

# ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

## Greenfield Village RV Resort Mesa, Arizona

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### **Architectural/Landscaping Regulations Process**

Information to assist Owners with unit placement, construction planning, landscaping, and other property related Regulations.

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### **Variance To The Rules**

A reference document concerning requests to allow temporary or permanent changes in the rules or Regulations.

# ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

## Regulation Change List

- (a) Manual Rewrite – Board Approved on March 21, 2019

# ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

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## Article 1 INTRODUCTION

### Section 1. THE PURPOSE

- 1.1. The Greenfield Village Covenants, Conditions, and Restrictions (generally referenced as the CC&Rs) allow for the establishment of architectural and landscaping design rules and Regulations. The Greenfield Board of Directors has approved such Architectural/Landscaping Design Regulations (generally referenced as the A/LDR), and they are presented here. (See CC&Rs, Article 10)
- 1.2. Regulations are intended to aid the Owner in achieving a style, character, and quality of development conforming to the goals and objectives for Greenfield Village RV Resort as indicated in the CC&Rs.
- 1.3. This document is a work-in-progress. As the Regulations become outdated due to technological and product improvements, the document will be re-considered, and Regulations could be added, deleted, or amended, e.g. changes in City of Mesa Regulations.

### Section 2. THE COMMITTEE

- 2.1. To inform all Owners of these Design Regulations and for all Owners to mutually benefit from a consistent and orderly development of Greenfield Village RV Resort, a small group of Association member volunteers serves on the Architectural/Landscaping Processing Committee (A/LPC). This Committee is appointed by the Board of Directors, reports to the General Manager, and is mandated to assist in ensuring that these Regulations are complied with through project review, suggestions for compliance, and support/follow-up of projects in progress.

### Section 3. DISCLOSURE FORM

- 3.1. All properties within the Resort when sold need a Disclosure Form and an inspection sheet prepared by the A/LPC pertaining to the exterior condition and legality of that property and whether there are any Resort or City of Mesa exterior violations. If the Buyer is not notified of any discrepancies, then the Seller can be held liable for all discrepancies and false statements. Neither the Resort nor anyone of its employees nor volunteers must be held responsible for any violations or conditions that are not reported. This is solely the Seller's responsibility.
- 3.2. Disclosure forms are required whether the property is sold by a real estate broker or by property Owner. Notify the Greenfield Office when a property goes to Escrow so the inspection can be completed.

### Section 4. APPEARANCE

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- 4.1. All Regulations concerning Greenfield Village Resort come under the heading of "Appearance". It is always most important that the appearance of the Resort be kept in premier condition. Therefore, the Board of Directors or the General Manager may, at any time, decide that a given condition does not meet the requirements of the Resort. The Owner of the Lot will be notified of the discrepancies and informed how he may conform to the Resort standards.

## Section 5. THE VARIANCE

- 5.1. Requests to allow a variance from the Regulations will only be processed at a regularly scheduled open meeting of the Board of Directors. It is not the function of the A/LPC to consider or approve requests for a variance of the Regulations; it is the function of the Committee to help Owners understand and follow the Regulations as they have been established. The Committee may help a Lot Owner formulate a Variance Request, using the form available in the Administration Office, for submission through the General Manager to the Board of Directors agenda. Neither the A/LPC nor the General Manager can approve or authorize any variance.
- 5.2. If a Variance Request seems to be required, refer to the section herein titled Variance to the Rules. Note that a variance which is not granted in writing by the approval of most of the Board of Directors members in an open meeting could result in a costlier requirement of compliance later and/or when requesting to make further land or building improvements when selling the property. This notice is enough to ensure that each Lot Owner is aware of this procedure and the Regulations.

## Section 6. AMENDING REGULATIONS

- 6.1. These Design Regulations may be amended from time to time by the Greenfield Board of Directors.

## Section 7. DEFINITIONS

- 7.1. **Accessory Vehicle:** One Accessory Vehicle is allowed on a Lot such as golf cart, moped, scooter, or motorcycle.
- 7.2. **Arizona Room:** A room next to a Park Model. The Arizona Room is a room with four walls and a ceiling; it may be 400 square feet in size excluding the storage room. Larger Arizona Rooms require a special City of Mesa Permit.
- 7.3. **Awning:** A metal structure made up of metal posts beams, W-pans, and unitizing. The Awning structure may be free-standing or attached to the Park Model. All exposed sides are trimmed with extruded aluminum finished with metal inserts or other approved finish products. (See CC&Rs, Sect 3.2c&d)
- 7.4. **Deck:** A raised area, structurally sound, that allows level entry access to a Park Model and an Arizona Room or Shed. The Deck must have Steps, metal railings, and hand rails. The Deck is constructed over the Patio area and does not infringe on the Driveway.
- 7.5. **Driveway:** The area of a Lot set aside for parking and where construction is prohibited. The Driveway must be a minimum of 10 feet wide and 20 feet long.

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- 7.6. **Easement:** The area of a Lot, within setbacks, where construction is restricted and provides access to underground utilities. Generally, the space is in the back of a Lot. In some cases, it is on the side. (See CC&Rs, Sect 5.3)
- 7.7. **Environmental Control Unit (ECU)** is an Air Conditioning unit with heat strip or a Heat Pump with heat strip or a Heat Pump with a SEER rating of 13 or greater.
- 7.8. **Lot:** An area that can be used to park a Recreational Vehicle or a Park Model, as a parking area and/or Driveway for one or two vehicles and an Accessory Vehicle, as a Patio area on which an Arizona Room, Shed, and a Deck can be constructed. In addition, a Lot consists of space for Setbacks and Easements. (See CC&Rs, Sect 1.8)
- 7.9. **Park Model:** A unit that, generally, does not exceed 12 feet in width; does not have an area greater than 400 square feet as measured with bays or extensions; is not less in area than 320 square feet; is constructed on a transportable carriage; and, generally, has four legitimate/definable rooms or areas specified as a living/dining room area, a kitchen area, a bathroom, and a bedroom prior to delivery in Greenfield Village. It is anchored to the ground and has permanent plumbing and electrical connections. The wheels and tires can be removed; the axles and tong must remain under the Park Model. A Park Model is a Recreational Vehicle. It will be referred to as a Park Model in this document. (See CC&Rs, Sect 1.11)
- 7.10. **Patio:** The area of a Lot not including Setbacks, Driveway space, and Recreational Vehicle/Park Model space. The area is generally used for Decks, Sheds, and Arizona Rooms.
- 7.11. **Recreational Vehicle:** May be a travel trailer, fifth wheel RV, Class A motor home, Class B Plus, or Class C Motor Home: (See CC&Rs, Articles 1.15 & 3.4)
- 7.12. **Shed:** Storage or multipurpose room located in the Patio area of a Lot. When a Shed and an Arizona room are on a Lot, they must be connected as one structure. The minimum size, for a stand-alone Shed, is 80 square feet and the maximum size is 120 square feet. (See CC&Rs, Sect 3.2 b)
- 7.13. **Setback:** The area of the Lot where construction is prohibited that is intended to provide open space on a Lot. (See CC&Rs, Sect 5.2)
- 7.14. **Solar Energy Device (SED):** A device that generates energy by heating water or generates electricity using solar energy. (See CC&Rs, Sect 3.23)

*Note: The Federal Housing Act prohibits discrimination based on age or familial status except where qualified under the "housing for older persons" exemption for 55 Plus Communities. Greenfield Village RV Resort is a 55 Plus Community and complies with all Regulations required by HUD in connection with "housing for older persons".*

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## Article 2 GENERAL

### Section 1. THE COMMITTEE

- 1.1. The A/LPC (hereinafter referenced as the A/LPC, the A/LP Committee, or the Committee) must have procedures for:
- A) Informing all Owners and other interested parties about the Architectural/Landscaping Regulations,
  - B) Making applications for both placement of a Park Model and for construction permits easily available for all Owners,
  - C) Advising Owners of procedures and helping them feel comfortable with them; meeting frequently enough to process all applications in a timely manner,
  - D) Reviewing and recommending, recommending with required modification, or not recommending applications for construction or landscaping in relation to the Design Regulations,
  - E) Ensuring architectural and landscaping standards by helping the Owners achieve adherence to the Design Regulations,
  - F) Monitoring work while in progress, and
  - G) Approving completed work by final inspection.
- 1.2. The A/LPC must also be advisory to management regarding adherence to the Design Regulations for architecture, construction, and landscaping throughout our Resort. The General Manager, not the Committee, is assigned first to monitor and then to enforce the Architectural/Landscaping Design Regulations.
- 1.3. The A/LPC will have at least one scheduled meeting per week at a designated time and place from mid-October to mid-April. In the absence of the A/LPC, all permits must have General Manager Approval. (See CC&Rs, Sec. 3.3) Any construction during the summer months must have an Owner or designated representative other than the contractor on premises during all construction and until the project is completed.

