

# DESIGN GUIDELINES

## FOR

### THE VILLAGE AT ANTHEM CONDOMINIUM

OCTOBER 1, 2004

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Every owner of a Unit within The Village at Anthem Condominium is a member of The Village at Anthem Council of Co-Owners (the "Council"), the entity responsible for the management of all Common Elements as well as administration of the affairs of the community. The Council is created by the recording of the Declaration of Covenants, Conditions, and Restrictions and Easements for the Village at Anthem Condominium (the "CC&RS"). Capitalized terms not specifically defined herein shall have the meanings given to such terms in the CC&RS. The CC&RS set forth procedures, rules, and regulations that govern the community. The Design Guidelines and Rules and Regulations are an extension of the CC&RS and are designed to be used in harmony.

The Board of Directors of the Council (the "Board") is charged with the responsibility for overseeing the business of the Council and has a wide range of powers. The Design Review Committee (the "Committee") is established by the Board to review all improvements within the community, including new construction and modifications to existing properties.

The Design Guidelines ("Guidelines"), as set forth in this document, shall interpret and implement procedures for the Committee's review and standards, including, but not limited to, architectural design, placement of buildings, landscaping, plant selection, color schemes, exterior finish and material, signage, and wall design. The Guidelines are intended to enhance property values and the high standards of development that exist within The Village at Anthem. Unless specifically identified as not requiring submittal for approval within these Guidelines, prior approval from the Committee is required for all changes, alterations, or additions to a lot or a Unit.

**PRIOR TO THE COMMENCEMENT OF CONSTRUCTION OR INSTALLATION, ALL PLANS MUST BE SUBMITTED, IF REQUIRED, TO THE COMMITTEE. APPROVAL TO PROCEED SHALL BE REQUIRED IN WRITING FROM THE COMMITTEE. FOLLOWING THESE GUIDELINES DOES NOT ELIMINATE THE NEED FOR SUBMISSION OF PLANS (UNLESS SPECIFICALLY NOTED).**

#### APPLICATION PROCEDURE

##### Submittal

Application and plans (which will be kept on file with the Council) should be mailed to:

THE VILLAGE AT ANTHEM CONDOMINIUM  
3701 W. Anthem Way  
Anthem, AZ 85086  
(623) 742-6020 / Fax (623) 742-6170

The following information should be included with the submittal:

1. **Application Form – Design Review Form:** A completed application form is attached (copies may be obtained from the management office).
2. **Elevation Plans:** Plans showing finished appearance of improvement in relation to existing dwelling.
3. **Specifications:** Detailed description of materials to be used and color samples, and dimensions must be submitted.
4. **Photograph:** If submittal is for an existing structure or improvement, a photograph of the structure or improvement must accompany the submittal application.

It is the owner's responsibility to ensure that all buildings, structures and other improvements erected within The Village at Anthem, and the use and appearance of all land within The Village at Anthem comply with all applicable City, State, County and Federal requirements as well as the Declaration for Anthem, the Declaration for Anthem Parkside, and these Guidelines. The Committee, the management company and the Council assume no responsibility for obtaining these reviews and approvals.

#### **REVIEW: APPROVAL AND/OR DENIAL**

The Committee shall have **forty-five (45) days** after submittal of plans to approve or deny plans. No verbal approvals/denials will be given by the community manager or the management company. All decisions will be mailed via US Mail.

Review and approval or disapproval will include, but is not limited to, consideration of material, quality of workmanship, colors, and consistency with the external design and color of existing structures on the lots. The location of the improvement with respect to topography and finished grade elevation is also considered.

Neither the Committee, nor the Board, nor the Declarant shall have any liability in connection with or related to approved plans, specifications, or improvements. The approval of the plans does not mean that judgment is passed on the structural soundness of the improvement nor its effect upon existing or future drainage. The review of the plans is for aesthetic purposes only.

