

ARCHITECTURAL GUIDELINES

TOSCANA COMMUNITY ASSOCIATION, INC.

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I. ADDITION AND/OR REMODELING CONSTRUCTION GUIDELINES

- General:** Additions or remodeling improvements including an extension, room/garage addition, screened porch, deck, in-ground pool, hot tub/spa, patio, walkway, driveway addition, re-painting, re-roofing or other additions or alterations to the exterior appearance of a home or structures must be submitted to, and approved by, the ACC.
- Materials:** All materials shall match existing house finishes including siding, trim, shingles, roof pitch, etc. In the event the house is all brick, all siding material (and color) must be approved by the ACC.
- Colors:** All exterior components shall have paint or other finish colors matching or otherwise complementing the existing house as determined by the ACC.
- Decks may be left the natural wood color, stained, or painted to match the house with ACC approval.
- Location:** All addition and/or remodeling improvements (other than paving and landscaping) shall either be attached to the house or located in the rear yard.
- No addition (other than paving and landscaping) may extend beyond the building setbacks shown on the survey
 - Pools shall not extend beyond the building setbacks shown on the survey
 - Decks, pools, hot tubs/spas and room additions shall not extend outside of the rear corners (side walls) of the house.
- Garages:** Garages may not be converted to, or used as living space or work space, except when additional garages are part of the improvements.
- Deck:** New decks must be attached to the house or structure, or be an extension of an existing deck. Exceptions may be made for unique conditions or designs. All new decks and deck additions must have skirting (lattice, siding, etc.) installed when the opening between the deck and grade exceeds 12". Existing decks may require upgrading to match a deck addition in order to maintain composition (railing, steps, etc. should match). Enclosing of existing decks shall be treated as a sunroom or screened porch as appropriate.
- Screened Porch/Sun Room:** Sunrooms and screened porches shall be attached to, and integrated into the existing house. All materials and components must be finished or painted to match the existing house (excluding screens). Brick siding or other approved skirting material must be installed beneath the structure to grade.

Pools/Hot
Tubs:

In-ground swimming pools and hot tubs are allowed with approval by the ACC. **Above ground swimming pools are NOT allowed.** Small, portable wading pools up to 8' in diameter and 12" depth are permitted with approval. Hot tubs must be located on, or integrated into, a deck or patio system attached to the house. Pools, hot tubs and associated paving/decks may not be located within the building setbacks.

Screening:

Foundation planting beds at the house shall be extended to include extensions, room additions, sunrooms, screened porches, decks, etc. Swimming pools, hot tubs, and other improvements must be screened from view from streets, open spaces and adjacent lots as determined by the ACC.

- The minimum buffer/screen shall consist of a single row of evergreen shrubs planted at a spacing of 4-feet on center with an installed height of 24 inches above grade and a minimum mature height of 4-feet. Taller plant material may be required for larger improvements. It is recommended that a mixture of evergreen and deciduous shrubs be used for screening purposes. Existing plantings may be applied to the screening requirements. All screen plantings must be located on the lot with the requested improvement.
- No trees with a caliper greater than 3-inches may be removed during construction without ACC approval. Fines or remediation may be assessed to the homeowner for trees removed without approval. Caliper measurements shall be taken at the trunk from 6-inches above grade.

Debris:

All construction debris shall be collected on a daily basis and placed in appropriate containers or hauled off. Debris may only be placed at curb for pick-up for a period not exceeding 24 hours. Hazardous, toxic and similar materials must be secured at all times.

Submittal:

Please submit an Architectural Request Application Form, the location of the improvement drawn on your lot survey of the property, house elevation views including the location, heights, roof lines, etc. of the house and the proposed addition (if applicable), the location of the landscaping, and a list of plants to be installed to fulfill the buffer/screen requirement. Construction documents may be required depending on the nature of construction.

