

WORK DESCRIPTIONS	PAGE	NO PERMIT REQ'D	ADM PERMIT DISCRETION	ACC QUORUM REQ'D	REVISION DATE
Air Conditioners & Evaporative Coolers	1		X		
Arbors & Gazebos & Ramada	1			X	
Arches	7			X	
Arizona Rooms & Room Additions & Patios	1			X	
Awnings	1		X		
BBQ Grills (Portable & Permanent)	2		X		
Bird Feeders & Bug Zappers	2	X			
Carpports	1			X	
Driveways	8		X		
Driveway Chains	2	X			
Flags & Flag Poles	2		X		
Fences	7			X	
Garages, Car & Golf Cart	1			X	
Garbage Container Enclosures	3		X		
Gazebos & Arbors & Ramadas	1			X	
Golf Ball Screens	2		X		
Irrigation Systems	3		X		
Landscapes	3		X		
Lattice	3		X		
Lawn Art	3	X			
Ornamental Window Grill	5		X		
Outdoor Lighting (Holidays/Yearly)	5			X	
Painting & Repainting of Exterior Surfaces	4		X		
Patios, Screens & Covers	1			X	
Propane Containers	4		X		
Rain Gutters	4		X		
Roofs, Retiling & Reshingling	4		X		
Roof Coatings	5			X	
Satellite Receivers	5		X		
Screened Patios & Patio Covers	1			X	
Security Shutters	6			X	
Security Storm & Screen Doors	6		X		
Signage	8		X		
Skylights & Solar Light Tubes	6		X		
Solar Panels/ Collectors (Hot Water/ Photovoltaic Cells)	6		X		
Stone Façade	6			X	
Storage Containers & Storage Facilities	6		X		
Sunscreens & Sunshades	1		X		
Swimming Pools & Spas	8			X	
Wind Turbines & Ventilators	8		X		
Walkways	8		X		
Walkways w/steps over Common Ground to Golf Path	8		X		
Walls	7			X	
Miscellaneous & Appendix	9		X	X	
Fine Notices & Fine Schedules & Final Notices	10		X	X	
Homeowners' Appeal Process	10		X	X	
Procedure to Amend Sunbird Current ACC Guidelines	9		X	X	

HOMEOWNERS THAT CANNOT OBTAIN PLOT PLANS FROM THE SUNBIRD OFFICE MUST CONTACT THE CITY OF CHANDLER FOR PLOT PLANS.

ACC GUIDELINES

AIRCONDITIONERS & EVAPORATIVE COOLERS

ACC PERMIT REQUIRED

Air and cooling units cannot be mounted either on or at the front of any Sunbird residence.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with plot plans, type of unit foundation & location, and signed by the adjacent neighbor for noise abatement if unit is located on either side of the house.

ARBORS & GAZEBOS & RAMADAS

ACC PERMIT REQUIRED

Arbors & gazebos & ramadas must be free standing, installed at the back of the house, and constructed within the setback lines. Materials used may be plastic, aluminum, red wood, or wood painted to match or complement the existing house colors. All units must be securely attached to the ground to withstand high winds. NOTE: Structures not allowed on properties adjacent to the golf course are tents, and fabric enclosed structures.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with plot plan, setback lines, unit location, dimensions, color sample, and drawing or brochure of the completed project.

ARIZONA ROOMS & ADDITIONS & PATIOS(SCREENED & COVERED)

ACC PERMIT REQUIRED

Arizona rooms and additions must be attached to the residence. Patio covers may be either abutted to the residence or stand alone, and may or may not be enclosed. All construction must be within the setback back lines. Roof overhangs cannot exceed 2' beyond the setback lines, and cannot extend over the property lines. Finished surfaces must match the existing house colors.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with plot plan, setback lines, detailed drawings and/or building construction plans showing dimensions, elevation, location, heating/cooling equipment location, colors and materials.

ARTIFICIAL GRASS/TURF COVERAGE

ACC PERMIT REQUIRED (11-28-16)

Use/installation of high quality green grass/turf will be assessed on a case-by-case basis. Grass/turf samples must be submitted with your permit showing sizes of all locations and sizes of each and all grass/turf pieces. No small areas of artificial grass/turf will be approved for the front yard.

