

**BRENTRIDGE COMMUNITY  
ASSOCIATION**

**Design Guidelines**

**BRENTRIDGE COMMUNITY ASSOCIATION  
DESIGN GUIDELINES**

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## **OBJECTIVES**

This document is a guide for the members of Brentridge Community Association Architectural Review Committee; hereinafter know as the ARC, and the homeowners of Brentridge Community Association. It is hoped that this manual will increase the homeowners' awareness of the ways in which the integrity of the Community Plan is preserved and the responsibilities the homeowners must assume. The Guidelines address exterior improvements for which homeowners most commonly submit applications and are not intended to be all inclusive.

The specific objections of this manual are:

- A. To provide uniform guidelines to be used by the ARC in reviewing applications for conformance to the standards set forth in the legal documents of Brentridge Community Association.
- B. To assist residents in preparing an application to the ARC.
- C. To increase residents' awareness and understandings of the CC&R's, Bylaws, and Articles of Incorporation.
- D. To maintain and improve the quality of the living environment in Brentridge Community Association.
- E. To illustrate basic design principles which will aid residents in developing exterior improvements that is in harmony with the immediate neighborhood and the community as a whole.

The intent of these Guidelines is not to inhibit individuality and creativity, but to assure residents of design continuity that will help preserve or improve the community's appearance, protect property values, and enhance the overall environment of Brentridge Community Association. These Guidelines are directed only to exterior alterations, including landscaping, made by homeowners to their property.

## **COVENANTS, CONDITIONS AND RESTRICTIONS (CC&R'S)**

- A. The CC&R's establish Brentridge Community Association and the Architectural Review Committee (ARC). The ARC insures that proposed exterior alterations comply with the standards set forth in the covenants. This involves the regular review of all applications for exterior alterations submitted by residents.
- B. Every Brentridge Community Association homeowner has received a copy of the CC&R's with the purchase of a home. However, all too frequently, this information is not provided during a resale, or, when provided, the CC&R's are not read by the homeowner. The CC&R's are binding on all homeowners and every homeowner is encouraged to read the CC&R's thoroughly for a complete understanding of the responsibilities of Brentridge Community Association and its members.

## **AMENDMENTS**

- A. These Guidelines may be amended from time to time. It is anticipated that the changes will not be substantive. However, the existing Guidelines may be amended to reflect changing conditions or technology.
- B. The ARC will conduct an annual evaluation of the Guidelines to determine if amendments are required.

## **ARCHITECTURAL REVIEW COMMITTEE APPROVAL**

- A. Homeowners are reminded that approval from the ARC is required for any additions or alterations to all exterior structures and landscaping, front, side, and rear yards, including fences and walls.
- B. Any change to the exterior appearance of one's property must be approved by the ARC. Further, once a plan is approved, any modification must be approved by the ARC prior to installation.
- C. It is important to understand that ARC approval is not limited to major alterations such as adding a room or deck to a house, but includes such items as changes in color and material, etc. Approval is also required when an existing item is to be removed.
- D. Each application is reviewed on an individual basis. There are no "automatic" approvals. For example, a homeowner who wishes to construct a deck identical to one that has already been approved by the ARC will be required to submit an application and may not receive ARC approval.
- E. In every case, an application must be submitted and reviewed in order to consider specific implications of locations and impact on surroundings.

- F. The ARC evaluates the individual merits of the application. Besides evaluation of the particular design proposal, this evaluation includes consideration of the characteristics of the housing type and the individual site. There may be an acceptable design for an exterior which may not be acceptable for another housing type and/or site.
  - 1. The proposed improvements must be compatible with the architectural characteristics of the applicant's house, adjoining houses, and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials, color and construction details.
- G. The review or approval from the ARC is not approving the means or the method of construction from the standpoint of structural safety or conformance with building or other codes. Nor is it approving the installation or providing any type of guarantee to the owner. This is the sole responsibility of the owner and/or the contractor.

### **MANAGEMENT COMPANY**

The management company for Brentridge Community Association is The Avalon Management Group located at 31608 Railroad Canyon Road, Canyon Lake CA 92587. There is someone available 24 hours a day for emergency service at 1-800-695-3972. During regular business hours, Avalon Management can be reached via phone at (951) 244-0048, via fax at (951) 244-0520 or via email at Brentridge@AvalonWeb.com.