II. OUTDOOR STRUCTURE IMPROVEMENT GUIDELINES

General: Outdoor structure improvements guidelines apply to storage sheds, gazebos, play houses, dog houses and other free-standing accessory structures. All such (and similar) improvements must be submitted to and approved by, the ACC. (SEE ADDITIONAL SIZE/HEIGHT REQUIREMENTS BELOW)

Materials: All materials shall complement the existing house finishes.

Colors: All exterior components shall have paint or other finish colors matching or otherwise complementing the existing house as determined by the ACC.

Location: All outdoor structures (excluding gazebos) shall be located directly behind the house (not outside rear corners of the lot) and no closer to the rear property line than 10'. Outdoor structures on corner lots must be located away from the side street (not beyond the midpoint of the back of the house).

Skirting: If any side of the outdoor structure exceeds 18" off the ground, siding or skirting is required (describe and include a photo/sketch of the material).

Utilities: All utilities including electric, water, and/or sewer must be underground and must adhere to standard building codes.

Screening: Fall freestanding outdoor structures (excluding gazebos) shall be screened from view from adjacent lots, streets, and common open spaces as determined by the ACC.

- The minimum buffer/screen shall consist of a single row of evergreen shrubs planted at a spacing of 4-feet on center with an installed height of 24 inches above grade and a minimum mature height of 4-feet. Taller plant material may be required for larger improvements. It is recommended that a mixture of evergreen and deciduous shrubs be used for screening purposes. Existing plantings may be applied to the screening requirements. All screen plantings must be located on the lot with the requested improvement.
- No trees with a caliper greater than 3-inches may be removed during construction without ACC approval. Fines or remediation may be assessed to the homeowner for trees removed without approval. Caliper measurements shall be taken at the trunk from 6-inches above grade.

PROHIBITED: Pre-fabricated storage buildings not up-fitted to complement the house, single plane shed or lean to roofs, and tree houses are prohibited.

Storage Shed: Footprint of 12' x 16' maximum, overall height of 10'

Playhouse:	Footprint of 6' x 8' maximum, overall height of 6'
Doghouse:	Footprint of 4' x 4', overall height of 4'
Debris:	All construction debris shall be collected on a daily basis and placed in appropriate containers or hauled off. Debris may only be placed at curb for pick-up for a period not exceeding 24 hours. Hazardous, toxic and similar materials must be secured at all times.
Submittal:	Please submit an Architectural Request Application Form, elevation views or photograph of the structure including roof, the location of the structure drawn on your lot survey of the property, the location and type of any required landscape screening and a list of all materials and finishes.

III. PLAY EQUIPMENT GUIDELINES

General:	Play equipment should not detract from the aesthetic quality of the community or from the privacy of adjacent homeowners. All play equipment shall be manufactured by a play equipment supplier for the intended use. All such (and similar) play equipment improvements must be submitted to and approved by, the ACC. Home-made or modified products may be rejected by the ACC due to safety concerns and/or objectionable appearance. (SEE ADDITIONAL SIZE/HEIGHT REQUIREMENTS BELOW)
Storage:	All privately owned play equipment, i.e. basketball goals, trampolines, portable pools, playhouses, hitting nets, etc.) shall be removed from the yard and stored out of sight when not in use or located/screened so as not to be visible from any streets, adjacent lots, or common open space. A variance from the storage requirements may be granted by the ACC in instances where it would be unreasonable to store play equipment (such as larger pieces) in which case a location and screening plan must be submitted.
Screening:	All play equipment must be completely screened year round from streets, common open space and adjacent lots. Play structures that cannot be effectively screened with either existing or proposed plantings within two years will not be approved or may subsequently be considered a violation. • The minimum buffer/screen shall consist of a single row of evergreen shrubs planted at a spacing of 4-feet on center with an installed height of 24 inches above grade and a minimum mature height of 4-feet (or as necessary to screen the play equipment). It is recommended that a mixture of evergreen and deciduous shrubs be used for screening purposes. Existing plantings may be applied to the screening requirements. All screen plantings must be located on the lot with the requested improvement.

