

RULES FOR THE ARCHITECTURAL CONTROL COMMITTEE OF THE HOA VINTAGE GARDENS HOMES II & III, Inc.

Adopted January 24, 2022

This document does not supersede the DCCR or the Bylaws, nor should anything herein be interpreted differently than the DCCR or Bylaws.

These rules are designed to maintain Vintage Gardens Homes II and III as an attractive, enjoyable, and safe residential community. Any questions about this document should be referred to the Board of Directors.

ACC (ARCHITECTURAL CONTROL COMMITTEE) - Article VI of the DCCR provides the authority for the Architectural Control Committee (ACC). The ACC shall consist of three (3) persons appointed by and serving at the pleasure of the Board of Directors. No residence, building, structure, wall, exterior lighting fixtures, awning or fence shall be commenced, erected, placed, or altered (including the color thereof) on any lot until the plans and specifications showing the nature, kind, shape, height, color, materials, and location of such have been submitted to and approved in writing as to quality of workmanship and materials, and conformity and harmony of exterior design with existing structures, and location with respect to existing buildings, topography and finished ground elevation, by the ACC; nor shall interior changes in a residence of a structural nature be permitted prior to the approval of the ACC. The ACC Approval Form is available from the Chairperson of the ACC.

The ACC meets as needed to consider all current requests. All requests should be submitted to the ACC Chairperson for approval.

1. ADDRESS NUMBERS

House numbers must remain in original location, style, mounting type, and dimension. A second location will need ACC approval except for painted curbside numbers. The curbside numbers will be allowed but limited to black numbers on a white background.

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2. ATTIC VENTILATORS

Attic ventilators and turbines are permitted. They must be free from rust and in a state of good repair. Painted attic ventilators and turbines must be maintained. Ventilators and turbines shall be mounted on the least visible side of the main roof ridge to minimize their visibility from the street. Galvanized turbines are not allowed. Variances require ACC approval.

3. EXTERIOR DECORATIVE OBJECTS

Exterior decorative objects such as bird baths, wagon wheels, figurines, flowerpots, etc. in front yards or yards seen from the street, do not require ACC approval. However, the ACC reserves the right to require removal of items that are determined to be excessive or that generate signed complaints. All exterior decorative objects must be consistent with the general style, appearance, and quality of the neighborhood. They must be maintained in good condition. Excessive or unsightly decorations can adversely affect property values in our neighborhood. Seasonal decorations are permitted if they are removed when the season/holiday is over, but no later than 30 days past the season/holiday.

4. FLAGPOLES

ACC approval is required for permanent or freestanding flagpoles. Permanent flagpoles must be installed and maintained in a vertical position and shall not exceed fifteen (15) feet in height. Only one permanent, freestanding flagpole per lot is allowed. Nothing may be attached to the flagpole except a flag. Color and location must be appropriate for the size of the lot and the background. Flagpole staffs which do not exceed six feet (6') in length and are attached at an incline to the front wall or pillar of the residence do not require ACC approval.

Application must contain the following:

- a) Property survey/site plan showing pole location and indicating distances from the house, property line and adjacent neighbors.
- b) Picture and/or detailed drawing of pole to include dimensions.
- c) Description of material of flagpole.

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d) Detail of proper lighting for flag.

5. PANELS

There shall be no more than one panel per residence. Said panel shall be no larger than 6' X 8' in size; shall be made of vinyl (PVC); and, shall be colored to match as closely as possible to the color of the residence's trim and shall not be located in the front yard.

6. ROOFS

The owner of the residence shall be responsible for the maintenance, repair, and replacement of the dwelling unit roof. Repairs or partial replacements must be done with shingles of the same type, quality, and color of the existing roof. When this requirement is met, ACC approval is not required. ACC approval is required for all total roof replacements.

Shingles for the repair and replacement of the dwelling unit roofs shall be GAF Materials Corporation, Timberline Weathered Wood HD shingles or equal.

Maintenance, repair and replacement of the roof and its appurtenances shall be consistent with the original residence design and workmanlike appearance.

7. STORAGE SHEDS

No storage sheds (buildings) or other detached structures are permitted on any residential lot.

8. TRASH BINS

Brick walls or PVC panels attached to your home can be constructed on your property to hide trash bins only with the permission of the ACC. Panel size may vary but should not exceed 4ft x 6ft, be VG paint color.

9. OUTSIDE COOKING & FIRE PITS

The cooking process should not disturb or create a hazardous environment for the neighboring residents. Keep gas grills and charcoal grills out of sight when not in use.