AWNINGS, SUNSCREENS, SUNSHADES (ROLL DOWN & PERMANENT)

ACC PERMIT REQUIRED

Awnings may be either rounded or slanted, but must not extend beyond 6" of the window/door sides. The supporting arms cannot extend more than 4' from the house exterior walls and must be coordinated with the house exterior color(s). Sunscreens & Sunshades must be secured horizontally and vertically.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with material, color samples, style of awning, screens or shades, and brochure or drawing with dimensions and installation locations of proposed window(s) and door(s).

GARAGES (CARS & GOLF CARTS), & CARPORTS

ACC PERMIT REQUIRED

All construction must be within the setback lines, attached to the house, with like material, design, color, and finishes of the existing house.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with plot plan, setback lines, complete construction plans with dimension, material, color, garage door type and windows.

ACC GUIDELINES

PORTABLE BBQ GRILLS NO ACC PERMIT REQUIRED PERMANENT BBQ GRILLS ACC PERMIT REQUIRED

Grills with/without propane container(s), when not in use, shall be stored at the rear of the house, or at the rear of the carports in 1A & 5. It is preferable that the grill with/without the propane container be covered if at the rear of the house or carport. All spare 20lb., 4.5 gal shall be stored in an area where they cannot be seen.

BIRD FEEDERS & BIRD HOUSES & BUG ZAPPERS NO ACC PERMIT REQUIRED

Seeded bird feeders and bird houses are not allowed on any residential property or common area. Liquid bird feeders and bug zappers are allowed on residential property, but must be located at least 3' from property lines. Bug zappers are only permitted in back yards, and must not be visible from streets or adjacent neighbors.

DRIVEWAY CHAINS NO ACC PERMIT REQUIRED

Only plastic or metal chains may be used to block access to driveways. Chains at the end of the drive may be secured by either metal or plastic spikes on each side. If the drive is blocked nearer the house, chains may be attached to the carport and side of house.

FLAGS, PENNANTS & FLAG POLES ACC PERMIT REQUIRED

Permanent free standing flag poles may not exceed 20' in height, and house mounted flag poles may not exceed 6' in length. All mounted flags and other pennants may not exceed 4' x 6'. All free standing permanent poles must be located 6' from the street and 3' from all property lines; however, because of limited space, exceptions will be approved on a case by case basis for sections 1A and 5. All flags, pennants, banners must be kept clean, neat in appearance (no rips, no tears, no frays and not faded), and all seasonal sport flags, pennants and banners must be removed during the off season periods.

Sunbird Association follows the Arizona and the United States of America Flag flying rules and regulations, and recommends the following web site, 'www.ushistory.org/betsy/flageti.html'.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied by a plot plan showing the proposed location(s), and dimensions of the pole and flag.

GOLF BALLS SCREENS ACC PERMIT REQUIRED

Free standing golf ball screens, ground to top heights, shall be between 8' & 20'. Supporting poles must be compatible to net height and either be aluminum or galvanized steel with a natural finish, and within the property lines. All screens must be secured to the poles. Where free standing construction is not practical, a plan must be submitted to the ACC with specific details of the materials, colors, and installation that meets the aesthetics and safety standards of Sunbird.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with a plot plan, location of supporting poles/screens relative to property/setback lines, colored sample of golf ball screen, and description of installation.

ACC GUIDELINES

GARBAGE CONTAINER ENCLOSURES

ACC PERMIT REQUIRED

No garbage containers are allowed to be stored in carports and sides and fronts of any Sunbird House. Standard dimensions are length 8', 4", width 3', height 4', or one block above the height of the container. Exterior enclosures must be constructed against the house, have solid walls and be constructed of materials to match the exterior of the house in both color and finish. The enclosure must be on a concrete slab. Sufficient space must be allowed between the enclosure and the adjoining property so that access to the enclosure will not infringe on the adjacent property. If there is not sufficient space for access, a front load enclosure may be installed. Dimensions are length 6' 6", width 3', height 4' or one block above the height of the container and be on a concrete slab. Solid gates shall be required depending upon location of opening and subject to ACC approval. Deviations from the standard enclosure will be considered on a case by case basis.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with plot plan, setback lines, and complete placement relative to lot lines, dimensions of height, width, length and material and colors.