Basketball

Goal:

Backboard

- Backboard shall be made of transparent backboard material

Post/Frame

- Metal components, black color

Location (Fixed Goal)

- Side load garage – locate goal at the end of the driveway
- Front load garage – locate goal at the outer side of the driveway, no closer to the street than the midpoint of the driveway (midpoint is the total length of the driveway from the garage to the sidewalk or street divided by two)

Portable

- Goals shall be portable and be stored so they are not visible from the street or adjacent lots when not in use.

PROHIBITED: Goals shall not be attached to the house, garage or other structure.

Screening: Goals with locations approved by the ACC may not be subject to the screening requirements.

Play Sets:

Equipment Size

- Maximum 225 sq.ft. coverage, maximum overall height of 8'

Materials

- All structures shall be constructed out of timber or material with a similar neutral/earth tone finish. Components such as slides, climbing apparatuses, etc. May be plastic or rubber.

Colors

- Timber may be stained or left natural in color. All stains must have ACC approval. While some plastic or rubber components may be colored, bright or fluorescent colors are not permitted. In addition, patterns, graphics, text, logos, etc. are not permitted on any part of the play equipment.

Location

- All play equipment shall be located directly behind the house (not outside rear corners) and no closer than 20 feet from the rear property line. No play equipment shall be located in the side yards.

Screening

- Required

Trampolines: Equipment Size

- Maximum of 15' diameter

Colors

- All components shall be finished (painted, coated, etc.) with dark colors. No bright or florescent colors are permitted.

Location

- All trampolines shall be located directly behind the house (not outside rear corners) and no closer than 20 feet from the rear property line. No play equipment shall be located in the side yards.

Screening

- Required

Debris: All construction debris shall be collected on a daily basis and placed in appropriate containers or hauled off. Debris may only be placed at curb for pick-up for a period not exceeding 24 hours. Hazardous, toxic and similar materials must be secured at all times.

Submittal: Please submit an Architectural Request Application Form and the location of the play equipment improvements drawn on your lot survey along with the manufacturer's product information and picture or sketch depicting type and arrangement of the play equipment. Additional plans or information may be necessary and requested depending on the extent of the improvements.

IV. FENCE GUIDELINES

General: All fence and similar enclosures must be approved by the ACC as to style, location, size, and materials. Fences should perform the functions of enclosing spaces and providing security with minimal visual impact, thus maintaining the sense of natural openness throughout the community. Additional setbacks or limitations may be imposed on lots abutting common open space or other natural areas.

Height: Maximum height or 4'

Recommended

Materials: Ornamental aluminum picket fencing. If incorporating with brick walls or columns, brick color must match the house.

Color: Black or other approved dark finish.

Additional

Information: Fences may be incorporated with brick walls/columns

- Brick color must match the house

All fence sections shall match unless connecting with, and adjacent to, an existing fence.

Maximum of two single gates and one double gate per lot

- A single gate may have the maximum width of 5' and a double gate may have a maximum width of 8'

Fences shall be constructed with the decorative side facing out (if applicable).

Prohibited: Front yard fences
Chain link fences
Electric or barbed wire fences
Wood fences
Brightly colored or white fences
Dog runs or pens

Debris: All construction debris shall be collected on a daily basis and placed in appropriate containers or hauled off. Debris may only be placed at curb for pick-up for a period not exceeding 24 hours. Hazardous, toxic and similar materials must be secured at all times.

Submittal: Please submit an Architectural Request Application Form and the location of the fence drawn on your lot survey along with the manufacturer's product information and/or a picture or sketch depicting the fence height, design and gate(s) and gate locations. Additional plans or information may be necessary and requested depending on the extent of the improvements.

V. SATELLITE RECEIVER (DISH) GUIDELINES

General: All satellite receiver dishes must be approved by the ACC prior to installation. Unapproved installations shall be in violation and subject to removal, fines and penalties.

