

CARRIAGE MANOR RV RESORT ASSOCIATION, INC.

DESIGN GUIDELINES

PART 1

Purpose

- 1.1 Declaration Authority. The Carriage Manor Resort's Governing Documents, Declaration of Covenants, Conditions and Restrictions (CC&R's) and Rules and Regulations allow for architectural guidelines. It is the responsibility of the lot owner to comply with the current Design Guidelines. The purpose of the guidelines is to assist the owner in achieving the desired level of individual and esthetic lot design, while being consistent with the overall design concept of Carriage Manor RV Resort's Design Guidelines and Codes as required by local, state and federal agencies applicable for the type of building or improvement proposed.
- 1.2 Supplement Declaration. These Design Guidelines do not supersede, but rather supplement the CC&R's, and the specific requirements and parameters included therein shall apply. The goal of the CC&R's is to insure development of a consistently high quality environment, thus protecting and enhancing the safety and investment of all Carriage Manor RV Resort owners and residents. The Architectural Review Committee (ARC) has been established and serves at the discretion of the Board of Directors. The ARC maintains reasonable procedures, rules and regulations to assure owner compliance with the guidelines.
- 1.3 Deviations. Requests for deviations or variances from the guidelines may only be granted by the Board of Directors and will only be processed at a regularly scheduled meeting and will be considered for approval on being aesthetically pleasant and/or an asset to the sub-division.
- 1.4 Amendment to Guidelines. The Design Guidelines which may be amended from time to time by the Architectural Review Committee (and approved by the Board of Directors) are intended to aid the owner in achieving a style, character and quality of development conforming to the goals and objectives for Carriage Manor RV Resort as illustrated in the CC&R's. The Design Guidelines are a model for lot improvement; they are reasonably flexible and are intended to provide opportunities for creative, high quality development. It is the responsibility of the owner to comply with the Design Guidelines.
- 1.5 Code Compliance. The ARC will attempt to assist owners in complying with city, state and federal codes. The issuing of a CM permit does not relieve the owner from compliance with all codes. It is still the full responsibility of the owners to determine that they do comply with all required codes.

- 1.6 Carriage Manor Limitations. Carriage Manor Design Guidelines may differ from Mesa city requirements and may be more restrictive than City of Mesa and the state of AZ regulations. In such cases the owners shall adhere to the most restrictive requirement. (CC&R's, 10.1 thru 10.7)
- 1.7 Insurance. We suggest that all owners doing any construction or building have insurance (Home owners) It is also suggested that an owner have \$300,000 liability coverage. It is an owner's responsibility to insure that the manufacture, dealer, contractor and sub-contractor be licensed, insured and bonded. *(See RR #12.14)*
- 1.8 Permits: In general permits are required for all exterior changes or improvements, (Construction, Landscaping, TV satellite dishes and Antennas etc.) CC&R 10.1 R&R 8.1

PART 2

Permit Procedures

- 2.1 Required Forms
 - A. A Carriage Manor Permit Form may be obtained at the front desk. When filled out the application should include detailed information on the project. If it is for a building see sections the project is related too. Park Models 4.9, Manufactured Housing 4.10, Awnings 4.12, Storage Structures 4.13, Raised Decks 4.14, Patio Enclosures (AZ-Rooms) 4.15 Removal of all or any structures 4.8 The application should include site and building dimensions Material descriptions plans, elevations etc. Any changes of plans or specifications must be submitted to the ARC for approval. (CC&R's 10.1, 10.2, 10.3, 10.7, R&R's 8.4)

If it is for other than building construction see, Motor Homes 5th wheels and trailers 4.3 and 4.16 and after for landscaping etc.
 - B. A City of Mesa Building permit application packet is available from the office if required. A listing of improvements or additions that may require a permit is shown on Exhibit "H".

2.2 Submission Sequence.

- A. Complete the C.M. application and permit for construction form and turn in to front desk. (ARC will process within 7 to 10 calendar days) ARC will issue a permit (Green) and attach a sheet if needed to alert the owner to any issues concerning the project.

Should the ARC fail to approve or disapprove plans and specifications properly submitted for its approval within thirty (30) days after submitted, approval of said project shall be deemed to have been given unless, with the (30) day period one of more or more members of ARC gives a written notice to the owner of a need for additional fifteen (15) day period to study the proposed construction. See CC&Rs 10.4.

- B. A city permit is required for projects noted on Exhibit "H". The city will require a copy of Carriage Manors permit when you apply for the city permit. *(See 2.1B & 4.9L)*
- C. Return the green permit copy to the office when the project is completed.

PART 3
Schedule Requirements

3.1 Time Limits.

- A. The project shall begin within 60 days of the date on which ARC grants approval. (If a permit is required for you project and the city permit process is delayed you shall submit a written request to ARC for an extension)
- B. Projects must be completed within 90 days of the start of the project. (Delivery of materials or unit) (**PLEASE NOTE:** Time restrictions are generally for the purpose of preventing unsightly areas to exist for extended periods. C.M. time limits apply only to the exterior portion of the project) *(Revised 01/17/2007)*
- C. Contractor & Owner hours of work except for emergencies approved by the Manager April 15 to October 15 7:00am to 4:00pm October 16 to April 14 8:00 am to 5:00pm. (R&R 12.16)

(Summer Hours may be extended by special request and approval of the Management)

3.2 Permit Posting. All required permits must be displayed on the job before work may begin. **RETURN PERMIT WHEN COMPLETE!**

3.3 Non-compliance Levy of Fines(see Rules & Regulations 15.2)

- 3.4 Levy of Fines
- A. After 60 days from beginning a project, a letter of warning.
 - B. After 120 days, a \$100.00 fine
 - C. After 180 days, a \$500.00 fine
 - D. After 240 days, Board Action will be taken. Upon application to ARC, special circumstances will be considered. Non-compliance fines may be appealed to the B.O.D. (Revised 01/17/2007) (See Rules & Regulations 15.2B)

PART 4
Specific Project Guides

- 4.1 Paving and Grading.
- A. Asphalt is prohibited anywhere on the lot. Grading of the lots will not be modified without approval of the ARC.
 - B. No concrete is allowed in the setback area, except driveway. Driveway includes an existing or new concrete apron or flair allowing a car to easily access the driveway. (Revised 01/16/08) (R&R 9.23)
 - C. All excess dirt and landscaping materials must be removed from the Resort by the contractor. (R&R 8.4)
 - D. A disposal fee will be charged for projects completed by the owner for the dirt and materials disposed. (See Rules & Regulations 8.4 for the fee schedule & regulations)
- 4.2 Setbacks - Easements.
- A. Lot Setbacks. Each lot shall be subject to a setback area across the front seven (7) feet, on both sides (5) feet, and the rear (5) feet of each Lot. All units must be in line at the front of the lot at 7'0". No permanent or temporary structures or improvements may encroach that area, other than landscaping, vehicles like golf cart, and motorcycles. (AC units, & movable steps are allowed in the rear setback area. See 4.11-B) (CC&R 3.27 & 4.2)
- With the exception for Motor Homes and 5th wheels over thirty-eight (38) feet in length, but not more than forty (40) feet in length, which may be located on a lot for less than 300 days in any calendar year, shall be allowed to infringe upon the seven (7) foot setback by up to two (2) feet. (R&R 4.4F) (Revised 03/13/2013)
- B. The location of a Park Model or a Manufactured Home on the lot other than the standard. (Right side next to power pedestal will require a variance from the ARC & BOD)
 - C. Each lot must have a 9 ft. by 20 ft. unobstructed vehicle parking area (from the 7'0" street set back). (Revised 03/13/2013) (Exhibit G)
 - D. Any item placed within a setback that must be removed will be done at owner's expense.

- E. Any damages to utilities or the utilities connections caused by a resident or guest shall be the financial responsibility of the lot owner.
- F. The height of a Park Model or Manufactured Home cannot exceed 14'-8" in height measured at the back of the lot. (Any variation of that must have ARC approval).
- G. Roof over hangs cannot exceed 1'0" at the front and rear and 6" on the sides of the park model or manufactured home (see 4.12-A for awnings) (or approved by ARC).

