green Cloud Sage  
Gold Mound Lantana  
Heavenly Bamboo  
Hesperaloe (Red Yucca)  
Indian Hawthorne  
Japanese Boxwood

Jasmine  
Mexican Bird of Paradise  
Morning Glory  
Myrtle Compacta  
Petite Oleander  
Piftusporum  
Pyracantha Santa Cruz  
Purple Trailing Lantana  
Radiation Lantana  
Rosemary  
Ruellia Kati  
Torch Glow Bougainvillea  
Torch Bougainvillea  
Yucca Alefolia  
Yellow Trailing Lantana

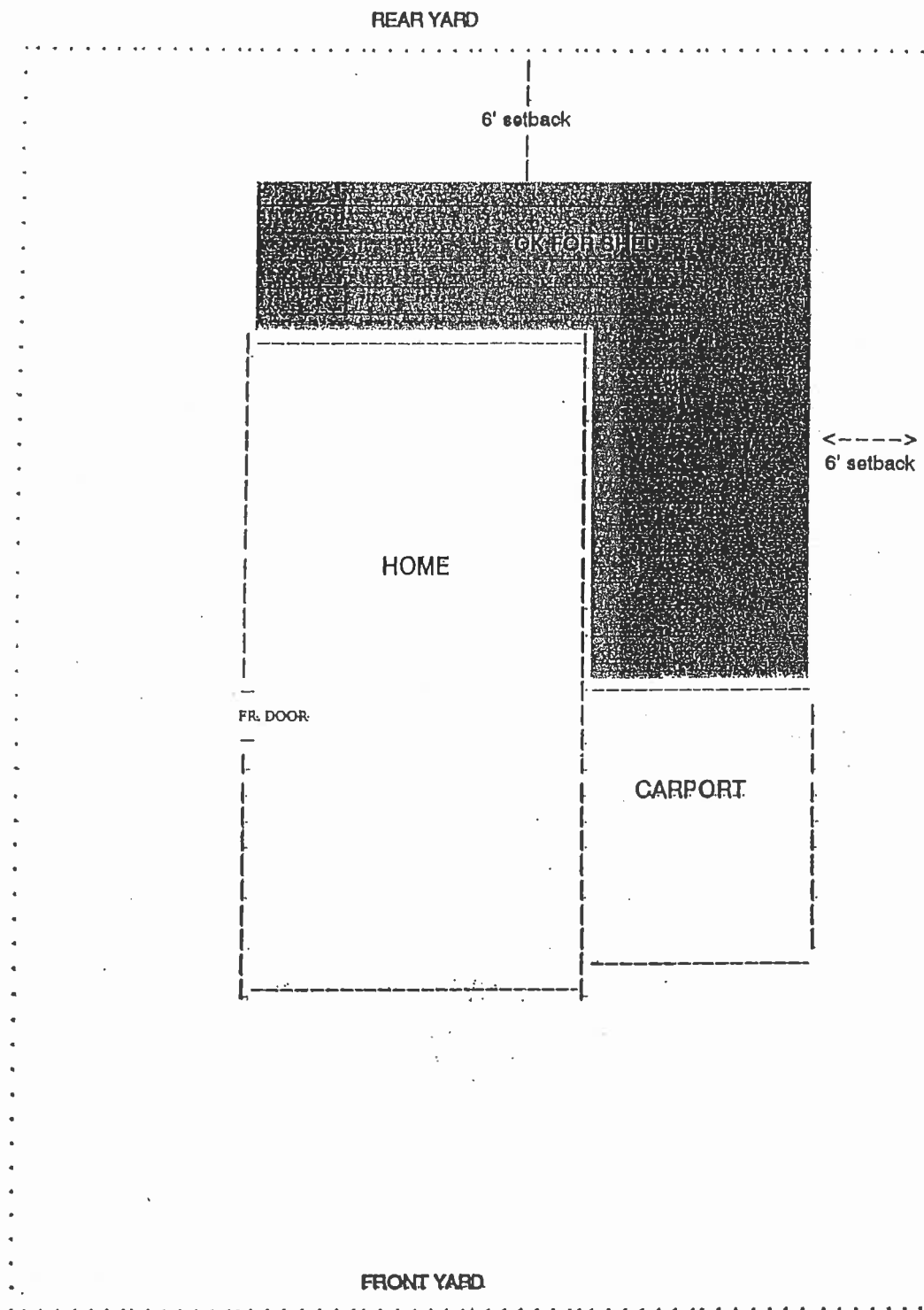
## ANNUAL FLOWER

Annual flowers that are maintained in healthy condition may be planted in raised planters that have been installed with approval from the Arch. Rev. committee

Acacia Salicina  
Acacia Saligna  
Acacia Schaffnerii  
Shammel or Arizona Ash  
Elderica Pine  
Texas Ebony  
Palo Brea  
Blue Palo Verde  
Native Mesquite (Velutina or Juliflora)

Ironwood  
Texas Mountain Laurel  
Swan Hill Olive  
Phoenix Robellini (Pygmy Date)  
Mediterranean Fan Palm  
Evergreen Elm  
Shoestring Acacia  
Sweet Acacia

The shaded area is the area approved for the installation of the shed.



Note:

carport configuration may be reversed in the cases of corner lot sets