



The Springs at Santa Rita HOA Handbook

January 2008

951 W Via Rio Fuerte
Green Valley AZ 85614

Phone/Fax: 520.648.1699

hoa@thespringshoa.org

<http://www.thespringshoa.org>

Visit us on our website

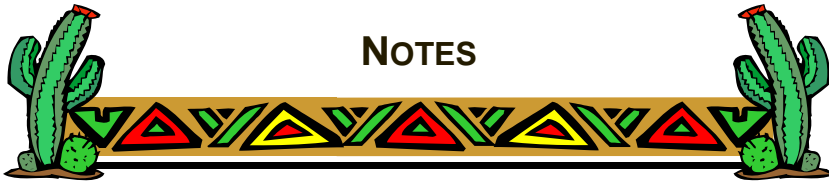
<http://www.thespringshoa.org>

You will find information on:

- ✓ HOA Minutes & Financials
- ✓ Annual Minutes & Budget
- ✓ Architectural Review Committee Information
- ✓ ARC paint information & suppliers
- ✓ ARC request forms
- ✓ Grounds request forms
- ✓ Calendar of Events & Board Meeting Dates
- ✓ Social Events
- ✓ CC&R's, Articles, Bylaws, AZ Legislature Laws
- ✓ Policies, Guidelines and Handbook
- ✓ Photos
- ✓ Newsletters
- ✓ Tips For Homeowners
- ✓ And More....

Any current updates to this handbook will be posted on our website. All items in boxes are Board approved policies.

Cover Photo by Carl Sparfeld



NOTES



The Springs at Santa Rita Homeowner's Handbook

This handout is a short version of the CC&R's and the architectural guidelines of The Springs HOA. It is incumbent that each homeowner insure compliance by all occupants including renters and guests.

GENERAL INFORMATION TO KNOW

What are the Governing Documents?

The Declaration of Covenants, Conditions, Restrictions and Easements for The Springs at Santa Rita (CC&R's), is a legal document recorded with Pima County and establishes the rules and regulations applicable to all homeowners. When you moved into the association you signed a statement that you acknowledge that the declaration, bylaws, policies and rules of the association constitute a contract between the association and you. Noncompliance can lead to activation of the enforcement policy.

What is the purpose of the Homeowners Association (HOA)?

The Association is a non-profit Arizona corporation whose purpose is to transact any and all lawful business. The Board of Directors shall conduct the affairs of the Association as they may elect or appoint in accordance with the governing documents.

How do I address my concerns to the Board of Directors?

You may contact any Board or committee member by attending monthly Board meetings, mail, phone, fax or email to the HOA office or website. Do not contact Board members directly by phone, mail or email.

What is the Architectural Review Committee (ARC)?

The Architectural Review Committee has the responsibility for the administration of the Architectural Design Guidelines and review of all applications for construction or modification.

Entrance Gates

The entrance gates are closed from 10:00 p.m. - 4:00 a.m. The gate code is 1234. The entrance clearance is **13'5"**. You should alert the moving company of this restriction because it may be necessary for them to bring out a smaller truck to shuttle the furniture to your home or to the larger truck.

BASIC RULES AND GUIDELINES

Age of Occupants – No minor less than eighteen (18) years of age shall reside in any dwelling unit for more than three months during any 12 month period. All resales or rentals must have one person in occupancy 55 or older.

Garage Doors – Garage doors shall remain closed at all times except when entering and exiting the garage. Garage doors should be closed unless a project requires it to be opened for access to the garage or residence.

Trash and Garbage – The following practices are not permitted: Outside burning, except that untreated wood may be burned in outdoor fireplaces or fire pits. Dumping of grass clippings, leaves, potentially hazardous or toxic substances, or other debris. Garbage and trash containers must not be visible except on the dates of regular garbage pickups. Currently garbage pick up is on Monday and Thursday and recycle pickup is on Monday. If there is a holiday on the scheduled pickup day, the pickup day is moved to the next day (Tuesday and Friday) of that week.

Bells and Wind Chimes – Bells and wind chimes and other yard decorations that make noise are not allowed if they can be heard by neighbors.

