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GREYSTONE COLLECTION HOMEOWNERS' ASSOCIATION

ARCHITECTURAL GUIDELINES

I. INTRODUCTION

The Architectural Control Committee ("Committee") of the Greystone Collection Camarillo Homeowners' Association ("Association") has the responsibility to control the structural and landscaping architecture and design aesthetics within the Project, pursuant to Article 10, Section 10.1 of the Declaration of Establishment of Conditions, Covenants and Restrictions for Greystone Collection Camarillo (the "CC&R's"). An Owner cannot commence the construction, alteration, installation, reconstruction, erection, or addition of an Improvement(s) within the Owner's Unit until the Owner submits plans and specifications showing the nature, kind, shape, height, color, materials and location of the proposed Improvement(s) to, and obtains the approval of such plans and specifications from, the Committee. (CC&R's, article 10, Section 10.2) An Improvement includes, but is not limited to, a building, fence, wall, landscaping, or other form of improvement. Article 10, Section 10.2 of the CC&R's provides, in relevant part:

"No building, fence, wall, landscaping or other structure shall be commenced, erected or maintained upon the Project, nor shall any exterior addition, change or alteration therein, and no improvements which are visible from any other Unit or Common Property, including landscaping..., be made until the plans and specifications showing the nature, kind, shape, height color, materials and location of same shall have been submitted either by personal delivery or by certified mail, return receipt requested, to and approved by the Architectural Control Committee..."

The following guidelines and standards embodied in these Architectural Guidelines ("Guidelines"), along with the architectural provisions of the CC&R's, form the basis and criteria for evaluation of plans and specifications submitted for approval by the Committee (the "architectural review process"). These Guidelines are designed to insure that all newly constructed, altered, or added Improvements will be in harmony with the surrounding structures and topography within the Project with regard to both external design and location. Because the Project is continuously growing and developing, these Guidelines are subject to amendment from time to time.

By way of illustration, but without limitation, submissions of plans and specifications to the Committee for approval are required for the following:

- A. New construction or installations, including dwellings, accessory buildings, garages, fences, retaining walls, steps, awnings, canopies, poles, trellises, patio overheads and decks, gazebos, sun decks, windscreens, swimming pools, fountains, spas, hot tubs, recreational apparatuses, antennae, exterior lighting, sound or solar energy systems.
- B. Installation or modification of landscaping, hard scaping, or surface Improvements, including ground covers, trees, shrubs, sprinkler systems, or plants.
- C. Reconstruction, exterior additions to or alterations of any building, structure, fence, wall, irrigation or drainage system, or other Improvement, including changes in color, material, exterior surface, or location thereof.

II. THE SUBMISSION PROCESS

In order to avoid the time and cost of revising final working drawings, the Committee recommends two (2) submissions, with the first consisting of preliminary design concepts and the second being the final submission of plans and specifications (which is mandatory in all cases). Application forms for final and preliminary approval will be made available upon the Owner's request to the Committee or the Association's property management company.

All architectural drawings must be prepared and signed by an architect licensed in the State of California, unless the expertise of a California-licensed landscape architect or structural engineer would be more appropriate. The responsibility for obtaining and paying for any applicable building permits required by the City of Camarillo ("City") lies within the Owner. Preliminary or final Committee approval is not intended to be, nor shall it be considered, a substitute for approval by the necessary and appropriate City agencies.

All applications (both preliminary and final) must be submitted to the Greystone Collection Camarillo Architectural Committee c/o Affinity Association Mgmt., P.O. Box 2310, Cam. All applications must be submitted in triplicate, either by personal delivery or by certified mail, return receipt requested, and include the following information and materials:

- A. Condominium Owner's name.
 - B. Mailing address.
 - C. Business and residence phone numbers (including area codes).
 - D. Unit, Property Address and Tract No.
 - E. Name, address and phone number of architect, contractor or other Owner's representatives.
 - F. A short description of the Improvement requested to be approved by the Committee.
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1. City Specifications for Standard Patio Design. No patio covers, roofs, and overhangs shall be constructed or permitted which are inconsistent with the specifications for standard patio design approved by the City, as described in Exhibit "B" of the CC&R's.
- G. Sample of materials and color samples of a size that can be retained by the Committee, and/or catalog sheet describing the materials, finishes and colors.
 - H. The application, enclosing the plans and specifications, submitted in duplicate, and the plans and specifications previously disapproved by the Committee, if any. The submitted application will be distributed as follows:
 - 1. One copy will be returned to the Owner.
 - 2. One copy will be retained by the Association.