4.3 Placement of Motor Homes, 5th Wheels & Trailers. Recreational vehicles must be located on the side of the lot which has the hose bib, sewer lines and electric pedestal (right side of lot). Any relocation of utilities requires ARC and BOD approval and are at the expense of the owner.

- A. The vehicle must be backed in with the "curb side" doorways facing the patio. A setback of seven (7) feet (set even with the patio concrete) from any portion of the recreational vehicle or park model, other than the trailer tongue, to the front of lot line, and a minimum setback of five (5) feet from any portion of the RV, & slide outs to the side or rear lot line is required. (See Section 4.2A and Exhibits A-1, A-2 & B-3) See R&R 9.1 and 4.5
- B. All hookups shall be to the receptacles provided on each individual lot in accordance with the City of Mesa building Code or manufacturer's specifications.
- C. If wheel covers are used on either RV or transportation vehicle, they must be constructed of materials suitable for this usage. The use of cardboard, pieces of wood, Styrofoam, etc., are not in keeping with the beauty of the resort. If you use wheel covers not purchased at an RV supply store, you must get approval for design and material from the ARC. See R&R 5.6 (Revised 02-10-2016)
- D. RV's over 10 years old are not allowed to enter the resort unless approved by the ARC and BOD. Approval must be applied for each year. (The RV may be subject to an inspection fee) See 4.1& 4.2 Rules & Regulations). (See CC&R 3.31)

4.4 Roofing. All fiberglass asphalt shingles and ribbed or rolled roofs on Park Models, Manufactured Housing, Sheds and patio enclosure must be neutral light color. (White or Gray) Other colors or material must be approved by the ARC. (Patio enclosures built under awnings are acceptable) Tile roofs are not allowed. (All colors must be approved by ARC) (**Revised 02-10-2016**)

- 4.5 Siding. All siding on Park Models, Manufactured Housing, Sheds, and Patio enclosures Accessory room must be horizontal and of yoder, aluminum, steel (galvanized), vinyl, ironwood, masonry based hardi board or approved equivalent. The color must be white, beige, or a neutral color. Any other color or material must be approved by the ARC. Trim may be of same material as siding or approved other (Exposed wood, Masonite, stucco & T-1-11 are not approved). (Revised 03/13/2013) (All colors must be approved by ARC see CC&R 10.2)
- 4.6 Skirting. Each Park Model, Arizona Room, Manufactured Home and raised deck are required to have skirting around the entire perimeter of the structure. The skirting may be vertical or horizontal of vinyl, ironwood, masonry based hardi board or approved equivalent. (No carpet) The color must be a neutral color or color consistent with structure involved. Artificial precast stone or brick on backer board and not requiring a footing is approved. A separate permit requiring material approval from the ARC Committee is required. All skirting shall be subject to ARC approval. (No carpet on drawer fronts no exposed wood)
- A. Skirting must be attached to a continuous concrete ribbon around the perimiter of the unit.
 - B. Access panels and air vents are required.
 - C. Park Models Manufactured Homes Arizona room additions and Decks must be skirted within forty-five (45) days of being set or start of construction
 - D. Exposed or painted wood is not allowed anywhere. (Revised 02-10-2016)
- 4.7 Steps. All steps including temporary and movable, into Park Models, Manufactured Homes, Decks and AZ rooms must meet City & State requirements for width of steps, riser heights, Tread length, landing size, railing and handrail. Carpet is not allowed on steps. Exposed or painted wood is not allowed on steps (composite material is suggested for steps). (Revised 02-10-2016)
- 4.7.1 Driveways. A permit is required to paint driveways. The color and or pattern should blend in with that of the site structure and surroundings. The selected color should be part of the permit request for ARC approval. (Adopted 02-10-2016)
- 4.8 Park Model Removal. Any park model removed from a lot in Carriage Manor must be removed in a timely manner to assure the lot is maintained in an acceptable appearance. A permit is required to remove a park model and shed. The owner of the lot shall be responsible to assure the appearance of the lot is acceptable to the Architectural Review Committee at all times. All structures and building material such as skirting, piers, and steps shall be removed from the lot within 30 days from the application date of the ARC permit. All bare ground to be covered with concrete, pavers or rock if not being used in 45 days. An extension to that time may be granted by the ARC. Fines, if any, shall be

established by the Board of Directors based on the severity of the conditions. (Revised 02-10-2016)

4.9 Park Model Home.

- A. A park model is a unit that does not exceed thirty-eight (38) feet in length nor contains more than four hundred (400) square feet or less than 320 square feet of living space, including bay windows. Park Models or other RV's over ten (10) years may not be accepted. (See Rules & Regulations 4.1 Board approval is required) All Park Models must be approved before being placed in the park. Please see main office for permit forms and further information. (Park Model and Accessory structures aggregate floor area cannot exceed 920 sq. ft. attached or detached per lot) (4.13 & 4.15) (CC&R 1.14)
- B. A permit is required from the ARC at a cost of \$100.00 prior to the unit being placed on a lot. The permit request must include the following: A site plan showing set back and easements, property lines and building location. (See 4.2 & Exhibit "G") The Park Model manufacturers list of construction specifications. A floor plan, elevation drawings all 4 sides, Roofing, Siding and Skirting and Awning information see sections 4.4, 4.5, 4.6,4.7 and 4.12 (Material samples and other information may be requested prior to issuing a permit) Lots with SRP electrical transformers may require extra clearances. The owner is responsible to verify with SRP before proceeding (See Exhibit "J" for SRP information)
- C. The park model shall be installed on lot in its approved location in such a manner that the maximum height of the finished floor of the unit, as measured within two (2) feet of the front axle, shall not exceed thirty-four (34) or a minimum of (16) inches above the concrete patio. This maximum height does not include any increment of height resulting from the need to use shimming wedges to achieve proper leveling of the park model (See Exhibit "C"). Any deviation exceeding these measurements must be approved by the ARC.
- D. Setting and anchoring of the park model must comply with Industry standard practice as well as state & city codes. No wood posts are permitted. (See Exhibit "C" for setting Height & section 4.2F)
- E. Air conditioners and movable rear steps may extend into Public Utility Easement area at the rear of the lot only and on movable concrete pads. (see 4.11-B)
- F. The height of a Park Model cannot exceed 14'-8" in height measured at the back of the lot. (Any variation of that must have ARC approval)

- G. Should an owner desire to bring in an older Park Model it cannot be more than 10 years old and requires approval of the ARC & BOD and is Subject to a \$50.00 inspection fee and a \$ 100.00 permit fee.
- H. Any shed (Accessory building) on the lot with a Park Model must have the same siding as the Park Model. See 4.13 for shed requirements.
- I. Park Models must have 30% glass across the front of the unit and on corner lots to have 20% glass on the side measured from the floor to 6'-8" across the building.
- J. Insurance See 1.7
- K. Minimum parking space shall be 9 x 20 unobstructed and shall not be enclosed.
- L. Any structural exterior modification of a park model must be approved by Carriage Manor, the city and the manufacturer. (Revised 03/13/2013)
- M. The Manufacturer/Dealer/Contractor shall provide and install City & State approved steps at all door exits (front and back) of the unit as part of the contract with owner. Back steps must be movable. No temporary steps are allowed after 90 days from the delivery of unit. See (4.7) (Adopted 02-10-2016)