Parking Policy – Approved 9/13/2004

The CC&R's prohibit on-street parking of vehicles. Vehicles are supposed to be garaged; however, in some instances that is difficult due to the size of the vehicle in relationship to the size of the garage. Vehicles should be parked in the driveway and not on the street. Short-term parking is allowed in front of the residence for visitors. All-day parking on the street is prohibited. Overnight parking is prohibited with the exception of overnight guests, when the driveway and/or garage are occupied.

Recreational vehicles are not allowed to be parked on the street or in the driveway unless they are being loaded or unloaded. This loading and unloading process must be completed within 36 hours. No wires, lines, or hoses may block the sidewalk.

Residents are not allowed to store vehicles in their driveways. Vehicles parked in the driveways must be driven on a regular basis.

The Springs HOA - Committees

The following is a list of committees currently in The Springs. Volunteers are welcome to join one of the committees. Contact the HOA office if you would like to volunteer or would like more information.

- Architectural Review - Responsible for approving any additions or changes to the exterior of homeowner properties. Job description is located in the CC&R's.
- By-laws and Elections - Responsible for reviewing by-laws and supervising association elections.
- Finance - Reserve Study, reviews, association books.
- Grounds - Responsible for maintaining all of the common areas.
- Newsletter - Responsible for association communication.
- Social - Potlucks, Happy Hour on the Fiesta Deck, Newcomer Welcome and special events.
- Streets and Buildings - Responsible for street pavement, sidewalks, signage, HOA structures - entrance gate and storage shed.
- Neighborhood Watch - Responsible for helping in case of an emergency for The Springs.
- Light Bulbs - Help with the replacement of the light bulbs.
- Holiday Decorations - Help with putting up holiday decorations.
- Weed Committee - Check for weeds growing in the neighborhood.

Board Monthly Meetings and Annual Meeting – All homeowners are invited to attend the annual meeting and monthly Board meetings. Homeowners are invited to share remarks, questions and concerns to the Board. Check the website for current dates and times.

Property Maintenance Contact – *Who* is looking after your property when you are away?

- Do you live in Green Valley part-time or full-time?
- Do you live somewhere else and your house is used for rental?
- Do you live somewhere else and you come to Green Valley only a few times a year?

The HOA needs contact information from every homeowner for EMERGENCY PURPOSES ONLY. It is required that you provide us with the name and phone number of the person(s) or company that will be looking after your home while you are gone. Please inform the HOA office of any changes in mailing address or contact information.

Administrative Reimbursement Policy – Approved 5/13/2004

The Springs hereby establishes the following monetary reimbursement schedule to cover the costs of providing information to member's and/or their designated agent.

Administrative/Clerical time	\$20.00 per hour
Photocopying charges	\$.15 each
Postage as incurred	
Miscellaneous charges as incurred	

Budget Control Policy – Approved 10/3/2005

It shall be the policy of The Springs Homeowners Association that no individual or committee shall exceed a previously approved budget amount, nor expend or obligate funds that have not been budgeted without the prior approval of the Homeowners Association Board of Directors at a regular meeting of the Board, or at a special meeting of the Board called for that purpose.

Appeals Policy – Approved 5/2/2006

In response to a request for an appeal hearing to the HOA Board of Directors based upon a Board decision or any HOA Committee decision all parties involved will be advised in writing of the hearing and will be invited to attend such hearing.

Signed Correspondence – Approved 5/10/2007

All correspondence issued on The Springs letterhead shall be signed by the author of the letter. If correspondence is not signed the contents are not considered Board approved.

HOA Annual Dues Policy – Approved 9/24/2007

Statements for annual HOA dues are sent out the last week of November. HOA dues are due on the first of each year (1/1). If payment is not received by 1/10 a 10% late fee will be levied. If payment is not received by 2/1 an additional late fee of 10% will be levied. If payment is not received by 3/1 an additional late fee of 10% will be levied and on 3/15 the Springs HOA will turn over your account to the HOA's attorney.