Dish Size: maximum of 39" or 1 meter (i.e. DSS, Primestar, Direct TV)

Quantity: Each lot may have one (1) satellite receiver attached to their house or in their yard. Additional satellite receivers will require a variance from the ACC.

Color: In the event that partial visibility of a receiver is necessary, the ACC may require the dish to be covered or painted to match the surrounding features.

Mounting

Location: Satellite receiver shall be installed so that it is not directly visible from streets, adjacent lots or from the common open space (in order of preference below).

1. Roof mounted behind the central peak on the back side (rear yard) of the roof and not higher than the peak of the roof
2. Wall mounted on house side wall on the back ½ of the house
3. Roof mounted at the side of the house, partially or fully screened from view from the street
4. Ground mounted directly behind and within 10 feet of the house. Requires screening.

PROHIBITED: Satellite receivers may not be installed on the front of the house's roof.

Screening: Ground mounted satellite dishes must be screened to buffer views from streets, adjacent lots and common open space. The minimum buffer/screen shall consist of a single row of evergreen shrubs planted at a spacing of 4-feet on center with an installed height of 24 inches above grade and a minimum mature height of 4-feet (or as necessary to screen the play equipment). It is recommended that a mixture of evergreen and deciduous shrubs be used for screening purposes. Existing plantings may be applied to the screening requirements. All screen plantings must be located on the lot with the requested improvement.

Debris: All construction debris shall be collected on a daily basis and placed in appropriate containers or hauled off. Debris may only be placed at curb for pick-up for a period not exceeding 24 hours. Hazardous, toxic and similar materials must be secured at all times.

Submittal: Please submit an Architectural Request Application Form and the location of the satellite dish drawn on your house on the lot survey along with the manufacturer's product information, a landscape plan, and a list of plants to be installed to fulfill the buffer/screen requirement (if necessary). Existing plantings may be applied to the screening requirements. All screen plantings must be located on the lot with the requested improvement.

VI. SOLAR PANELS

General: Solar panels (arrays of photovoltaic cells) make use of renewable energy from the sun, and are a clean and environmentally sound means of collecting solar energy. "Green" technology, such as solar panels (photovoltaic) and solar hot water systems are normally permitted, as long as they are approved by the ACC. They must, however, be installed only on the roof of the house, by professional, licensed contractors and the panels must not be visible from the street.

Location: Installation should take place on the parts of the roof that are facing toward the back of the house and should ideally be invisible from the street. No systems will be allowed to

be installed elsewhere (e.g. side or yard panels). **If a proposed system cannot adhere to the above guidelines and the homeowner must select a different location for the panels, the homeowner must submit a written explanation from the contractor with justification.**

Submittal: Please submit an Architectural Request Application Form with side and top views of the house, including the placement, dimensions/number of panels and specifications of cells. In addition, the contractor must provide a copy of the installation plans and a copy of the building permit.

VII. GENERAL IMPROVEMENTS, LANDSCAPE & MAINTENANCE GUIDELINES

General: All lots shall be maintained in a neat and attractive condition (as determined by the ACC) by their respective owners. Upkeep and replacement of the lawn, natural areas, trees, shrubbery and planting beds shall be the sole responsibility and expense, and is expected of, the homeowner to insure the continuity and aesthetics of the exterior design of the community.

All landscape planting improvements affecting the size or location of planting beds or lawn areas must be submitted for approval. Generally, supplementing, replacing or adding plants to an existing planting bed does not require approval except in cases where plant material may be a nuisance or otherwise negatively impact the community (as determined by the ACC).

All hardscape improvements (i.e. improvements other than plant materials, such as borders, trellises, bird houses mounted on posts exceeding 5' in height, large statuary, fountains, etc.) must be submitted for approval.