### **DISRUPTION OF COMMUNITY COMMON AREA**

Association common area or easement which is damaged or disrupted due to installation/construction of an individual owner's improvement must be restored to its original state at the owner's expense. Any improvement plan requiring placement of electrical lines, sewer lines or gas lines over or under the association's common area or easement must fully detail the exact location of such lines in relation to owner's lot or unit. Proper authorization for work on adjacent property must be obtained from the owner of said property.

### **GOVERNMENT PERMITS**

Approval by the ARC for any improvement does not waive the necessity of obtaining required government permits. Obtaining government permits does not waive the need for ARC approvals. ARC approval must be obtained prior to construction or installation.

### **ARCHITECTURAL REVIEW COMMITTEE CRITERIA**

The ARC evaluates all submissions on the individual merits of the application. In addition to the evaluation of the particular design proposal, the characteristics of the housing type and the individual site will be considered. What may be an acceptable design for an exterior in one instance may not be acceptable for another.

- A. The proposed improvements must be compatible with the architectural characteristics of the applicant's house, adjoining houses, and the neighborhood setting. Compatibility is defined as similarity in architectural style, quality of workmanship, similar use of materials, color and construction details, etc.
- B. ARC will consider the potential effect of the proposed improvements on access and privacy of adjoining houses and the neighborhood.
- C. The ARC will decide what is acceptable and what is not acceptable.

### **PROCEDURAL STANDARDS**

- A. Application Procedure and Requirements:

Approval of any project by the ARC does not waive the necessity of obtaining the required Government permits, such as those for pools, walls, fencing, etc. Obtaining a government permit does not waive the need for ARC approval.

  - 1. All requests are to be made to Brentridge Community Association and brought to the attention of the ARC on the standards Brentridge Community Association Structure and Landscape Improvement form which is included in this manual. Additional copies are included in your welcome packet or may be obtained by contacting the Management Company.
  - 2. All ARC submittal packages are to include the items listed on the attached Application Procedures form included in this manual.
    - a. Submittal packages will be returned if deemed incomplete.
    - b. ARC reserves the right to request additional information.

3. Right of Entry:

If construction work requires the use of common area, access from property not owned by the applicant for purpose of transporting labor and materials, and/or for the temporary storage of materials for the work, the applicant shall obtain written permission from Brentridge Community Association, and/or the owner for the right to enter during construction. A copy of the letter granting permission shall be submitted to the ARC prior to commencement of construction. A security deposit or bond, as deemed necessary by the ARC may be required from the owner. Unused deposits will be refunded after completion of work and final acceptance by the ARC. Payment will be refunded by U.S. Mail within 30 days after ARC's final acceptance.

4. Submittals:

- a. Within 45 days of the ARC's receipt of a **complete application** a decision will be rendered, either approving or disapproving the application. If the applicant has not been contacted within the 45 day period, it is his or her responsibility to contact the Management Company regarding the status of the plans. (***There are no automatic approvals.-not sure!!!!***)
- b. When the plans are approved by the ARC, one set of the approved plans will be returned to the owner and the other set will be retained by the Management Company and the ARC.
- c. Applicants are prohibited from commencing construction prior to obtaining a written response acknowledging approval of the application by the ARC.

B. Construction

1. Time Period: Work shall commence within 45 days and be completed within ninety (90) days of the date of approval (approved in ground pools are exempt from the 90 day completion, and must be completed within six (6) months). If the scope of the job warrants more time, the ARC may extend the construction period as necessary. A construction phasing plan and schedule indicating a longer construction period shall be submitted by the applicant.
2. Final Review: Upon completion of the work as indicated on an "Approved" copy of the drawings and specifications, and applicant shall notify the AC in writing and request the final review and conformance report (Notice of Completion). The review and conformance report will be completed within sixty (60) days of the applicant's written notification.

**GENERAL**

A. Enforcement

Improvements that are installed without the necessary approval from the ARC will constitute a violation of the CC&R's and may require modifications or removal of work at the expense of the homeowner, included but not limited to any legal fees incurred. Remedies will be pursued to the fullest extent permitted by the CC&R's and the law.