4.10 Manufactured Housing

- A. Manufactured housing may be any width or length that the lot can accommodate as long as all setbacks are met including allowances for vehicle parking, setting the unit, skirting and bay windows. The total roof area of all enclosed space (including the manufactured home, additions, storage rooms and patios) is capped at 1100 sq. ft. Placement of the manufactured home, all additions, open carports and porches shall comply with all building setbacks and codes.
- B. A permit is required from the ARC at a cost of \$100.00. The permit request must include the following: A site plan showing set back and easements, property lines and building location. (See 4.2 & Exhibit "G") The Manufactured House manufacturers list of construction specifications a floor plan, elevations of all 4 sides of the unit, Roofing, Siding, Skirting and Awning information (see sections 4.4, 4.5, 4.6 and 4.7) (Material samples and other information may be requested prior to issuing a permit) Lots with SRP electrical transformers may require extra clearances. The owner is responsible to verify with SRP before Proceeding. (See Exhibit "J" for SRP information) (Revised 02-10-2016)
- C. Insurance See 1.7
- D. The front wall must have 30% glass and the side wall on corner lots must have 20%, measured from the floor to 6' – 8' height across the building. (Revised 01/14/2015)

- E. Setting and anchoring of the park model must comply with the Industry Standard practice as well as state & city codes. No wood posts are permitted. (See Exhibit “C” for setting Height & section 4.2F)
- F. An awning over the vehicle parking and patio area is required.
- G. The front wall of the home must look similar to a park model. (And be approved by ARC) To be consistent with the city’s residential guidelines and encourage variety in the development of the subdivision the city prohibits
 - 1) The placement of two identical elevations on adjacent lots or on lots across the street from each other,
 - 2) The placement of more than two identical elevations with different exterior colors within five consecutive lots on the same side of the street. Front entrances and porches are not allowed.
 - 3) Front entrances and porches are not allowed.
- H. The Manufacturer/Dealer/Contractor shall provide and install City & State approved steps at all door exits (front and back) of the unit as part of the contract with owner. Back steps must be movable. No temporary steps are allowed after 90 days from the delivery of unit. See (4.7) Decks and patio enclosures are permitted to attach to Manufactured homes. They require a permit from ARC and the City of Mesa. See 4.14 and 4.15. **(Revised 02-10/2016)**
- I. Lots in CM are provided with 100 amp electrical service. Additional service will be at the owner’s expense. **(PERMIT IS REQUIRED)**
- J. See Exhibit “K” which is a check list to assist in submitting a Manufactured Home permit application.
- K. Any shed (accessory building) on the lot with a Manufactured Home must have the same siding as the Manufactured Home.
- L. If a tag unit is provided with a Manufactured Home the front elevation must have 30 % glass.
- M. The height of a Manufactured Home cannot exceed 14’-8” in height measured at the back of the lot. (Any variation of that must have ARC approval)
- N. Air conditioners and movable rear steps may extend into Public Utility Easement area at the rear of the lot only and on movable concrete pads.
- O. Minimum parking space shall be 9 x 20 UNOBSTRUCTED and shall not be enclosed. **(01/14/2015)**
- P. The Manufactured Home floor line may be set at a maximum of 34” and minimum of 16” above the concrete patio.

4.11 Utilities.

- A. Any relocation of utilities requires ARC approval and are at the expense of the owner. (A permit is required) **Revised 01/14/2015)**
- B. All air conditioners and evaporative coolers must be ground mounted at the rear of the Park Model and manufactured homes (on moveable concrete pad). Evaporative coolers, heating units, hot water heaters, compressors, solar panels, solar collectors, or similar devices shall not be erected, constructed, placed or installed or permitted on the roof of any Park Model, Manufactured Home or structure, unless the same has been approved in writing by the ARC.
- C. Satellite dishes one meter (39”) in size are allowed on Motor Home, 5th wheels & Travel Trailers. Permanent mounting on Park Models and Manufactured Housing is allowed. A permit is not required. The Application must show the location of the satellite and or TV antenna. It must be on the back of the unit and cannot Project over 4’-0” above the roof. Mounting In the easement is not allowed. Temporary installations may be placed in the rear of the lot only after approval of the ARC. A permit is required from the ARC for temporary installations. Satellite dishes and Wifi antennas mounted on roofs and awnings using pans and concrete blocks are not allowed (See CC&R 3.7 & R&R 12.2) See exhibit F for amateur radio requirements. **(Revised 02/10/2016)**

4.12 Awnings. Patio awnings are permitted as long as they conform to the current City of Mesa Building Codes and to the following: Awnings are required on Park Models and Manufactured Housing over the vehicle parking & patio area. (See Exhibit “B”)

- A. Does not exceed the width of the patio and vehicle parking area, except for a six (6)-inch overhang.
- B. Must meet city and or state code (ICBO standards for posts, beams and awning thickness).
- C. A unitizing strip must be installed across the patio cover and Park Model and Manufactured home.
- D. The awning must be attached to the Park Model / Manufactured Home at the lowest point of the Park Model /Manufactured Home roof line where the two are adjoined. Any deviation must be approved by the ARC.
- E. Free-standing awnings are permitted only over the vehicle parking area. (See Exhibit “B”) **(Revised 02-10-2016)**
- F. Footing requirements for free standing awnings must meet city of Mesa and UBC codes (See Exhibit B & D)
- G. Maximum height for all awnings is fourteen (14) feet, six (8) inches (14’8”)
- H. Insulated awning pans are approved.

- I. Window and eye brow awnings are approved; however, they may not protrude more than three (3) feet on the side, nor four (4) feet in the front. The bottom edge of the awning must be at least seven (7) feet above the ground. Canvas type window awnings are approved if they meet these requirements. And they must be of one continuous color and may contain a trim color that coordinates with the color of the unit. Upon order of the Manager, such awnings shall be removed or replaced if it becomes unsightly. **(Revised 12/12/2007)**
- J. Carriage Manor and the City of Mesa permits are required for all patio awning installations or extensions. Also, the City of Mesa requires a stipulation from the awning company stating that the extension or revisions are in accordance with the manufacturer's specifications.
- K. Ramada roofs are not approved. A Ramada roof is a free standing structure either permanent or temporary that provides a roof for shade or protection from the elements. Free standing awnings over vehicle parking area/carport are approved. **(Revised 02-10-2016)**
- L. Insurance See 1.7

4.13 Storage Structures. Are permitted so long as they meet the following requirements, and have a City of Mesa permit. **(Revised 02-10-2016)**

- A. One shed per lot and must be placed on back half of lot. A shed May be attached to Park Model or Manufactured Home. A City of Mesa permit for such additions is required. No temporary structures are allowed. See CC&R 3.22. **(Revised 01/14/2015)**
- B. Maximum floor size is 120 square feet. Minimum floor size is 32 square feet.
- C. Prior to construction, detailed plans with type of construction framing description, all dimensions exterior siding material color and location on lot must be provided to the ARC for approval.
- D. A city permit is required for any electrical or plumbing in the shed
- E. Washers, dryers, showers and toilets are allowed in sheds (City of Mesa permit required for plumbing and electrical) **Revised 01-14-2015)**
- F. Siding See 4.5
- G. Maximum wall height of eight (8) feet and a maximum total height of nine (9) feet above finished floor level if free standing. Ten (10) feet above finished floor level if beneath patio cover.
- H. Sheds may be built to the underside of the awning if the city approves. A park model need not be present. **(Revised 02-10-2016)**
- I. Sheds must be placed on solid concrete.
- J. Shed may be with or without windows.
- K. Must be tied down on all four (4) corners. (Stick built must be of conventional 2x4 construction and anchored to concrete)
- L. Manufactured bolt-together sheds are not allowed.

- M. Any shed on the lot with a Park Model or Manufactured Home must have the same siding as the Park Model or Manufactured Home
- N. Insurance See 1.7
- O. A permit is required to remove a shed. **(Revised 01/14/2015)**

4.14 Raised Decks. The owner may elect to use an open, raised deck or porch to compensate for the elevation of his RV; however the City of Mesa requires a city permit for all decks over 30” high.