IRRIGATION SYSTEMS

ACC PERMIT REQUIRED

Changes to and new installations of irrigation systems require a Sunbird permit. No permits are required for either repair or maintenance of an existing system. Note: The City of Chandler may also grant monetary incentives for new installations.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with plot plan, setback lines, and dimensions showing pipe installation relative to all property lines.

LANDSCAPES

ACC PERMIT REQUIRED

Homeowners are encouraged to use desert landscape to comply with water conservation and complement existing desert styles. Trees & Bushes & flowers may be planted within any lot, but as they mature must not trespass neighboring properties by either growing over party and private walls, or obstructing public traveling. Wild flowers and gardens are permitted either in pots or bordered on all sides to confine growth within your property lines. *Refreshing existing rocks with similar stone, and replacing trees, bushes, plants, flowers and gardens with similar species does not require a permit.*

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with plot plan showing locations of all proposed trees, bushes, plants, flowers, gardens, all concrete work, walls, and borders relative to your property line.

LATTICE – REVISED 3/9/16

All lattice type structures, (wooden, vinyl), or plastic will no longer be allowed for any decorative barriers. This would include floral/vegetable support, screening, patio covers and garbage enclosures. If current lattice needs to be replaced it must be replaced using materials such as screens, alumawood, or wrought iron and compliment the exterior of the house.

LAWN ART (ORNAMENTAL DISPLAYS) NO ACC PERMIT REQUIRED

The ACC reserves the right to request homeowners to either remove or display the lawn art in an appropriate fashion to be appealing to the neighbors and entire community. If necessary, The ACC may request pictures, dimensions, locations and colors of all displayed lawn art.

ACC GUIDELINES

PAINTING & REPAINTING OF EXTERIOR SURFACESACC PERMIT REQUIRED

REVISED 11/28/16

The 2016 approved exterior paint colors will be used for all future painting of houses. There is no grandfathering in of past existing colors. Paint colors are divided into Body & Trim colors which are mix and match for the entire house. TRIM ONLY COLORS, (CARMEL SWIRL, CLAY POT, SOFISTICATA, CORANADO DUNES, AND EARTH TONE), are for bump outs & fascia (trim) only. They cannot be used for the body of the home. (You may use all of the approved colors for trim). Color samples with paint names and codes are available in the clubhouse. The entire house may be painted with one color, (except TRIM ONLY colors) or two colors: one color for the house body and stem wall and another color for the trim and bump outs with the exception of garage doors and security doors. Garage doors and security doors must either be painted one of the approved SunBird colors, or retain the manufacturer's original door color and must blend with the SunBird approved palette. Refreshing a wall section, whole trim sections, and bump outs is allowed with the following suggestion: *Remove a color sample from the area you want to refresh, take it to a commercial paint store instructing them to match the sample color.* Exterior wall murals are permitted with the following rules: Sketch of actual mural must accompany permit request; Use of bushes (i.e. oleanders or appropriate landscaping) must be used to conceal mural from view of any streets; If plants or landscaping that conceal the mural are removed, they must be either replaced within 2 weeks with similar landscaping or if the removal is determined to be permanent the mural must be painted over using the surrounding walls existing base color; Mural must be refreshed to maintain the artist's original rendering and color with no fading or chipping; If property is sold the new buyer must agree to the above terms, and either repaint the wall using the surrounding walls existing base color, or paint the walls a different color from the Sunbird approved palette. ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with your paint plans and contain the paint name(s), code(s) and contractor name and phone number. Any mural permit submitted for ACC approval must be accompanied with a sketch or drawing of the mural, dimensions, colors, and name(s) & phone number(s) of all contractors and artists.

PROPANE CONTAINERS ACC PERMIT REQUIRED

Free standing propane containers must be stored in an area where they are not visible from streets. It is recommended that free standing and spare containers are stored in accordance with the requirements regarding propane containers. It is the responsibility of the owner or supplier to comply with local codes regarding the installation of free standing containers.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with the plot plan showing the location(s), the size(s), and the area(s) where the containers will be stored.

RAIN GUTTERS ACC PERMIT REQUIRED

Gutters and down spouts must be positioned to discharge away from your neighbor's property; Discharge into the streets is permitted. Gutters may be painted to match the house color.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with either a brochure or drawing of the style, color, location(s), and water discharge direction(s).