B. Violation

All owners have the right and responsibility to bring to the attention of the ARC any violation of Brentridge Community Association's Design Guidelines by contacting the Management Company.

C. Damage

Owners shall be responsible for any damage caused to the common area as a result of construction improvements. This includes construction debris and other materials used in making said improvements. All refuse must be removed from the premises to a regulated disposal area.

D. No Wavier of Future Approvals

The approval, conditional approval, or disapproval, by the ARC of any proposals, plans, specifications or drawings will not bind the ARC to approve or disapprove the same or similar improvements or matter in the future. The ARC specifically reserves the right to reject the same or similar plans, specifications, or proposals subsequently submitted by the same or any other person.

E. Notice of Completion

When improvements have been completed, the applicant will forward the Notice of Completion, provided by the Management Company.

**GENERAL ARCHITECTURAL GUIDELINES**

- A. Fences: The Declarant has installed the fencing, which cannot be modified without approval from the Architectural Review Committee.

1. The walls and fences in the Project are to be maintained in the same style, color and materials as originally installed unless approved by the Architectural Committee.
2. Placement of the fence and support structure may not interfere with adjacent Association sprinkler systems, nor shall fences be constructed over irrigation lines.
3. Structural framing or an unfinished side or a fence varying from existing fence standards shall not be exposed to any public street, sidewalk, walkway, park, recreation area, or neighboring lot.
4. Material for side yard fencing will be given special consideration depending on its exposure to the neighborhood.
5. Stepped fencing is permissible where the grade slopes.
6. Fences are required to surround pool and spa areas. Minimum height requirements are established by government codes.
7. Specific fence requirements:
  - a. Acceptable material for fencing:
    1. Wood
  - b. At no time shall no owner or resident attach to, affix, or hang any item on or over any such fences without ARC approval
  - c. Under no circumstances shall owner or resident remove or alter in any way fences that have been erected by the Declarant without the prior written consent of the ARC.

B. Air Conditioners

1. Air Conditioning units extending from windows are not permissible.
2. Compressors and equipment shall be screened from public view by fencing or landscaping.
3. If air conditioning was offered as an option and was not installed by the builder at the time of purchase, equipment must be located in the same area in which the optional unit would have been installed, unless otherwise approved by the ARC.
4. All roof appurtenances shall be architecturally integrated and concealed from view.
5. The sound must be buffed from adjacent properties and streets pursuant to the existing government regulations.

C. Dog Houses

1. Dog houses are to be located in rear or side yards only. Dog houses are also to be located out of sight or screened from surrounding property.

D. Barbecues – Permanent

1. Permanent barbecues are to be located in the rear or side yards only.
2. The application will provide the following information:
  - a. Dimensions

- b. Material and Color
- c. Elevation drawings
- d. Location of barbecue in relation to the house and property lines.

E. Fireplaces, Chimneys, Flues & Roofs

The exterior appearance of a fireplace, chimney, flue or roof must match the existing or new structure.

F. Gutters and Down Spouts

- 1. Gutters and down spouts must be painted to match the background color of the existing trim or stucco.
- 2. Run – off from gutters shall not affect adjacent property and shall not interfere or obstruct the established surface drainage pattern of the Lot.

G. Lighting – Exterior Walkway and Security Lighting

- 1. Lights are to be directed onto applicant’s property and screened to prevent light on adjacent property.
- 2. Proposed fixtures are to be compatible with applicant’s house in style and scale.
- 3. Light wattage shall be indicated.
- 4. Light locations and areas illuminated shall be indicated.