*Note: No recommendation by the A/LPC of any proposed construction, modification, addition, or alteration must be deemed to replace or be substituted for any building permit or similar approval required by an applicable governmental authority, nor must any such recommendation be deemed to make the A/LPC liable or responsible for any damage or injury resulting or arising from any such construction, modification, addition, or alteration. (See CC&Rs, Section 10.5)*

### Section 2. THE PROCEDURE

- 2.1. The A/LPC will be scheduled to meet weekly to accept, review, approve, or disapprove permit applications from mid-October through mid-April. (See CC&Rs, Section 10.3) The specific meeting dates will be published annually prior to the beginning of the season. The approval of permit applications at other times during the year will be dependent on the availability of Committee members to review and approve the permit application.

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- 2.2. A completed Application and Permit for Construction form must be submitted to the A/LPC for all Lot and unit improvements or changes. This Application must be accompanied by a detailed site plan and construction drawings of all proposed improvements, clearly indicating site locations, structures, and Setback dimensions, as well as all building heights, elevations, exterior finishes, and landscaping. When a prefabricated structure or material (limited to Shed, material in lieu of wood, and other miscellaneous) will be used, the sales literature depicting the exact structure and/or materials used should be submitted with the site plan. Of special note – only the Owner of a Lot can sign an Application and Permit for Construction.
- 2.3. When a permit application is disapproved, the A/LPC will provide the Owner with a written reason describing why the permit application was disapproved. (Ref. CC&Rs, Section 10.3) After receiving the disapproved permit and written reasons, the Owner may prepare a request for variance as described in the “Variance to the Rules” section of this manual.
- 2.4. A security deposit from the Owner is required for selected projects at the time the permit is granted to ensure satisfactory compliance with the A/LPC approved construction permit form. The security deposit will be deposited in a non-interest-bearing account. Upon completion of the project, and if no expense is incurred by Greenfield Village for required correction of any violations of an approved project, the full amount of the security deposit will be refunded to the Owner.
- 2.5. No Sunday or Holiday Work – Working hours for construction by contractor or Owner are 8am to 5pm Monday through Saturday. Hours will vary during the summer months as determined by the General Manager.

### Section 3. THE SEQUENCE

- 3.1. Procedures below relate to Greenfield Village Design Regulations. The Owner and/or contractor must recognize the additional requirements of the City of Mesa as further specified herein in **Article 3, CONSTRUCTION**.
  - A) Prior to the purchase of a new Park Model, all Park Model home specifications, including floor plan, colors, and elevation, along with a permit application, must be submitted to the A/LPC for review and a recommendation for approval by the General Manager. After the General Manager approves the Application and Permit for Construction is issued. The Application and Permit for Construction form is given to the City of Mesa along with the required city application. A City of Mesa Permit is also required.
  - B) A site plan for each Lot including location of Park Model, plus all planned (immediate) structural improvements and early landscaping, must be reviewed and recommended for approval to the General Manager by the A/LPC and thereafter approved by the General Manager prior to delivery of the Park Model.
  - C) Before any construction, landscaping, and/or modification on any Lot, the Owner must request an Application for a Construction Permit form.

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- D) Application and Permit for Construction form must be returned to the Administrative Office by 9am on Monday morning to be approved or disapproved for the following week. PLAN AHEAD! If there are questions, ask a Committee member or come to the A/LPC meeting held weekly in the Conference Room. Allow seven days for the Committee processing. The applicant should carefully consider the timing of the request, since authorized projects must begin within 30 days of the projected start date for either placement or construction.
- E) At least two A/LPC members must review and return the application, recommending approval, modification, or disapproval, to the General Manager for official action within the 30 days required. (See CC&Rs, Sec. 10.3)
- F) Copies of the approved Application are for Security, for the Owner/contractor, and the Greenfield Village Administrative Office.
- G) For permits requiring a security deposit, the security deposit is due in the Administrative Office at the time the permit is granted.
- H) The approved Application and Permit for Construction and a Building Permit card will be returned to the Owner. The Building Permit card must be posted at the job site before construction begins and remain posted until the project is completed. After completion, return the card to Administrative Office for site inspection and deposit refund.
- I) With construction, the framing/plumbing/electrical work must be inspected by the City of Mesa before the project continues beyond the critical inspection point of concealment.
- J) If a violation occurs, it must first be discussed verbally with the Committee or the General Manager. If agreement for correction cannot be arranged, a STOP WORK order form will be issued by the General Manager. (See CC&Rs, Sec. 6.9 for transfer of penalties to assessments and Sec. 6.10 for remedies of the Association.)
- K) Final A/LPC inspection is required. This inspection occurs after the Building Permit card is returned (or written notification made) to the Administrative Office indicating that the project has been completed.
- L) After a project is reviewed and recommended by the A/LPC and approved by the General Manager, there must be NO alteration, modification, addition, deletion, or change of use allowed in the construction plan. If changes are required, no matter how small, a new request must be submitted for review and approval prior to any further authorization for construction. Unapproved changes will require issuance of a STOP WORK order.

*Note: If a Park Model or Deck, Wall, Awning, Shed, Skirting, Planter Box Wall, stub-wall, or previous improvement is to be changed, rebuilt, or otherwise altered by the Owner or mandated by local, state, or federal agencies, the Lot Owner is required to follow the current A/L Design Regulations as presented here or later amended.*

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## Article 3 CONSTRUCTION

### Section 1. SPECIFICS

- 1.1. It bears repeating that Owners must obtain an Application and Permit for Construction for any work done on property prior to signing a contract with a contractor. A copy of the approved Application and Permit for Construction is placed in the Owner's permanent file and is evidence against future challenges to the work requested and the date completed. At the time of requesting a permit, the Owner may be asked to bring the property into compliance with the present rules. This can also be a requirement at the time the property is sold. Construction begun without the approved permit could be 'red tagged' and the work stopped.
- 1.2. The Owner must chalk line the area for construction, and two members of the A/LPC must inspect to ensure construction areas comply with Resort requirements.
- 1.3. As soon as building materials are placed on any Lot, construction must immediately begin. There must be significant progress completed within 30 days and project completion within 60 days. Permits are good for 60 days unless otherwise extended. This time span is designed to subject neighbors to untidy property for a minimum period of time. If construction of an Arizona Room, for example, takes longer than expected, Owner must try to complete the exterior and clean up the outside area within 60 days or less.

*Note: When the project is not completed in 60 days, a letter explaining the reason for the delay and a request for time extension must be submitted to the General Manager.*

- 1.4. After approval of a permit that is first required by Greenfield Village, the City of Mesa then requires approval of construction permits (and inspections) for the following items:
  - A) Conventional wood framing and/or metal studs used as a bearing wall, roof, floor, or when supporting a roof or floor, fire resistive walls, and fire resistive construction.
  - B) Electrical and plumbing work (remember, all City of Mesa inspections must be requested, and the work approved prior to concealment).
  - C) Any addition – Arizona Room or Shed, and installation of a Park Model with or without electrical and plumbing work.
  - D) Installation of Deck over 30 inches high at any point.
- 1.5. Construction permits that are required by Greenfield Village but are not required by the City of Mesa relate to:
  - A) Concrete slabs.
  - B) Decks less than 30 inches high at the highest point.

### Section 2. PAVING, GRADING, AND EXCAVATION (Requires Greenfield Village Permit)

- 2.1. Asphalt is prohibited anywhere on the Lot.

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- 2.2. New concrete must not be placed on any Setbacks or around water gate valves. Exception: Driveway concrete on front or side Setback entrance to an approved parking area. (City of Mesa Regulation)
- 2.3. Grading of a Lot must not change intended drainage flow. There must be no excavation of more than one foot in depth without prior A/LPC approval.
- 2.4. Of importance, note that grading or excavation of a Lot is prohibited until recommended by both the A/LPC and the Maintenance Supervisor.
- 2.5. Any damage to utilities or utility connections caused by a resident or guest will be the financial responsibility of the resident. If a tenant-resident refuses to pay damages, the Owner will ultimately be responsible.
- 2.6. For termite control, it is recommended that the ground be sprayed before pouring a concrete slab. Such spraying is guaranteed for approximately 5 years; cost is figured by the square foot.