III. **PRELIMINARY SUBMISSION REQUIREMENTS** (Preliminary submittal is optional, but recommended)

NOTE: Plans shall conform to the following scales and, for plans not defined below, shall otherwise be completed to scale.

1. Plot Plans - 1" = 20' or 1/8" = 1'
2. Floor Plans - 1/4" = 1'
3. Landscape Plans - 1/8" or 1/4" = 1'
4. Details - Enlarged to enable reasonable legibility.
5. Renderings and perspectives must match appropriate elevations.

Preliminary submittals shall include:

A. **Plot Plan**

1. Show Unit boundary lines accurately, including length, angles and amount of curve.
2. Show all Improvements, both existing and proposed, including fences, walls, set backs, sidewalks, tops and toes of slopes, street right-of-ways, and outline of structures on adjacent properties.
3. Show all dimensions of Improvements to be reviewed, distances between existing structures and proposed Improvement(s), distances between proposed Improvement and property lines, toe of slope, top of slope and distances from property lines to structures on adjacent properties.
4. Show North compass arrow, curve grade, floor grade, dimensions, square foot of each floor, existing and proposed percentage of the building envelope of the Unit covered by the proposed and any existing Improvements. The building envelope refers to the area in which ground level construction is allowed on the flat pad area of the Unit per the plan filed with the City, governing original grading of the Unit and building setbacks.

B. **Roof Plan**

1. Show plan of all proposed and existing roof systems with slope pitches noted.
2. Show materials of all proposed and existing roof systems.
3. If for a patio, show consistency with the specifications for standard patio design approved by the City, as described in Exhibit "B" of the CC&R's.

C. **Floor Plan**

1. Indicate all walls, columns, openings, and any condition or feature that will affect exterior design of proposed or existing Improvement.
2. Accurately depict all items on plans, including balconies, decks, atriums, garages, pools, spas, recreation areas, patio structures or covers, sunshades and gazebos.

3. Note square footage of area under roof of existing and proposed Improvements.
4. Note all items of the exterior that cannot be clearly noted on the elevations.

D. Elevations

1. Provide exterior elevations of all proposed and existing Improvements including any surrounding or abutting areas.
2. Note all finish materials, colors and textures for both the proposed Improvement(s) and any adjacent existing Improvements(s).
3. Indicate existing and proposed heights, including all details.

E. Grading Plan

1. Show contours, flow lines, finished grade, and proposed drainage systems.
2. Change of finish grade must be accompanied by a grading plan prepared by a registered civil or professional engineer or licensed landscape architect.

IV. FINAL APPROVAL SUBMISSION REQUIREMENTS.

A. Working Drawings

1. Must include all the drawings required for the preliminary submissions, together with any revisions or clarifications requested by the Committee following preliminary review.

B. Fence and Wall Plans

1. Fencing must conform to the standard design specifications approved by the City. Further, fences and walls shall not diminish adequate vehicular and pedestrian sight visibility at any intersections of public or private streets or private driveways in accordance with the current criteria specified within the City of Camarillo Department of Public Works' or Engineering Division.
2. Plans shall include specifications of materials, colors, finish and height.
3. Height shall also be shown in relation to adjacent ground elevations.
4. Location shall be clearly shown on plot plan.

C. Landscape Plans

1. Landscaping must not diminish adequate vehicular and pedestrian sight visibility at any intersections of public or private streets or private driveways in accordance with the current criteria specified within the City of Camarillo Department of Public Works' or Engineering Division.
2. Include fences, walls, trellises, hardscapes, lawns, ground covers, trees, shrubs, planting areas, pools, spas, fountains, fire rings, barbecues, waterfalls, pool equipment, lighting, recreational equipment and areas, raised planters, decks and any other exterior accessories.