Animals – Dogs and cats should be kept on a leash or otherwise confined whenever outside of the home. Pets shall be licensed, registered and inoculated as required by law. No pets may roam free, make objectionable noise, endanger the health or safety, or constitute a nuisance or inconvenience to others. If violation occurs call Pima Animal Control at 743-7550.

Pet Policy – Approved February 2003

1. All Pima County leash laws apply in The Springs.
2. These require that when away from the residence the dog must be leashed.
3. At the residence the dog must be confined to a completely enclosed area, but cannot be chained or tied up in the yard.
4. Penalties for violation of the Pima County regulations include up to \$750 in fines, four months in jail, and two years probation.
5. Violation of the county leash law is a criminal offense, so citations are issued only when an officer witnesses the violation, or if a witness provides a photo or video of the offense along with the address of the pet owner, or if two witnesses from different households verify the offense.
6. Owners are to clean up after their pets anywhere in The Springs, including the walking trail. Failure to do so will result in a fine from the HOA if a witness provides a photo or video of the offense along with the address of the owner, or if two witnesses from different households verify the offense.
7. Pets must be controlled to prevent excess noise. Failure to do so will result in a fine from the HOA if three witnesses from different households verify the offense.
8. No more than two dogs per household will be allowed.

House Number Lighting – Address fixtures are to be illuminated and free of obstruction so they are easily visible from the street. A group of HOA volunteers are checking for burned out bulbs and replacing them. The Board preferred light bulb is a 40 watt yellow bug light. Contact the HOA office or light bulb replacement chairman if a light bulb is burned out. Defective light fixtures are the responsibility of the homeowners and must be promptly repaired.

Home Sale Signs – Approved 8/9/2007
 A For Sale sign including For Sale by Owner is allowed either indoor or outdoor on the resident's property only. The sign cannot exceed 18 inches x 24 inches and the sign rider cannot exceed 6 inches x 24 inches. The total height of the sign and post is not to exceed 36 inches. Open House signs are allowed on the front of the property only. Directional signs are allowed inside the entrance gate only during open house. For Rent or For Lease signs are not allowed anywhere on the residential property. No signs are permitted on the east side of Frontage Road at or near the entry.

Trees and Hedges – Do not plant trees that block others' view or overhang or damage sidewalks. This also applies to hedges or other such plants. Tree roots cause problems for our sidewalks. You are responsible for any damage caused to sidewalks or roads from your plants.

SOME USEFUL PHONE NUMBERS

EMERGENCY	911
The Springs at Santa Rita HOA	648-1699 Phone/fax
Pima County Sheriff Dept.	547-6711
Green Valley Fire Dist. (Camino Encanto)	625-9400
Snake Removal	911 or 629-9200
Pima Animal Control (Bites-Barking-Strays)	743-7550
Border Patrol	877-872-7435
Green Valley Recreation - GVR	625-3440
Motor Vehicle, License, Title, Registration	625-9654
Waste Management Garbage	744-2600
Waste Management Recycle	292-2900
Cox Communications	884-0133
Qwest Phone (Service) 800-244-1111	800-564-1121
Green Valley News and Sun (newspaper)	625-5511
AZ Daily Star (newspaper)	573-4511
Farmers Water (water)	879-7474 or 625-2345
Tucson Electric Power (electricity)	623-7711
City of Tucson (sewer)	791-3242
Main Post Office (Located on Continental)	648-0095
Burr Positive Exterminating	628-1951
Weedbusters	881-3095
Frazee Paint Company - Tucson	323-1075
Sherman Williams - Tucson	323-8080
Bugs R Us	625-7848
Bessett Plumbing	625-1835
Canyon Electric	625-1939
Villegas Electric	281-7625
Green Valley Cooling & Heating	625-1234

traps (eliminates sewer gas buildup.) Dishwashers should be run every month to keep seals flexible.

Arrange for Someone to Make Sure the Irrigation System Is Working.

Turn it on manual, wait for water to flow, and then turn it back to auto.

This is important in the heavy rain season.

Check the GFI Breaker after Heavy Rains.

Arrange for Someone to Check for Water Leakage at all windows and doors after rain-storms.

Arrange for Someone to Remove Weeds, even if you have had pre-emergent applied, and to prune trees and shrubs. Prune all trees and shrubs before you leave.