Location: Refer to your lot survey for the location of drainage, utility and landscape easements on the lot. Existing improvements and underground utilities within these easements must be maintained and protected. Contact a utility service or the designated user prior to any projects involving digging. Homeowners and their contractors are responsible for any repairs required as a result of their work. Limit improvements in the easements as the easement serves as a repair route for service vehicles and repair equipment. Any obstacles within a recorded easement may be removed (and not replaced) by the utility (or designated user) without notice, as deemed necessary. Improvements shall not impede or block drainage swales or otherwise redirect established surface water drainage patterns. Hardscape improvements are generally not allowed within the street ROW (the area between the curb and sidewalk, or 10-12' behind the curb without sidewalk.) Landscape improvements are also discouraged in the ROW and must be submitted for approval.

Topography: Topography of the property is designed to allow suitable drainage for your lot and adjacent lots. If the finished grades are to be modified (raised or lowered) a grading and drainage plan must be submitted to the ACC for review. Overall drainage patterns must not be modified. Piping concentrating runoff generally is not allowed.

Lawns: All yard areas shall be established as turf grass, planting beds or mulched/maintained as natural areas. Bare areas shall not be permitted. Lawns should be mowed regularly and trimmed around fixed structures (i.e. house, mailbox, outbuilding, fence, etc.) to a comparable height of the mowed lawn. Measures should be taken to satisfactorily maintain turf areas (mowing, raking, watering, weeding, pest control, etc.) year round. Turf grasses shall not grow beyond a 2"-3" height or "head out" as applicable unless weather conditions preclude regular maintenance.

Landscaping: Supplemental landscaping for aesthetic and environmental purposes is encouraged. Planting areas should be designed with flowing forms and a mixture of plant types. Avoid linear plantings of a single species, plants that may be a hazard or nuisance to adjacent lots (i.e. weak wooded trees, plants that create "litter", etc.) or plants that may be impractical for their location (i.e. low branching or evergreen trees near sidewalks, etc.) All planting improvements other than replacements and the addition of plants within an existing bed shall require ACC approval. All ornamental plants, shrubs, hedges, etc. shall be contained within common planting beds. All planting beds are to be mulched and maintained. Trees and individual specimen plants may be placed in the lawn with a mulch saucer.

Natural Areas: General maintenance of existing trees and shrubs is expected of the homeowner. It is recommended that existing plants be contained within or incorporated into a planting bed. Maintenance should include, but is not limited to, weeding fertilizing, mulching and watering as well as the removal, disposal, and replacement of dead trees, shrubs, limbs grasses and other unwanted vegetation.

- No tree over 2" caliper, measured 6" above grade shall be removed from a lot without approval from the ACC. Homeowners are encouraged to maintain small saplings of desirable species as a succession forest plant.
- Under brushing and vista pruning of natural areas is allowed, however, the area must be mulched or otherwise stabilized upon completion.
- Drainage easements shall be maintained and kept free from debris blocking or diverting water from properly flowing.

Garden Areas: Garden areas are allowed with approval from the ACC. Gardens shall be of a size and scale appropriate for the lot and should not exceed 250 sq. ft. Gardens should not be

visible from streets, and may be required to be screened from adjacent lots if determined to be a visual nuisance. Gardens shall not create a nuisance or hazard of any kind to adjacent lots or common open space areas. Gardens that are not properly maintained as determined by the ACC shall be in violation.

Irrigation: Underground irrigation systems are allowed with approval from the ACC. Irrigation systems should not impact streets, walks, adjacent lots, common open spaces or environmentally sensitive areas. The homeowner shall be responsible for any damage to systems located within the street ROW or other easements.

Lighting: All exterior lighting must be approved by the ACC. Fixtures should enhance the design of the house, lot and community. Light source shall not create a nuisance or emit glare directly to streets and adjacent properties. Soffit mounted spot lights are discouraged. Motion sensor lights shall only be activated upon movement within the light/yard area (not public use areas such as streets or sidewalks).