3. Show surface water flowline and drainage to include system for irrigation and storm run-off.

D. Exterior Colors and Finishes

1. Submit material and color sample board or an elevation sheet with color chips attached and areas of application clearly noted.
2. Include sample of finish roof materials.
3. Color, finish and material samples are not required when drawings indicate that the color, finish and/or material will match the existing color, finish and/or material.

E. Specifications

1. List all materials and finishes.
2. Describe any unusual or uncommon material or finish and method of installation or application.

V. ARCHITECTURAL CONTROL COMMITTEE REVIEW PROCESS.

The committee reviews and acts upon all plans and specifications submitted for its preliminary or final approval.

A. As discussed in the Introduction, the Committee approves applications submitted for its final approval if the Committee determines:

1. A complete application, including plans and specifications, has been submitted for its approval; and
2. The nature, kind, shape, height, materials, and location of the proposed improvement(s) will be in harmony with the surrounding structures and topography within the Project with regard to external design and location.

B. The Committee will disapprove plans and specifications if it determines:

1. That the application and/or plans and specifications required by these Guidelines are not complete; or
2. That the nature, kind, shape, height, materials, and location of the Improvements are not in harmony with the surrounding structures and topography within the Project with regard to external design and location.

In the event the Committee or its designated representatives fail to approve or disapprove a complete application for final approval within sixty (30) days after submission to the Committee, approval by the Committee will not be required, and the Owner will be deemed to be in compliance with the architectural control provisions of Article 10 of the CC&R's. The 30-DAY PERIOD WILL NOT COMMENCE UNTIL A COMPLETE APPLICATION FOR FINAL APPROVAL HAS BEEN RECEIVED BY THE COMMITTEE OR ITS AGENT. The 30-day period will not commence upon the submission of an application for preliminary approval; rather, such 30-day period will commence upon submission of a complete application for final approval, containing the final plans and specifications.

The Committee or its designated representatives will approve or disapprove an application for preliminary approval within thirty (30) days after submission to the Committee.

The Committee's approval or disapproval will be based on the considerations set forth above. The Committee will not be responsible for reviewing any plans or designs from the standpoints of structural safety, engineering, or conformance with buildings or other codes. Further, the Committee's approval of any plan or design shall not be deemed approval of same from the standpoint of structural safety, engineering, or conformance with building or other codes. Each Owner will be responsible for obtaining all necessary approvals or permits from applicable governmental entities or agencies, and shall comply with all laws, codes and regulations concerning the construction of any such Improvement(s).

UNDER NO CIRCUMSTANCES WILL PRELIMINARY APPROVAL AUTHORIZE THE UNIT OWNER TO BEGIN CONSTRUCTION OF AN IMPROVEMENT. NO CONSTRUCTION MAY BEGIN UNTIL THE OWNER RECEIVES FINAL APPROVAL FROM THE COMMITTEE. PRELIMINARY APPROVAL WILL NOT BE DEEMED TO BE THE FINAL DECISION OF THE COMMITTEE. THE COMMITTEE HAS THE RIGHT TO DENY AN APPLICATION FOR FINAL APPROVAL, REGARDLESS OF WHETHER THE COMMITTEE GRANTED PRELIMINARY APPROVAL FOR THE SAME IMPROVEMENT(S).

VI. NEIGHBOR AWARENESS

All Improvements require notification by the Owner to all of his/her neighbors who will be visually affected or otherwise impacted by the proposed Improvement(s). Evidence of such notification shall be the signatures of the affected neighbors on the Owner's application. The neighbor's approval of the proposed Improvement(s) will not be a condition for the approval of plans and specifications by the Committee. Further, the Committee is not necessarily required to deny a set of plans based on the disapproval of affected neighbors. Neighbors who disagree with the proposed Improvement(s) may submit their concerns in writing to the Committee, care of the Association's property management company, before such meeting.

- VII. These guidelines are in effect as of January 31, 1997, the Board reserves the right to change them at any duly held meeting of the Board of Directors.