

# **CAMEO**

**Community Association**

## **ARCHITECTURAL AND LANDSCAPE DESIGN STANDARDS**

June 27, 2018

This edition of the Cameo Architectural and Landscape Design Standards was approved by the Board of Directors and the AC in December 2003 and modified in November 2004.

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See the Architectural and Landscape Application and Agreement package for the required forms, fees and submittal and processing details.

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FOR THE FOLLOWING ITEMS PLEASE REFER TO THE:

*ARCHITECTURAL & LANDSCAPE DESIGN APPLICATION & AGREEMENT*

- GENERAL CONDITIONS OF APPROVAL
- APPLICATION DETAIL AND SUBMITTAL
- CONSTRUCTION RESTRICTIONS: HOURS & DAYS
- SITE MANAGEMENT & EXPECTATIONS

## **1.0 INTRODUCTION**

### **1.1 Purpose**

- 1.1.1** Cameo is one of the finest custom single-family home communities in the Southern California Region. The community achieves that level of distinction through the planning, design and construction of the highest quality custom residences. To guide the direction toward that goal, a comprehensive set of Architectural and Landscape Design Standards ("Standards") have been established for the community. These Standards have as its objectives, the establishment of a consistently high standard of design quality for all residences within Cameo Shores and Cameo Highlands, and the preservation of the community's architectural quality into the foreseeable future.
- 1.1.2** The long-term success of Cameo is intimately linked to the quality of the custom residences constructed within the community. The key factors influencing the long-term value and the aesthetic appearance of the community are the quality of architectural and landscape design, and the continuing maintenance of individual properties. To guide and control the design and construction of the custom residences, a system of plan reviews and specific lot controls has been created.
- 1.1.3** The purpose of these Standards is not to limit or inhibit the creative design process of individual Owners and their consultants, but to establish the bounds within which design will be acceptable to the community at large. These standards are established to ensure that certain standards and design disciplines will be in effect which will cause the development of the community to grow in as integrated and compatible manner as is possible. These Standards have been developed to act as reasonable guidelines and are not intended to be the absolute limits to design concepts or the custom solution for each and every residence.
- 1.1.4** These Standards shall form the basis for evaluation of plans and specifications submitted for review and approval to the Cameo Architectural Committee ("AC"). The Standards and submission requirements are subject to periodic update and modification, and may, therefore, be altered by the process of Board of Director review and adoption.

### **1.2 Responsibility and Authority**

- 1.2.1** Every new home built within the community as well as any and all additions and/ or modifications to improvements previously approved and constructed within Cameo are subject to the terms and conditions of these Standards. All common area improvements are subject to these Standards, as well as the Declaration of Covenants, Conditions and restrictions ("CC&Rs") for Cameo. In the event of a conflict between these Standards and the CC&Rs, the CC&R provisions shall prevail.
- 1.2.2** For purposes of this document, tenants shall have the same requirements as homeowners.
- 1.2.3** Any condition or material not set forth or defined within these Standards shall become a matter of judgment on the part of the AC unless provided for in the CC&R's.

**1.2.4** Any and all approvals given by the AC are both Owner specific and site specific. The approval goes with the Owner, not with the property. Any new Owner of property must apply to the AC, even if the new Owner intends to use the plans of the prior Owner.

**1.2.5** By way of illustration, but without limitation, submission to the AC for approval shall be required for the following:

- a. New construction or installations including dwellings, accessory buildings, garages, fences, retaining walls, steps, sub-surface drainage or sewer lines, awnings, canopies, poles, trellises, patio overheads or decks, gazebos, sun decks, wind screens, swimming pools, fountains, spas, hot tubs, recreational apparatus, antennas, and exterior lighting, sound or solar energy systems.
- b. Installation or revision of landscaping, hardscaping or surface improvements including ground covers, trees, shrubs, plants, irrigation or drainage systems, recreation areas or courts, and surface drainage revisions.
- c. Reconstruction, exterior additions, changes or alterations on any building, structure, roof, fence, wall or other improvement including changes of color, material or exterior surface.
- d. Demolition of any existing structure or improvement including portions of existing residences, fences and walls.

**1.2.6** Other Approvals

Approval of any project by the AC does not waive the necessity of obtaining the required City or other jurisdictional permits. Obtaining a City or other jurisdictional permit does not waive the need for AC approval. The AC will not knowingly approve a project that is in violation of the City or other jurisdictional building or zoning codes.

**1.2.7** Request for Variance

The Board of Directors, through recommendation by the AC shall have the right and privilege to permit any Owner (without the consent of other Owners) to deviate from any or all of the Architectural and Landscape Design Standards (not the CC&R's) set forth herein, provided that such deviation is necessary in order to carry out the general purposes of the Declaration and/ or the Standards. Any such variance shall not constitute a waiver with respect to any of the Standards as to any other part or parcel of the property. As set forth in Article V, Section 4 of the CC&R's, in the event plans and specifications submitted to the Architectural Committee are disapproved thereby for the reason that in the judgment of the Architectural Committee such plans and specifications are not in conformity with the Architectural Standards, the party or parties making such submission may submit a Request for Variance. Said Request shall be reviewed by the Architectural Committee whose written recommendations of approval or disapproval shall be submitted to the Board of Directors of the Association. The Board of Directors shall, in writing, either approve or disapprove the Request for Variance. In the event the Board of Directors fails to approve or disapprove said Request within sixty (60) days after said Request has been submitted to the Architectural Committee, said Request shall be deemed approved.

**1.2.8** Request for Appeal / Reconsideration by the Board of Directors  
The procedures set forth in Section 1.2.7 shall be followed to request the Board of Directors reconsider plans denied by the AC on any grounds. This is the appeal process required by Civil Code Section 4765 or successor statute.

### **1.3** The Applicant

**1.3.1** The Applicant must be the Owner of the lot for which the submittal is being made. Applications for lots in escrow will not be considered received by the AC and will not be reviewed by the AC.

**1.3.2** The Applicant must sign the Application and Agreement form. The signature of an agent, without proper Power of Attorney also submitted, will not be accepted. If the Applicant is concerned about processing plans rapidly, the applicant should make sure the design team has a current copy of the Application and Agreement Form, the Submittal Checklist and the Design Standards. It is the Applicant's responsibility to provide the current and proper information to the design team.

### **1.4** Architectural Committee (AC)

**1.4.1** The Architectural Committee shall be appointed by the Board of Directors of the Association to serve for one (1) year, concurrently with the term of the Board of Directors, and be composed of three (3) or more representatives who need not be Members of the Association.

**1.4.2** The AC has the responsibility to review plans submitted for construction of buildings, landscaping, and requests for modifications to any and all improvements within the community.