#### **Appeal**

Any appeal of the Committee's decision must be submitted in writing, within thirty (30) days of the mailing date of the Committee decision to:

THE VILLAGE AT ANTHEM CONDOMINIUM  
3701 W. Anthem Way  
Anthem, AZ 85086  
(623) 742-6020 / Fax (623) 742-6170

**THESE RULES MAY BE AMENDED FROM TIME TO TIME BY A MAJORITY VOTE  
OF THE BOARD.**

# DESIGN GUIDELINES

## ANTENNAS

No antenna or other device for the transmission or reception of television or radio signals or any other form of electromagnetic radiation (including satellite or microwave dishes) may be erected, used or maintained at any Unit or Limited Common Element without the prior written approval of the Committee. The location of any such antenna or other device shall be governed by Section 207 of the Telecommunications Act of 1996; provided, however, that in all instances, the placement of such devices, if approved, shall be in the least visible and conspicuous manner possible without interfering with the viewer's ability to receive signals.

## AWNINGS

The Committee must approve all awnings. Only specific designs are permitted. Awnings are only permitted to be installed on the side and/or rear of the home. All awning submittals must include a drawing/picture with the location of the proposed awning installation. A sample of the material to be used, along with the color and design of the proposed awning is required. Owner is responsible for maintenance and repair of awnings. The Council retains the right to determine when an awning must be repaired and or replaced due to weathering, fading, tearing, ripping, etc.

## BASKETBALL GOALS

Due to the nature of the community, basketball goals are not allowed.

## BICYCLES

Bicycles must be stored inside home or in parking garage.

## CLOTHESLINES

Clotheslines are not permitted.

## CONSTRUCTION

Due to the close proximity of neighbors and in consideration of neighbors, all construction by owners must be completed between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday only. Permit for approved modification is required.

## AMERICAN FLAG

No freestanding flagpoles are allowed. Maximum size of the flag shall be three feet by five feet (3' x 5'). Wall mounted flagpoles shall be a maximum of five feet (5') long with attaching brackets painted to match the structure to which they are attached. Only one (1) pole-mounted flag will be permitted per residence or lot. All poles and flags must be maintained in excellent condition according to The United States Flag Code, Title 4 U.S.C. §§ 4-10. It will be the responsibility of the owner or resident of the lot on which the flag is displayed to do so with proper respect and flag etiquette.

## SEASONAL AND DECORATIVE FLAGS

Seasonal and decorative flags that are to be mounted on a Unit require Committee approval. Seasonal flags must be removed within thirty (30) days after the date of the holiday to which the flag pertains. Flags must be maintained in good condition at all times. Flags that are torn, ripped, faded, etc., are subject to fines and removal.

### HOLIDAY AND SEASONAL DECORATIONS

Holiday seasonal decorative lights may be displayed between November 15 and January 15. Seasonal decorations may be installed thirty (30) days prior to the holiday and must be removed within fifteen (15) days after the holiday.

### DRAINAGE

No owner or resident shall interfere with or obstruct the drainage pattern over his Unit or the Common Elements as that pattern may be established or altered by Declarant.

### EXTERIOR MAINTENANCE

Owners are responsible for contacting the property management company for preventative maintenance to the exterior of the Units. If the owner neglects his or her responsibilities for maintaining their property, they will be subject to repairing the damage at their expense. Contact the property management company immediately for any repairs to the roof upon noticing a leak. It is up to the owner to periodically inspect the exterior of their Unit for damages and to contact the management company so that the owner will not be held responsible for the repairs. The Council is not responsible for exterior window cleaning, concrete or asphalt driveway cleaning, dusting of buildings or patios.

### EXTERIOR CHANGES

All proposed exterior changes to any Unit must be submitted to the Committee for approval.

### FENCES AND WALLS INCLUDING DECORATIVE WALLS

No modification of fences or walls is allowed, including decorative walls.

### HVAC INCLUDING EVAPORATIVE COOLERS

Except as initially installed by the Declarant, no heating, air conditioning or evaporative cooling unit shall be placed, installed, constructed or maintained upon any lot without the prior written approval of the Committee. All units shall be ground mounted, located within the perimeter of the rear yard and screened or concealed from view of all neighboring property. No window units are allowed. The Council is not responsible for interior filter replacement or duct cleaning within a Unit.

### INTERIOR CHANGES

No interior structural changes whatsoever shall be commenced, erected, maintained, made or done without the prior written approval of the Committee.

### LIGHTING

Lighting shall not be placed upon any Unit or Limited Common Element without Committee approval. The Committee must approve all exterior lighting changes.

### OUTSIDE SPEAKERS & AMPLIFIERS

No radio, stereo or other broadcast unit of any kind and no amplifiers or loudspeakers of any kind shall be placed, allowed or maintained outside, or be directed to the outside of a Unit without prior written approval and authorization of the Committee.