## **Section 3. PARKING/DRIVEWAY**

(Requires Greenfield Village Permit)

- 3.1. From the front, the parking area must be at least 10 feet wide and 20 feet in depth (length) aligned with the front of the Park Model (the measuring starting 7 feet back from the closest edge of the concrete walking strip along the street).
- 3.2. If approved to enter from the side, there must be 20 feet in depth parking without counting any Setback footage. From both front and side (across) a corner Lot, there must be 20 feet in length parking on the shortest side without infringing on any Setback or Easement.
- 3.3. Early decisions to build a wider Deck, a larger Arizona Room, or add a maximum sized Shed on limited property space do not change the prohibition against use of Setback areas for parking nor do they justify any later request for a variance. In all instances, Driveway/parking must be at least 10 feet wide.
- 3.4. Driveways and Patios may be painted in a light neutral color.
- 3.5. The minimum parking requirement is 10 feet wide and 20 feet long. If an Owner has or may have a vehicle requiring more than this amount of footage or plans to have an Accessory Vehicle, added space should be planned.
- 3.6. Exception: An approved Application and Permit for Construction will be required when an Accessory Vehicle is to be parked (See CC&Rs, Sec. 3.1)
  - A) on either side setback behind the 7-foot front setback, or
  - B) in a cornerwise or sidewise manner in front of the patio or deck behind the setback.
- 3.7. When an Accessory Vehicle is parked on a side setback, the parking place and the approach must be covered with pavers properly set in 1 inch of sand. (See Article 3, Section 4.2 and Article 4, Section 2 Street Walls for additional requirements).

## **Section 4. SETBACKS**

(Requires Greenfield Village Permit)

- 4.1. There is a difference in Setback measurement of Lots. Note the following:

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- A) 7-foot Setback on the front (street) side of all Lots (exception being a very few concave or irregular line Lots).
  - B) 5 feet on the RV utilities side of the Lot and 3 feet on the Driveway side of Lots #1 through #132, and #148 through #659.
  - C) 5 feet on both the RV utilities side and Driveway side of Lots #660 through #830.
  - D) 5 feet at the rear of interior Lots.
  - E) 10 feet at the rear of exterior perimeter Lots.
- 4.2. Patio blocks may be placed in Setback areas for living or decorative purposes and Accessory Vehicle parking. The pavers or patio blocks must be laid in sand and removable. No concreting of blocks on Setback allowed.
- 4.3. Patio blocks placed in Setback areas must allow all shutoff valves accessible for maintenance. These may be cut to Patio block level but must always remain visible. The Owner may install a flat cover over the shutoff valve, but it must always be easily seen.
- 4.4. Quick access to these shutoff valves is always imperative for water shutoff to protect the property and the neighbor's property.)
- 4.5. If any item must be removed from a Setback, such removal will be at the Owner's expense.

### **Section 5. PARK MODEL** (Requires Greenfield Village Permit first, followed by City of Mesa Permit)

- 5.1. Park Model homes must be of a white, beige, or desert neutral color.
  - 5.2. A utilities side roof extension, will not be approved.
  - 5.3. Loft Park Models are permitted in Greenfield Village.
  - 5.4. Only Park Models with standard roofs, standard high side roofs, and standard Shed roofs will be approved for installation in Greenfield Village. Special order high side wall on Park Models will **not** be approved.
  - 5.5. Older Park Models must be inspected by the A/LPC and approved by the General Manager before being brought into the park. If a Park Model meets all requirements as to appearance and condition, the proper permits must be issued. If a Park Model does not meet the requirements, the Owner must be told why and how he might make the necessary changes so that such requirements would be met. Park Models over 10 years old generally are **not** approved to be moved into Greenfield Village RV Resort.
- A) These same rules apply to a Park Model that is moved from one Lot to another within the Resort.

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## Section 6. PARK MODEL AND RV PLACEMENT

(Requires Greenfield Village Permit first, followed by City of Mesa Permit)

- 6.1. Placement of any Park Model on a Lot must be overseen by an A/LPC member for proper Setbacks, proper height, distance from Shed, and proper ECU placement on the back of the Park Model or on the side near the back of the Park Model.
- 6.2. Park Model placement must be such that no bay extension must overhang any part of the required 5-foot Setback on the utilities side of the Lot. Exception: only the eaves of the roof may hang over the Setback by 12 inches or less.
- 6.3. Park Model maximum height should be 16-feet or less from the highest ground level to any point along the highest roofline point of the unit.
- 6.4. Park Model axle hubs must be a minimum of ½ inch off the ground or concrete. Removal of Park Model axle hubs (to lower unit profile or for any other reason) is prohibited.
- 6.5. Unit placement must specifically be 7-feet from the street with no part of the unit or its bays (excluding up to 12 inches of eave-type roof extension) hanging over any Setback area. The front or the most extended part of the front bay must align with other units at 7-foot requirement. An Owner of a corner Lot may request a variance from the Board of Directors to allow some further Setback for safety reasons.
- 6.6. An Owner with an irregular front Lot line may request a variance for aesthetic reasons.
- 6.7. Stanchions or Pier blocks must be on 6-foot centers with 12 piers as minimum number.
- 6.8. A permanently installed unit must be tied down with 6 tie downs (this number is the minimum requirement), and all bays must be supported.
- 6.9. Minimum clearance requires 16-inch acceptance of ECU returns at the rear of a Park Model.
- 6.10. All new Park Model plumbing and electrical lines must be placed under the house or buried. This includes all exterior plumbing on Park Models, Sheds, and Arizona Rooms. Any exposed ABS plumbing must be painted white (City of Mesa Ordinance).
- 6.11. Skirting must be set on concrete, brick, concrete block or Composite Wood (Composite Wood required 2 layers of 1x6 Composite Wood fastened together). The minimum width must be 5 ½ inches.
- 6.12. All this installation must be completed within sixty days of the setting of the new Park Model.
- 6.13. Gutters may be installed on the side of the Park Model away from the awning.

## Section 7. UTILITIES, ROOF MOUNTS, AND ECUS

(Requires Greenfield Village Permit)

- 7.1. All requests for changes to existing utilities (sewer, electric, water), their location, and/or their function must be noted on a plan/drawing attached to the Application for Construction form.
- 7.2. Evaporative coolers are prohibited.

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- 7.3. An ECU, heating unit, compressor, or any other equipment/item not factory installed for standard venting must not be allowed (except skylights).
- 7.4. Only one ECU must be allowed per Lot. ECUs are limited to 3.5 ton on a Park Model with or without an Arizona Room and 2 ton on an RV.
- 7.5. ECU units may be placed at the rear or on the pedestal side of Park Models or the Arizona Room when it extends across the back of the Park Model. If placed on the pedestal side, the unit must be placed near the rear corner.
- 7.6. A window, roof, or wall mounted ECU must not be attached to the side or roof of any Park Model, Shed, Arizona Room, or other structure.
- 7.7. If a Recreational Vehicle is approved for permanent installation, the Owner may request and may be granted a variance by the Board of Directors to install a ground-mounted ECU. With the existing ruling limiting each unit to one ECU, an approved variance would include a stipulation that the roof-mounted ECU would no longer be approved for use.
- 7.8. Permanently installed recreation vehicles with a ground mounted ECU must conform to the same rules as a Park Model with proper ducting under the unit and then fully skirted so that nothing shows except the ECU. Location of the ECU must be the same as for a Park Model.
- 7.9. A Satellite dish or TV antenna must be located across the rear of a Lot or along the rear portion of the Lot.. The rear area of a Lot is defined as that part of a Lot depth generally described as being behind the electric utilities pedestal.
- 7.10. A standard Satellite dish or a TV antenna must be roof, wall mounted, awning mounted, or mast mounted. The height is not to exceed 3-feet maximum above the roof. The bottom edge of the dish on a mast and wall mounts must be 7-feet or higher above the ground. When a mast mount is used, the mast must be close to a structure. Exception to this rule will apply if a proper signal cannot be obtained from this location.
- 7.11. Permanent ground mounted Satellite dishes are not allowed.
- 7.12. A temporary, moveable Satellite dish may be placed on the ground when used by an RV.
- 7.13. Propane use is not allowed for cooking or heating inside a Park Model. Existing Park Models with Propane heat for cooking will be allowed. (See CC&Rs, Sec 3.26)
- 7.14. Water risers must be maintained to ensure there are no leaks. See Article 5, LANDSCAPE AND IRRIGATION for additional information.
- 7.15. Electric meters must be clean, painted grey or a color to match the Park Model, and accessible. (See Article 5, LANDSCAPE AND IRRIGATION for additional information)
- 7.16. Water softeners may be approved by an Application and Permit for Construction. If approved, they must be placed against the rear of the Park Model or permanent RV and covered with a removable cover sided with material like that of the Park Model. This cover should be easily removable for accessibility for service and secured to the Park Model or a concrete pad. No exposed piping will be allowed.



## ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- 7.17. For Recreational Vehicles sewer collars are required if flex type sewer hose is used. The collar may be rubber or foam, preferably with a threaded plastic end. A tight fit is needed, so periodic rechecking is essential. If the RV unit temporarily leaves the Lot, the sewer hose may not be left without capping the standpipe.

### **Section 8. AWNINGS** (Requires Greenfield Village Permit first, followed by City of Mesa Permit)

- 8.1. Awning must not cover any of the Setbacks except a 12-inch overhang at the eave.  
(See CC&Rs, Sec 3.4)
- 8.2. Supports are not permitted on the Easement.
- 8.3. Awnings must have .032 pans minimum and must be mounted at the eave of the Park Model.
- 8.4. Unitizing must be across sides, back, and front of Awning. Unitizing must be installed with color band inserts, Hardi board, an approved wood product, or painted.
- 8.5. Window Awnings on Park Models are approved but must not overhang the Easement by more than 3 feet on the sides and rear and 4 feet on the front and must be 6 feet 6 inches above the highest point of the ground or concrete surface. While the window Awnings do not require a City of Mesa Permit, the city may require the window Awnings be changed for code changes or safety reasons.
- 8.6. The Driveway louvered Awning may be open 1 foot or more at the top and must be open at least 1 foot at the bottom or 2 feet at the bottom for air circulation.
- 8.7. Wood Awnings must not be approved.
- 8.8. Sheds built under the Awning must conform to rules in Article 3 Section 13 of this document.
- 8.9. Awning must cover all the concrete from the Park Model to the Driveway side Easement; partial Awnings are not allowed. The Awning must also cover the Shed, which must be brought up to the Awning, and the siding must be the same as the Park Model.
- 8.10. All Driveway Awning outer support posts must come straight down from the Awning gutter or outer support beam to concrete. (No supports on any Easement.) No dogleg Awning supports will be allowed.
- 8.11. A wall may be constructed between a Shed and a Park Model or RV. The wall must have a glass door (no solid door) or have an egress window. This wall will be sided with Park Model siding inside and out to match the Shed and all exterior walls. All walls, including the Shed walls, must go up to the Awning.

## ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- 8.12. Any Awning 'boxed end' (front, back or pedestal side) that extends below the Awning must be attached to the vertical Awning support posts. The front 'box end' must not be over 6 inches below the outer edge of the Awning (driveway side), and no lower than the top of the RV on the RV side of the Awning. No boxing of Awning along Driveway side. All Awnings on Park Models must be attached to the Park Model just below shingles to allow for a flashing to go under the shingles and out over the Awning. No Awnings will be allowed to be above Park Model eave. All freestanding Awnings and Sheds must be modified to fit when a Park Model is installed. No vertical extensions (boxed end) will be allowed on any Awning overhang past the Awning support post.

### **Section 9. Awnings for Park Models include the following:**

- 9.1. Awnings must be mounted at the eave on the fascia of the Park Model.
- 9.2. Insulated Awning pans are permitted.
- 9.3. The lower 2/3rds of the Awning pan edge next to the Park Model hanger must be caulked.

### **Section 10. Free-standing Awnings are permitted and include the following:**

- 10.1. Must not exceed a height of 13 feet 6 inches at the highest point with a minimum slope of ½ inch per foot of width.
- 10.2. Must not overhang the support post on the RV side of the property by more than 30 inches.
- 10.3. Must not have an Arizona Room built under the Awning with an RV.
- 10.4. Sheds built under the Awnings must conform to rules in Article 3 Section 13.
- 10.5. Further, all permanently installed RVs must have a free-standing Awning covering all the existing concrete the same as Park Models.
- 10.6. Moveable RVs with free-standing Awnings may have a moveable rear wing on the RV side not to exceed 2 feet in width; such wing must go all the way to the top of the support post or I-beam and must match Shed siding material and color. Wall must be hinged to swing back against rear wall and lock in place when RV is not on site. Rear wall between the Shed and the RV or Park Model must be sided with Park Model siding.

### **Section 11. Gazebos/Canopies and Retractable Awnings(Requires Greenfield Village Permit)**

- 11.1. Small commercially built gazebos/canopies may be installed behind the Park Model or Arizona Room. Permit applications must include size, color, type of material, and location on the Lot. They must have a sturdy metal frame. No wood or pipe frames will be allowed. They must be quickly and easily removed and not be attached to the Park Model. They must have a good canvas, sun resistant cloth or screen cover which is neutral in color and must be staked or suitably anchored down. They must not be visible from the front street. All covers must be removed from the frame and stored when the Owners are not in residence.

# ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- 11.2. Retractable Awnings may be installed behind a Park Model, Shed, or Arizona Room on Lots with 10 feet or more space from the Arizona Room, Shed or Park Model to the property line. The retractable Awning must be mounted to the Arizona Room, Shed, or Park Model.

## Section 12. SKIRTING

(Requires Greenfield Village Permit)

- 12.1. Each Park Model, Arizona Room, or raised Deck is required to have skirting around the entire perimeter of each structure. Type of material must be of color-bonded metal, masonry, vinyl or cement board, or similar material approved by the Architectural/Landscaping Committee and noted on the approved Building Permit, with color consistent with structure involved (exception being drawers and surrounding area as specified in Article 3, Section 15). All are subject to the following:
- A) Must be set on firm footings (concrete, blocks, bricks, etc.). Absolutely no skirting on the ground. Skirting must always be kept straight and in good condition without any openings other than skirting vents or access doors.
  - B) Must have air vents and crawl openings.
  - C) Skirting must be aluminum, masonry, vinyl, cement board, composite wood, OSB backed siding or similar material approved by the Architectural/Landscaping Committee and noted on the approved Building Permit; no exceptions, including latticework.
  - D) If an Owner wishes, he may frame below the Park Model and install siding all the way down to the concrete pad or ribbon instead of skirting.

## Section 13. SHED

(Requires Greenfield Village Permit and approval by the City of Mesa)

- 13.1. The construction of a Stick Built/Custom Built Shed can be no larger than one hundred twenty (120) square feet or less than (80) square feet, as determined by finished exterior dimensions. Prior to construction a complete detailed plan package along with "Application and Permit for Construction" must be submitted to the Greenfield A/LPC for review and approval. The approved plan package, along with the approved Greenfield Permit, then must be submitted to the City of Mesa Building Department to receive a Building Permit. (See CC&Rs, Sec 3.2)
- 13.2. All Stick built/Custom Sheds, **except** commercial Sheds on open Lots, require a City of Mesa Permit.
- 13.3. The following guidelines are offered.
- A) Only **one Shed** (or one Shed designation) must be allowed per Lot.
  - B) All Sheds must be on the right rear corner of the concrete and be at least 6-feet from a Park Model or RV, must not be on any setback, and must be properly fastened to the concrete.
  - C) Stick Built/Custom built Shed may be constructed (a) on an open Lot (b) under a freestanding Awning, or under an attached Park Model Awning.
  - D) Stick Built/Custom Sheds may be on a raised Deck floor when there is a Park Model on the lot.

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- E) Stick Built/Custom Sheds under an Awning must be sided up to the Awning pan.
- F) When there is a Park Model on the Lot, the Shed must be sided and painted to match the Park Model.
- G) Ducts from a Park Model A/C unit to a Shed may be installed when there is a raised Deck.
- H) Sheds may or may not have windows.
- I) A washer and/or dryer may be installed.
- J) Toilets and/or shower facilities may be installed.
- K) All outlets must be GFCI protected.
- L) When utilities are installed in a Shed the inside must be finished, no framing exposed.
- M) A free-standing Shed on an **open Lot** may be a commercial Shed (**neutral in color**).
- N) No free-standing Sheds must be allowed under a Park Model Awning.
- O) A small turbine vent, 8 inches maximum, may be installed on the roof of a Shed on an open Lot (City of Mesa Regulation).
- P) Sheds must have a standard exterior door or rollup door.
- Q) A rollup commercially manufactured door must not be over 6 feet 8 inches high and 54 inches wide. The door must be white, beige, or painted to match the Shed or Park Model siding. The door must be trimmed to match other doors and windows. The rollup door will be kept closed except for entry, during use, and exit.
- R) Sheds may be moved to a different Lot with A/LPC approval before moving it onto the Lot.