Arrange for Someone to Check your refrigerator especially after severe storms.

Contact SAV (Sheriff's Auxiliary Volunteers) for a patrol car to check on your home.

Turn off the Answering Machine.

Cover the Shower and Close the Tub Drain to prevent bugs from entering the house by way of the sewer line.

Unplug Appliances (i.e., computer, coffee pot timers, fountains, etc.)

Tips For Your Yard Care

Slime (fungus) on Cactus and plants – Use: ELIMINATOR – Malathion 50% Insect Spray, Follow the directions on the container

Agave Cactus (grubs attack this one) – Use: ELIMINATOR – 5% Diazinon Insect Granules, follow directions on the container

Trees and Bushes – Want nice green healthy foliage and growth... try this. Use: Ironite – Should be sprinkled (minimum 12" from the center) around the tree or bush. If there is no rain, water well to start the action. This procedure should be followed every four months. Additional information can be found on the bag.

Weeds – If you can't bend over to pull a few weeds, use ROUND-UP. It works well and goes a long way. *Pulling Weeds* in your area helps to eliminate re-seeding of the weeds. Reminder: Stay ahead of the problem – not behind it. Use Pre-emergent treatment in January and July.

Tips For Changes To The Exterior Of Your House

If you are planning any change to the exterior of your house, be sure to check with the Architectural Review Committee (ARC) before you hire a contractor or go out and buy materials for a do-it-yourself project. Every project is considered individually, regardless of whether or not anyone else in The Springs has done something similar.

HOA Common Grounds Tree/Plant Policy – Approved 5/10/2007

The Grounds Committee manages trees and plants on the numerous Common Areas within The Springs. There are a few common Areas that are populated with mostly trees, which have been established or have grown considerably since first planted. These trees are most likely to be at issue when owners' mountain views are significantly restricted. Common Area trees and plants may be removed at an owner's request under the following conditions:

- An owner who wants a tree or plant removed from a Common Area must make a written request to the Grounds Committee which will create a list of lot owners who will be affected by the requested Common Area change(s). The owner requesting the change would then send a written request to the designated lot owners, requesting their opinion on the desired change(s). If more than 50% of the designated owners object to the change, no action will be taken by the Committee.
- The requesting owner will reimburse the HOA one-half the cost of removal and replacement of the affected Common Area tree(s) or plant(s).
- Any trees or plants removed from the Common Area will be replaced with some other plant or decoration if deemed necessary by the Grounds Committee.

Trimming Policy – Approved 5/10/2007

Upon written request from a lot owner, plants in the Common Areas will be trimmed to restore or protect significant views of the requesting lot owner. The Grounds Committee has the discretion and authority to determine whether trees or plants in Common Areas will be trimmed to restore or protect views of the requesting lot owner.

Appeal Process –

The decision of the Grounds Committee will be submitted to the Homeowner within 30 days of request. A Homeowner aggrieved by the Grounds Committee decision may appeal that decision to the Board of Directors by making a written request for Board review within 10 days of receipt. All parties involved will be advised, in writing, of the hearing and will be invited to attend such hearing.

Common Grounds Request forms can be found on the web at:
<http://www.thespringshoa.org>

Private Lot Tree/ Plant Policy – Approved 5/10/2007

Property owners in The Springs enjoy majestic mountain views. Trees and plants on private lots should not materially block significant views of neighboring lots nor should they overhang or damage sidewalks. To this end, the following policies and procedures apply:

1. No trees, bushes, shrubs, plants or other landscaping may be planted or placed on any private lot without the prior review and written approval of the Architectural Review Committee (ARC) [Section 5.1.3. of the Declaration of Covenants, Conditions and Restrictions]. The planting plan shall include the type of tree, bush, shrub, plant or other landscaping to be installed, the size at full growth, and the proposed location.
2. All trees/plants on private lots shall be shaped, pruned and trimmed in such a manner that they do not materially block the significant views of other lot owners.
3. In the event that a lot owner wants tree(s)/plant(s) on another lot trimmed or removed to restore a view, he or she shall submit a written request to the ARC, specifying the action that is desired.
4. The ARC will review the request and decide whether or not the request will be granted within 30 days of receipt. Prior to making their decision, the ARC has the authority to hold a hearing where all affected lot owners will be given an opportunity to present their respective positions.
5. The ARC has the authority to require cost sharing for tree/plant removal and replacement on a private lot between the owner of the tree/plant and the owner requesting view restoration.
6. The decision of the ARC will be submitted to all affected lot owners and they will be given an opportunity to present their respective positions.
7. Any owner aggrieved by the decision of the ARC may appeal that decision to the Board of Directors by making a written request for the Board review within 10 days of receipt of the ARC'S written decision.
8. The decision of the Board (or the unappealed decision of the ARC) shall be final and binding on all affected parties. Any owner who does not adhere to the final decision of the Board or ARC may be fined by the Board after notice and an opportunity to be heard. Alternatively, the Board may hire a contractor to go onto the lot and remove or trim the offending tree(s)/plant(s). The cost of hiring a contractor will be divided between the affected lot owners in accordance with the final decision of the Board or ARC (if the decision is not appealed).

TIPS FOR HOMEOWNERS

Maintenance Tips For Your House

Roof – Have it checked every two years for cracks that may lead to leaking. After 2 to 3 years it needs to be re-coated.

Beams, Posts, Rough Woods – Apply a coat of sealer every two years. Use Frazee Cedar Bark (See the list of suppliers).

Air-Conditioning – Change the fan filter at least four times a year. A service contract helps insure longevity of the system.

Smoke Alarms – Replace batteries once a year

Landscaping – Use pre-emergent twice a year - January and July. Pre-emergent must be watered in after each application. Weeds must be removed first before the pre-emergent is applied. Prune shrubs after frost danger (March). All water must run away from the house or it will seep under the foundation causing serious problems. Use Ironite on shrubs in January, May and October.

Keep your outside address light in working condition. All residents should be aware that the HOA replaces address light bulbs with 40 watt bulbs.

Irrigation – Check the breaker periodically, especially after lightning storms. Twist the emitters every few months to release mineral build up. Wrap irrigation pipes and valve with insulated tape for the cold weather.

Toilets – It is suggested that toilet cleaners that are hung from the tank or sit inside the tank not be used. Experience has shown that they eat the plastic fittings, causing leakage. Toilets are low water usage types, required by law. Be cautious what you throw in.

Windows – Keep weep holes open.

Bugs – Spray the foundation once a month in the winter; twice a month in the warmer weather. Use ant and roach traps in the garage during the warm months.

Termites – Get a termite contract if you don't already have one and have a free inspection at least once a year.

Tips For When You Are Gone

Washing Machine Faucets – Should be turned off or turn off water for the machine in the moon bloc system.

Newspapers – Make arrangements to stop newspaper delivery.

Mail – Make arrangements to hold or forward mail.

Call Utilities – Special seasonal rates may be available.

Spray for bugs – Inside and out if you do not have a service agreement.

Lock All Windows and Doors – Place large dowels in tracks.

Leave a List of contact phone numbers with a neighbor.

Leave a Key with a neighbor.

Arrange for Someone to Flush Toilets Weekly. (If you cover the bowl with saran wrap, the water will not evaporate so quickly.)

Arrange for Someone to Run the Water every two weeks in fixtures to fill

Board meeting or as soon as possible. After hearing the homeowner the Board may choose to take action at that time, or may wish to give the situation further consideration. In either case, the homeowner shall be notified in writing of the decision of the Board. This shall be completed within 30 days of the date of the appearance of the homeowner before the Board.

4. The committee will verify that all corrections are satisfactory and completed on schedule. If the homeowner makes a written request for extra time to comply or wants a different corrective action than originally specified, the Board will consider the request but retains the right to disapprove such a request. No request will be considered if it is not in writing and signed. The committee's response (approval or disapproval) must also be in writing.