No building, fence, wall or other structure shall be commenced, erected or maintained upon the Covered Property, nor shall any exterior addition to or change or alteration in any such structure, including without limitation, patio covers and antennas, be made:

- a. until there has been approval by the Architectural Committee, plans and specifications showing the nature, kind, shape, height, materials, exterior color and surface, and location of such structures. Before granting such approval, the Architectural Committee shall have in its reasonable judgment determined that the plans and specifications conform to such standards, if any, as may from time to time be adopted by the Board (“Architectural and Landscape Design Standards”), and provide for a structure which is in harmony as to external design and location with surrounding structures and topography; and
- b. which are not constructed in accordance with such approved plans and specifications.
- c. No trees, bushes, shrubs, or plants shall be maintained upon any Lot which, without clipping or pruning thereof, in the reasonable opinion of the Architectural Committee, unduly impede or detract from the view of any Lot. The Architectural

Committee shall have the right to require any Member to remove, trim, top or prune any tree, bush, shrub or plant which, in the reasonable opinion of the Architectural Committee, impedes or detracts from the view of any Lot. The Association may from time to time adopt landscaping standards which shall govern the planting and emplacement of trees, bushes, shrubs or plants from and after the date of adoption of such standards by the Board (“Architectural and Landscaping Design Standards”).

- 1.4.3** The AC will meet on a regular basis to review all plans submitted for consideration. Plans submitted less than 11 days prior to a regularly scheduled meeting will not be considered until the following meeting.
- 1.4.4** Time allotments for review begin when the Management Company logs in a complete submittal. Within the overall time frame, time segments are outlined within these Standards. Upon approval or disapproval, the time line stops. Refer to the Preliminary Plan Submittal Sheet and the Final Plan Submittal Sheet which are part of the Architectural and Landscape Application and Agreement package.
- 1.4.5** Article V, Section 1 of the CC&R’s provides that the AC approve or disapprove with regard to any matter submitted to it within thirty (30) days after the Lot Owner's submission of all materials required by the AC to be submitted to it. In the event the Architectural Committee fails to approve or disapprove such plans and specifications within thirty (30) days after the same have been submitted to it, and provided that there is submitted to the Architectural Committee the certificate of a licensed architect stating that in his judgment the plans and specifications submitted are substantially in conformance with the Architectural and Landscape Design Standards, such plans and specifications will be deemed approved.

The 30-day period of time within which the Committee is required to make its determination shall not begin to run until the Lot Owner has submitted all plans and specifications, all required final drawings and all other materials and information required for the submittal of final plans as set forth in Section 2.7 Final Plan Submittal and Tentative Acceptance of these Standards and in the Submittal Checklist.

- 1.4.6** The AC may elect to retain the services of a Consulting Architect for submittal review and recommendation prior to approval/ disapproval by the AC.
- 1.4.7** Such plans and specifications are not approved for engineering design, and by approving such plans and specifications neither the Architectural Committee, the members thereof nor the Association assumes liability or responsibility therefore, or for any defect in any structure constructed from such plans and specifications. The giving of approval to any particular plan is strictly limited to a statement as to conformity with the rules and regulations set forth herein, with variances permitted if appropriate. Absolutely no responsibility or liability whatsoever, expressed, implied, or imputed, is intended or to be inferred or construed as to the project itself. In reviewing any plans submitted to them, the AC and/or the Consulting Architect are not rendering and cannot render any opinion as to whether such plans meet and/ or comply with any applicable rules or requirements of any appropriate governmental agencies such as the City of Newport Beach. Further, should the AC grant a variance, this in no way guarantees a similar variance by the City of Newport Beach, should it be required, will be granted. It is the applicant's responsibility to research

and comply with all governing agency regulations.

## **2.0 THE APPROVAL PROCESS**

**2.1** Required Submittals - See the Architectural and Landscape Application and Agreement package for required forms, fees and submittal and processing details.

**2.1.1** Two plan submissions are required:

- 1) Submittal No. 1 - Preliminary Plan Submittal
- 2) Submittal No. 2 - Final Plan Submittal.

The preliminary drawings are meant to be a design level submittal, however all information requested must be on the drawings. The final drawings shall be the completed working drawings that will be submitted to the City of Newport Beach for plan check. Any plan check changes that affect the exterior of the building shall be resubmitted to the Association for approval.

**2.1.2** All major building and landscape submittals must be prepared by a California Registered Architect. All landscape submittals shall be prepared by a California Registered Landscape Architect. All submittals shall be stamped and signed by the Registered professional that prepared them.

**2.1.3** Within the Architectural and Landscape Application and Agreement package is a Submittal checklist chart that outlines the minimum submittal documents that are required for each application type. To use the chart, read across from the appropriate application type and determine which of the submittal documents will be required. Then refer to the Submittal Checklist for the required contents of each document.

**2.1.4** The fee paid by the Applicant includes a specified number of plan reviews. If further reviews are required, additional fees will also be required. Incomplete submittals will be disapproved. This will count as one of the submittal reviews.

**2.1.5** At the discretion of the AC, additional data and information may be required prior to taking final action on the application.

**2.1.6** With an application for the Category 1- New Home Construction and Category 2 - Additions and Major Remodel Improvements it is desirable but not mandatory that a full Landscape/ Hardscape submittal be included. The basic review fee of the building application includes the landscape plan review only if it accompanies the building plan submittal. Additional fees will be required if the submittals are made at separate times. Landscape and Hardscape plans submitted under a separate submittal for Category 1 and 2 applications must be submitted within ninety (90) days of the approval of the Category 1 or 2 application.

**2.1.7** Once an application has received Tentative Acceptance and/or Final Plan Approval, any subsequent submittals will require a new application and additional submittal fees.



**2.1.8** All submittal drawings shall be clearly labeled with the name, address and phone number of the person who prepared the documents, the name of the applicant and the address of the project. Each sheet shall be labeled with the current date, and the date shall be changed with all subsequent revisions. All revisions shall be clearly indicated on the submittal.

## **2.2** The Submittal Checklist

- See the Architectural and Landscape Application and Agreement package. The Submittal Checklist has been prepared as an aid to the Owner and architect in preparing the Preliminary Plan and Final Plan Submittals. The checklist is not a substitute for the full Standards and therefore both should be used in the assembly of the submittal package.

## **2.3** Building Submittal Requirements

### **2.3.1** Site Plan / Title Page

All building and landscape submittals require an accurate site plan. The site plan shall clearly show the dimensioned locations of all the components of the project. The scale and grade information must match the Survey and Topographic Map and the Grading Plan.

### **2.3.2** Grading Plan, Survey and Topographic Map

A Survey and Topographic Map shall be required for all new homes and other proposed Improvements which may change the grade or construct a structure three (3) feet or taller. All grading plans shall be prepared by a Civil Engineer or Architect licensed in the State of California. Refer to the Submittal Checklist for the specific requirements. The grades shown shall be based on the information on the Survey and Topographic Map. The plan must show sufficient topographical information to show abrupt changes of grades, slope banks and natural flow lines. The top of slope and toe of slope shall be clearly noted. The top of curb heights and the Primary Building Pad Elevation must be clearly indicated. Refer to the Submittal Checklist for the specific requirements. No assumed datum points will be accepted. The grades shown shall be based on a USGS benchmark so that each topographic map can be compared with that of adjoining lots.