- A. Maximum deck height not to exceed the floor height of the Manufactured Home or Park Model (See Exhibit “C”) Decks must comply with Exhibit I defining minimum construction details. The Owner shall provide an accurate drawing or print with measurements to show the construction of the proposed raised deck. See 4.7 for step requirements.
- B. Shall have railings of metal or other approved material and shall comply with City of Mesa code. **(Revised 01/14/2015)**
- C. Must be skirted See 4.6. (Carpet skirting is not allowed). Carpet is not allowed on drawer fronts. **(Revised 02/10/2016)**
- D. The surface of the raised deck shall be tile, carpet or Composite material. (Not painted) Exposed or painted wood is not approved. Edges of deck must be metal, trex or other approved material. **Revised 02-10-2016)**
- E. No exposed wood drawer front. **(Revised 01/14/2015)**
- F. Steps and railings on decks must comply with the city of Mesa building code. (See 4.7) **(Adopted 02-10-2016)**

4.15 Arizona Room (Accessory Room).

- A. A permit is required to build a (Arizona/Accessory Room) on a raised deck. The permit application must include a plan of the addition, elevations and details of the construction, description of the materials & colors. See 4.5, 4.6, 4.7, 4.15D & CC&R 3.27.
- B. A City of Mesa permit is required and you may pick up a Mesa packet in the office to fill out. A permit from Carriage Manor must be submitted with the city request.
- C. The highest point of the roof of an abutted Arizona Room must be on the side to which the room is abutted to the Park Model. The height of abutted Arizona Room will be the height of the adjacent sidewall of the Park Model to which it is being abutted. (See Exhibit B.)
- D. Below is a list of requirements.
 - (1) Does not hinder or restrict the use of any exit from the principal unit.
 - (2) Prefab or "stick built" Accessory Room units are approved for Park Models and Manufactured Homes.

- (3) Glass in doors or sliders are approved.
- (4) Six inches (6) or less space between windows may be considered in the 33% required window glass space.
- (5) Maximum area of 520 square feet (A total of 920 sq. ft. for Park Model & Accessory Room)
- (6) Minimum UNOBSTRUCTED parking space shall be 9' x 20' and shall not be enclosed.
(Revised 01/14/2015)
- (7) Smoke alarm must be installed in the accessory room.
- (8) Partitions may be used to accommodate laundry, bath, and toilet facilities.
- (9) Walls may consist of conventional wood framing or modular (prefab) construction.
- (10) Glass located within twenty-four inches (24") of a doorway or eighteen inches (18") of a floor must be tempered.
- (11) At least thirty three (33%) of the surface area of the front elevation must be open for glass.
- (12) Insurance See 1.4
- (13) Corner building must have 20% on the street side measured from the floor to 6'8" across the building. (Revised 01/14/2015)
- (14) All stairs at the Accessory Room must meet city of Mesa code. (See 4.7) (Adopted 02-10-2016)
- (15) Skirting to compliment Park Model color.
(Adopted 02-10-2016)

4.16 Landscaping Guidelines.

- A. Landscape Requirement. Each lot must be landscaped in compliance with the Design Guidelines a detailed landscaping plan must be provided. See 3.32 CC&Rs Required Landscaping
- B. The "landscape" as described in this section refers to all those elements that give form to the exterior environment of the Carriage Manor Resort individual lots. These include such items as the variety and placement of plant material and inert ground cover.
- C. Water conservation is a priority when designing landscaping. Since recreational vehicles and manufactured homes within Carriage Manor Resort will be of varying types and sizes, landscaping, as a design element, will play the key role in creating and conveying the overall character of Carriage Manor Resort. The purpose of the landscaping guidelines is to provide design criteria to ensure that Carriage Manor Resort achieves an image that is distinctive,

clearly understandable and unified, and in full compliance with the prevailing CC&R's.

- D. Specific materials and treatments are outlined in the following sub-sections:
- (1) Dwarf species of plants are strongly recommended.
 - (2) The ARC and BOD have approved Artificial Turf as front yard ground cover. It must be professionally installed by a licensed representative of the manufacturer and be covered by a manufacturer's warranty of at least eight years. A permit request must provide a box sample of the exact turf product at least one square foot in size along with the manufacturers' product specification. The product pile weight must range between 65-90 ounces per square foot, with a maximum width of stitched gage at $\frac{3}{4}$ inches & with backing of urethane (permeable) for drainage. It shall not exceed $2\frac{1}{4}$ inches. Turf must contain at least two shades of green (not including thatch). It must contain green or brown thatch. Only green turf colors are acceptable. Installation base must be on a sub base of compacted aggregate material $\frac{3}{8}$ minus granite. Infill material shall be according to turf manufacturers specification and industry standards with a minimum of two (2) pounds per square foot. All seams must be glued together and not nailed. The owner must keep the artificial turf maintained in a like new condition and color with no tears, visible seams, or exposed edges. The ARC & BOD reserve the rights to require the owner repair, reinstall, & remove any area of the turf that does not meet our requirements (Self installation is not approved).
 - (3) Each lot owner shall make a decision as to what accepted trees, shrubs, and general plantings are to be used for their landscaping design. "Jumping Cholla" cactus, Olive trees, Royal palms, Date palms, Australian Bottle trees, oleander and Bougainvillea are not approved. However, Pigmy (miniature) date palms not bearing fruit are allowed.
 - (4) All organic landscape material should be indigenous to Arizona.

- (5) New plants and trees may not extend beyond the property lines or obscure reading of the electric meter from the street.
- (6) Areas of the lot which do not contain plants must have dust free gravel or rock at a minimum depth of 1½" to 2".
- (7) Minimum gravel size shall be 1/2" screened.
- (8) Plastic or visqueen under gravel is not approved.
- (9) Barrier in front of lot to keep gravel from washing onto street.
- (10) Placing of all materials, organic or inorganic, within easement areas is permitted but should subsequent developments require removal, such removal shall be at the owners expense.
- (11) Board of Directors reserves its right to effect proper pruning, trimming, and general maintenance of all landscaping materials and improvements extending beyond property lines or causing jeopardy to other residents or vehicles after ten (10) days written notice.
- (12) Flag Poles. Are permitted to maximum height of Twenty (20) feet. Verify location of utilities with maintenance.
- (13) Only two trees are allowed per lot. (A saguaro cactus is not counted as a tree)
- (14) Plants and shrubs of the Southwest that don't require water are suggested.
- (15) A permit is not required for removal of trees or plants. **(Revised 01/14/2015)**

4.17 Trellises, Hedges and Lattice Work . Trellises shall be located only on the interior of the lot, not on the property line.

- A. Have at least one-half (1/2) the total area open.
- B. Do not exceed the height of the patio cover.
- C. Are of conventional design and color.
- D. Perimeter lots at rear may be an exception -- subject to ARC approval.
- E. Vertical sunscreens extending downward from awnings shall be metal, vinyl, mesh, or fabric mesh. **(Revised 12/12/2007)**
- F. Wood lattice sunscreens are not allowed.

- G. Roll-up Sunscreen may be placed at the opening of a carport or deck secured at the bottom when rolled down while owners or renters are in residence. Upon order of the Manager, such roll-up sunscreens shall be removed or replaced if it becomes unsightly or for any valid reason. (Revised 12/12/2007)

4.18 Drip System.

- A. Drip systems shall be approved by the ARC to assist the owner in proper irrigation of their landscaping. Water line must be attached above gate valve.
- B. Drip systems must not be attached to the "park tree" irrigation system.
- C. As it may affect the safety, well-being and general benefit of all Carriage Manor Resort residents and the project, in general, the Board of Directors reserves the right to restrict or prohibit watering or other water uses, based on unpredictable or uncontrollable water shortages. ARC and/or Board of Directors cannot be held responsible for loss of organic landscape materials due to malfunction, or restrictions of water supply.

4.19 Border Fence. Fences which do not exceed thirty-two (32) inches above the natural grade in height shall be allowed along the property lot lines. The location and type of fence shall be approved by the ARC.

- A. Concrete block, stucco block, wrought iron with block or brick combinations and chain link are all approved materials. No exposed wood allowed. (Revised 01/14/2015)
- B. All other masonry materials subject to approval.
- C. Re-bar required in wall and footings.
- D. Walls or fences in the front of the lot are not approved.
- E. Front seven (7) feet on either side should be stepped down so as not to obstruct view of oncoming traffic.