### Section 14. Freestanding Storage Units

(Requires Greenfield Village Permit)

- 14.1. Free-standing Storage Units can be used by property Owners for storage purposes only.
- 14.2. Before the purchase of the Storage Unit, the Owner must present a site plan to the A/LPC for review. The site plan must include: size, color, anchoring method, where it will be located, and meet all Architectural/Landscaping Regulations Process requirements. Sizes in excess of 3 foot by 4 feet will generally not be approved.
- 14.3. The permit approval will be given only if the following criteria are met:
  - A) The unit must be commercially built, made of plastic or fiberglass, and sold by an authorized dealer (Lowes, Home Depot, Ace Hardware, Sears etc.). No Owner built free-standing units will be allowed.
  - B) Color must be an earth tone, white, or gray.
  - C) The placement of the Storage Unit must be at the rear of a Park Model or Arizona Room. Side setbacks cannot be used. No part can be visible from the front street.
  - D) The size of the Storage Unit will be determined by the site plan submitted and space available at the rear of the Park Model or Arizona Room.

# ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- E) To prevent damage to Storage Unit or danger to near-by property Owners in high winds, an anchoring system needs to be illustrated, approved by the A/LPC committee, and installed.

*Note: Remember that City of Mesa inspections regarding electrical and plumbing construction must be completed prior to concealment, and inspection by Greenfield Village of framing, etc. of construction must also occur before concealment.*

## Section 15. RAISED DECKS

(Requires Greenfield Village Permit and City of Mesa Permit for Decks 30 inches and over)

- 15.1. The Owner may have a Deck to compensate for the elevation of the Park Model, subject to the following rules.
  - A) The Deck must not be higher than the Park Model floor.
  - B) Railing Construction:
    - a) Metal railings: Commercial and custom-made tubular and/or solid metal railings must be allowed.
    - b) Composite railings: Composite wood railings must be allowed.
    - c) Wood railings: Wood railings on Decks or Steps are not allowed.
  - C) Sliding storage drawers are permitted under the Deck.
  - D) Carpeting on Deck and drawer fronts and surrounding Driveway-side area is permissible; front of Deck facing street must be skirted the same as the Park Model. When the same Skirting is not available, similar material with color to match other skirting may be used. A masonry wall may be installed across the front up to Deck edge.
  - E) Floor ceramic tile, porcelain tile, Composite Deck planks, or other material, when approved by the General Manager, may be placed on the Deck floor, Steps, and Step sides only. The drawers and Deck wall along the Driveway will still require carpeting, skirting, metal, or sided the same as the Park Model. Ascertain that Deck has added support to hold added weight. Plywood and T-111 are not authorized for the face of the Deck, Steps, and drawers. Vinyl tile products are not allowed on Deck floors.
  - F) If the Skirting line of the Park Model does not meet with the top of the Deck, the area generally above the Skirting may be the same as the Deck.
  - G) Permanent Steps must be within the Lot and not on any Setbacks.
  - H) An RV may qualify for a raised Deck when it is set permanently on a Lot and is fully skirted, and the Lot has a free-standing Awning.
  - I) When the Steps to the Deck are placed next to the Arizona Room, the bottom Step may extend into the 10-foot driveway width by one Step.

## Section 16. EXTERIOR STEPS and DECK STEPS

- 16.1. The main exterior door must have a landing that is not more than 1.5 inches lower than the door threshold.

## ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- 16.2. This landing requirement applies to the front Park Model and Arizona Room exit doors and for Decks. A landing is not required to rear entries for Arizona Rooms and rear Park Model entries with out-swing doors.
- 16.3. All the wooden steps delivered with Park Models are temporary steps and must not be used at any location on the Park Model or Arizona Room after 30 days of installation of unit. These steps must not be used on any recreational vehicle at any time.
- 16.4. To allow access across the back of a Lot, removable rear entry Steps must be a minimum of two (2) feet from the rear Lot line or Wall.

### Section 17. ARIZONA (ADD-ON) ROOM

(Requires Greenfield Village Permit first, followed by City of Mesa Permit)

- 17.1. An Arizona Room is allowed as a recreational area/facility when next to a Park Model. The Arizona Room may be 400 square feet in size excluding the utility/storage room which can be 120 square feet. Larger Arizona Rooms require a special City of Mesa Permit. (See CC&Rs, Sec 1.1 & 3.2)
- 17.2. Prior to construction, a plan package ready for submitting to the City of Mesa Building Department must be included with the Application and Permit for Construction submitted to the A/LPC for review and approval. The plan package must also include information describing the type of material, color, style, etc. to be used for siding and/or Skirting.
- 17.3. The highest point of the roof of an Arizona Room must be on the side to which the room is attached to the Park Model.
- 17.4. The Arizona Room must not infringe on Setbacks in any way. Be certain to check Setbacks for the Lot before starting. Some Lots have 3 foot and 5-foot side Setbacks, and on other Lots both side Setbacks are 5 feet.
- 17.5. Exterior must match the Park Model. Siding on the Park Model must not be removed in the Arizona Room except if it has OSB board under it. The Arizona Room must have its own separate wall against the Park Model.
- 17.6. All electrical circuits in the Arizona Room must have their own circuit breaker panel and be separate from the Park Model.
- 17.7. If Owner builds an Arizona Room which runs behind the Park Model, the part behind the Park Model may be roofed the same as the Park Model. That portion which runs behind the Park Model must have its own separate wall against the Park Model and must not extend beyond the Park Model on the pedestal side.
- 17.8. Park Models may, at the Owner's request and with proper Resort and Mesa City Permits, change the Driveway side into a high side or Shed roof. The roof on a Park Model must maintain a pitch to ensure proper drainage. This will allow the Awning to be raised to provide more head room in the Arizona Room.
- 17.9. A wood roof is allowed over the Arizona Room in place of Awning pans provided that:
  - A) The roof must be covered with an all-metal insulated roof cap, or Asphalt shingles over 2 layers of underlayment and have at least a 2-12 pitch.

## ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- B) When a roof is foamed, or a metal roof cap is installed over the Arizona Room, an exposed gutter may be installed in lieu of unitizing.
  - C) All wood must be covered with metal or other approved siding material; no wood framing material can be exposed,
  - D) Upon completion, this roof must have the same overall appearance as other parts of the Awnings and Arizona Room roofs, and
  - E) All other rules concerning the construction of an Arizona Room and Awning will apply.
- 17.10. No screened rooms are allowed in the Resort.
- 17.11. In addition, the Arizona Room is subject to the following:
- A) Window openings must be enclosed with glass.
  - B) Steps from an Arizona Room constructed on a raised Deck must be fully within the interior of the Lot, and not descend on any Setback area unless portable and not attached in any way.
  - C) The Arizona Room front wall must be at 90 degrees right angle to the Park Model or parallel to the street in front of the property. This will provide a straight wall from the Park Model to the Easement. If a foyer is added to the design, the foyer can extend forward up to 6 feet from the Arizona Room front wall. The width of the foyer cannot infringe on the 10-foot driveway space. All parts of the straight wall (flush wall) must be 20 feet from the front of the Park Model and 27 feet from the sidewalk.
  - D) The parking area may not be enclosed.
  - E) A smoke alarm must be installed in a Shed or Arizona Room, as per City of Mesa code.

### Section 18. SHADE/SUN SCREENS

(Requires Greenfield Village Permit)

- 18.1. The 20-foot Driveway cannot be totally enclosed with anything on the Driveway side (this includes screening). Partial screening is allowed. Aluminum panels, metal skirt screen material and wood, metal, or plastic Lattice material are not allowed. If in doubt, check with the A/LPC before installation. Roll-up Awnings will be allowed along the Driveway and front Deck if they are secured at the bottom when they are down. All roll-up material must be of quality material and be approved by the A/LPC before installation.
- 18.2. Driveway side Deck shade/sun screens can be open 1 foot or more from the top and must be open 1 foot or more from the bottom or 2 feet at the bottom for air circulation. Screens must have a sturdy frame and vertical supports.
- 18.3. The preferred Driveway screening is a louvered Awning.
- 18.4. Front Deck shade/sun screens may be closed top or bottom, although the Resort recommends leaving them open at the top for air circulation.
- 18.5. All screening must be made of a cloth or metal material, neutral in color, and be always kept in quality condition. No stained, loose or baggy screens will be allowed. The aluminum frame should not require painting, and the screening and frame should be easily replaced.

## ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- 18.6. Roll-up sunscreens that are installed horizontally along the Driveway or front of the Deck may be approved upon receiving the proper permit from the A/LPC. All sunscreens must be securely tied down when the screen is in the down (unrolled) position.
- 18.7. Rollup Awnings are not meant to be left down permanently. They are only to be used to block the direct sunrays during the day; they must never be left down for privacy or at night.
- 18.8. Any Driveway screens on a corner Lot must be of a see-through screening. This will allow all traffic to have a clear view of cross traffic at all corners.