### **2.3.3** Floor Plans

Every plan submittal of building plans shall include floor plans of all structures. Specific requirements are in the Submittal Checklist.

### **2.3.4** Roof Plans

All building plan submittals shall include a roof plan. Clearly indicate all materials, pitches and colors. Actual samples will be required for the Color/ Materials Board. Refer to the Submittal Checklist for specific requirements.

### **2.3.5** Building Sections

All building plan submittals shall include at least one section, drawn at the same scale as the floor plans. At least one section must be taken through the highest portion of the structure. The site must be accurately depicted on every section. Refer to the Submittal Checklist for specific requirements.

### **2.3.6 Exterior Elevations**

Every plan submittal except Category 6 and 7 - Landscape/ Hardscape and Category 5 - Garden Walls/ Fences shall include exterior elevations. All walls visible from the exterior of the structure must be shown. The maximum allowable height should be shown on the exterior elevations. All materials shall be clearly indicated, keyed to the actual samples required for the Color/ Material Board. For a color change only, photographs of the exterior walls may be substituted for drawings. However, it is necessary to clearly indicate where each color will be used. Again, actual samples will be required for the Color/ Materials Board. Refer to the Submittal Checklist for the specific requirements.

### **2.3.7 Color and Material Board**

The submittal shall be 8 1/2" x 11", rigid mounted (foam core, double weight illustration board) with actual material and color samples. No printed stucco or wood samples are acceptable. All samples shall be minimum 1" x 2", clearly labeled with manufacturer, color name and color number, and where used on the building. All exterior materials must be represented on the board (or boards). For large materials such as roof tiles and bricks, only submit a small sample piece, not the full-size sample. On homes proposing both sloping and flat roofs, samples of each roofing material shall be submitted. Submittals shall be clearly labeled with lot number, address and Owner's name. Oversized Color and Material boards will be returned to the applicant unchecked so that they can be made the proper size. This will count as one of the submittals.

### **2.3.8 Details**

All submittals shall include details as outlined in the Submittal Checklist. The submittal of the details helps to convey the character and quality of the design of each element. The AC is specifically concerned about the aesthetics of the details.

### **2.3.9 Variance Information**

If a variance is being requested, additional submittal materials are required. The time for processing a variance application is longer than that of a standard submittal. Please refer to Section 2.6.

### **2.3.10 Photographs**

Color photographs that clearly show the existing plant material on the property prior to any work being done on the site are required for all building and landscape submittals, unless the submittal includes total demolition of the existing site. For Variance submittals additional photographs may be required. Only one copy of each photograph is required. Color photographs of all sides of existing building exterior are required for addition and remodel applications. The photos should include any existing landscape, hardscape and walls / fences.

### **2.3.11 Application and Agreement Form**

The Owner is required to submit one signed copy of the current, completed Application and Agreement along with the appropriate fee. The Owner's signature, (not an agent) must be on the application form.

### **2.3.12 Neighbor Awareness Form**

The Owner is required to submit a Neighbor Awareness form bearing the signature of adjacent, facing and impacted neighbors. Owners must demonstrate (date and time of at least 2 attempts of contact) personal attempt of contacting a neighbor to review the proposed Improvements. In recognition that some neighbors are absentee or difficult to contact, copies of Certified Letters with return receipts will be accepted. Certified Letters are to be used only as a last resort to contact a neighbor.

### **2.3.13 Perspective, Isometric, Rendering or Model**

Perspectives, isometric drawings, renderings or models are mandatory for Category 1 (new home) applications to assist the Committee and neighbors in understanding the proposed Improvement. The AC reserves the right to request a rendering or model at their discretion on any application.

## **2.4 Landscape Submittal Requirements**

**2.4.1** Refer to the Submittal Checklist for the specific requirements. The AC will not consider incomplete applications.

**2.4.2** At the discretion of the AC, additional data and information may be required prior to taking final action on the application.

### **2.4.3 Site Plan/ Hardscape Plan**

All building and landscape submittals that propose any change to the ground plane require a hardscape plan. The plan shall clearly show the dimensioned locations of all the components of the project, including drainage patterns and vertical heights of all appropriate elements. The required information may be on the site plan, if the scale of the site plan allows for the information to be presented in a clear and precise fashion. All heights and materials shall be clearly indicated. Separate plans of all structures are required. Refer to the Submittal Checklist for specific requirements. Show all slopes, important spot grades and location of top and toe of slopes on plans.

### **2.4.4 Planting Plan**

All landscape submittals will require a detailed planting plan. The plan shall clearly show the common and botanical names of all plant materials, the specific location of all planting materials, the ultimate height and width at maturity, and the container size at time of planting. A schematic plan showing general locations of plant materials and an accompanying palette will not be approvable. This plan must address the whole lot. Clearly indicate by name all existing plantings that are to remain. A planting plan must be submitted for AC review and approval at the time of Category 1 submittal review or within ninety (90) days of Category 1 submittal approval.

### **2.4.5 Irrigation Plan (Final Plans only)**

The irrigation plan shall indicate the general method proposed to irrigate planted areas. The topographical condition of all planted areas shall be identified.

- 2.4.6** Cross Sections  
The plans must include adequate sections to show the relationship of proposed planting to the site, view direction and the lot height limitations.
- 2.4.7** Details  
The plans must include adequate details to fully convey the construction methods required to complete the work.
- 2.4.8** Written Specifications  
The plans must include written specifications to supplement the graphic plans.
- 2.4.9** Soils Report, Pool Plans, Grading Plans  
Soils Report, Pool Plans, Grading Plans shall be submitted as appropriate or required. It is recommended that the services of a Soils Engineer be retained by the Owner to review pool plans and specifications prior to plan submission.
- 2.5** Preliminary Plan Submittal  
The Preliminary Plan Submittal is meant to be a design level submittal. All of the information required on the Submittal Checklist for preliminaries must be submitted. While the submittal requirements are rather complete, the AC reviews only the Preliminary Submittals. This allows the applicant to prepare the Construction Documents with full knowledge of what has been approved. While more detailed drawings may be submitted, the AC decision will not be influenced because the applicant has the construction drawings completed before the Preliminary Plan Approval.
- 2.5.1** The Preliminary Plan Approval is valid for one year. Completed working drawings must be submitted for Final Plan Approval within that time period. If the final drawings are not received within this time frame, the approval shall be automatically terminated. After expiration, any renewal request or resubmittal shall be treated as a new application and subject to the current regulations in force.
- 2.5.2** A request for a one-year extension of the approval must be received at least thirty (30) days prior to the expiration date to be considered by the AC. A letter of justification requesting the extension shall be submitted to the AC. Time extensions will only be granted for the original Owner.
- 2.5.3** Processing of the Preliminary Plan submittal shall be as follows:
- a. The Applicant shall submit all of the following documents to the Management Company:
    - Purpose of Submittal Form, available at the management company
    - Required number of complete sets of drawings in print format (3 full size and 7 half size) and digital (PDF) format, with all of the information required by the Submittal Checklist for the application type
    - Completed Architecture & Landscape Application and Agreement Form

