

**Rosewood Park Homeowners Association**  
**Design Standards**  
**Approved October 29, 2020**

**A. Introduction**

The following guidelines provide the basis for a common understanding of the design objectives and standards. These procedures will be used by the ACC -- or Board of Directors should there not be an active ACC -- to review plans, specifications, and modifications pursuant to the provisions of the applicable Declaration of Covenants for Rosewood Park Homeowners Association. The intention is to be fair and objective in the design review process and impartial and understanding of individual goals.

**B. Definitions**

A modification is defined as an alteration, addition or deletion to the following:

1. Structure (i.e. sheds, addition, exterior changes, etc.)
2. Exterior doors, windows, or trim
3. Exterior materials (i.e. paint, etc.)
4. Fences, decks, terraces, walls, drives, turn arounds, and walks
5. Exterior lighting
6. Play equipment
7. Landscaping
8. Mailboxes
9. Swimming and decorative pools, spas and hot tubs, and fountains
10. Sports equipment
11. Other exterior items related to but not specifically mentioned on this list

**C. Who is subject to the approval process?**

All property owners are responsible for obtaining the necessary review and approvals to comply with the terms of the Covenants. There are no exemptions or automatic approvals. Each application is reviewed on an individual basis.

**D. Submission of Plans and Specifications**

1. Plans and specifications for the construction or replacement of any Structure on any Lot shall be submitted to and reviewed by the ACC. The homeowner shall submit a Modification Form and all supporting pictures or documents to the Management Company. The ACC shall have up to 50 days from the receipt of a Modification Request Form to review it and render a decision. In any case in which the ACC shall disapprove the plans or provide approval with conditions, such disapproval or conditional approval shall be accompanied by a statement of the grounds upon which such action is based. In any such case, the ACC shall, if requested, make reasonable efforts to assist and advise the Applicant in order that acceptable plans may be submitted for approval. Decisions may be appealed to the Board of Directors in writing requesting a hearing before the Board of Directors.
2. Changes to the approved plans and specifications must be resubmitted for approval.



3. All applications for modifications must be submitted to the ACC in accordance with the procedures outlined above **prior to making any modifications**. Applications for modification must be made on the current modification request form. If modifications are made without proper prior request and approval, the ACC has the right, per covenants, to deny request and require removal of modification to property.

#### **E. Construction (Tree removal, Sheds, Structural additions, etc.)**

1. Any structural addition to a home that is noticeable from the exterior must maintain the same appearance of the home –i.e. same paint colors, materials, trim, height, etc...
2. Any design alteration or addition shall be within and maintain the conformity and harmony of the external designs and general quality of the subdivision. It must also maintain the streetscape.
3. No tree over six inches in diameter may be removed without approval. All visible stumps and brush are to be removed.
4. All sheds must be wooden – no vinyl. Paint colors, shingles, etc. must match the home. They must be from one of the pre-determined plans. The maximum height allowed for a shed is 10 feet.

#### **F. Design Details**

1. **Air Conditioning Units** – Air conditioning units must be central in design. They should be placed on the side or rear of the house. No window air conditioning units may be installed.
2. **Basketball Goals** – Temporary basketball goals are allowed. The pole must be dark black or green. The backboard and net must be in good condition.
3. **Windows and Doors** – Any changes to windows and doors shall be submitted for approval. The style and color of all exterior windows must maintain consistent to the original design. Door colors must be approved and must correspond to the approved color scheme of the home. Wood stained doors are also acceptable.
4. **Parking** -- Vehicles are to be parked on the driveway or in the garage. Vehicles may not be parked on the grass, street, mulch beds, or sidewalk. The pool parking lot is for community use only and only for activities at the pool/playground area. Any vehicles parked there overnight and/or daily shall be subject to towing at the owner's expense. The only exceptions are temporary situations approved by the Board of Directors.
5. **Exterior Colors** – All exterior painting, including painting the home the same colors, must be submitted for approval. All paint colors are to be Sherwin Williams\* with flat, eggshell, or satin finish. Existing original Traton color schemes are acceptable and will be added to the color scheme list as they are submitted along with Exterior Selection forms. Due to color conflicts with submitted approved photos versus actual "painted on" color schemes, homeowners shall submit an Exterior Selection form showing a color selected from the attached list. It shall be a violation to re-paint a house even with the same color without having submitted an Exterior Selection form and receiving written approval of such form.  
\*Some original Traton colors were offered with different manufacturer(s). If you submit an Exterior Selection form and identify the manufacturer, provide a paint sample, and proof that the paint sample was used by Traton, the ACC will approve the color and the different manufacturer.