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10. WATERING

Lawns should be watered as required to maintain a good appearance. City requires sprinklers to run on an odd even schedule. Excess watering should be avoided, as both an expense and a waste of resources. Watering should not be done on Mowing Day. Hand watering is allowed anytime.

This Section of the Architectural Control Committee Rules is taken from the DCCR. It is for the ACC and Residents convenience only. Any clarification should be addressed directly to the DCCR. Nothing on these pages supersedes or implies anything other than what is stated in the DCCR.

11. ADDITIONS, ALTERATIONS and NEW CONSTRUCTION

(DCCR Article VI Section 1)

Additions, alterations, and new construction external to the existing residences include, but are not limited to, rooms, garages, patio covers, screened porches, and gazebos.

The following rules regulate construction on the properties and common areas of Vintage Gardens Homes II and III. The ACC will have the authority to interpret these standards and rules and determine compliance therewith.

Disputes by homeowners that cannot otherwise be resolved by the ACC may be referred to the VG HOA Board of Directors by a homeowner.

- a) All additions, alterations, new structures, and improvements constructed upon any property or common area within Vintage Gardens II and III must conform in all respects to the ACC approval, as well as meeting all County approved site plans, construction plans, building permits and other federal, state, and local construction and development standards and requirements.
- b) The architectural design, character, form, scale, and proportion of all additions, alterations, structures, and improvements will be harmonious

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- with the design and character of the existing house, adjacent houses, and structures.
- c) The location of any structure will not impair the views or amount of sunlight and natural ventilation to adjacent properties.
 - d) Roofs must conform to the type originally used in applicant's house (as built).
 - e) New windows and doors shall be consistent with the type originally used in the applicant's residence (as built). Variance requires ACC approval.
 - f) If changes in grade or other conditions which affect drainage are anticipated, they must be submitted to the ACC for review/approval.
 - g) Interior modifications must not damage the structural integrity of the residence.
 - h) Construction materials must be stored to minimize adverse views from neighboring properties. Excess materials should be removed immediately after construction is completed. No debris will be allowed to accumulate during construction. Application is required for all external additions, alterations and new construction and must contain the following:
 - i. Property plat/site plan showing location of proposed structure and relationship to property lines and adjacent residences must be submitted with requests to ACC for approval.
 - ii. Detailed drawings and architectural plans which include exterior elevations and dimensions must be submitted with requests to ACC for approval.
 - iii. Evidence that any internal modifications will not impact the structural integrity of the residence.
 - iv. Description of materials, including such items as type of siding and roofing shingles on residence and proposed structure, colors, and exterior lighting arrangements where applicable must be submitted with requests to ACC for approval.
 - v. Application for ACC approvals must contain estimated start and completion dates.

12.AWNINGS

(DCCR Article VI Section1)

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Exterior awnings at the front of the residence are prohibited. Exterior awnings at the rear or side of the property require ACC approval. Awnings must be compatible with the architectural design of the residence and the color scheme of the residence. Awnings must be maintained in good condition.

13.CLOTHESLINES

(DCCR Article V Section 8)

Permanent clotheslines or other devices for the exterior drying of clothes are not permitted.

14.DOORS and WINDOWS REPLACEMENT

(DCCR Article VI Section 1)

- a) **Front Door:** Replacement of front door needs to be substantially identical to original doors. Deviation requires ACC approval.
- b) **Garage Door:** Replacement of garage doors needs to be substantially identical to original door. Deviation requires ACC approval.
- c) **Windows:** Replacement of windows needs to be substantially identical to original windows. Deviation requires ACC approval.
- d) **Storm Door:** Requires approval of ACC. Plain Glass Storm doors will generally be approved if the door frame color closely matches the color of the unit's trim.

Application for any other style of door/window must contain the following: photograph or image of the door/window and framing color (sample or photograph),

ACC approval is required for any kind of door/window if dimensions are being changed or if window style is being changed. Application must include, in addition to the above application information, a diagram of each face of the house affected, showing the dimensions of the face and the position(s) and dimensions of the changed door(s)/window(s).

Doors and windows must be maintained in good repair. Broken or missing glass in windows must be replaced.

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Objectionable or unsightly objects, including signs, flags, and foil, may not be displayed in windows or doors.