- Neighbor Awareness and Neighbor Sign-off form completed
  - Signed Conditions of Approval form
  - Submittal Fee, (if required)
  - Construction and Completion Deposit (if required)
- b. The Management Company will log in the submittal (complete submittals only) and then forward one set of Plans, Color/ Materials Board and a copy of the Application to the Consulting Architect.
  - c. The Consulting Architect will then review the plans for their completeness. If all of the appropriate items on the Submittal Checklist have not been submitted, the Application will be disapproved. If the submittal requirements are complete, the plans are then reviewed for their conformance to the Standards.
  - d. If the submittal is incomplete, or, if the Standards have not been met in full, the Consulting Architect will issue to the Management Company a letter recommending that the application as submitted be disapproved and state any major deficiencies in the submittal.
  - e. Upon receipt of the Consulting Architects letter of recommendation, the Management Company will forward a copy of the letter along with a cover letter outlining the Applicants next step in the process.
  - f. A corrected resubmittal will follow the same procedures outlined above.
  - g. Upon receiving a recommendation of approval or upon the third recommendation of disapproval the submittal will be scheduled for the next appropriate AC meeting. The AC will review the submittal and the Consulting Architects comments. Then, by a majority vote will approve or disapprove the request. Conditions of approval may be added by the AC. The Management Company will then forward a letter to the Owner, notifying them of the AC decision. The mandatory time requirements are based upon the action of the Architectural Committee, not the sending of the letter from the Management Company.

## **2.6** Variances

- 2.6.1** Where a variance to any Cameo restriction, standard and/or regulation applicable to the subject property is requested, the request shall be reviewed and acted upon by the AC, who shall by majority vote, recommend approval or disapproval of the request to the Board of Directors. The AC will not consider an application that needs a variance unless a separate application and fee have been submitted at least 28 days prior to the AC meeting.

- 2.6.2** In reviewing applications for variances in height or set-back restrictions, the AC will consider impact on the views and privacy of adjacent and lower properties. No request for a variance shall be granted unless the Board shall find that effect of the variance granted on adjacent properties would be "de minimus"
- 2.6.3** The required additional submittal requirements for a Variance can be found on the Submittal Checklist. These submittals and the appropriate additional fee shall be submitted with the original submittal.
- 2.6.4** Variance processing shall be in accordance with the following schedule:
- a. The Variance Submittal shall be received by the Management Company no later than 28 days preceding the next scheduled AC meeting.
  - b. The Management Company shall notify by mail all Property Owners on the list of the requested variance and the date of the meeting at which it is to be considered. This notification shall be mailed at least 14 days prior to the AC meeting date.
- 2.6.5** A copy of the submittal will be on file with the Management Company. Neighboring property owners should telephone the Management Company for an appointment to review the submittal. An appointment will be necessary to review the submittal. The AC strongly encourages the Applicant to present the proposed project to the neighbors.
- 2.6.6** The recommendation of a Property Owner may be made in writing to the Management Company or by attendance and comment at the scheduled AC meeting. The absence of a recommendation prior to the ACS vote shall be considered as "no objection" by that Property Owner.
- 2.6.7** The AC shall meet at a regularly scheduled meeting to consider the Variance Submittal. The AC may request the Consulting Architect to make a presentation of the Variance Submittal to interested Owners in attendance at the meeting. The Management Company will notify the Applicant in writing of the decision.
- 2.6.8** The granting of a variance by Cameo does not remove the requirement of obtaining a variance, if required, from the City of Newport Beach. Further, the granting of a variance by Cameo does not guarantee that a variance, if also required by the City, will be given.
- 2.6.9** Each variance request is reviewed on its' own merits, and no precedent is established by either the granting of or the denial of a variance request.
- 2.7** Final Plan Submittal and Tentative Acceptance  
The Final Plan Submittal should be the same as the building department submittal to the City of Newport Beach with the addition of any required landscape and irrigation plans. The drawings will be checked for substantial conformance with the Preliminary Design Approval and deviations from that Approval will have to be returned to the AC for approval or denial of the changes.

**2.7.1** Preliminary approval by the AC is a mandatory prerequisite to submittal of Final Plans

**2.7.2** Processing of the Final Plan Submittal shall be as follows:

- a. The Applicant shall submit all of the following documents to the Management Company:
  - Purpose of Submittal Form, available at the management company Required number of complete sets of drawings in print format (3 full size and 7 half size) and digital (PDF) format, with all of the information required by the Submittal Checklist for the application type. All sheets must be dated with the current date.
  - Submittal Fee, (if required)
  - Construction and Completion Deposit (if required)
- b. The Management Company will log in the submittal (complete submittals only) and then forward one set of plans to the Consulting Architect.
- c. The Consulting Architect will then review the plans for their completeness. If all of the appropriate items on the submittal checklist have not been submitted, the drawings will be disapproved. If the submittal requirements are complete, the plans are then reviewed for their conformance to the Approved Preliminary Plans and the Design Standards. The Consulting Architect has five complete business days, per submittal, to do the review.
- d. If it is determined that the plans are both complete and in conformance with the approved preliminary plans, the Consulting Architect will issue a letter to the Management Company approving the plans for Tentative Acceptance.
- e. If it is determined that the submittal is incomplete, the Consulting Architect will issue a letter to the Management Company disapproving the submittal and state the reason for the disapproval.
- f. If it is determined that the plans are not within substantial conformance to the Approved Preliminary Plans the Consulting Architect will issue a letter to the Management Company recommending approval or disapproval of the plans. The project will be scheduled for review at the next appropriate AC meeting. The AC will then, by majority vote approve or disapprove the changes.
- g. A corrected resubmittal will follow the same procedure outlined above.
- h. The mandatory time requirements are based upon the action of the committee, not the sending of the letter from the Management Company.

**2.7.3** The Tentative Acceptance is valid for a period of one year. If the Owner has not fulfilled the contract and construction deposit requirements within this time, all of the approvals (Preliminary and Tentative Acceptance) shall be automatically terminated.

After expiration, any resubmittal shall be as a new application subject to the then current Regulations and fees in force at the time of resubmittal.

**2.7.4** A request for a one-year extension of the Tentative Acceptance must be received at least 30 days prior to the expiration date to be considered by the Committee. A letter of justification requesting the extension shall be submitted to the Committee. The AC has the right to impose additional conditions of approval upon review of the request.

## **2.8** Approval for Construction (Final Approval)

**2.8.1** Upon receipt of the letter of Tentative Acceptance from the Consulting Architect, the Management Company will issue to the Owner a letter of Tentative Acceptance outlining the contract and Construction and Completion Deposit requirements of the Association. Upon fulfillment of the contract and Construction and Completion Deposit requirements, the Management Company will issue a letter of Final Approval and stamp Approved up to three sets of the Final Plans. Tentative Acceptance is not to be construed as permission to build. All of the other requirements must be met in order to receive Final Approval and begin construction.