ROOF RESHINGLING AND/OR RETILING ACC PERMIT REQUIRED

Replacing shingles and tiles must be done using materials closely matching the color and style of existing material. Shingled roofs may be converted to light weight tiles.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with the location and description of work to be performed, and a sample, or brochure, of the proposed roofing material and color.

ACC GUIDELINES

ORNAMENTAL WINDOW GRILL ACC PERMIT REQUIRED

The outside window grill shall be constructed of either wrought iron or vinyl, and may be black, white, or existing house color. The grill must not be more than 12" in height, and *MAY NOT* be mounted on any outside window sill that is higher than 44" from the ground level. For safety reasons the grill must be either releasable or removable from the inside of the house without the use of a key or tool.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with a brochure, picture or drawing, dimensions, locations, and color samples.

OUTDOOR LIGHTING ACC PERMIT REQUIRED

No offensive bright lights shall be permitted on any lot. Only one light pole per house permitted, must not exceed 6' in height, and must not be closer than 3' from any property lines, or closer than 6' from the street.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with a plot plan, picture or drawing of unit, location and dimensions of pole height, color, and bulb(s) brightness.

HOLIDAY DECORATIVE OUTDOOR LIGHTING NO ACC PERMIT REQUIRED

All holiday decorative outdoor lighting requires no ACC permit, but may not be illuminated (turned on) earlier than 30 days prior to and turned off later than 30 days after the holiday date. Clear, white, miniature, non-flashing lights are permitted on trees/bushes throughout the year.

ROOF COATINGS ACC PERMIT REQUIRED

No roof coating will be allowed over any pitched 3-tab or lock shingles roof portions of house roof. All proposed coating colors to be used for flat roofs (patio covers & sunrooms) will be reviewed on a case by case basis.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with the location, description of work to be performed, and either a brochure or samples of the coating material and color.

SATELLITE RECEIVER ACC PERMIT REQUIRED

A satellite receiver less than one meter(39") in outside measurement may be installed/located in the most inconspicuous area possible(rear of property preferred)while still enabling reception pursuant to FCC regulations.

ACC GUIDELINES

SECURITY STORM & SCREEN DOORS

ACC PERMIT REQUIRED

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with a brochure or picture showing design style, dimensions and locations. *PLEASE NOTE: Security doors are generally finished with a manufactured powder coating and limited in colors which can cause many colors to be special orders: therefore, special ordered colors must be approved by the ACC on a case by case basis.*

SECURITY SHUTTERS

ACC PERMIT REQUIRED

Security shutters must be permanently attached to the exterior of the window frames, and allow to be raised/lowered, either manually or remotely, from the interior of the house unless the window is designed not to be opened. The color of the shutters must either be one of the currently approved Sunbird color palette, or will be approved by the ACC on a case by case basis.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied by a brochure, or picture, showing the design style, dimensions, number of windows locations, and proposed colors.

SKYLIGHTS & SOLAR LIGHT TUBES & SOLAR PANELS/COLLECTORS(HOT WATER OR PHOTOVOLTAIC CELLS) ACC PERMIT REQUIRED

All the above units must be mounted as low as possible in relation to highest point of the roof pursuant to federal regulations.

ALL THE PERMITS SUBMITTED FOR APPROVAL must be accompanied with a brochure or detailed drawing of design style, dimensions, size specifications and specific proposed unit location(s).

STONE FACADES

ACC PERMITS REQUIRED

To preserve continuity within Sunbird community the use of stone on houses will be reviewed on a case by case basis. ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with a plot plan, brochure and drawing showing elevations and all construction specifications. Installation must meet recommended product guidelines, and follow all City of Chandler Uniform Building Codes.