H. Patios and Decks

- 1. Materials shall be harmonious with applicant’s house.
- 2. In designing the deck or patio, a minimum of intrusion upon neighbor’s privacy should be given every possible consideration.
- 3. Wooden decks are to be stained and/or sealed to preserve natural color or painted to match existing trim of the house or fence.
- 4. Railings are acceptable, providing no patio cover is installed. See “Patio Covers” for details.
- 5. Applications for patio or deck are to include the following information:
  - a. Site plan indicating location of patio or deck in relation to existing house.
  - b. Listing of materials, colors and finishes.
  - c. Drainage provisions and flow or run – off.
  - d. Dimensions
  - e. Elevation drawings

I. Patio Covers

- 1. All patio covers must be approved by the ARC
- 2. Patio covers may be free standing or attached to existing structure

3. Patio Covers must match the color of the trim or the stucco on the house.
4. Application for patio covers must include
  - a. Location of cover in relation to house
  - b. Material and color
  - c. Dimensions
  - d. Elevation Drawings

J. Room Addition

1. Room additions must be compatible in scale, material, and color with the applicant's existing structures.
2. Pitched roofs must match or be complementary to the existing structure in slope and form.
3. No improvement shall exceed the roof heights of the existing structure.
4. New windows and doors are to be compatible with existing exterior openings.
5. Material for constructions shall be stored in the least conspicuous area. Excess debris and material shall be removed from the site daily.
6. Major features of the existing house such as the vertical and horizontal lines, projections and trim details, are to be reflected in the design of the proposed addition.

K. Screen Doors and Security Doors

1. Plans and specifications for screen doors and security doors must be submitted to the ARC for approval.
2. All screen doors must be installed within the existing doorjamb in a style or color, which matches the existing dwelling unit.

L. Solar Energy Equipment

1. Plans for solar equipment must be submitted to the ARC for approval. Plans shall include location of roof panels and must conform to the following guidelines.
  - a. Solar collectors are to be placed flush with and in the same plane as the roof slope. If panels cannot be flush mounted, then supports must be solid and painted to match the house.
  - b. All plumbing lines from collectors to tank must be concealed.
  - c. Collectors must be non-reflective in nature.

M. Swimming Pools, Spas and Fountains

1. Pool, spa, and fountain equipment must be placed so as not to disturb adjacent properties.
2. Plumbing lines to a spa, pool or fountain must be subterranean or concealed.
3. Application for a spa, pool or fountain must include the following information:
  - a. Location of the spa or pool in relation to the existing structure

- b. Dimensions of pool or spa
  - c. Drainage detail
  - d. Material for decking
  - e. Location of equipment and screen (noise and view) detail
  - f. Detail on fencing to surround pool and/or spa
  - g. Means of access to the proposed construction
- N. Windows and Window Treatments
- 1. Exterior wrought iron bars are not allowed.
  - 2. No reflective materials may be used to create a mirror effect from the outside. No materials such as sheets, paper, or aluminum foil will be permitted.
- O. Basketball Hoops (Originally Adopted on 7/28/2003)
- 1. There shall be no playing after 10:00 p.m.
  - 2. Players must yield to vehicle traffic on public streets.
  - 3. Hoop must be stored on side of house when not in use.
  - 4. Any common area property damaged due to the hoop, or use of the hoop, must be repaired at the owner's expense.
  - 5. Refer to Riverside County ordinance #499.10 for basketball hoop restrictions.
- P. Holiday Decorations/Lights
- 1. The Association requires the removal of holiday lighting and decorations within thirty (30) days of the holiday for which such lighting and decorations are displayed.

### **DROUGHT TOLERANT AND LANDSCAPE GUIDELINES**

- A. Planting Plans
- 1. Planting Plans needs to include a Plant Legend which should include plant symbol, genus, species, common name, container size, mature width and height, on-cent spacing, quantity of each type of plant by container size, Hydro zone Number as labeled on the plan, planting detail call out and remarks;
  - 2. Labels for all existing trees and vegetation that will either remain or be removed;
  - 3. The locations of property lines, limit-of-work lines, streets (with names), sidewalks, street lights, driveways, buildings, mailboxes, utility boxes, etc.
  - 4. Drainage plan including location of drain inlets and water flow direction.