**2.8.2** For Category 1 and 2 Improvements, Final Approval will expire if construction is not commenced within six (6) months from the issuance of a building permit by the City of Newport Beach, or within eighteen (18) months from the date of the Tentative Acceptance, whichever is later and completed within twenty-four (24) months after starting construction. If the Owner has not started construction within this time, all of the approvals (Preliminary, Tentative Acceptance and Final Approval) shall be automatically terminated. After expiration, any resubmittal shall be as a new application subject to the current Standards and fees in force at that time. Category 5 Improvements shall be commenced within one hundred and twenty (120) days after the Architectural Committee approval and completed within six (6) months after work first commences. All remaining Improvement categories shall be commenced within sixty (60) days after Architectural Committee approval and completed within three (3) months, unless the Architectural Committee specifically authorizes a longer time period. If the work is not completed and a Notice of Completion is not filed within the stipulated time, the Architectural Committee may issue a thirty-day notice to remedy. If the work is not completed within thirty days, the Architectural Committee may forward the issue for enforcement by the Board.

**2.8.3** A request for up to a one-year extension of the Final Approval must be received at least 30 days prior to the expiration date to be considered by the AC. A letter of justification requesting the extension shall be submitted to the AC. The project must show continuous progress in order for the AC to consider granting any time extension.

## **2.9** Construction

**2.9.1** If construction is not completed within the time limits noted above, the Owner shall forfeit any security deposited with the Association. In the event of any such forfeiture, Owner understands that Association shall retain any and all rights and causes of action it may have in law or equity to proceed against the Owner or any of the Owner's agents, for any



violation of the approved plans or any representations made to the Association, or as a result of a violation of the CC&Rs and Standards of the Association, as amended from time to time.

**2.9.2** If a time extension is required, a written request must be submitted to the AC 30 days prior to the expiration date. A letter outlining a new time line should accompany the request. Any deficiencies of the Construction and Completion Deposit will be required to be paid before any extension is granted.

**2.9.3** The Owner shall supply the Management Company with the name of the General Contractor and sub-contractors to be used on the project. Upon submittal of this list and the completion of all requirements for Final Approval, the Owner may begin construction.

**2.9.4** Under no circumstances will an Owner be allowed to begin construction without fulfilling all of the requirements of the Association.

## **2.10 Construction Inspections**

**2.10.1** The Owner agrees to hold the Contractor responsible to notify the Cameo Association for an inspection by the Association's Consulting Architect at four key points during construction:

Inspection No. 1. Verification of setbacks after foundation/ slab forms are set and before concrete is poured. Slab Height Certification, provided by the Surveyor of Record, will be required

Inspection No. 2. Verification of framing— Verification of heights and window and building details. This inspection must be conducted prior to the framing being wrapped for stucco or siding. Roof Height Certification, provided by the Surveyor of Record, will be required

Inspection No. 3. Substantial completion— Prior to occupancy at the point of substantial completion of the building.

Inspection No. 4. Final Inspection at the completion of landscaping.

Additional on-site visits to confirm compliance with the approved application will occur monthly for, Category 1 - New Homes, Category 2 - Major Remodels and Additions and Category 3 - Major Hardscape and Landscape Improvements the Owner is to provide Management with the contact information of the responsible individual who will be managing the construction to allow scheduling of the visits.

**2.10.2** Inspections will be held within seventy-two (72) hours following receipt by the Management Company of a written request. The inspections will only be performed Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m.

**2.10.3** Any work conducted or completed without the approval of the Architectural Committee is done at the sole risk of the Owner. Proper notification is mandatory. If special arrangements

need to be made, please notify the Management Company in writing in order to receive verification that the request can be accommodated. If an inspection is requested and the work to be inspected is not complete when the Consulting Architect is at the site, a re-inspection fee will be charged. It is the Owner's responsibility to notify the Contractor of these requirements.

- 2.10.4** For Inspection No. 1, please notify the Management Company after above ground forms are set.
- 2.10.5** For Inspection 2, all framing details are to be in place and constructed per the approved plans. All parapet trim and cap framing must be in place prior to the inspection. Heights will be measured based upon the written height criteria contained within these Standards.
- 2.10.6** All work must be completed per the approved Final Plans. Any work that deviates from the Approved Final Plans cannot be approved by the Consulting Architect. This is true for all exterior parts of the project: the building and its details; the windows, doors and garage door(s); materials and colors; the landscaping and the hardscape. If a change during construction is required, please resubmit to the AC for approval prior to the change. If the work fails to pass inspection due to it not conforming to the Approved Final Plans, another submittal will be required at that time, which will delay the process and jeopardize the release of the construction deposit.

### **3.0 DESIGN PHILOSOPHY**

#### **3.1 Building Design Philosophy**

Custom homes in Cameo shall be designed as "whole buildings". Designs that simply decorate a front elevation wrapping the decoration just a few feet around the sides are unacceptable. All elevations shall be designed carefully, relating the same attention to detail and consistency of design on all sides of the house. Additionally, the roof shall incorporate on all sides, the type of design and style that is intended for the front of the house. The natural varied topography of Cameo exposes to view many different sides of each building, making this concept of a complete architectural design statement, a fundamental concept in the aesthetic appearance of the community.

- 3.2** The topography of Cameo also creates many opportunities to view up to the homes above. Care should be taken in the design of elements that are seen from below. A prominent example is the under structure of a wood deck, which must be covered and/ or screened with a finish material to hide the framing from view.

- 3.3** Conversely, many lots have views over other lots. The design of a house that has other homes looking over it will be reviewed for its impacts on the homes above. Of particular concern in this area is the location of the roof ridges, skylights, chimneys, roof vents and mechanical equipment.

#### **3.4 Additions and Remodels**

Additions and remodels to existing homes in Cameo shall be designed to be an integral part of the existing structure. All materials and colors from the host structure shall be continued in the new work. The details and roofs shall be designed with the same level of attention

and continuity as the original project. If an addition or remodel lacks the continuity and design quality of the original structure, the AC may deny the application. If the Owner proposes to change the aesthetics of an addition, the remaining original building must also be changed to match the new design.

**3.5 Minimum Dwelling Size**

Dwelling units shall contain at least 1,800 square feet of living space exclusive of garages or covered patios.

**4.0 SITE DESIGN STANDARDS**

**4.1 Setbacks**

The City of Newport Beach Zoning Code prescribes all setbacks for each lot. Front and rear setbacks are measured from the property line, not the face of curb. The area of the lot inside of the setback areas is considered the Building Envelope.

In general, the following setbacks apply to lots within Cameo. The Owner is responsible to verify the specific setbacks of their lot. Refer to the district maps on the following pages and verify with the City of Newport Beach.