5. If the problem is corrected on or before the specified date, HOA action will end.

STEP TWO

1. If no resolution has resulted from STEP ONE, the following will be the next step in the process. The homeowner will be sent another Certified Letter with Signature Required. A copy of this letter will be provided to each Board member. Our HOA office address and phone number will be included in the letter for any homeowner response. This letter will again clearly specify the exact infraction, the specific Rules and Regulations sections that apply and a new date after which HOA action will be considered. The date will allow 30 days for corrective action to be completed. The needed corrective action required will again be spelled out in detail. This warning letter will also describe the fines that can be imposed at the end of the 30 days grace period and that interest can be imposed on the outstanding fine until paid. It will also remind the homeowner that a lien can be filed on their property for fines, interest and any expenses incurred by the HOA to correct the problem.

2. If the problem is corrected on or before the specified date, HOA action will end.

STEP THREE

If no resolution has resulted from step two, the problem may be taken to a lawyer and necessary legal papers filed for a lien on the property to collect the fine, all interest due on the fine, and all other expenses, including lawyer fees.

1. The HOA Board may take action to correct the original problem and add the expense to the lien amount.

2. A letter that describes all the above legal action will be sent to the homeowner by Certified Mail with Signature Required. A copy of the letter will be provided to each Board member.

Street and Sidewalk Use – Modified 5/10/07

The streets in our community are maintained at HOA expense *under the Streets and Building Committee* for use by HOA residents. The overall good appearance and safety of our streets directly affect our home values. We cannot allow our streets to be damaged dirtied or misused without incurring unnecessary expense and possible danger. Do not drain the rusty water and sediment from your hot water heater into the street because it leaves marks on the streets and damages the sealer.

Whenever landscaping, remodeling, or any other activity requires use of our street or sidewalk space for temporary storage of gravel, rocks, dirt or any other material, care must be exercised to protect the surface from damage. Long term (two weeks or more) use of street or sidewalk space for material storage is not allowed.

It is each homeowner's responsibility to protect our streets and sidewalks from damage by first placing, or causing to be placed, tarps or similar protection on the surface before engaging in any activity that dumps dirt, rocks, gravel or any other material on our streets for the homeowner's convenience. Dumping large rocks or other material that can actually damage the surface is forbidden even if tarps are used. After use, or removal of all such material, it is the homeowner's responsibility to clean up or cause to be cleaned any remaining evidence of use that may still remain on the street or sidewalk. Our street and sidewalk surfaces should look no different after use than before. Traffic cones are required for safety while any materials block any part of a street or sidewalk.

Sweeping or otherwise depositing debris onto our streets is forbidden.

Each homeowner is responsible for compliance with the above requirements even if the services of a contractor are used. The homeowner shall impose and enforce these requirements upon the contractor as part of any *agreement* for work. Failure of the contractor to comply becomes the homeowner's failure to comply.

Homeowners Responsibility of Their Property – All homeowners even if absent are responsible for seeing that property is cared for. This includes weeding, trimming shrubs and trees, regular staining of the wood beams, and exterior house painting. Plants should not block sidewalks. Some properties have maintenance behind their back wall. You are required to provide the HOA office the name and phone number of the person(s) or company that will be watching your house while you are away. Homeowners are also responsible for letting the office know of any address or contact information changes.

Determination of Common Grounds – Approved 1/8/2007

Be it resolved that the Common Grounds Committee has the authority to make a reasonable determination of the obvious boundary between private lot and common area for the purpose of but not limited to landscaping activities.

Displaying American Flag Policy – Approved 8/9/2007

The following flags are permitted as long as they are displayed in accordance with the federal flag codes: American flag; the official flag (or replica) of the U.S. Army, Navy, Marine Corp or Coast Guard; the POW/MIA flag; the Arizona state flag; or an Arizona Indian nation's flag.

Flag poles may be displayed above the garage door or in the entry way. Any other location of a flagpole will be made in agreement with the Architectural Review Committee and cannot exceed the height of the residence by more than one foot.

THE SPRINGS AT SANTA RITA ENFORCEMENT POLICY

Rules and Regulations Enforcement Policy – Modified 9/9/2007

Buying a home in The Springs carries with it the responsibility to keep it up in a manner that maintains the good appearance and value of the overall Springs community. These responsibilities are spelled out in CC&R's (Covenants, Conditions, and Restrictions), By-Laws, and Policies that are part of the purchase package. Purchase of any Springs home automatically binds the purchaser to abide by these CC&R's, By-Laws, and Policies. Henceforth, the term Rules and Regulations shall include all of the above mentioned documents.