5. The Planting Plans shall be designed in a manner that provides no shrubs or trees be planted closer than the diameter of plant width to any sidewalks and/or property lines. Plants are not to encroach on walkways or block walkway lights.
- B. Drainage and Irrigation
1. Drainage
    - a. All landscape and hardscape areas shall have positive drainage away from structures.
    - b. Where side yard drainage swales are affected by improvements, an underground drainage system shall be used.
    - c. Refer to Article IV, Section 6 of the CC&R's, and the county of Riverside.
  2. Irrigation
    - a. All yards shall be automatically irrigated.
    - b. All irrigation system(s) shall be professionally designed and installed to achieve maximum water efficiency and to provide 100% head-to-head coverage.
    - c. High efficiency irrigation methods including drip, point to point, subterranean, and micro spray technology shall be used for all shrubs and trees
    - d. Where turf is allowed, overhead spray may be used. Match precipitation rotor heads only shall be used and shall be designed and installed with minimal overspray onto paved surfaces, structures, and non-vegetated areas. The design shall be head-to-head coverage.
    - e. Irrigation system shall be zoned according to plant water use, slope aspect, and sun/shade microclimate. If low water use plants (that can also survive/flourish with medium water application are used within a medium water hydro zone, they must be countered as medium water use in the irrigation water budget calculations.
- C. Front Yard Landscape
1. Homeowners shall have the contractors shall provide professionally designed front yard landscapes for new construction in order to provide an enhanced image and view of homes. The following landscape design guidelines shall guide the landscape architect or landscape professional in the implementation and creation of a neighborhood landscape theme for new construction landscape projects. Homeowner installed landscape projects shall also follow these landscape design guidelines for their front yards. In general, the front yard landscape should reflect the character of the architectural style of the home, which includes plant varieties, color, texture of plant material, diversity, and form.
  2. Pursuant to the City of Corona's commitment to water conserving landscapes, all residential landscape plans must utilize and specify plants listed in WUCOLS Guideline for Region 4 (South Inland Valley) that have a water need of medium or lower. Except for landscaping in bioswales, plants listed as high in WUCOLS are prohibited.
  3. Generally, a mixture of plant materials and paving should be distributed as follows: 30% turf (single family and duplex developments only), 35% shrubs, 35% hardscape (excludes driveway), and two trees. Less turf is always recommended. For multifamily residential developments, the use of shrubs, hardscape and trees shall be increased in place of turf since turf is prohibited in this type of development.
  4. The front yards shall conform to the following criteria:
    - a. Trees
      1. At least two trees (min. 24 inch box) in addition to the required street trees are to be planted per front yard. Alternatively, three 15 gallon size trees can be used in place of the two 24 inch box trees where the size of the front yard area allows for such. Corner lots are unique situations and shall have an additional requirement of 1 gallon vines at 10 feet o.c. installed against the street side yard wall.
      2. The front yard trees shall be planted in informal clusters, creating movement throughout the entire street. Mature tree size and scale should be considered.
      3. All 24 inch box trees shall be double staked and 15 gallon trees shall be single staked. All trees shall be tied to stakes with a rubber "cinch tie" or equal. All trees in turf areas shall require arbor guards.
    - b. Shrubs and Plant Material (35%)
      1. Shrubs should be chosen for their ability to reinforce the neighborhood character, which includes plant varieties, color, texture of plant material, diversity, and form.
      2. Shrubs may not exceed 18' in height at any time.
      3. A minimum shrub area shall be at least 15% of the total front yard area.