<u>YARD</u>	<u>REQUIRED SETBACK</u>
Street Frontage (Front)	6'
View Frontage (Rear)	30' or 6' back onto the building pad from the top of the slope whichever is greater
Sideyard	6'

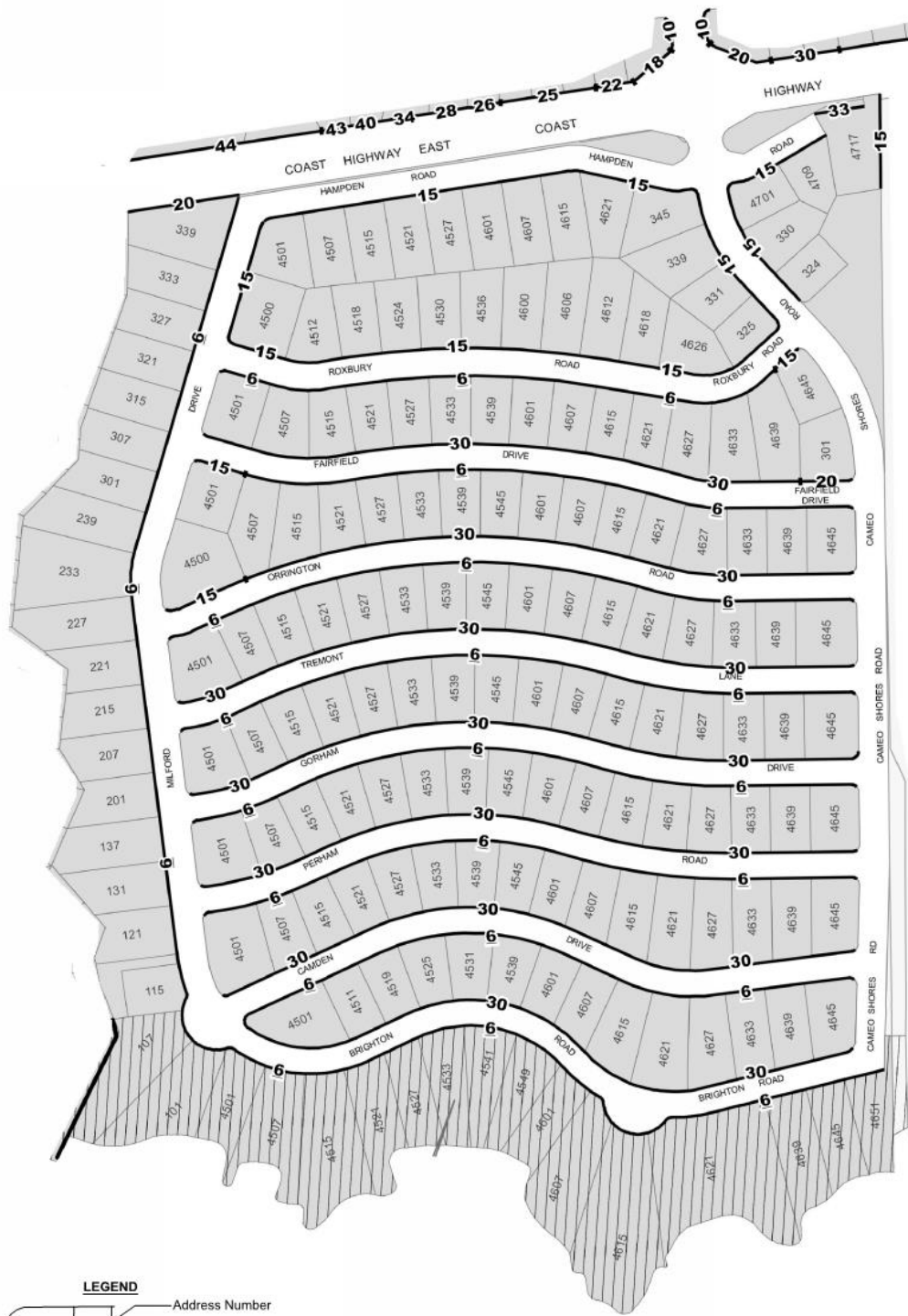
**4.1.2** For multiple lot developments, the new, larger lot shall have the same total sideyard setback as the combination of single lots. This new total shall be divided between the two sideyards with a twelve-foot (12') minimum. As an example, if three lots are combined, the *new* lot shall have total sideyard setbacks of 6' x 2 yards per lot x 3 lots = 36' total. The 36 feet is then divided between the two new sideyards, with a 12' minimum on one side and the balance (24') on the other side.

**4.1.3** The building(s) constructed by an Owner on his Lot shall be located solely within the Building Envelope for said lot, except that:

- a. The roof or eaves of a building may overhang or otherwise encroach upon the Setback Area and/or Rear Yard provided that such overhang shall not exceed three (3) feet in width and shall not have a total linear length in excess of twenty-five percent (25%) of the perimeter of the Building Envelope of such Lot;
- b. Up to three (3) chimneys, measuring not more than twenty-five (25) square feet at the base and four (4) square feet where the chimney exceeds the roof plane, may be located contiguous to the Building Envelope projecting not more than three (3) feet into the Setback Area and/or Rear Yard at each such location. In no case shall a house fireplace or chimney be permitted within three (3) feet of any property line. Outdoor garden fireplaces are not permitted within six (6) feet of any property line. Accessory uses such as entertainment centers which exceed three (3) feet in height are not allowed to encroach into the setback areas.



Cameo Highlands District Map



Cameo Shores District Map

- 4.1.4** Approval of a setback less than the setbacks prescribed by Cameo does not in any way guarantee that the City of Newport Beach will also approve the reduced setback.
- 4.1.5** Decks, exterior above grade stairways and overhead structures shall not be built within any sideyard setback area or within the rear slope area. Steps on grade are allowed within setback areas. Refer to Paragraph 7.5 for development guidelines on the rear slopes.
- 4.1.6** For all non-slope areas, retaining walls built within any setback area are limited to a vertical height of six feet (6'). This height will be measured at the highest exposed face and will include the height of any required guardrail (guardrail plus wall maximum vertical height of six feet). If greater wall height is required, the walls will require a horizontal offset of at least three feet, at which point another six-foot (6') vertical measurement will be taken.
- 4.1.7** Mechanical equipment such as air conditioner compressors and pool and spa equipment are not allowed within any front or side setback without specific approval of the AC. The equipment locations must be shown on all submittal drawings. Further, any equipment that is visible from the street must be permanently screened from view with a wall, solid gate or plant material (not potted plants). Any equipment installed in the setbacks without approval by the AC will be required to be relocated at the Owner's expense.
- 4.2** **Garages and Off-Street Parking**  
Every residence shall have a two-car garage minimum. Where appropriate, three car garages are encouraged. Each stall shall conform to the City of Newport Beach standards. In houses with five bedrooms, a minimum three-car garage will be required.
- 4.3** **Grading Standards**  
The site planning or concept design Standards of Cameo require the maintenance of the environment in as much of the original improved conditions as possible. No change in the contour or elevation of a lot will be permitted without the prior written approval of the AC.
- 4.3.1** **Existing Site Hydrology**  
The general policy concerning existing water and drainage channels at Cameo is that changes in the existing hydrology which appear to conflict with the concept and design of the approved tract grading improvement plans shall not be approved. The inducement of diversions which in any way increase flow rates within existing swales or channels is not permitted. Any and all revisions to the existing drainage system shall be designed to the satisfaction of both the AC and the City of Newport Beach.
- 4.3.2** **Grading Plan**
- a. All residential properties shall have a grading plan in conformance with the local jurisdiction.
  - b. Grading design shall be prepared by a Registered Civil Engineer or a California Licensed Architect, as allowed by state law. This plan shall be submitted to and approved by the AC with Construction and Landscape documents. The signature and expiration date of the registered engineer or architect shall be on the plans.