4.20 Landscape Lighting. Lighting of the landscape is allowed for safety and design purposes. If lights are used, they will be low voltage and UL approved for outdoor use. Lights must be directed away from neighbors' properties. Location, size and type of lights will be approved by the ARC.

4.21 Barbecue.

- A. Open fire pits will not be allowed, however outdoor propane heaters are allowed. (Revised 01/14/2015)
- B. All outdoor cooking equipment must be portable.

4.22 Hot Tubs. Hot tubs or whirlpool spas are not approved.

4.23 Exemptions. (Grandfather Clause Defined)

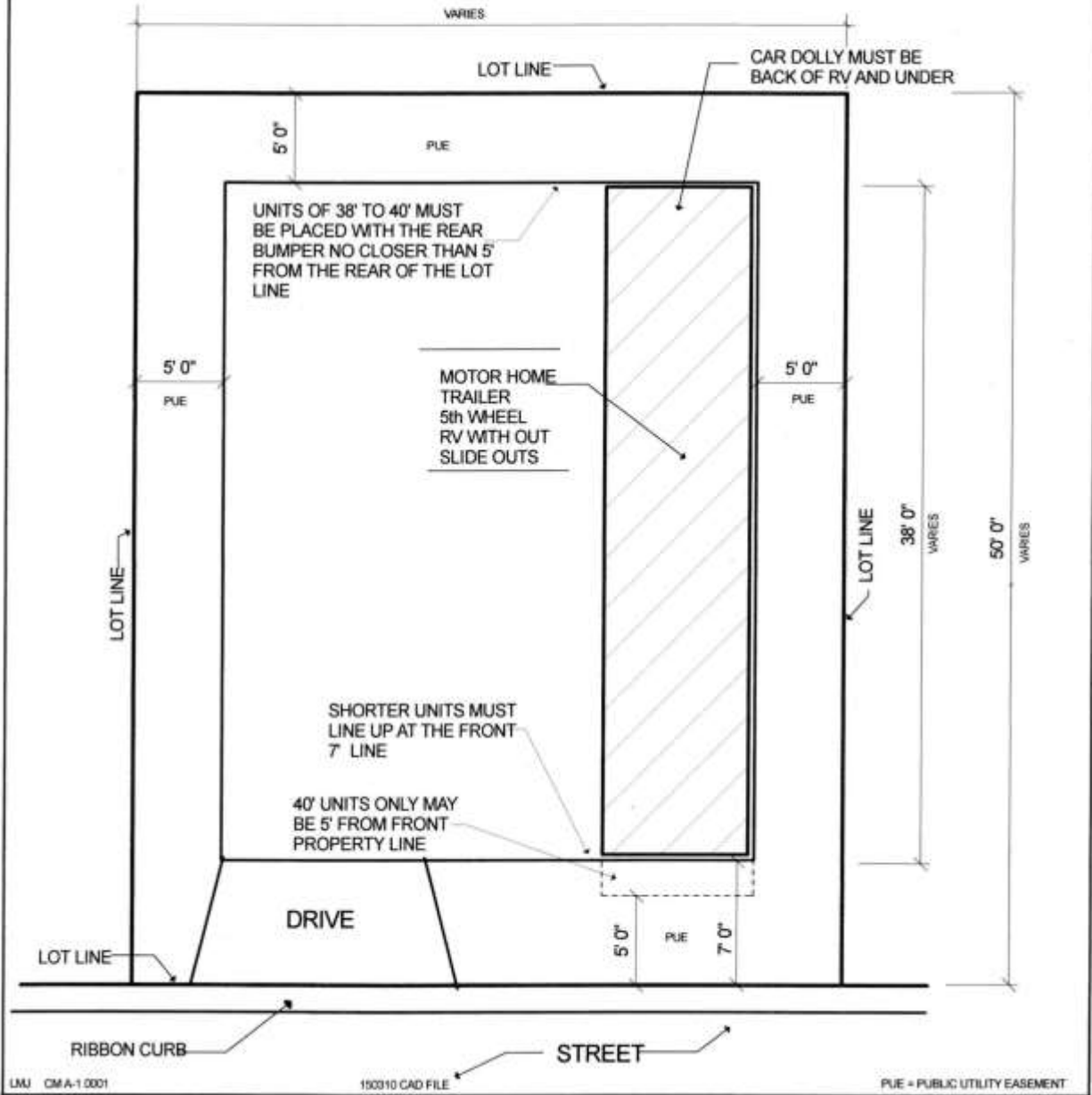
- A. Park Model homes, awnings, storage sheds and Arizona Rooms erected before a design guidelines change, and which are in compliance with the design guidelines as of the date of construction, shall be exempted from all future design guidelines changes unless mandated by local, state or federal agencies, except as follows:

Any improvement to a lot which was completed within the then existing restrictions is required to be brought into compliance with guidelines restrictions imposed at a later date if the improvement is being replaced, repaired, rebuilt or mandated by local, state or federal agencies.

DESIGN GUIDELINES

EXHIBIT "A-1"

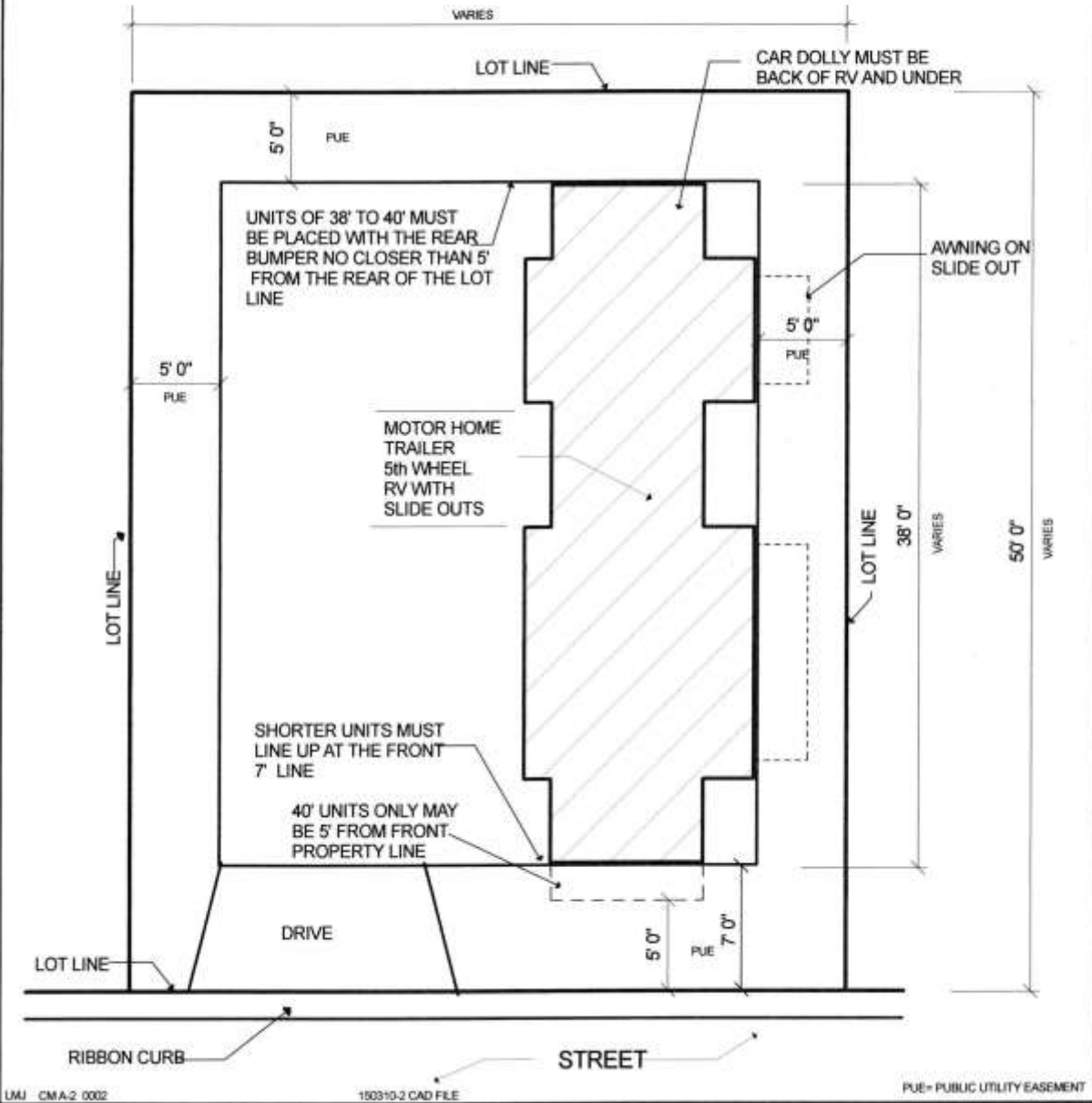
RV PLACEMENT FOR MOTOR HOME FIFTH WHEEL & TRAILERS



DESIGN GUIDELINES

EXHIBIT "A-2"