4. The minimum shrub specifications shall be 5 gallon size for background/foundation and 1 gallon size for foreground.
  5. If the planting area allows only a single row, the minimum size shall be 5 gallon.
  6. (Refer to Exhibits "A" and "B").
  7. Each typical front yard shall have a minimum of three 15 gallon accent shrubs, vines, or espaliers, in order to minimize any exposed walls from the streetscape view. This is in addition to the shrubs mentioned above.
  8. Shrubs are to be spaced a maximum of 75% of their mature growth, i.e., Raphiolepis Indica "Pinkie," 4 inch dia. mature size-spaced at 3 feet o.c. (Refer to Exhibit "A").
  9. All shrub areas shall have ground cover planted at a maximum of 8" o.c. triangular spaced, from rooted cuttings or liners. A wider spacing can be considered for 4 inch pots or 1 gallon sizes.
  10. A three (3) inch layer of shredded mulch is required under all shrub masses without groundcover.
  11. One agronomic soils test shall be submitted for each tract at the conclusion of finish grading. The soils lab's recommendations shall be used for both soil conditioning and plant backfill mix.
  12. All landscape areas shall be finished with no less than eight (8) inches of amended topsoil.
- c. Turf (30%) Must be esthetically pleasing (No Bare Dirt):
1. Live turf is limited to warm season types and shall not exceed 30% of the total front yard landscaped area on single family homes and duplexes.
  2. In single family and duplex residential developments, if turf area is reduced to 30% of the front yard landscaped area or less, then shrubs and ground cover areas shall be increased accordingly.
  3. Live turf is prohibited in multi-family residential developments and may only be used in functional and/or recreation use areas with the approval of the Community Development Department.
  4. Artificial or synthetic turf is allowed as defined in Section 17.70.015 of the Corona Municipal Code and must be installed per manufacture's recommendations including a six inch by six inch concrete mow curb separating the synthetic turf from the adjacent shrub planting. Approved turf areas shall not exceed a slope of four feet horizontal to one foot vertical (4:1). ***Brentridge has approved the following as artificial turf: Material is made of Polyethylene, Color is an Olive bi-color with Green and Brown Thatch, Gauge 3/8", Stitch Rate 17/10 CM, Face Weight 75oz, Primary Backing is Triple layer 8 oz, Secondary Backing is 32oz latex. Roll Width is 13.1, infill per square is 1.0 – 1.5 LBS.***
- d. Hardscape (35%, excluding driveways) Hardscape in the front yard may consist of the following materials:
1. Decorative rocks (minimum 3 inches in diameter); natural stone only – Painted rocks are prohibited
  2. Dry Riverbed that do not exceed 3 1/2' Wide
  3. boulders;
  4. garden walkways;
  5. Decorative pavers and stepping stones;
  6. fountains and statues (re-circulating); and
  7. Natural color mulch, (DG) decomposed or crushed granite natural color only, Decorative natural color Rock less than 1/4" is only approved for front yard and not the parkway.
  8. Hardscape materials not listed above are subject to the approval of the Community Development Department.

#### D. Parkways

Water efficient landscaping is required for all new construction and rehabilitation projects for residential parkways. A combination of water efficient plants, permitted types of hardscapes, and cedar mulch shall

be installed in the parkway. For additional information regarding parkway planting, please refer to the City of Corona Residential Parkway Landscape Conversion Guidelines.

1. Artificial turf may be permitted in place of live turf. Approval will be on a case-by-case basis, but will require the homeowner to use approved Turf only.
2. Only water efficient ground covers and shrubs as prescribed by the city's Public Works Department that grow no taller than 18 inches are permitted on the parkway and front yard areas.
3. Street trees shall be planted per City of Corona street tree standards. Please contact the Parks and Community Services Department for more information regarding allowable types of street trees and size.
4. Fire hydrants, Mailboxes and Utility Boxes shall have a 3-foot (on center) clear area surrounding them, where no planting shall be permitted. This area shall be covered in natural color approved mulch, granulated stone or approved ground cover that is 3" thick. Residence wishing to remove grass from parkway must have a dividing cement mow strip between property lines that is at least 3" thick and eye pleasing.
5. Concrete, non-pervious pavers, or metal grates are prohibited.
6. Pervious decorative pavers are permitted.
7. Colored mulch is prohibited. Only cedar mulch, natural colored mulch, or bark is permitted (3 inches minimum depth).
8. Decorative rock, red rock, colored rocks, or pea gravel that are less than 3 inches are prohibited.
9. Colored rocks are prohibited regardless of size of rock.
10. Colored Rocks that are 1/2" or larger are not permitted (not grouted in place).
11. All rock, bark, and mulch shall be flush to the curb. Decomposed Granite (DG) natural colors are suitable options
12. No structures except mailboxes and utilities are allowed in the parkway.

#### E. Slopes

All natural and manufactured slopes over 4 feet in height with slopes between 1-1/2:1 to 4:1 (horizontal to vertical) shall be planted and automatically irrigated. Plant materials, quantities, planting design, and irrigation design shall be as per the items listed below. Slopes shall be landscaped with appropriate planting for immediate erosion control.