- c. The plan shall include the following information: Existing contour intervals, proposed contour intervals, finish pad elevations, changes in slopes with elevations, top and toe of slope locations, method of surface and/or subterranean drainage provisions (existing and proposed), flow line elevations, line of grading limit and site obstructions such as buildings, raised planters, curbs and walls, exposed utilities, bio-retention basins, etc.

#### **4.3.3 Surface Site Drainage**

Surface sheet drainage of paved areas shall be minimum of one percent of slope, except swimming pool deck areas, which shall be two percent and directed to deck drains and underground drainage provisions. Surface sheet drainage of soil areas shall be minimum of one and a half percent except "swale" or drainage of large turf areas, which shall be two percent.

#### **4.3.4 Sub-Surface Site Drainage**

All sites without the ability to produce these minimum surface drainage rates shall be provided with the following minimum standards through the use of catch basins and/ or french-drains in conjunction with underground drain tiles which transport drainage water to acceptable dispersion locations, typically through the face of the curb. Drainage water spill will not be permitted to sheet flow on to or over slope areas. The following minimum standards are recommended:

- a. All subterranean drainage provisions shall contain approved collection and underground transporting. "Dry well" drainage facilities are not acceptable.
- b. Catch basins shall be completely encased concrete cistern with a cast iron or other appropriate grate or one-piece PVC basins with PVC grates.
- c. All French-drains shall be constructed as to provide a minimum encasement of one cubic foot of gravel per lineal foot of perforated drainpipe. At least nine inches of suitable growing media shall be provided for plant materials on top of any French-drain provision.
- d. All transporting underground drain lines shall have a minimum drain rate of one percent. The point of drainpipe dispersion shall be constructed in a permanent manner as to eliminate erosion. No drain lines shall be permitted to spill out onto a slope. Drain lines may be terminated into a concrete bench v-drain if the design is acceptable to the City and Association. Special permission, in writing, will be required to cross Association common property to reach a concrete v-ditch. All drain line material shall be a minimum rigid Polystyrene, 1000 lb. crush strength or equal. Solvent should be used for all fitting installation per the manufacturer's recommendations.
- e. City mandated bio-retention basins must be designed as part of the overall landscape design and shall be screened as determined by the Architectural Committee with landscape planting.

#### **4.3.5 Slope Stabilization**

All slope areas, three (3) feet and over in vertical height and with a 3:1 slope ratio or steeper, shall be planted and irrigated for slope stabilization in a manner consistent with the requirements of the City of Newport Beach, the Cameo CC&R's, and section 8.0 of these Standards.

### **5.0 ARCHITECTURAL DESIGN STANDARDS**

Each custom home site in the Cameo community has certain constraints on the physical form of the structure that may be constructed on the lot. This series of controls creates an "envelope" within which a custom residence may be constructed. The lot envelope defines front, rear, and side yard setbacks, and building height limits. In addition, recommendations are set forth for fenestration and changes in the vertical and horizontal planes created by structures on the lot. This latter requirement precludes long, unbroken lines of walls on dwellings that can become monotonous and obtrusive.

#### **5.1 Height Restrictions**

Maximum height of all roofs with at least a 2:12 pitch, shall not exceed 14'-0" above the primary building pad of the residence. Flat roofs and parapets around flat roofs shall not exceed 11'-6" above the primary building pad. "Primary Building Pad" is defined as "finish grade" beneath the concrete slab of principal portion of residence.

**5.1.1** The height of the Dwelling (including roofing materials e.g. slate, shakes, tile, metal) and any other Improvements constructed within the Lot shall not exceed the Height Restrictions for such Lot, except that up to three (3) chimneys per Lot per the standards outlined in Paragraph 5.11 may exceed the Height Limit by not more than three (3) feet.

**5.1.2** The maximum height of the roof at the edge of any Building Envelope is 11'-6". For Terraced Through Lots, the rear roof height of 14'-0" must be setback a minimum of eighteen (18) feet from the View Side of the Building Envelope. For all lot types, the maximum roof height of 14'-0" must be setback a minimum of twelve (12) feet from the Front Property Line. The Architectural Committee will evaluate the design and location of the proposed ridge lines and may require modifications to assure harmony with surrounding structures and topography.

**5.1.3** The AC will not approve landscaping that cannot be attractively maintained at or below the maximum height limitation for the lot.

#### **5.2 Flat Roofed Buildings**

Flat roofs shall be any roof with a slope ratio of less than 2:12. If the design of a house requires flat roofed areas, they shall be held to a minimum, be as inconspicuous as possible, and carefully detailed. A parapet is encouraged to hide flat roofs and accessory vents and skylights which are visible from the street. Where possible, vents, skylights and solar panels should be placed on the elevations away from the view of others above, and away from the street.



- 5.2.1** In the review of flat roofed buildings, the following will be among the items considered:
- a. The finish roofing material and color. On buildings that have both sloping and flat roofs, the finish material of the flat roof shall match the color of the sloping roofs. A sample of both materials is required on color and materials boards.
  - b. The parapet details, both inside and out.
  - c. The amount of roof exposed to view and the distance from which it is viewed.
  - d. Alternative sloping roof schemes.

**5.2.2** The use of artificial mansard roofs to hide a flat roof is strongly discouraged. The use of true sloping roofs is preferred.

**5.2.3** Where practical, roof vents should be consolidated to minimize the penetrations through flat roofs. Care shall be taken in the design process to allow for these vents to penetrate through roofs that are hidden from view or have adequate parapet height to hide the vents. All roof vents shall be colored to match the adjacent roof material.

### **5.3 Curved and Sloping Roofs**

**5.3.1** Simple forms of curved or sloping roofs are encouraged. Penetration of curved or sloping roofs by plumbing vents, flues, etc. should be confined to hidden sides of the roof, and whenever possible, set low enough on the roof so as to not rise above the silhouette or ridge height of the roof form. All roof vents shall be colored to match the adjacent roof material.

**5.3.2** Roofs shall have a minimum of 2:12 slope ratio to be considered a curved or sloped roof. Additional rendering, models or plans may be required prior to approval of any roof pitch variations if such information is deemed necessary by the Architectural Committee to arrive at a decision.