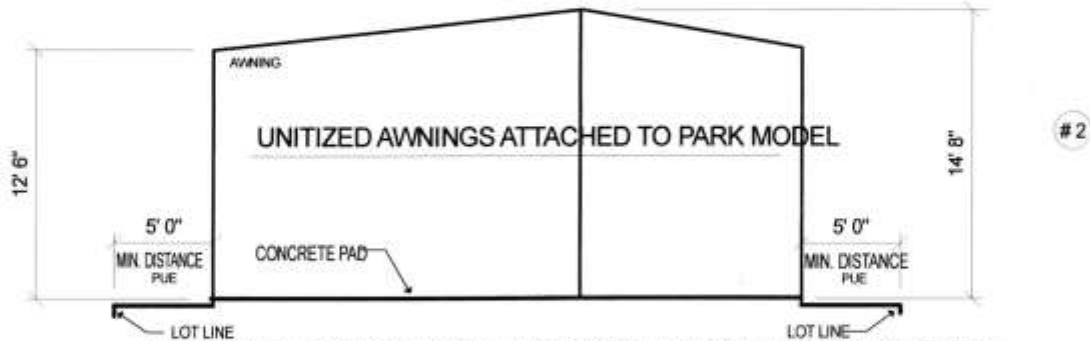
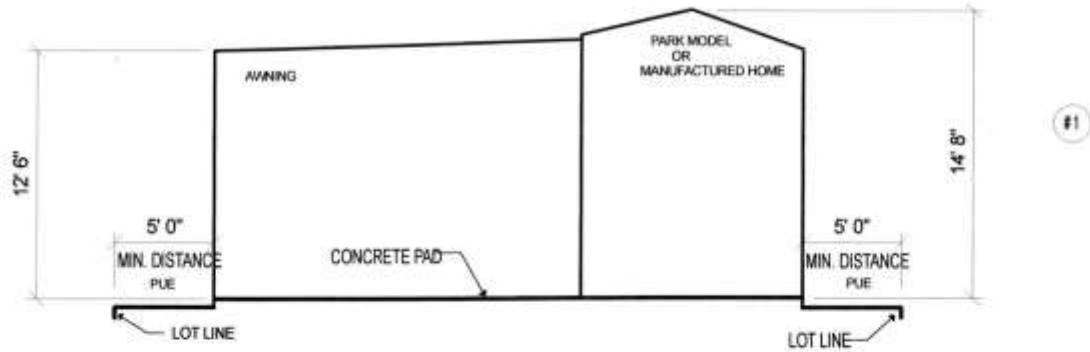
RV PLACEMENT FOR MOTOR HOME FIFTH WHEEL & TRAILERS



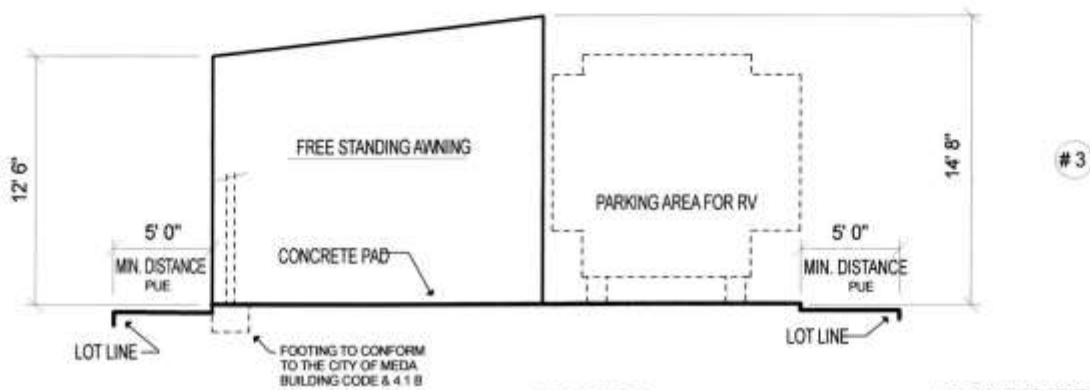
DESIGN GUIDELINES

EXHIBIT "B"

NOTE: DIMENSIONS WHERE SHOWN AT POINTS OF ELEVATIONS ARE MAXIMUM HEIGHTS!



MAXIMUM HEIGHT OF AN AWNING SHALL NOT EXCEED 14'8". IN THE EVENT OF A PARK MODEL, THE PEAK OF A AWNING MUST MEET THE EVE OF THE PARK MODEL AND UNIT MUST BE UNITIZED



LMJ_CMB_0003

150310-3 CAD FILE

PUE = PUBLIC UTILITY EASEMENT

DESIGN GUIDELINES

EXHIBIT "C & D"

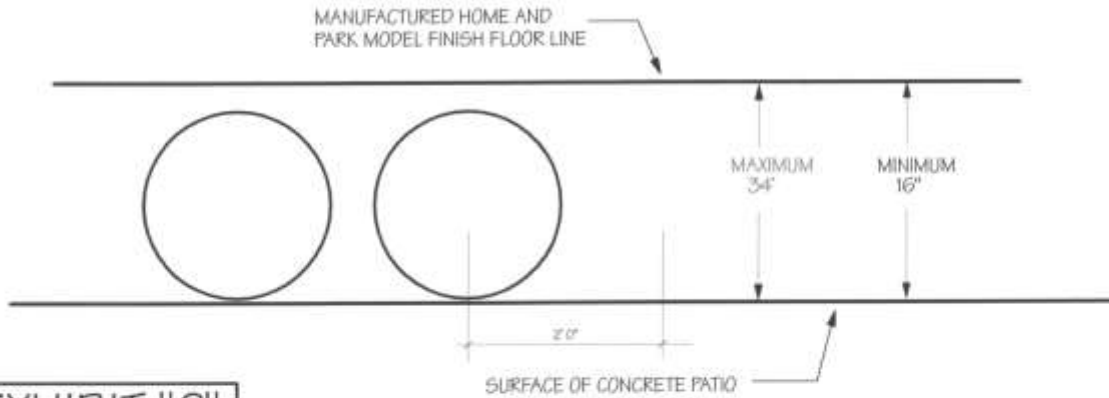
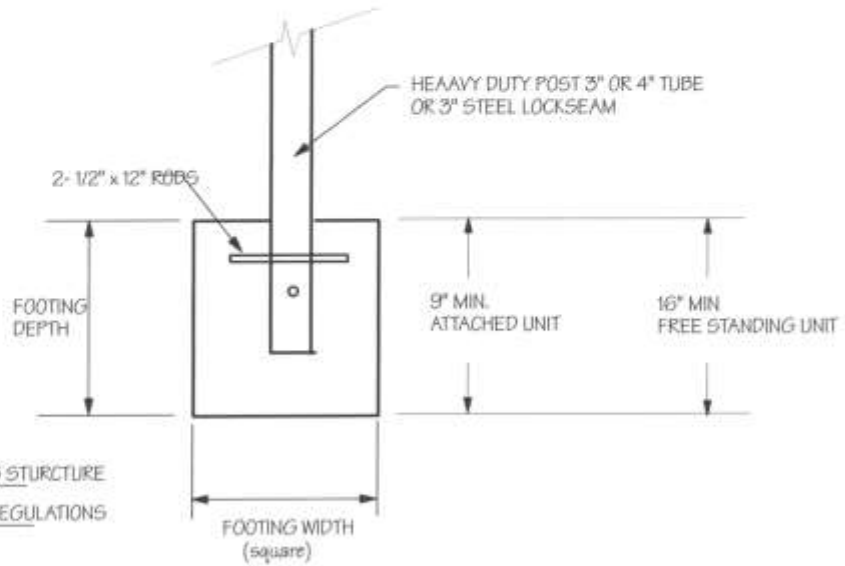