### PAINT COLORS: EXTERIOR

No exterior painting is allowed that would alter the original painting theme without Committee approval.

### PATIO COVERS

All patio covers not installed by the Declarant must be submitted to the Committee prior to installation. Care should be taken to insure materials are consistent with the building design.

#### PRIVATE COURTYARDS & LANDSCAPING

The owner must keep his/her private courtyard clean and free of litter and animal waste. Clothes, bath towels, bedding, rugs, blankets, towels, bathing suits or other personal effects may no be draped over exterior walls, railings or appurtenances or suspended by any other supporting elements. Landscaping plans for any private courtyard must be submitted and approved by the Committee prior to installation.

#### PATIOS, BALCONIES, TERRACES, DECKS

Nothing shall be placed or installed on or affixed to any patio, terrace, deck or balcony without the approval of the Committee, including but not limited to patio furniture, statues, fountains, planters, swings, benches, and stools. All patio furniture shall be of commercial grade quality and approved by the Committee prior to placement. No plastic furniture is allowed.

#### ROOFS

Nothing (including solar panels, air conditioning or hearing units, television antennas, satellite dishes or other apparatus, structure, or object) shall be placed on the roof of a Unit or building without the prior written consent of the Committee.

#### SCREEN DOORS

Any front door screen door must have architectural approval prior to installation. There are specific RETRACTABLE/INVISIBLE designs allowed in The Village at Anthem. Doors must be kept clean and in proper repair. Silver colored aluminum screen/security doors and/or wire screen mesh doors are strictly prohibited on front doors.

#### SIGNS

No signs whatsoever (including commercial, for sale, for rent, and similar signs) are allowed to be erected or maintained on or around a Unit or in the window of a Unit or otherwise so as to be visible from neighbors except signs required by legal proceedings or as are provided by the Council. If any signs are erected or placed in the Common Elements, the management company will be instructed to remove the sign, and the owner will be billed for the removal cost.

#### SOLAR PANELS

Solar panels cannot be placed on the roof without prior written consent of the Committee. Panels must be flush mounted if visible by neighbors.

#### STORAGE

Courtyard storage is not to be visible from other Units or the street. Storage includes storage sheds of any type, boxes, shelves, ladders, building materials, miscellaneous parts of any kind, refrigerators, etc. All boxes, cycles, large toys and other similar items must be stored in the Unit or in the garage, so long as storage does no prevent the garage parking space from being used to park permitted vehicles under the CC&Rs.

#### WINDOW TREATMENTS

Windows are to have permanent draperies or suitable window treatments installed on all windows within thirty (30) days of ownership of a Unit. In no event shall windows be covered with paper, aluminum foil, bed sheets or any other materials or coverings not specifically intended for such purpose. No reflective material may be placed (whether inside or outside) on any windows within The Village at Anthem unless it has been approved by the Committee prior to installation. No metal or rigid plastic awnings shall be installed on or attached to the outside of any building unless it has been approved by the Committee prior to installation.

# THE VILLAGE AT ANTHEM CONDOMINIUM DESIGN REVIEW FORM

Please mail or fax to:  
THE VILLAGE AT ANTHEM CONDOMINIUM  
c/o Associated Asset Management  
6701 W. Anthem Way  
Anthem, AZ 85086  
Phone: (623) 742-6020 FAX: (623) 742-6170

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

Address: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

\_\_\_\_\_ Unit #: \_\_\_\_\_

Requesting Approval of: \_\_\_\_\_

\_\_\_\_\_

Work to be performed by: \_\_\_\_\_

Type of Material (attach samples/pictures/brochures): \_\_\_\_\_

\_\_\_\_\_

Color to be used (attach samples/pictures/brochures): \_\_\_\_\_

\_\_\_\_\_

**SUBMITTAL MUST INCLUDE A PLOT PLAN INDICATING LOCATION OF REQUEST  
AND INCLUDE ALL APPLICABLE MEASUREMENTS AND DIMENSIONS.**

**INCOMPLETE SUBMITTALS WILL BE DENIED.**

I agree to comply with all applicable city and state laws, and to obtain all necessary permits. I also agree not to begin work until I have been notified in writing of the Committee's decision and to maintain all improvements to their original condition. Committee must review all submittals within 45 days. All work will be completed within 120 days from day of approval.

Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_