

APPENDIX B – Guidelines for Homeowners Updated July 18, 2017

HARC has made the following determinations and is providing the following guidance to help homeowners comply with the Design Guidelines and CC&Rs.

1. Red Colored Bark, White Rock, Colored Tarps and Palm Trees

are not allowed in Hiddenbrooke.

2. Utility Netting for Golf Course Fences

HARC has chosen a standard type of bi-oriented poly propylene utility netting with no visible edges along the top or bottom. This allows the netting to visually disappear into the wrought iron fencing, especially if wound through fence every 4 feet or so. (January 2011 this item was available from Orchard Supply.)

3. Fence Maintenance & Stain

A. All projects that involve restaining or repainting of fences must submit an application to HARC for review. Applications should include “brush out” samples of the stain or paint. The fee may be waived if it is determined by a member of HARC that the colors are the same or similar to the existing fence.

B. Fence repair or replacement
Fence repair or replacement are the responsibility of the property owner

4. Cement Guidelines

- a. Two car driveways can be expanded or extended subject to all the following:
 - i. Maximum total expansion not to exceed 80 square feet (width multiplied by length), and
 - ii. Width of expansion not to exceed 8'-0" wide (laterally) and,
 - iii. Length of expansion not to exceed 10'-0" length (Longitudinal), and
 - iv. No more than 30% of available “green area” can be removed on front or side yards to accommodate driveway expansion.
- b. Three car driveways can be expanded or extended subject to all the following:
 - i. Maximum total expansion not to exceed 30 square feet (width multiplied by length), and
 - ii. Width of expansion not to exceed 3'-0" wide (laterally), and
 - iii. Length of expansion not to exceed of 10'-0" length (Longitudinal), and
 - iv. No more than 5% of available “green area” can be removed on front or side yards to accommodate driveway expansion.
- c. All driveway expansions are subject to the following:
 - i. Driveway expansions must have HARC approval and any required City permits BEFORE work begins.
 - ii. Driveway expansions must match the existing hardscape (driveway) to appear part of the original design. This can include new surfaces for both the existing driveway and expansion.
 - iii. The expansion must be architecturally compatible and pleasing with the home and its surrounding, which may include adding more landscaping elements (bushes, plants, trees etc.).
 - iv. Subject to the 30%, and 5% restrictions above, expansions must preserve existing landscaping, as approved by HARC or new landscaping must be approved.
 - v. City of Vallejo will not allow curb cuts. Vallejo City permits are required for drainage holes.

- d. Failure to observe these design guidelines will subject property owners to fines and the request for all work to be removed.

5. Holiday Decorations

may be put up 15 days before the Holiday and must come down 15 days after the Holiday except December decorations may go up December 1st and must be down by January 31st or are subject to fine.

6. Driveway Storage—Inoperable Cars and Cars without Current DMV Tags

the CC&Rs are very clear that ALL cars are to be contained on the driveway and in the garage and that the driveway isn't for storage. We will no longer tolerate cars without current license tags or cars that can't be driven on the street to be parked in the driveway on a long term basis (more than 7 days).

7. Mail Box Replacements

should be the same color as the original box or black, the same shape when possible, no larger than 13" wide x 23" long x 12" high, and no smaller than 6" wide, 20" long, 10" high. Boxes on the same post should match or owner needs to submit application for HARC approval.

8. Artificial Turf

HARC will now accept applications to install artificial in front and back yards subject to the following:

- a. The product must be of a very high quality that simulates real grass. A sample of the turf must be submitted along with the application and landscape plan.
- b. In - ground plants or shrubs must make up forty percent (40%) of front yards and thirty percent (30%) of back/side yards.
- c. Proof of a ten year transferable warranty must be submitted along with the application with a signed copy upon completion of the installation as a condition of approval
- d. Artificial turf is the responsibility of the homeowner and subject to all the regulations of the then current CC&Rs, regarding maintenance, repair and replacement such as tears, gopher holes, weeds, animal waste and discolorations.
- e. The artificial turf product must meet the following specifications for a standard landscape plan:
 - i. Number of colors - three (examples: field green, olive green, thatch and beige).
 - ii. Color Retention: Determine the rate of color loss. Nylon is not recommended.
 - iii. Pile height: two to two and one half inches.
 - iv. Weight: Minimum 70 ounce per square foot.
 - v. Backing: Fabric backing with a minimum weight of 7 ounces per square foot.
 - vi. Drainage: must have a drain rate of at least 30 inches per hour.
 - vii. Installation: Artificial turf cannot be installed over the top of existing grass or concrete. Sod and dirt must be removed and an aggregate base and soil stabilization fabric installed to allow for proper drainage in accordance with the manufacturer's specifications. The installation company must be certified by the Synthetic Turf Council.
- f. HARC will use its discretion when reviewing applications for the use for artificial turf for special projects such as putting greens.

9. Fences - White Picket (Design for The Village subdivision) (approved 7/19/15)

All white picket fences shall comply with the Design Guidelines specifically designed for The Village and shall be subject to the approval of the HARC. All fences walls or trellises approved by the HARC and constructed by Owner or Builder shall also comply with the regulations and ordinances of the City of Vallejo, including, but not limited to any applicable restrictions with respect to the height of front yard fences.