INITIATION OF HOA ACTION TO ENFORCE RULES AND REGULATIONS

Whenever anyone wants to report a possible non-compliance to the Rules and Regulations, the report must be in writing and signed. The HOA Board will not consider any complaint that is not submitted in writing and signed. The HOA Board or appropriate committee will act on the issue using the following procedure.

STEP ONE

1. The failure to abide by the Rules and Regulations shall be recorded with as much detail as possible in writing; then submitted to the HOA Board or to the appropriate Board committee chairperson. Any HOA member, including Board members, may take this action.
2. The appropriate committee shall investigate the written report and all circumstances concerning it. If an infraction is determined to exist, the committee will send the homeowner a Certified Letter with Signature Required specifying the exact nature of the infraction and the specific sections of the Rules and Regulations that apply. A copy of the letter will be provided to each Board member. The HOA office address and phone number shall be included in the letter for the homeowner to respond to if they wish. The needed corrective action will be specified. A date by which the correction is to be completed will be included. If the homeowner feels that they cannot meet the time frame for completion, the homeowner must give the Board or committee chairman written notice before the suggested date has passed.
3. The Homeowner shall be informed that if they feel that the items listed above are not a failure to abide by the Rules and Regulations, they must submit, in writing, a request to appear before a session of the Board to explain their position. This request must be received within 10 days of receipt of the original letter to the Homeowner. The Board shall schedule the homeowner's appearance in conjunction with the next

(Continued)

Security Doors, Screen Doors, Gates and Paint Colors Policy –

Approved 4/14/2003

Security doors and screen doors must be painted to match the color of the main entry door, black, rustic iron finish or the exterior of the house. Patio gates must be painted to match the exterior of the house or rustic iron finish or they may be wood. Other iron work (e.g. trellis) must be painted to match the exterior of the house ONLY. Stain color, stucco color, garage door to remain original color. Stucco must be color matched due to variations in color. Garage doors and house must be painted with flat paint.

House Painting Policy – Approved 12/5/2005

Article 5.1.4 indicates, No approval shall be required to repaint the exterior of the structure in accordance with the originally approved color scheme. The original scheme was hedgehog; however, due to different building techniques, contractors and differential fading, the hue of the hedgehog color scheme resulted in inconsistent colors.

In a policy to control the color scheme (following the completion of the building in The Springs) the ARC posted local suppliers, who could guarantee a consistent hedgehog color.

Article 5.3 and 5.4 provides the Architectural Review Committee with the authority to amend and modify The Springs guidelines. Since there is no historical record of the original color scheme, and in keeping with the desire to maintain the hedgehog color of the houses in The Springs, the ARC requires that paint on homes in The Springs be the same hedgehog color.

The paint formulas are available by suppliers indicated on our web page: <http://www.thespringshoa.org> Samples of all paint to be used from other suppliers must be submitted to the ARC before proceeding with the application on the exterior of the home and any adjoining walls.

Wood Staining Policies

Fraze Cedar Bark (CEDAR BARK Semi-Transparent Oil-Based Stain Madera 3850404 CLEAR) is the only product approved for staining beam above garage door and other support/pole beams, including log-pole ramadas.

ARCHITECTURAL REVIEW COMMITTEE GUIDELINES

Introduction

The purpose of these guidelines is to ensure the maintenance of high development standards for the benefit of the homeowner. These guidelines have been established to provide a broad framework within which the quality of design will be insured. These design guidelines will guarantee that The Springs homes reflect an architectural quality and style consistent with the natural beauty of the Sonora Desert and Green Valley. For that reason the design of architectural forms of the early Native Americans inspires the philosophy of the residences. With consistency of design, homeowners will understand that they are a part of the overall composition.

Design Philosophy

The Springs has established a unique architectural statement. It is the responsibility of the homeowners and the Architectural Committee to enforce the integrity of the community through the careful maintenance of its residences.