### **Section 19. SOLAR ENERGY DEVICES (SED)** (Requires Greenfield Village Permit)

- 19.1. The SED must be installed on Park Models parallel to the roof, and the electrical equipment must be mounted out of sight to protect the general appearance and established aesthetics of the Resort.
  - A) The devices cannot cover any vents on the roof.
  - B) The SED panel must be installed parallel to the roof. Parallel is defined as:
    - a) When the distance from the roof to the top surface of the panel and distance from the roof to the bottom edge of the panel does not differ by more than 3 inches, and
    - b) All panels must be installed on the same plane with the right edge of one panel being on the same plane as the left edge of the adjacent panel.
  - C) The SED must not extend beyond a flat edge or the peak of the Park Model roof by more than 6 inches.
  - D) There must be roof anchors every 48 inches or less apart.
  - E) The electrical conduit must be routed across the roof, parallel to the roof line, down the back of the Park Model to the electronics equipment box. The electronics equipment box may be located at the back of the Park Model or on the side behind the pedestal.
  - F) The electrical connection from the electronics equipment box to the pedestal for connection to SRP must be routed underground, or behind Park Model skirting, or a combination of these two methods. No conduit must lie on the ground or be visible on the side or front of a Park Model.
  - G) All installations must be completed using companies who have business licenses for electrical and mechanical SED equipment installation.
- 19.2. The installation must comply with required City of Mesa and SRP Regulations in place at the time of installation.

## Article 4 WALLS

### **Section 1. BORDER WALLS AND PLANTER BOXES** (Requires Greenfield Village Permit)

- 1.1. Concrete block, stucco block, and wrought iron with block combinations are all approved materials – other masonry materials require review approval.



# ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- 1.2. No wood, plastic, or tile materials must be used for Wall construction or Lot separation, except for removable fences as described in Section 1.5 below.
- 1.3. Maximum height of Wall is 32 inches.
- 1.4. Rebar is required in Walls and footings.
- 1.5. For privacy, only perimeter Lots may have a fence made of composite material (Trex) or manufactured vinyl plank and posts. This fence/sidewall is to be built on the 10-foot Easement not exceed the height of the perimeter Wall, and it must be removable. This fence/sidewall starts at the perimeter Wall and extends forward toward the front street to the rear of the Park Model or Arizona Room. If a vinyl fence/sidewall is being built, it must be solid plank finished on both sides All vinyl fences/sidewalls must be white, or earth tone color. Composite or vinyl fences/walls must **not** be built on top of any masonry Wall. When there is only one finished side, the finished side of the fence/sidewall must face your neighbor. Owner may have matching gates from fence/sidewall to Park Model but not over 32 inches high. **No other exceptions will be allowed.**
- 1.6. Perimeter Lots with R.V. Before a fence/sidewall is constructed on a Lot containing an R.V. and/or Shed, the plan must be presented to the Architectural Committee for approval.
- 1.7. Fence/sidewall is not permitted on interior Lots.
- 1.8. All other walls must be masonry and no higher than 32 inches in the rear and sides of the property up to the front 7-foot Easement.
- 1.9. Walls may be constructed wholly on the Owner's side of the Lot line. However, walls may be shared by construction on the Lot line if both parties sign a statement agreeing to this arrangement and to the division of cost for repair in the future. A copy of the agreement must be given to the Administrative Office for filing in individual Owner records prior to initiating construction.
- 1.10. If the fence, walls, pavers, or other item in an easement or setback must be removed to repair utilities, the replacement must be at the owners' expense.

## Section 2. STREET WALLS

(Requires Greenfield Village Permit)

- 2.1. All Lots must have a block front retainer wall or brick or concrete edging to retain the landscape rock. All scalloped brick or walls along sidewalks should be set down enough distance below the walk edge so they will always remain upright and sturdy, i.e., not set on top of dirt or on the edge of the sidewalk. No wood or plastic type of edging is allowed.
- 2.2. The wall on the front 7-foot Setback must be stepped down to the sidewalk or front retaining wall.
- 2.3. Maximum height of street wall is 16 inches unless the Lot elevation requires a higher retaining wall. This is to be decided by the A/LPC and the General Manager.

## Section 3. EXTERIOR PERIMETER WALLS

(Requires Greenfield Village Permit)

## ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- 3.1. The perimeter walls (interior side) provide design possibilities for Lot Owners with the exposure. A decorative use of the wall is appropriate for such items as a pottery piece, hanging basket, ivy growth, etc. if the overall décor is in general harmony with the character of Greenfield Village and does not create stress (by weight or by fasteners) to the strength or integrity of the wall.
- 3.2. If the wall area that is visible to the street or neighbors is reported as distracting, the A/LPC will review and may recommend that management request and enforce any changes deemed necessary, since the wall is, in fact, a basic common property and no part of it is owned by any Lot Owner.
- 3.3. Additionally, it is expressly prohibited to paint the common perimeter wall in any color other than an exact match to the existing interior wall paint, and then only if paint had already been applied to the wall behind the Lot by Greenfield Village staff.

# ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

## Article 5 LANDSCAPE AND IRRIGATION

### Section 1. INTRODUCTION

- 1.1. The landscape, as described in this section, refers to all elements providing color, texture, and form to the exterior environment of individual Lots within Greenfield Village. The landscape elements should include both variety and placement of plant material and rock.

**Water conservation must be a priority when designing landscaping**

- 1.2. Landscaping, as a design element, will play a key role in creating and conveying the overall character of Greenfield Village. The purpose of this landscaping Regulation is to provide design criteria to ensure that Greenfield Village achieves an image that is distinctive, clearly understandable, and unified, and in full compliance with the CC&Rs 7.3.

### Section 2. PLANTINGS AND GROUND COVER

(Requires Greenfield Village Permit)

- 2.1. Prior to beginning either construction with landscaping defined, or landscape work and plantings only; final approval of landscaping plans, sketches, placement, and materials is required by the A/LPC.
- A) Dwarf species of many plants are strongly recommended.
  - B) Turf or grass areas are not allowed on individual Lots.
  - C) All organic landscape material should be indigenous to Arizona.
  - D) Plant not allowed in Greenfield Village are
    - a) Jumping Cholla cactus,
    - b) olive trees,
    - c) Royal Date Palms,
    - d) Oleander,
    - e) Bougainvillea,
    - f) Pampas grass or any grass of the Pampas grass family.
  - E) Water conservation must be a priority when selecting plant material.
  - F) Plants and all types of trees must NOT extend (overhang) beyond the Owner's property line nor the sidewalk. Plantings adjacent to the concrete walkway portion of the street must be trimmed higher than 7 feet as a matter of safety for others.
  - G) Trees must not extend from the property over the asphalt portion of street unless trimmed higher than 13 feet.
  - H) Tree branches higher than 13 feet must not extend over the street by more than 7 feet.
  - I) All shrubs must be kept at least 4 feet from the water riser to facilitate repairs to the water supply if needed.
  - J) No trees must be planted in the rear Easement of a Lot. Only low growing shrubs may be planted in the rear Easement.

## ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- K) Electric meters: SRP requires a 36-inch clearance in front and behind the electrical pedestal for service access and as required by SRP.
- L) Areas of Lot which do not contain plants must have gravel or rock 2 inches deep, with minimum size of rock  $\frac{3}{4}$  of an inch. All open Lots with or without RVs must have landscape rock on complete Lot, including area under the RV.
- M) All materials, organic or inorganic, placed within Setback areas are done so at the sole risk of the Owner.
- N) All plantings must be contained within the property lines and not infringe on any other Lot or any street or sidewalk. Owners must make certain plantings are kept trimmed to be contained within Lot boundaries year-round.
- O) Thirty days after written notice to the Lot Owner, the Board of Directors, through the General Manager, reserves the right to effect trimming and general maintenance of any landscaping, at the expense of the Lot Owner, if the trees and plantings:
  - a) extend beyond or over any other Lot Owner's property lines/wall or the street, and/or,
  - b) present a general appearance concern, and/or,
  - c) violate Regulations above.
- P) For safety of all residents, all corner Lots within the Resort must afford a clear view of all cross traffic. Shrubs within 14 feet of the adjacent intersection must be kept below the maximum height of 32 inches measured from street level. This is the same maximum height required for block walls. Any trees within these same areas need to be trimmed up from the ground to a height of 5 feet so there will be an unobstructed view of the cross street. The Resort reserves the right to bring any trees and shrubs on a corner Lot into compliance at the expense of the Lot Owner.