These guidelines are specific for the Village subdivision only.

For replacement or new constructed white picket fences the following requirements should be considered:

- a. The current design of the fence is a narrow open picket design, made of wood, painted white and maintained at all times from wear and tear.
- b. A replacement consideration is that of a vinyl picket fence of the highest quality with specifications of chosen white picket fencing submitted at the time of application to the HARC.
- c. A change in design of the white picket fence may be considered.
- d. Local HOA approval must be obtained prior to submitting the HARC application and attached in order for the HARC application to be processed.

10. Repaint House

House painting – HARC has always had the policy that if you paint your house the same color you do not need to submit an application. However, as the homes have aged and original paint colors are difficult to determine or obtain, a new policy is set forth as follows:

- a. Please submit a HARC application for any painting of your house.
- b. Provide “brush out” samples of each color and indicate where on the house it will be used.
- c. Upon request by HARC, apply a swatch of each paint color on the actual surface to be painted.
- d. Provide a current photo of the house and the neighboring houses.
- e. A HARC representative will review your application to determine if the application needs formal review.
- f. If it is determined the colors are the same or similar, no review will be necessary. If a review is required, a \$50.00 fee will be collected and the application will be reviewed at the next HARC meeting.

11. Xeriscape

Due to the extended drought in California, HARC has received numerous applications to replace lawn with xeriscaping which is defined as landscaping or gardening plans that reduce or eliminate the need for supplemental water for irrigation. HARC continues its goal of maintaining a green and park like atmosphere.

1. HARC will accept applications to replace lawn with xeriscaping provided the applications meet the following criteria:
 - a. The proposed landscape/xeriscape plan should include plants and groundcover that is naturally found in Northern California such as Mediterranean or Alpine Designs
 - b. Residents are to avoid Desert Designs. Cacti and palms are prohibited.

- c. Under no circumstances will rocks of any kind be allowed except as a decorative accent. No rocks are to be used as a border around the perimeter of the front yard.
- d. Dry creek beds should not be the main feature of the yard. They should only be used when part of a natural drainage system. If used, the width of the bed should range from 24 to 40 inches, with an interior stream of 12 to 18 inches and 10 to 12 inches deep. Plants should be grouped along the edge to soften the appearance and sides should be mounded. Large boulders may be used as accents.
- e. Natural redwood bark, bark chips, shredded bark, mulch, peat moss or an equivalent are the only ground covers allowed
- f. The number and size of plants are to be such that sixty percent (60%) of the yard will be covered within twenty-four (24) months. Depending on availability, five gallon plants are recommended in the prominent areas of the yard.
- g. Topography or a variation in height is encouraged to add interest.
- h. Applicants are to follow the existing Guidelines regarding color of rock, bark and plants
- i. Site plans are to be provided subject to the most current submittal requirements.
- j. Preliminary plans are to be reviewed prior to the final submittal. This might require a site visit by one or more of the committee members.

12. Design Submittal Requirements (approved 7/19/15)

1. Projects must be submitted ten (10) days prior to the HARC meeting for review by committee members to verify that the submission is complete or if additional information is needed.
2. Projects will not be reviewed or scheduled for approval until the HARC Application fees are received and the submittal is determined to be complete.
3. The following are minimum requirements for submission materials (electronic preferred) where applicable:
 - a. HARC application
 - b. HARC application fee
 - c. Site Plans with dimensions of the property and project, setbacks from property lines and easements noted on an 11" X 17" minimum size plan with electronic 8 x 11 copies for the HPOA files.
 - d. Project elevations with heights and size clearly noted, colors and materials noted with samples. Pictures are encouraged.
 - e. Lot coverage calculations for concrete, artificial turf, pavers and lawn/ planting which are to include all existing and proposed hardscape. These may be noted on plans or on a separate calculation sheet
 - f. Sample pictures of examples are acceptable for elevations and plant arrangements.
 - g. Provide plant lists and sizes to be planted. Plans should show locations of plants accurately with mature sizes shown on the plan. Dimensions for large shrubs and trees are recommended to speed up review and approval.
4. It is recommended that residents contact HARC prior to submitting small projects, non-like-kind plant replacement, tree replacement, house and yard repairs, door or window replacement, etc.
5. Call 1 855 355 4762 ex: 3 for further questions or application delivery instructions.

13. Project completion deadlines

Project must be completed as follows:

- a. Minor projects and solar installation not needing Committee review must be completed in a timeframe determined by the Chairperson
- b. Projects not needing City permits such as landscaping, painting, patios must be completed within nine months of approval
- c. Projects needing City permits such as patio covers, trellises, gazebos, pools, hot tubs must be completed within twelve months of approval
- d. Large additions and new homes must be completed with two years of approval.
- e. Owners could apply for extensions by paying another fee and complying with any rule or review changes or requirements.
- f. Failure to comply with the set timeframes will be considered a CC&R violation and subject to further action.