EXHIBIT "C"



FOOTING FOR FREE STANDING STRUCTURE
ALL DIMENSIONS PER U.B.C. REGULATIONS
AND CITY OF MESA CODES

EXHIBIT "D"

LMJ REVISED C & D 0004

LEAVE THIS SHEET BLANK

CRITERIA FOR AMATEUR RADIO (HAM RADIO) INSTALLATIONS REQUIRING ELECTRONICS CLUB AND ARCHITECTURAL REVIEW COMMITTEE APPROVAL

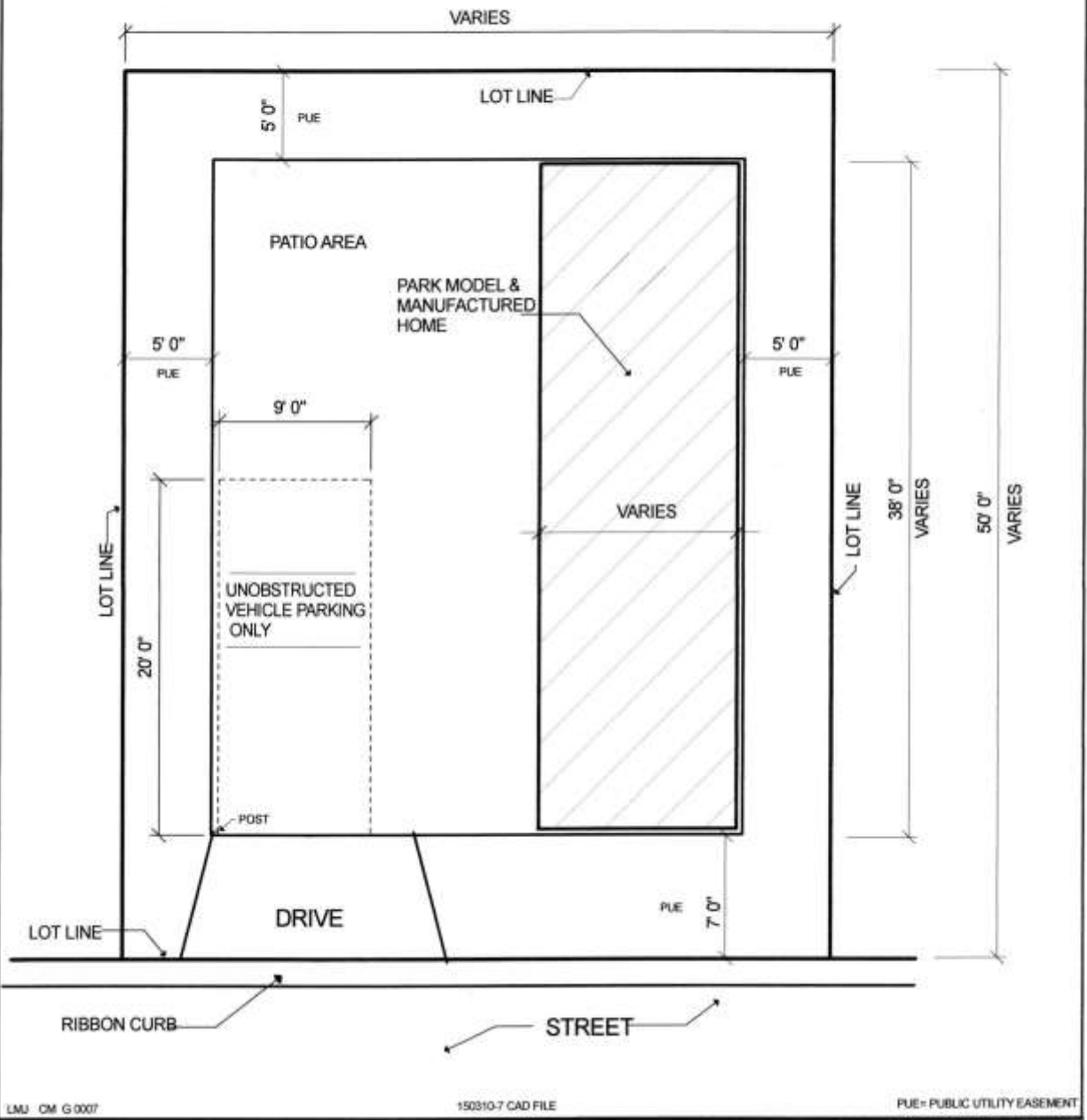
The following criteria has been established to ensure compliance and integrity within the resort by way of remaining attentive to structural and electrical safety aspects as well as aestahetic values,

1. Applicant to be duly licensed and / or authorized under FCC regulations
2. All applications and installations shall be approved subject to withdrawal should circumstnaces warrant.
3. Should the number of applied-for- installations in the resort exceed (10) a complete re-evaluation of all installed antennas approved under this process shall be carried out.
4. Application may be made by owner and or parties with duly authorized authority for such application on the lot specified in the application.
5. Antennas shall be commercially built or compatible in appearance and seviceability. Installation of Amateur Radio yagi antennas and or satellite dishes will not be allowed.
6. Antenna height is restricted to not more than 32 ft.
7. Supporting guy wires will not be allowed.
8. Base mounting masts and hardware shall be color coordinated so as to match the exterior trim of the Park Model RV.
9. All installation shall have specifications that indicate installation will be able to withstand services in local wind conditions. (e.g. Butternut HV-6 designed to withstand winds in 80 mph without guying, in the absence of ice.)
10. The base of the antenna shall be at DC ground potential to avoid any shock hazard.
11. Lightning protection shall be installed.
12. In the event of television interference to anyone within the resort, radio operations within the resort may be terminated until the problem is resolved.
13. Applicaton for Architectural Antenna installations shall be submitted first to the Electronic Club to certify compliance, then to the Architectural Committee for final approval or disapproval.

DESIGN GUIDELINES

EXHIBIT "G"

DRAWING OF TYPICAL LOT SHOWING LOCATION OF CONSTRUCTION



DESIGN GUIDELINES

EXHIBIT "H"

IMPROVEMENTS OR ADDITIONS TO AN OWNERS LOT WHICH MAY REQUIRE CITY OF MESA BUILDING PERMITS.

A. ELECTRIC

1. New service to storage shed area (accessory room)
2. Service to new external appliance (Water Heater, Softener-AC-swamp,etc.)
3. Service to Arizona Room (included on AZ / accessory room permit)
4. New pedestals.