STORAGE CONTAINERS & FACILITIES

ACC PERMIT REQUIRED

REVISED 11/28/16

UNIT NUMBERS AND NAMES OF HOMES IN SUNBIRD

Villas: 1-A & 5 Premier/Casita: 6, 6A, 1/2 of 6B, 9, 10, 11, & 12 Classic: 2, 3, 3A, 4, 1/2 of 6B, 7, 8, 14, & 15

STORAGE FACILITIES

In the Villas: The only storage facility permitted on the side of the home is an enclosure for a water softener and water heater. Size cannot exceed 8 ft. long and 4 ft. wide. Height can go up to the roof line. A storage facility may be constructed on either side or rear of a carport. (Local codes require a minimum clearance dimension of 19 ft. length and 9 ft. width per parking space). Overhead storage can be added to the carport, but it must be enclosed. In the Premier/Casita & Classic homes: A storage facility addition may be attached to the rear of the home, however, it must be on a concrete slab and design, materials and color must be consistent with the existing Home. All structures must be within the building setback lines, and will be assessed by the ACC on a case-by-case basis.

STORAGE CONTAINERS

Premier/Casita & Classic homes: A storage container may or may not be portable, have a lid or door that will allow inside access. Dimensions will be no greater than 6 ft. high, 8 ft. long and 4 ft. wide. It must be set on a concrete slab, unless the unit has a built-in floor. Material may be plastic, vinyl, wood or other composite materials. (Paint colors must match the home's exterior paint color). The container can be placed within a walled (4 ft. to 6 ft. high) yard. If the area is not wall enclosed, the storage container must be located either at the rear of the home or in back of a garbage container enclosure. However, if it is in back of the garbage enclosure, the height and width cannot be greater than the height and width of the enclosure.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied by a plot plan, proposed location(s), all enclosed dimensions (H & L & W), and material and color samples. In units 1A & 5, water heaters and softeners must not be visible from any street, located on a concrete slab, and constructed with a design style and materials and paint color to match the existing house. All such projects will be reviewed by the ACC on a case by case basis.

ACC GUIDELINES

WALLS, FENCES, ARCHES & LATTICE ACC PERMIT REQUIRED

UNIT NUMBERS AND NAMES OF HOMES IN SUNBIRD

Villas: 1-A & 5 Premier/Casita: 6, 6A, ½ of 6B, 9, 10, 11, 12 Classic: 2, 3, 3A, 4, ½ of 6B, 7, 8, 14, 15

Each homeowner is subject to the Deed of Restriction with respect to walls (common/party), fences, arches and lattice. No wall, fence, arch, or lattice shall be constructed, modified, or replaced without ACC Approval. For complete rules and restrictions concerning common/party walls refer to current CC&R pages 6 & 7, paragraphs 2.20, 2.21(a,b,c,d,e,f) and 2.22.

1. Future Golf Course walls with the exclusion of the homes in 1A or fences/walls owned by the golf course must be constructed of slump block, with or without pillars. You may use a wrought iron or vinyl fence between the pillars. The base of the wall, including the base, wrought iron or vinyl fencing and blocks cannot exceed 36", (3ft.) height measured from the original grade, (dirt) of the outside perimeter of the homeowner's lot bordering the golf course. The only approved colors are Adobe Buff, Spanish Brown, Desert Beige, and Castle Grey. Slump block can never be painted. Approved slump block sizes are as follows: REVISED 10/28/15
 - 6"X 4"X 16" this is commonly used for the base
 - 8"X 4"X 12" this is commonly used for the pillars
 - 8"X 4"X 16" solid rollock, this is used for the top of the pillars
 - 10"X 4"X 16" solid rollock, this is commonly used for the top of the pillars

No gates will be permitted leading out to the golf course. Walls can also be constructed with cement blocks covered with stucco and painted the color approved by the ACC Committee per individual permit.
 2. In the Premier/Casita and Classic homes, lots with existing cinder/slump rear walls may have new additional fencing constructed of the same block material. It may be a solid wall or have black wrought iron or white/ivory/tan/vinyl between pilasters. Walls constructed of like block material may be stuccoed, but are restricted to matching the home's exterior colors and material. REVISED 11/28/16 (#2 – 7)
 3. All Premier/Casita homes with existing golf cart paths in the rear may have walls and or fences. A wall may be constructed of solid block, (cinder/slump) and must be painted and/or stuccoed. Paint must match the home and may support an iron or vinyl fence, (white/ivory/tan), with the height not to exceed 4 ft. high. In addition, a fence of iron or vinyl alone may be constructed with the height not to exceed 4 ft. All walls and fences must be within property lines and approved by the ACC.
 4. Premier/Casita and Classic homes may construct front patio walls with cinder/slump blocks that are painted and/or stuccoed. The paint must match the existing house color. All walls must not exceed 3 feet in height and must be constructed within the set back lines .
 5. All fences/walls/ramadas in the Villas will be assessed on a case-by-case basis. ACC PERMISSION IS REQUIRED.
 6. Classic homes, not on the golf course, may have block walls 4 to 6 feet high in the side yards.
 7. No walls or fences are allowed in the front yard of any home in SunBird with the exception of a front patio (#4).
 8. Sunbird pool lot walls are governed by the restrictions established by the City of Chandler, and are subject to review by the ACC.
 9. Arches must be reviewed for construction material and art designs. Arches must be attached to a support structure such as a house or garage wall. Arch material and color must match the existing house and other supporting structures.
 10. All fences must be built within property lines by either a survey or written approval from your neighbors. REVISED 12/12/16
ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with by a plot plan, location and dimension of wall(s), construction material(s), paint color, and measurements of any arch. All design style(s) shall be approved by the ACC on a case by case basis.
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ACC GUIDELINES