1. As a minimum tree planting requirement, all landscaped rear yard or side yard slopes shall have a minimum of two 15 gallon trees;
2. One 15 gallon tree or larger, for each 400 square feet of slope. No less than 50% of the trees shall be evergreen trees;
3. Two shrubs for each sixty-four square feet of slope area. The ratio shall be 60% 1 gallon size and 40% 5 gallon size;
4. Jute netting shall not be used for slope erosion control on residential production slopes unless otherwise specified by the Civil Engineer. Jute netting can be used on commercial/industrial slopes with City approval;
5. Groundcovers: Rooted cuttings shall be planted at 12 inch o.c. minimum and 24 inch o.c. maximum (triangular spaced), depending on the variety of ground cover used;

#### F. Rear Yard Landscape

All landscape projects installed in rear yards and subject to these landscape design guidelines shall comply with the following requirements:

1. The landscape project shall utilize and specify plants listed in WUCOLS Guideline for Region 4 (South Inland Valley) that have a water need of medium or lower. Except for landscaping in bioswales, plants listed as high in WUCOLS are prohibited.
2. Live turf in single family and duplex residential developments is limited to warm season types.
3. Live turf is prohibited in multi-family residential developments and may only be used in functional and/or recreation use areas with the approval of the Community Development Department.
4. Artificial or synthetic turf is allowed as defined in Section 17.70.015 of the Corona Municipal Code and must be installed per manufacture's recommendations including a six inch by six inch concrete mow curb separating the synthetic turf from the adjacent shrub planting.
5. Approved turf areas shall not exceed a slope of four feet horizontal to one foot vertical (4:1).
6. The total landscaped area for the property shall comply with the water budget requirements set forth in Section 11 hereof.

## BRENTRIDGE COMMUNITY ASSOCIATION

### Architectural Application Process

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Article XII, Section 1 of the Master Declaration (CC&R's) of the Brentridge Community Association states: "In order to maintain a uniform and well-maintained appearance throughout the Project, no exterior improvements (including change of original paint color, fences, walls, grading, and landscaping, ) or other structures shall be commenced, erected, altered or maintained upon the Project without the prior approval of the Architectural Review Committee."

To request approval for an improvement to your property, please follow the Architectural guidelines and application process as listed below:

1. Prior to submitting for a property improvement, please Review Article XII Architectural Control of the Brentridge Community CC&R's for a comprehensive understanding of the governing documents pertaining to the architectural control process.
2. The following items constitute a '**Complete Application Package**', and must be submitted in full to start the application process and governing timelines:
  - a. Property Improvement Application completely filled out.
  - b. Two (2) sets of Drawings which include details of the lot lines, drainage if applicable, dimensions of improvement, type and color of materials to be used.
  - c. Neighbor Awareness Statement filled out by Impacted Neighbors. The intent of the neighbor Awareness Statement is to consult neighbors on improvements to your property which may impact the use and enjoyment of their property, prior to installation. Impacted Neighbors are all residences immediately surrounding your property which could be affected by the improvement you are proposing to install. Impacts could be due to view, drainage, noise, nuisance, etc.

**Please Note** that if a Neighbor disapproves of your proposed improvement, they must send their written disapproval to the Architectural Review Committee within (10) days of reviewing your proposed improvement. Neighbor approval or disapproval of a particular improvement shall only be advisory, and will be considered along with all other elements of the proposed improvement by the Architectural Review Committee, in rendering a decision.

3. Mail your **Complete Application Package** to:

Brentridge Community Architectural Review Committee  
% Avalon Management  
31608 Railroad Canyon Rd.  
Canyon Lake, CA 92587

4. The Architectural Review Committee has forty five (45) days from receipt of your **Complete Application Package** to render a decision, unless they have requested additional information to clarify or assist in making their decision. Any additional information requested will delay the approval process, therefore it is advisable to submit as complete

a package as possible to the Architectural Review Committee.

5. Upon Architectural Review Committee decision, you will be notified in writing of the decision of the committee.
6. After your plans have been approved, and your improvements completed. Please submit The *Notice of Completion* to finalize the property improvement. A record will be kept in your property file.
7. If your proposed property improvement has been disapproved by the Architectural Review Committee and you disagree with the decision, please refer to your governing documents regarding an appeal process.

**The Board of directors and Architectural Review Committee would like to THANK YOU in advance, for your compliance with the Governing Documents, and efforts to assist the Association in developing a well-maintained and prosperous community!**