- 2.2. Lots must always have landscaping control. Remember, plants and trees grow twelve months a year. It is the Owner's responsibility whether he is in residency or not to maintain the plants and trees. (See CC&Rs, Sec. 6.7 & 7.3) This includes trimming and picking up leaves.
- 2.3. To help, not resolve, potential Owner liability concerns, management must partially prune any trees, cactus, or other plantings that may:
  - a) cause injury, particularly eye-level injury, to walking residents,
  - b) damage the sides or roof of RV units traveling the private streets of Greenfield Village or,
  - c) cause safety concerns. This corrective action (limited) would be provided at the expense of the Lot Owner. For the three reasons stated here, the Owner may not be given advanced notice.
- 2.4. To maintain the pristine appearance of the Resort, permission to remove palm trees will be denied except for tree health or safety issues.

### Section 3. DRIP SYSTEM

(Requires Greenfield Village Permit)

- 3.1. The A/LPC may be of assistance to an Owner in design of the irrigation system for landscaping.

# ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- 3.2. The water line to the drip system must be attached above the gate valve. The drip system must not be attached to the “street tree” irrigation system. The street irrigation has been disabled, and the pipes were never removed.
- 3.3. All irrigation systems must have an anti-siphon valve (back flow valve) between the valve and the drip or sprinkler heads (usually installed just after the electric valve). If more than one irrigation system is installed, then each line will require an anti-siphon valve. It must be placed 12 inches above any sprinkler or drip system riser. There must also be an anti-siphon valve placed onto each outside water faucet.
- 3.4. All irrigation systems on a Lot must be the Owner’s own system. All irrigation systems must require a timer if the system is left on while the Owner is away and must be properly set to conserve water. The timer for the water system must be accessible to maintenance or the caretaker. If placed inside the Shed, the Owner should notify the office where a key is available, so the timer may be adjusted if necessary.
- 3.5. As it may affect the safety, well-being, and general benefit of all Greenfield Village residents, the Board of Directors reserves the right to restrict or prohibit watering or other water uses based on unpredictable or uncontrollable water shortages.
- 3.6. Neither the maintenance staff, General Manager, A/LPC, nor the Board of Directors can be held responsible for any loss of organic landscape materials due to wind, a lack of or too much rainfall, or to a restrictive action required by a recognized authority of the city/county/state.
- 3.7. Please check time settings carefully on irrigation timers to avoid over-watering and flooding of the streets. Excess water damages the sub-strata under asphalt and causes undue damage over time to our streets.

## **Section 4. TRELLIS AND LATTICEWORK** (Requires Greenfield Village Permit)

- 4.1. Trellises/Latticework on any Easement or on any interior Walls must not be allowed. Perimeter walls may have approved Trellises against the exterior Walls. The Trellis will not exceed the height of the exterior Wall on a perimeter Lot.

## **Section 5. LANDSCAPE LIGHTING** (Requires Greenfield Village Permit)

- 5.1. Lighting of the landscape is allowed for safety and design purposes. If accent lights are used, they must be low voltages and UL approved for outdoor use. Standard lights or floodlights must be directed away from neighboring property.

## **Section 6. FIRE PITS, BARBECUE, AND HOT TUBS**

- 6.1. Wood or wood product fires are not allowed inside or outside.
- 6.2. All outdoor cooking equipment must be portable.
- 6.3. Hot tubs or spas are prohibited on an individual Lot (both indoor and outdoor).  
Exception: an indoor whirlpool bathtub.

## **Section 7. LOT SIGNS**

## **ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS**

- 7.1. Color and design of Lot signs were determined when Greenfield Village was developed; therefore, all Lot signs must retain the same color of sign, orange tree logo, and letters as the original signs. (Owners name is optional.) Lot signs must be kept in good, clean, and legible condition and be in plain view always.
- 7.2. Owners may have block tile numbers four inches square placed on the Wall in front of the property near the Driveway or on the front of the Park Model in place of the Lot sign. Such block numbers must always be above ground level and be kept in plain view from the street.
- 7.3. The Lot numbers must be a color that is contrasting to background surface.
- 7.4. Names are not required on Lot signs.
- 7.5. For safety reasons, Lot numbers are required and must be displayed on each Lot as a permanent fixture. Please, no summer-time removal.
- 7.6. All FOR SALE/FOR RENT signs may be procured from the Administrative Office and approved by the Resort management.
- 7.7. If FOR SALE/FOR RENT signs are returned in reusable condition as determined by management, deposit will be returned.
- 7.8. Owners may place one FOR SALE or FOR RENT on their property. The size must not exceed 18 inches by 24 inches

## **Article 6 GREENFIELD VILLAGE BUILDING CODE REGULATIONS**

### **Section 1. CODE REGULATION Recommendations**

The following Regulation lists the construction practices to be followed for storage rooms, Sheds, Arizona Rooms and Decks.

All construction is expected to comply with City of Mesa regulations. There are requirements listed in this section that may exceed the City of Mesa regulations. Written requests and justification must be submitted to the A/LPC when deviation from these requirements is needed.

- 1.1. When building an Arizona room (a habitable room) at least 50 percent of the floor area must be 7-feet (84 inches) measured from the floor to the ceiling. The bathroom, storage, and utility is not considered habitable; space must have a ceiling height of no lower than 6-foot 8-inches (80 inches).
- 1.2. Step Maximum Step riser height is 7 ¾ inches and the minimum tread depth is 11-inches. The more ideal riser height is 7 inches or less with a tread depth of 11-inches or more. No riser or tread in a flight of Steps must exceed the smallest by more than 3/8 inch. Metal hand rails must be placed on all Steps with more than one riser. Hand rail height must not be lower than 34-inches and not higher than 38-inches from tread nose.

## ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- 1.3. Any Deck or Step platform that measures 30 inches or more above grade (this means any portion of the Deck) must have a railing with a minimum height of 36-inches and vertical supports 4 inches or less apart. Any Deck below 30-inches high over-all may have a railing of 30 inches or 32 inches high with vertical supports 4-inches or less apart. (City of Mesa code)
- 1.4. Decks must be constructed to slope away, about ½ inches per 8-feet, from the structure to ensure water runoff.
- 1.5. The main exterior door must have a landing that is not more than 1.5 inches lower than the door threshold. The landing must not be less than 36 inches in length, measured in the direction of travel. The landing width must be at least as wide as the door served.
- 1.6. The finished outside Wall of the Arizona Room needs to provide at least 3-inches space to the inner edge of the Awning gutter and between the back wall and Awning edge.
- 1.7. Where wood is used for framing, the wood must be Douglas fir – Larch or Hem – Fir #2 grade #2 or better.
- 1.8. Headers 42 inches or more must be two 2x6s with plywood or wafer board sandwich.
- 1.9. Headers up to 42 inches can be made up of two 2x4s with plywood or wafer board sandwich.
- 1.10. Headers to be nailed to a king stud each side of opening with a cripple 2x4 under each end down to windowsill and then down to floor or mudsill. On doors, a secondary stud under each end of header down to floor or mudsill is required.
- 1.11. All corners must be the 3-stud corner.
- 1.12. All exterior walls will have double 2x4 plates and be reverse overlapped at the corners.
- 1.13. All wall studs must be 16 inches on center or less.
- 1.14. All walls must have a bottom 2x4 or 2x6 plate or blocking at floor level between each stud to act as a fire break and backing for the interior walls.
- 1.15. All walls must have a double 2x4 or 2x6 top plates.
- 1.16. Floor and ceiling joist must be 16 inches on center or less.
- 1.17. Ceiling joist: 2x4s can be used to span up to 8 feet. 2x6s can be used with spans up to 18 feet. 2x8s can be used to span up to 24 feet. Load specifications for material must be included with plans when structure floor or ceiling joist is used.
- 1.18. Floor joist: 2x6s can be used to span up to 8 feet. 2x8s can be used to span up to 12 feet.
- 1.19. Flooring must be 11/16 inches plywood or better or concrete. Floor joists must be 2x6 or better.
- 1.20. Any load bearing inside wall must be supported with a pony wall.
- 1.21. All outside walls must be covered with 7/16-inch sheathing.
- 1.22. All Arizona Rooms must have a vapor barrier placed on the outside of 7/16 inches sheathing before installing siding.

## ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- 1.23. A vapor barrier should be installed between Awning and ceiling joist. When sheathing is installed above the ceiling, 90-pound mineral surface roofing material needs to be installed in lieu of a vapor barrier.
- 1.24. All ceilings should be insulated with R-30 or better insulation.
- 1.25. The exterior walls of an Arizona Room or Shed must be framed at least 3 inches back from the inside of an Awning or Awning gutter.
- 1.26. Metal insulated roof caps are allowed over Awning pans, or over wood roofs when changing an old Park Model to a high side or Shed roof. Also, insulated Awning pans are permissible.
- 1.27. All Arizona Rooms will have a separate 2x4 all against the existing Park Model wall and no siding will be removed from the Park Model.
- 1.28. All wood in contact with the ground or concrete must be treated.
- 1.29. All water drains for sinks and showers will be 2 inches with 1 1/2 inches vent or more. All 3 inches drains will have a 2 inches vent (used on washer and commode drains). All plumbing and electrical construction requires a City of Mesa Permit.

*Note: Upon completion of your project, return the pink Building Permit Card to the Administrative Office and a final inspection will be made. If approved, the Committee will sign off as OK, and deposit will be refunded.*



# ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

## Section 2. BUILDING PERMIT/BUILDING CODE

- 2.1. Should there be a violation, on any Lot within Greenfield Village, of the Building Permit/Building Code rules and Regulations established by the Board of Directors, the following action will be implemented:
- A) The Lot Owner will receive a written notice detailing the violation and action required to correct the problem. A STOP WORK order will be placed on the Lot and no further work may be done on that Lot until the problem is corrected.
  - B) Correction must be initiated or a fine will be put into effect until correction is made.
  - C) After the violation is corrected, the Lot Owner will receive a written note specifying the action taken and the STOP WORK order will be removed. Copies of all correspondence will be placed in the Lot file (Administrative Office).

# ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

## Article 7 PLANNING TO SELL OR PURCHASE PROPERTY

### Section 1. INTRODUCTION

- 1.1. Buying and Selling: Due to the honesty and integrity of Greenfield Village RV Resort, all properties bought and sold in the resort must have a Disclosure prepared for the property. A copy of the Disclosure must then be given to the Seller, Buyer, and the Resort General Manager before the final agreement is reached. All Violations and Appearance items listed on the Disclosure form must be taken care of by either the Seller, Buyer, or both before final purchase. If a property is sold "As Is", the disclosure document signed by the Seller and Buyer identifying these responsibilities must be given to the Resort General Manager and placed in the Lot file.
- 1.2. The purpose of the Disclosure is to identify Code Violations and Appearance problems. This disclosure procedure describes the steps required to successfully process the Disclosure Inspection Sheet..
- 1.3. The Disclosure inspection checks for compliance to Resort governing documents to include the:
  - A) Declaration of Covenants, Conditions, and Restrictions, (CC&Rs),
  - B) Architectural/Landscape Regulations Process,
  - C) Bylaws, and
  - D) Guidelines for Resort Living.
- 1.4. When an Owner wishes to prepare for property sale, they may obtain a Disclosure inspection worksheet from the Administrative Office to review Disclosure requirements. The worksheet provides a list of items typically checked during the disclosure process.
- 1.5. When the disclosure listed items can't be completed in the allotted amount of time, an extension can be requested by sending the Resort Manager a letter identifying the reason for the request and amount of additional time needed.

### Section 2. Overview:

- 2.1. The Disclosure process must be initiated at the time of property sale.
- 2.2. The Seller and Buyer will be given a copy of the Disclosure. The original will remain in the office.
- 2.3. When the Seller and Buyer are represented by a Real Estate agent(s), the Real Estate agent(s) will be responsible for giving a copy to the Seller and the Buyer.
- 2.4. The Seller is the Responsible Party for completing items in the Disclosure unless the property is sold in "as is" condition, then the Buyer becomes the Responsible Party.
- 2.5. A copy of the Disclosure will remain in the property file.

## **ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS**

- 2.6. The process will be tracked using the Disclosure Tracking module added to the GVR computer Resident Registration software.

# ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

## Article 8 VARIANCE TO THE RULES

### Section 1. INTRODUCTION

- 1.1. Greenfield Village RV Resort has Articles of Incorporation, Bylaws, and CC&Rs which are determined by the Association members and can be changed only by them. Rules and Regulations, however, are developed by the Board of Directors to answer most of the day-to-day questions and to allow a comfortable, orderly, and informal Resort lifestyle. Every now and then, there is a legitimate need to vary from these Architectural/Landscaping Design Regulations. For this reason, a procedure is in place to request a “variance approval”.
- 1.2. A request form may be obtained from the Greenfield Village Administrative Office. Before processing it, however, Owners are urged to discuss their concern with the General Manager. This may help clarify whether a Board of Directors request is necessary.
- 1.3. Consideration of a Variance Request is a very significant and important Board of Directors activity, since each approval of change has a cumulative effect on our community. Since a Variance Request is a serious matter, it will require consideration by the Board of Directors at a duly constituted public meeting and agreement by at least majority of the Board of Directors on the final disposition.

*Note: The Federal Housing Act prohibits discrimination based on age or familial status except where qualified under the “housing for older persons” exemption for 55 plus communities. Greenfield Village is a 55 Plus Community and complies with all Regulations required by HUD in connection with “housing for older persons”.*

### Section 2. THE REQUEST

- 2.1. A completed Variance Request form is a written statement asking to change, modify, or differently interpret a portion of the Design Regulations. A Variance Request would not be applicable to the Articles of Incorporation, the Bylaws, or the CC&Rs, since these require membership approval to change.
- 2.2. Regarding the Design Regulations, many of the statements were taken directly from the CC&Rs and amplified or summarized. In an order of priority, the wording and interpretation of the CC&Rs must be considered first and must be regarded as more significant than the wording within a publication of rules and Regulations.

### Section 3. THE PROCESS

- 3.1. When first concerned about any Architectural/Landscaping Design Regulation, be sure to discuss it with the General Manager. The question may find meaningful resolution in an informal manner.
- 3.2. If the process does continue a more formal basis, understand that:

## ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- A) A Variance Request must be submitted by the Owner of a Lot benefiting from the request. If a renter wants a variance, the written request to the Administrative Office requires the signature of the Owner and the verbal approval of the Lot Owner to confirm the Lot Owner's same understanding of the tenant request and final wording.
- B) A Variance Request must a) identify the Regulation in question, b) specify the change needed, and c) identify the reason for the needed change.
- C) The Owner requesting the variance a) must be informed when the request will be placed on the Board of Directors agenda, and b) must be invited to the Board of Directors meeting to answer Board of Directors members' questions. There will be no requirement to verbally summarize anything since the written request should be enough for the presentation.
- D) A Variance Request must be submitted early enough to be on the agenda of the next Board of Directors meeting. The Board of Directors may also want to further study the matter. If so, the request will be on the agenda of the next regular meeting of the Board of Directors.
- E) The decision of the Board of Directors is final. The General Manager will be assigned to oversee any follow-up or timelines as may be specified.
- F) If more than one Owner has a similar concern, each will make a separate request for individual reasons. Group requests for variance will not be accepted.
- G) Variance approvals often specify different timeliness, i.e.
  - a) For basic issues (construction, landscaping, other), the variance approval may be permanently granted or approved for a certain number of days.
  - b) For attachment issues (skirting, initiating construction, other), the variance approval will not be more than 99 days.
- H) Board of Directors action regarding a variance request will be recorded on the application form and filed with the official record of the Association. Note that "Disapproval" is also an action to be filed.

3.3. The General Manager is not authorized to allow a variance to the Regulations. It is the role of the General Manager to assure compliance with all Regulations unless a variance is granted in writing by majority of the Board of Directors in open session.

### Section 4. THE ACTION

- 4.1. After review and consideration of the Variance Request by the Board of Directors as a whole, the authorizing action or disapproval will require agreement by majority of the Board of Directors members.
- 4.2. Unless a particularly unusual response is needed, the Board of Directors will select one of the following six actions:
  - A) \_\_\_\_\_ Disapproved
  - B) \_\_\_\_\_ Approved for the next \_\_ days (ending \_\_\_\_\_)
  - C) \_\_\_\_\_ Approved for no more than one year (approved until \_\_\_\_\_)

## ARCHITECTURAL/LANDSCAPING REGULATIONS PROCESS

- D) \_\_\_\_\_ Approved for the “present Owner”. If Lot is sold or Ownership is passed to another Owner or entity, this variance will no longer be allowed and must be corrected before the right of enjoyment to the Common Areas is allowed or extended to the new Owner or the new Owner’s tenant.
- E) \_\_\_\_\_ Conditional approval. Approved only if the following modification(s) is acceptable to the requester:
- F) \_\_\_\_\_ Approved. No conditions and no time limit.
- G) A Variance Request must not be repeated unless a circumstance has changed that could make a difference. The request must go through the A/LPC with a new Application and Permit for Construction form.

**End of Document**