SIGNAGE

No signs, billboards, unsightly objects or nuisances shall be erected, placed upon any lot with the exception of For Sale, For Rent, For Lease, or political signage.

Open House Signs – Realtors may display their own Open House sign no larger than 24" x 24" at the front entrance of SunBird at either corner of Riggs Rd. or Championship Dr. in the common area side of the gates from 8:00 am until 6:00 pm. Property details and maps may be left at the gate for perspective buyers. A single Open House sign can be placed on the homeowner's property.

For Sale/Rent Signs – Only one "For Sale" or "For Rent" sign may be posted in the front of the homeowner's property. All "For Sale" signs must be professional. Signs must be removed within seven (7) days after close of escrow. All "For Rent" signs must be removed within seven (7) days of the home being occupied, unless the home is being rented for only up to one month and is followed by the home becoming available for rent again.

SWIMMING POOLS & SPAS ACC PERMIT REQUIRED

All pools and spas must be located at the rear of the house and comply with current rules, regulations, restrictions, and codes of the City of Chandler. Pumps & filters & pool heaters must be concealed from the street and adjacent properties, and installed with noise reduction materials.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with all brochures & pictures (if any), drawing specs, documents approved by the City of Chandler, and copies of the original construction agreement.

WIND TURBINES & VENTILATORS ACC PERMIT REQUIRED

Wind turbines shall be located as low as possible relative to the highest point of the roof. Turbines must be free of noise and not disturb surrounding neighbors.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with the unit size, description, roof location, and any brochures, pictures, or drawings.

WALKWAYS & WALKWAYS WITH STEPS & DRIVEWAYS ACC PERMIT REQUIRED

Driveways & walkways must be within the owner's property lot lines, constructed with concrete or pavers, and will be reviewed by the ACC on a case by case basis. All decorative color painting and other coatings must be color compatible with the existing house. Walkways and steps over common ground will require PVC pipe under the walkway or steps as follows: 1. Use 2" PVC pipe; 2. Pipe must extend underground out 3" on either side of the new walkway or steps; 3. Pipe must be laid parallel closest to the common area cart path, capped (without glue) at the ends to prevent dirt from plugging the pipe.

ALL ACC PERMITS SUBMITTED FOR APPROVAL must be accompanied with a plot plan, location of concrete and/or pavers, and samples of color painting or other pattern coatings if used. **NOTE:** *All permits for walkways/w/steps over common ground will require written approval from the HOA landscaper.*

ACC GUIDELINES

APPENDIX

- SET BACK LINES:** Are lines on the building plot plan beyond which no structure can be installed. Example: posts supporting a patio cover must be installed within the setback line, however the patio cover eave would be allowed to overhang the setback line by a maximum of 2', but cannot exceed the property.
- STEM WALL:** This refers to the concrete foundation base that supports your house. This section is between your house and terra firma, and should be painted the same color as the house.
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MISCELLANEOUS

The Rules, Regulations & Restrictions help Sunbird support its desirability as a community. Through the support and active participation of our Residents, HOA Board, Management Team, and Volunteer Committees we enjoy many amenities, excellent surroundings, and a high value of our community. Please continue to actively support the daily commitments that help maintain these Sunbird standards.