The following are some key elements, which represent the design direction by The Springs Homeowners Association.

- Simple architectural statements.
- Continuity of architectural forms, materials and textures.
- Harmony between the home and the site.
- Color and landscape coordination.

To realize these key elements the following consideration should be embraced:

1. All homeowners acknowledge and agree that the guidelines are understood, are reasonable and benefit the community.
2. A spirit of cooperation and community pride should be strived for between the homeowner and the Architectural Committee.
3. Guidelines cannot be all encompassing and are meant to encourage creativity and allow the Architectural Committee a latitude of approval authority.

Purpose

The Architectural Committee was established and guidelines were formulated to guarantee The Springs would maintain its architectural spirit and value. The guidelines are comprised of design philosophy submittal procedure and standards. The Board has adopted these guidelines. Any conditions, materials or procedure not defined within the CC&R's and these guidelines shall become a matter of judgment on the part of the Architectural Committee. The purpose is to provide a procedure and establish guidelines for assisting each owner to obtain approvals.

How to Submit Requests to the Architectural Review Committee

Your request should include the following:

Three (3) sets of plans or copies of the request shall be submitted to the Architectural Committee for review. Any plans submitted shall be drawn to scale ¼"=1'0" and shall show all pertinent information for full understanding of the intent of the project. Any pictures or illustrations that will explain the project will also be helpful. Along with plans any written explanation will be encouraged. All requests shall be clear and legible to avoid misunderstanding and to effectively present your request. Samples of colors and materials are required. ARC request forms can be found on the website: <http://www.thespringshoa.org> or by contacting the ARC committee.

Submit requests to: The Springs HOA
 Attn: Architectural Review Committee
 951 W Via Rio Fuerte
 Green Valley, Arizona 85614

Common ARC requests

- Security doors
- Solar screens
- Gates
- Southwest style decorations, fountains, etc.
- Landscaping
- Privacy wall
- Screened in porches

The Springs House Paint and Wood Stain

Only paints and stains from the approved suppliers may be used on the exterior of homes in The Springs. Use of any other paint or stain requires submitting a sample and getting approval from the ARC for its use.

A complete listing of the approved supplier's paints and stains for exterior use in The Springs, and the formulas where required, can be obtained by a request to the ARC, The Springs website: <http://www.thespringshoa.org> or the bulletin boards throughout The Springs.

ARCHITECTURAL DESIGN GUIDELINES

Building Additions – Any construction, erection or placement of any thing, permanent or temporary, on the outside portion of any home or lot is not permitted without prior approval by the Architectural Review Committee (ARC). This includes without limitations: basketball hoops, swing sets and similar sports and play equipment, clothes lines, animal pens, fences of any kind, gazebos or porches, and awnings.

Exterior Lighting – All exterior lighting is to be approved by the ARC, prior to installation. It shall be indirect and shielded to prevent spillover onto adjacent lots and streets. Exposed bulbs, spotlights and reflectors are prohibited.

Antennas and Satellite Dishes and Phone Wires – Placement of antennas and satellite dishes should be coordinated with the ARC so that they can not be visible from street or neighbors house. All wires (antennas, dishes and phone) on rear or sides of the house must be painted to match the color of the stucco.

Wall Hangings – Wall hangings and other outdoor decorations must be tasteful and in a Southwest motif and not be excessive.

Sun/Solar Screens (Awnings) – Fixed sun/solar screens and frames or roll down screens on patios can be a light or dark shade of brown, black, beige or match the color of the exterior of the house. No mirrored finishes or reflective material that is visible from the outside is permitted. Sun screens need to be hidden behind wood beams or covered with cornice painted the same color as the beam. Screens can only be off-white or colors matching the exterior. Bamboo is not approved.

Doors, Metal Gates and Wood Beams – All houses to be painted must provide a paint sample to ARC before painting if using other than approved paint formulas. Garage doors and house must be painted with flat paint. Color changes are not permitted. Coloring of the driveway is not permitted. Wood beams, posts and trim need to be sealed every two years or sooner. You may not change the stain color at any time.