6. **Landscaping and Landscape Maintenance** – Lighting is allowed if it does not affect neighbors. Significant landscaping alterations must be approved. Pine straw and dark colored mulch (no red) are allowed. They need to be reapplied once a year or whenever the mulch changes color or gets too thin. Rocks, pebbles, and gravel are not allowed to be used in place of mulch or pine straw. To ensure the general quality and harmony of the neighborhood, lawns need to be mowed during growing season. Any grass higher than 6 inches must be mowed. Weeds in flower beds and grass should be kept to a minimal amount. Bushes and trees should be trimmed when needed, and grass needs to be edged so that it is not on driveways or sidewalks.
7. **Mailboxes** – The mailbox system for our subdivision has been discontinued by the manufacturer. The subdivision will need to update to a new style of mailbox system. **At this time, we are NOT going to require homeowners to update their mailboxes to the new style unless there is a need for replacement due to damage beyond repair.** If you need to replace your mailbox, you will need to update to the new mailbox system style. The Board of Directors has approved Mailbox 04 (C2-2112 BLK). You can find this mailbox at <https://mailboxstoreusa.com/collections/mailboxsystems/products/mailbox-c3-5210>. **Mailboxes may not be changed to any other type of post or mailbox other than the approved mailbox system.** It is your responsibility as a homeowner to keep your mailbox maintained. To paint your mailbox, go to your local hardware store or paint store for spray paint that works on metal (Rust-Oleum or Krylon) and follow instructions on the can to apply. Your mailbox and post shall be satin black, numbers shall be gold, and flags shall be red. You can buy a gold, enamel satin finish acrylic paint to update the numbers, and many home improvement stores will have replacement red flags. For more extensive repairs such as refurbishing or replacing your mailbox, you can use this link to request work to be done on your mailbox: <https://mailboxproject.net>.
8. **Recreational Equipment** – All playscape or playground equipment must be wooden or metal and in the backyard. The homeowner is responsible for maintaining and ensuring that there is no rust or rot. If there is a slide, swing, and tent they need to be solid, neutral colors preferably dark. Playhouses are also permitted if they are dark in color. Trampolines are permitted, but they must be in the backyard, they must have protective netting, or the backyard must be fenced.
9. **Roofs** – All new roofs must be approved by the ACC. Architectural shingles will be permitted. The manufacturer, type, and color sample of the proposed roof must be submitted with the modification request.
10. **Garbage Cans** – Garbage cans must be stored where they are not visible from the street. They may be put out the day before trash pick-up and brought in the next evening. A violation will occur if they are out at other times. They may be put in an enclosure if that enclosure has been approved by the ACC. Homeowners are free to choose their own garbage company, but pick up is only allowable on Wednesdays, unless a holiday causes a delay, so that there are not garbage cans out multiple days of the week.
11. **Pools** – Above ground pools are not permitted. Inground pools are permitted upon approval of the modification request. Plans and diagrams must be submitted with the modification request. Landscaping must hide pump equipment.



12. **Fences**-- All fences must be constructed of either wrought iron or wood of a type approved by the ACC. Fences may not exceed six feet in height. All fences must be painted a dark color approved by the ACC. Wooden fences must be sealed and/or painted within eight months from the date of installation and may be painted or sealed either a dark brown color or a clear stain approved by the ACC. Fences shall start at the back corners of the home. Fences on corner lots may extend out from the home for five feet on the side of the home adjacent to the street. Fences must be installed on the property line. If a fence is proposed to cross a property line and/or tie into an existing fence on a neighboring lot, you must have the written consent of the neighboring lot owner for your proposed fence. ALL MODIFICATION REQUESTS FOR A FENCE MUST PROVIDE DETAILED INFORMATION ABOUT THE TYPE OF FENCE PROPOSED TO BE INSTALLED INCLUDING, BUT NOT LIMITED TO, THE MATERIALS (AND THE TYPE OF WOOD TO BE USED IF A WOODEN FENCE), FENCE COLOR, LOCATION, AND WHETHER THE NEIGHBORING LOT HAS A FENCE AND YOU PROPOSE TO CROSS THE PROPERTY LINE AND/OR TIE INTO YOUR NEIGHBOR'S. ALL MODIFICATION REQUESTS MUST BE ACCOMPANIED BY A **BOUNDARY SURVEY**. THE HOA AND BOARD OF DIRECTORS CANNOT BE HELD LIABLE FOR ANY LAND OR PROPERTY DISPUTES. NO FENCE SHALL BE INSTALLED UNTIL YOU HAVE RECEIVED THE WRITTEN APPROVAL FROM THE ACC OR RISK REMOVAL.

#### **G. Rental Properties**

Homeowners will be responsible for making sure that their lessee follows all design standards. They will be responsible for any violation notices or fines. A copy of the lease must be provided to the Board of Directors within 10 days of the lease execution, and every homeowner needs to give a copy of the design standards to their lessee. PER COVENANTS (ARTICLE VIII, SECTION 6-B-iii) THE BOARD OF DIRECTORS MAY OBLIGATE LESSEE TO PAY ANY DELINQUENT ASSESSMENTS, FEES, OR FINES.

#### **H. Exceptions**

Exceptions to these Design Standards may be allowed by majority vote of the members of the ACC but only when they determine that an exception is necessary to avoid undue hardship or to deal with circumstances encountered on a particular lot. Any exceptions must be in writing. No exception allowed shall have a precedential or other effect upon any other situation in which an exception is requested of the ACC.

**THESE DESIGN STANDARDS MAY BE AMENDED BY A MAJORITY VOTE OF THE MEMBERS OF THE BOARD OF DIRECTORS AS LONG AS SAID AMENDMENTS DO NOT CONFLICT WITH THE COVENANTS OF ROSEWOOD PARK HOMEOWNER'S ASSOCIATION. THESE STANDARDS APPLY TO ANY ALTERATIONS, ADDITIONS, OR PAINTING OF EXISTING STRUCTURES. IF THE HOMEOWNER PROCEEDS WITH ANY ALTERATIONS, ADDITIONS, AND PAINTING WITHOUT PRIOR APPROVAL BY THE ACC, THE HOMEOWNER RUNS THE RISK OF HAVING TO CORRECT ANY VIOLATION AT HOMEOWNER EXPENSE.**