NONE OF THE FOLLOWING ARE ACCEPTABLE WITHIN SUNBIRD:

1. Sunroofs, observation decks, and exterior staircases to roofs.
 2. Second floor additions
 3. Outside clothes lines & other outside drying/airing actions.
 4. No major appliances, including small refrigerators, can be used or stored in carports and patios.
 5. No scooters, bicycles, household items or household furniture, can be stored on front patios, walkways or carports.
 6. All cleaning, garden, construction equipment cannot be stored outside if visible to adjacent neighbors and from surrounding streets.
 7. Mirrored, aluminum foil, cardboard, paper, etc. cannot be used as window covers.
 8. Covered storage of a vehicle on a driveway. Covered storage is allowed in a carport.
 9. Can only use antennas mandated by the FCC (e.g. satellite dish).
 10. Fronts & sides & back yards should always be free of weeds, dead & dying plants & trees, & bushes, and other trash & debris deemed to be a nuisance.
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PROCEDURE TO AMEND CURRENT ACC SUNBIRD GUIDELINES

- A. All proposed changes to the current ACC Sunbird guidelines must be written and signed by a Sunbird homeowner, and submitted to the HOA clubhouse office. All proposed changes must be reviewed by ACC members and either *approved or disapproved* by ACC quorum vote before being presented to the HOA Board of Directors for final approval.
 - B. HOA Board approved amendments will become effective upon the adoption date and promptly posted in a prominent place within the clubhouse; however, it will not be retroactive to either previous work, or work-in-progress, unless otherwise noted.
 - C. All such approved ACC guideline changes must promptly be noted in the current ACC guidelines, and in no way change, alter, or modify any provisions within the CC&R's, the Articles of Incorporation, or the By-Laws of the Sunbird Association.
 - D. The above guidelines have been approved by the HOA Board of Directors on _____ / _____ / _____.
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ACC GUIDELINES

NOTICE OF FINES & FINE SCHEDULES & FINAL NOTICE

The purpose and timing of fines are to help our community, within a reasonable time frame, secure compliance and uphold harmony within the general surroundings of Sunbird by meeting the requirements of our BY-LAWS & CC&R's & ACC GUIDELINES. Rules and restrictions are designed to assure that the standards of the Sunbird community are maintained. Effective 01-01-2013 the following supersedes and replaces past ACC Guidelines concerning fines and fine schedules.

THE 1ST VIOLATION NOTICE will be a Post Card mailed to the aggrieved homeowner describing the violations in need of attention and corrections. The aggrieved homeowner must contact the HOA clubhouse office within 14 days of the reported date written on the card with plans/dates that the violations will be corrected. Failure to respond within this 14 day period will result in a second violation notice which is a letter of final notice that may result in fines or further legal action.

THE 2ND VIOLATION NOTICE is the (THE FINAL NOTICE) in letter form mailed to the aggrieved homeowner describing the violations that have not been corrected, and may result in a \$50 fine, with an added \$25 fine for every day the violation(s) remain uncorrected following 14 days from the dated final notice letter. The \$25 daily fine will continue until the violation(s) are corrected, at which time the aggrieved homeowner must send a written notice of the completed correction date(s) to the HOA clubhouse office. After an audit of the correction(s) is completed by the ACC, the \$25 per day fines X the number of uncorrected days will either be charged against the homeowner's semi-assessment until satisfied, or result in further legal action.

HOMEOWNERS APPEAL PROCESS

- STEP 1. Aggrieved homeowners must present a written APPEAL NOTICE to the HOA Clubhouse office within 14 days of the 2nd Violation Notice (THE FINAL NOTICE) date.
- STEP 2. Your APPEAL NOTICE written response will be reviewed by the ACC during the next scheduled meeting.
- STEP 3. The ACC will advise the homeowner after the appeal has been accepted or denied. If denied, the homeowner will receive a letter of ACC denial, accompanied with a blank HOA APPEAL NOTICE. The new blank HOA appeal notice may be filled out, delivered to the Sunbird Adm. Office, requesting an HOA Board review of the ACC denial. Upon receipt of the HOA appeal notice the Board will make a determination for the appeal at the next scheduled meeting.
- STEP 4. The decision of the HOA Board is final and will be submitted to the homeowner, and the Sunbird General Manager for collection, pursuit of further legal action, or dismissal.
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