15.DRIVEWAYS

(DCCR Article VI Section 1)

Driveways shall be poured concrete only and the same dimension or style of the original driveway. Replacement of driveway meeting dimensions/specifications of existing driveway does not require ACC approval. Any deviation including extension and/or additions to driveways requires ACC approval. Driveway additions must be constructed using the same material as the existing driveway. Driveways or driveway extensions must not adversely affect drainage on adjacent properties. Should modifications adversely affect drainage to adjacent lots, the originating residence owner must act to end the harm.

16.EXTERIOR COLOR CHANGES AND APPLICATION

(DCCR Article V Section 15)

VG II & III HOA is responsible for planned maintenance painting of residences. Should painting be necessary between planned painting intervals, the individual dwelling unit owner is responsible for that painting.

Trim color must correspond with the approved Sherwin Williams custom VG exterior paint color.

Gutters and downspouts must match trim color.

Garage Doors: Must be painted with Sherwin Williams Manual Vintage Exterior color.

Front door colors are limited to the stated options.

- a) The VG II&III house paint, Sherwin Williams custom color: (Emerald Satin Exterior Paint or equal quality) Custom color Manual Vintage Exterior
- b) Black

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- c) Red
- d) Blue

If any color other than the standard house trim color (Manual Vintage Exterior) is used on front door, continuing maintenance is the responsibility of the residence owner.

17.EXTERIOR LIGHTING

(DCCR Article VI Section 1)

Broken or missing exterior lighting fixtures must be repaired or replaced. Light fixtures used in place of the original fixtures should be similar in style and scale to original fixture with either brass or dark metal trim. Replacement fixtures meeting these criteria do not require ACC approval.

Electrical landscape lighting installations require ACC approval. Applications for these lighting plans should include wattage, height of light fixture above the ground, and a complete description including descriptive material of the light fixtures and location on the property. Lighting shall not be directed outside the applicant's property.

18.FENCES

(DCCR Article V Section 15)

To maintain some degree of uniformity of fencing within Vintage Gardens Homes II & III, the Board of Directors has established the following fence rules. Any new or replacement fence not replaced with like materials and design, will be required to meet these rules.

- a) No fence of any kind shall be installed, replaced, or maintained on any lot without prior written approval of the Architectural Control Committee (ACC). In requests for approval, the ACC will consider design, location, and specifications to ensure that all elements are consistent with architectural styling and visual harmony of the community as well as easements, restrictions, drainage and neighbor access.

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- b) The following are acceptable fence types in order of preference:
- i. Invisible fences.
 - ii. Powder coated black wrought iron.
 - iii. Combination brick and wrought iron.
 - iv. Wood fences constructed of cedar or pressure treated wood should be left natural and may not be stained or sealed without the approval of the ACC. Wood fences may only be constructed in areas abutting the brick or wooden perimeter fence surrounding the addition. Wooden fences are not allowed on the green belt.
 - v. No chain link or cyclone fencing is allowed.

General rules regarding all fences:

- a) No new fence will encroach into common areas. This restriction is three-fold.
- i. Common areas are mowed by riding mowers and panels would impede maintenance and result in increased costs of mowing
 - ii. The open areas are an important part of the natural character and beauty of the community which we are endeavoring to preserve.
 - iii. The common areas belong to all homeowners within Vintage Gardens II & III, not just one.
- b) Fences may be constructed from the back of the residence to the existing perimeter fence. If the fence crosses a utility easement that is on the owner's property, the city has the right to remove any construction placed on the easement.
- c) All fence applications require the construction company's name, ID number, address, phone number and contact person. You will also need to supply the ACC with the city permit number for your fence or panel.

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- d) There are two methods of installing a fence on a sloped lot: a “stepped” method or sloping the fence to conform to the contour of the lot. Requests for approval should indicate if slope of lot is an issue and method contractor will use to accommodate the slope. You may be required to stagger the height of the fence to abut the adjoining fence properly and attractively.
- e) No fence may be installed closer than 10 feet from the front corners of the residence.
- f) All fences on private property (except for perimeter fences, which are the responsibility of the HOA) must be maintained by the property owner and kept in good order and repair.
- g) Residence owner shall be responsible for making certain that the location of the fence does not encroach onto another lot or common areas and does not block, obstruct, or otherwise impede the designed drainage flow on owner’s or any adjoining lots. Please remember the Board has the right to make the owner remove any improperly installed fence, at the owner’s expense, and repair any damage caused by the installation of the said fence to a neighbor’s property or adjoining lots.
- h) When contemplating type of fence for your property, please be a good neighbor and a good HOA member. Take the time to consider materials used, neighbor’s property, obstruction of views, access to adjoining property, and views from common areas and overall visual impact to the community. Ask your neighbors if they have any objections. Try and work out problems before the fence or panel goes up. If there is an objection that you cannot settle among yourselves, please list the objector’s name(s) and objections on the request form so that the ACC may contact the objecting party and hear their view. Objections to conforming proposals will not necessarily result in rejection of requests.
- i) The perimeter fence shall not be painted, it will remain natural.