B. PLUMBING

1. Service to storage shed or AZ room (accessory room)
2. Installation of external water treatment devices

C. DECKS (Required for heights over 30")

D. ANY STRUCTURE

1. RV Park Models
2. Manufactured Home
3. Awnings
4. Arizona Rooms (Accessory Room)
5. Alterations to any of above involving framing or support changes.
6. All storage structures (i.e. sheds, tool storage and / or work shop)
7. Decks with storage structures

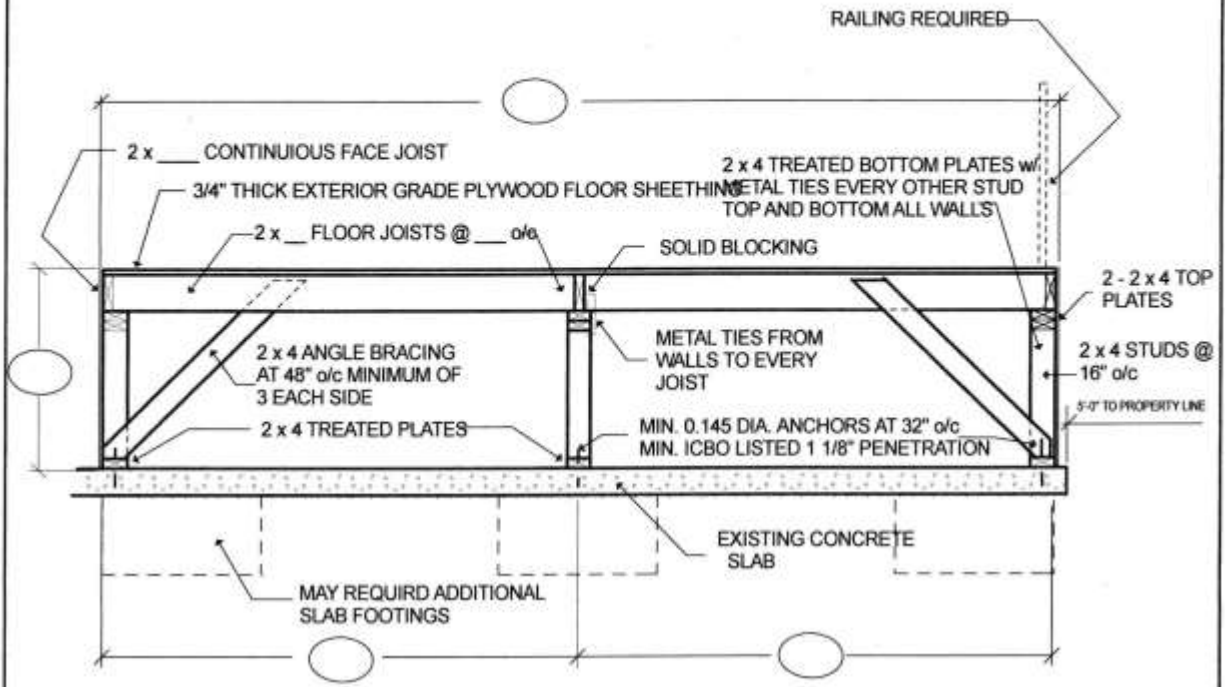
It is always best to check with the City Building Department to determine whether or not a permit is required for your project.

CITY BUILDING DEPARTMENT
55 CENTER STREET
P.O. BOX 1466
MESA AZ 85211-1466
480 644 4273
FAX 480 644 2418

LMJ CM H0008

DESIGN GUIDELINES

EXHIBIT "I"



- SHOW DIMENSIONS REPRESENTED BY CIRCLES
- * ALL METAL CONNECTORS MUST BE ICBO APPROVED
- * PROVIDE UNDER FLOOR ACCESS AND VENTILATION PER UBC SEC. 2317.3 & 2317.7

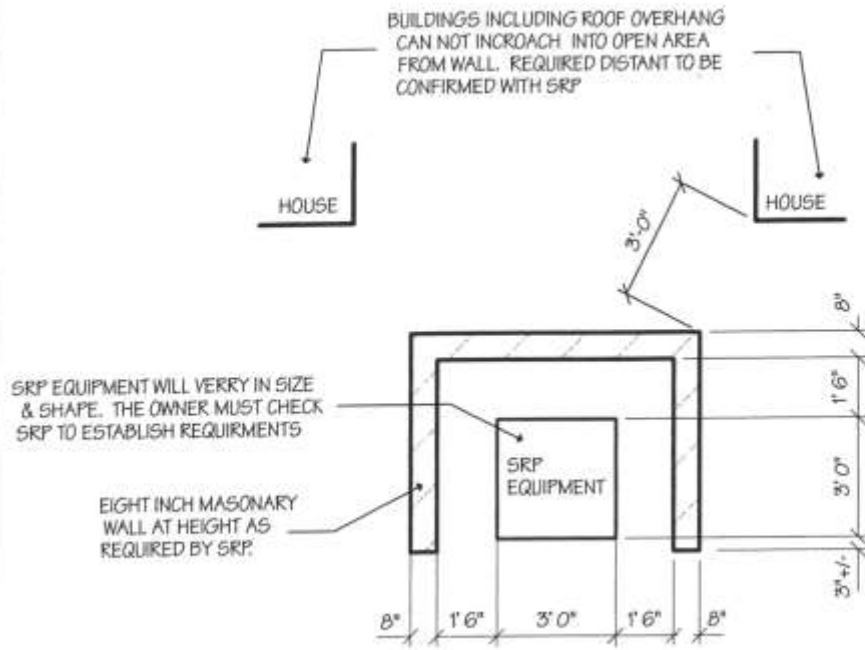
THESE ARE MINIMUM RECOMMENDED REQUIREMENTS FOR BUILDING A DECK IN CARRIAGE MANOR

- 1 PROVIDE ALL MEASUREMENTS REPRESENTED BY CIRCLES AND BLANKS
 - 2 FOR 2 x 6 FLOOR JOIST THE MINIMUM REQUIREMENTS FOR SPAN ARE AS FOLLOWS.
 - 2 x 6 @ 12" o/c = 10' 9"
 - 2 x 6 @ 16" o/c = 9' 9"
 - 2 x 6 @ 19.2" o/c = 9' 1"
 - 2 x 6 @ 24" o/c = 8' 1"
- AT LEAST 3 2 x 4 CROSS BRACES ARE REQUIRED

NOTE:
CITY OF MESA PERMIT IS REQUIRED OVER 30". HOWEVER, THE ABOVE IS REQUIRED IF YOU INTEND TO ADD AN ARIZONA ROOM IN THE FUTURE.

THESE ARE CITY OF MESA REQUIREMENTS AS OF THIS PRINTING
 LMAJ CM 1 0009R 150310-9 CAD FILE

EXHIBIT "J"



THIS INFORMATION SHEET IS TO INFORM OWNERS WITH SRP TRANSFORMERS ON THERE LOT OR AJOINING LOT THAT THEYMUST VERIFY WITH SRP BEFORE DOING AND PLANNING OR CONSTRUCTION

CADFILE: CM J 0010

CHECK LIST FOR MANUFACTURED HOME AND PARK MODEL PERMIT APPLICATION

- PERMIT REQUEST FROM APPLICANT
- PERMIT FEE (\$ 100.00)
- NAME OF DEALER & CONTRACTOR / INSTALLER
- MANUFACTURER SPECIFICATION SHEET (IF STANDARD SHEET ID PROVIDED CROSS OFF ITEMS NOT PROVIDED IN THIS PROJECT
- PLOT PLAN
- ESTIMATED START DATE
- FLOOR PLAN
- BUILDING ELEVATIONS (4) SIDES
- AWNING SUPPLIER
- DECK AND STEPS, PROVIDE PLAN AND SECTION WITH MATERIAL NOTED (SEE EXHIBIT "I")
- SHED (ACCESSORY BUILDING) IF PROVIDED PLAN SECTION WITH MATERIAL NOTED (SEE EXHIBIT "I")
- INDICATE SKIRTING MATERIAL AND THAT A CONCRETE RIBBON IS BEING PROVIDED
- IF A SRP TRANSFORMER IS ON THE LOT PROVIDE EVIDANCE OF CONTACT WITH SRP AND PROJECT LOCATION MEETS THEIR REQUIRMENTS
- NO EXPOSED WOOD

SEE DESIGN GUIDELINES FOR INFORMATION REQUIRED. (PERMIT REQUEST 2.1, SUBMISSIN SEQUENCE 2.2, TIME LIMITS 3.1, SETBACKS 4.2, ROOFING 4.4, SIDING 4.5, SKIRTING 4.6, PARKMODEL 4.9, MANUFACTURED HOME 4.10.