Retaining Walls/Walls: Retaining walls/walls are allowed with approval from the ACC. Walls should add an aesthetic element to the landscape design, as well as complement the house and lot. The following wall materials are recommended:

- Brick (matching house, if applicable)
- Landscape Stone
- Manufactured segmental block (i.e. Keystone)

Walks/Drives

Patios: All paving additions or extensions must be approved by the ACC. Paving is allowed within building setbacks, however no closer than 1 foot from any property lines. Large expanses of paving are discouraged.

Garden Pools: Garden pools are allowed with approval from the ACC. Vertical fountains of water and up lighting are discouraged. Pools that are not maintained or are otherwise determined to be a health or safety hazard as determined by the ACC shall be in violation of the ACC Guidelines.

Mulch: Mulching of plant beds (and natural areas if under brushed) is required. Large expanses of mulched areas are discouraged. The following mulch materials are recommended:

- Pine needles
- Hardwood/pine shredded wood mulch
- Hardwood/pine wood nuggets

All other mulch materials must be approved by the ACC. Stone, gravel or colored mulch (other than dark brown) is discouraged.

Edging: Edging is the material often used to separate planting beds from lawn areas and similar applications and is generally installed flush with the surrounding grade. Edging is allowed with approval from the ACC. The following edging materials are recommended:

- Landscape stone or brick border (matching house, if applicable)
- Pre-cast black (i.e. Keystone) border to match or complement the colors of the house
- Metal edging installed flush with the lawn (black or brown in color)
- Black plastic edging installed flush with the lawn

Mailboxes: Mailboxes and posts should be painted glossy black with white, 2-inch house numbers on the bottom of the front door. They should be cemented firmly in the ground in an upright position with no stickers or other permanent decorations on them.

Signs: No signs, banners, billboards, or similar placards shall be erected on any lot with the following exceptions:

- Realtor signs
- Small, discreetly located alarm warning signs and
- Signs required by law

Only one For Sale or For Rent sign is permitted per lot. For Sale and/or For Rent signs must be professional signs, on a wooden post.

Decorations: Seasonal and holiday decorations generally do not require approval from the ACC. All decorations must be tasteful and not offensive as determined by the ACC. Decorations shall not create a nuisance to streets, adjacent lots or common open spaces. The ACC reserves the right to order the removal of any decorations as may be determined inappropriate. Seasonal and holiday decorations shall not be installed earlier than 30 days prior to the holiday and must be removed no later than 30 days following the holiday.

Garden

Ornament: No decorative objects such as sculptures, birdbaths, fountains and similar features shall be placed on a lot where visible from streets, adjacent lots and common open spaces areas without approval from the ACC.

Outdoor

Furniture: Permanent or otherwise “installed” outdoor furniture must be approved by the ACC. All furniture not located on a patio, deck or other similar surface may require screening and must be approved by the ACC. All outdoor furniture should be appropriate for the

application and properly maintained. Furniture with bright colors, graphics, patterns, logos, etc. may be considered a nuisance and a violation by the ACC.

Debris/

Refuse: Garbage and refuse shall be placed in appropriate containers and shall be capped and contained. All refuse containers shall be concealed within building or enclosed to an extent that they are not visible from the street, adjacent lots and common open space areas. Roll-out containers shall not remain at the street beyond the pick-up day. Bulk debris may be placed at the curb for pickup for a period not exceeding 24 hours. Yard waste may not be dumped or stored on any properties in the community. All construction debris shall be collected on a daily basis and placed in appropriate containers or hauled off. Hazardous, toxic and similar materials must be secured at all times.

Prohibited: Interior or Exterior window treatments with graphics, bright colors, patterns or logos, or as otherwise determined a visual nuisance by the ACC. Temporary window coverings such as sheets, paper, etc. are not allowed to remain beyond 7 days. Outdoor clotheslines are not permitted.

Submittal: Please submit an Architectural Request Application Form and the location and list of the landscape improvements drawn on your lot survey of the property. Additional plans may be necessary depending on the extent of the improvements.