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19.GUTTERS AND DOWNSPOUTS

(DCCR Article VI Section 1)

Replacement or additional gutters and downspouts must match the design of the original gutters and downspouts. Color must match house trim. Deviation from these guidelines requires ACC approval.

Discharge from downspouts must not adversely affect drainage on adjacent properties.

Missing, hanging, broken or otherwise unsightly gutters and downspouts should be repaired within 30 days.

20.LANDSCAPING

(DCCR Article VI Section 2 and Article 4 Section 2 & 5)

The ACC may require the removal, transplanting or restriction of any landscaping of any Owner determined to be or determined to become a danger of any kind or a threat to the structural integrity of any improvement on the Properties. Plantings must be properly trimmed, and flowerbeds must be maintained in a good condition. Flowerbed additions should be approved through the ACC to determine they are within the homeowner's property. No plants should be allowed to grow on the HOA perimeter fence. No landscaping should be done on HOA property without ACC and Grounds Committee approval.

21.MAINTENANCE REQUIREMENTS

(Article IX Section 2, 3, 4 DCCR.)

Homeowners are required to maintain their residence.

22.PATIOS AND PATIO ENCLOSURES

(DCCR Article VI Section 1)

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All patios and patio enclosures require ACC approval. Poured concrete material shall be used for the slab. The scale, location, and design shall be compatible with the lot, residence, and surroundings. Wing walls for patios may be used for creating privacy if consistent with the architectural style and design of the applicant's residence. Finish materials and colors must match those on the house. Other patio locations or materials may be approved on a case-by-case basis. Patios installed before the acceptance of these rules shall be “grandfathered” in.

Application must contain the following:

- a) Property survey/site plan showing the exact location and dimensions of the patio.
- b) Materials to be used including color. If using brick, it should match any brick on the residence.
- c) Method of installation including a description of any grading changes and resulting impact on adjacent properties.

23.SCREENED PORCHES

(DCCR Article VI Section 1)

ACC approval is required for screened porches. Roofing materials on porch must match materials on main house. Screen porches must be behind the house. Side porches may be approved on a case-by-case basis. Screened porches must have architectural detailing to match the house (i.e., fascia boards). Porches must be the same color as the house’s siding or trim.

24.SKYLIGHTS/SOLAR TUBES

(DCCR Article VI Section1)

Skylight/solar tube frame and trim must be like the color of roof and/or residence trim. No ACC approval is needed when these requirements are met.

25.SPRINKLER SYSTEMS

(DCCR Article VII Section 1 K and Article IX Section 2)

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Although the HOA is responsible for the maintenance of the original installed sprinkler system, the homeowner is responsible for winterization of the system. This includes installing heat tape on the exposed backflow preventer located under the artificial rock. Additional protection of an insulating blanket is advisable. The homeowner is also responsible for all damage done to the system other than normal wear and tear. The lawn company is responsible for damage done by mowers. If the resident plants any trees, bushes, or places any heavy object that interferes with the sprinklers or sprinkler system they will be responsible for all repairs to correct the problem. Any system installed by residence owner or previous owner is the responsibility of the residence owner.

26. TRASH

(DCCR Article V Section 5 & 8)

Trash and recycling containers shall not be placed at street for pickup until the day before the scheduled pickup. Trash cans and recycling bins shall be collected on the same day after trash pick-up and stored out of view from the street at all other times. All equipment for the storage or disposal of garbage, trash, and waste shall be kept in a clean and sanitary condition and out of sight from the street. Burning of garbage, trash or waste in outside incinerators, barbecue pits or the like is strictly prohibited.

27. TREE REMOVAL

(DCCR Article 5 Section 10)

Homeowners are responsible for ensuring any tree or shrub they are planning to remove is theirs to remove and not the property of the HOA. Check with the ACC before removing any tree or shrub to make sure who owns it. If any tree is removed, the stump must be removed if at all possible. Removal of a stump means removal to below ground level, so that there is no evidence of the past presence of a tree. It is the responsibility of the property owner to remove any tree on their property that has been uprooted or otherwise creates a hazard.

Calling 1-800-OKIE or 811 is required before digging, including tree and stump removal.