### **5.4 Gutters and Downspouts**

**5.4.1** All gutters shall be designed as a continuous architectural design feature. Exposed gutters used as an architectural feature shall be colored to match or contrast with the surface to which attached.

**5.4.2** Exposed downspouts shall be colored to match surface to which attached unless copper is used as a decorative feature of the architecture. Exposed Downspouts shall be carefully placed on the elevation and considered as a detail similar to any fenestration or trim.

### **5.5 Skylights**

**5.5.1** The frame of the skylight shall be colored to coordinate with the adjacent roofing material.

**5.5.2** White skylight lenses on a dark roof and vice versa, will not be allowed. Clear, solar gray or solar bronze lenses are preferred. No reflective glazing is allowed.

**5.5.3** Bubble or domed lenses are not allowed on sloping roofs.

**5.5.4** Skylights are to be installed within the overall allowable height of the building. The highest point of the lens will be the point of measurement for skylights.

**5.6** Solar Panels

Solar panels shall be installed within the allowable height limit. Installation of solar heating panels and related plumbing must receive specific approval by the AC. The type of panel, location, mounting details, colors and materials will all be required information for review.

**5.7** Fenestration

The design of each elevation shall carefully study the location and relationship of all fenestration. Well organized, simple walls are encouraged. The design shall incorporate similar details, organization and scale on all sides of the building.

**5.7.1** Windows

Windows types and frame colors are to be consistent on all sides of the home.

**5.7.2** Greenhouse Windows

The use of greenhouse windows is allowed if they are an integral part of the building design. The structure of the greenhouse shall be of the same material as the other windows, and the details of its attachment to adjacent materials will be reviewed. Added on greenhouse structures for room additions are generally unacceptable. No reflective glazing, reflective film or reflective window coverings are allowed.

**5.7.3** Header Heights

Header heights of windows shall be consistent on all elevations of the home and shall produce an ordered arrangement and composition within the total wall surface of an elevation.

**5.7.4** Garage Windows

Windows which could allow the contents of the garage to be seen from the street or adjacent Lots are to have obscured glass.

**5.8** Garage Doors

- a. Overhead sectional garage doors are required in Cameo. The submittal drawings shall clearly show the design, materials and finish of the garage door. The door shall be installed per the approved design.
- b. All garage doors shall be equipped with automatic garage door openers. If a conflict in garage door opener frequencies exists, the person having the most recent Notice of Completion date shall be required to have his frequency changed.
- c. Glass garage doors must have obscured glass

**5.9** Balconies and Sundecks

The topography of Cameo can lend itself to the use of balconies and sundecks as an integral part of the architecture. The care and consideration of their design, placement and impact to adjacent properties will be considered by the Architectural Committee.

### **5.9.1 Balcony Design**

Balconies must be directly accessible from a space in the living unit on the same level as the balcony. The design shall be an extension of the architecture of the house. It is encouraged to use balconies to break up the flat appearance of the rear of a house. To that end, decks and balconies that are the full width of the building with no horizontal offset are discouraged. The use of tile as a paving material is encouraged. If an elastomeric material is proposed, a color sample must be submitted for approval. Drainage from a balcony must be conveyed via an engineered drain system or gutter system. A detail of the balcony edge showing the finish material with an integral curb or gutter will be required. Balconies built that sheet flow over the edge without a curb or gutter will be required to be modified to include the detail. The railings shall be in a style that complements the style of the house. Railing height will be subject to the overall building heights of the lot.

### **5.9.2 Sundeck Design**

A sundeck must be directly accessible from a space in the living unit and screened from streets and Common Area. Exterior stairs leading to the sundeck are not permitted. In addition to the balcony design requirements, sundecks are subject to the same height restrictions as flat roofs. Railing heights are subject to the overall flat roof building height, just as parapets are. No objects such as urns, pots, planters, sunshades, etc., shall be placed on top of structures in this section. All such "adornment" shall be located under and around the structure. It is encouraged to use a paving material that is harmonious in color to the roofing material. A sample of the proposed deck material will be required. In addition to the objective criteria outlined above, the Committee will review the placement of sundecks on a case by case basis with consideration of the impact to adjacent lots and the appearance of the proposed design. If deemed necessary, the Committee will visit adjacent Lots to evaluate and document the potential impact.

## **5.10 Utilities, Utility Meters and Mechanical Equipment**

**5.10.1** Recessed or enclosed utility meters are preferred in Cameo. Contact the utility company for the enclosure requirements. No meters shall be on the street elevation of the building. All exposed meters are required to be painted out to match the adjacent wall surface.

**5.10.2** All television and/ or radio antennas shall be restricted to the attic of the residence. Cameo has cable television services. It is recommended that all homes be wired to connect to this service.

**5.10.3** Mechanical equipment, including air conditioner condensers, may not be placed on the roof. All ground mounted mechanical equipment shall be permanently screened from view from the street or neighboring properties. Air conditioner compressors and pumps shall be located to minimize noise infiltration to neighboring lots and to comply with City codes. All equipment must be shown on the site plan and installed per the approved plan. The preferred location for equipment is in internal or subterranean equipment rooms.

**5.10.4** Please contact the Management Company for a copy of the latest Satellite Dish and Antenna policy.

**5.11** Chimneys - Refer to paragraph 4.1.3.b

- 5.11.1** The use of a natural gas burning fireplace is encouraged to eliminate the need for a chimney. No more than three (3) chimneys are allowed per residence including an outdoor garden fireplace. Each chimney may have up to two separate flues. Chimneys which break the roof plane are limited to the Front Half of the Building Envelope.
- 5.11.2** Pad level exterior garden fireplaces located in the rear setback area between the home and top of slope may not exceed three (3) feet in height. All other exterior garden fireplaces are limited to eleven (11) feet in height. Garden fireplaces exceeding six (6) feet in height must be setback from the property line a distance equal to their height.
- 5.11.3** Submittals shall include the design of the chimney termination cap and any decorative shroud. The AC will review the impact on neighboring homes for each chimney location.
- 5.11.4** The maximum height for all chimneys shall be based on the code allowed minimum height of the flue termination above the roof line. For manufactured termination caps, the flue exit shall be clearly shown, and the minimum dimensions noted. Above the roof, chimneys shall not exceed four (4) square feet (2'x2') in area.

## **6.0 EXTERIOR MATERIALS AND FINISHES**

The following Standards indicate and define the generally accepted materials and finishes for the custom homes in Cameo. Refer to Section 7.0 for allowable hardscape materials. Exterior colors and finishes of building, fences, walls, structures, and patio covers as first approved by the AC for new construction, additions and/or alterations, shall not be changed or altered without the approval of the AC.

### **6.1 Building Walls**

Materials allowed for the exterior cover of building walls shall be:

#### **6.1.1 Wood**

- a. Exposed wood shall be finish quality material. The wood should be straight and true, free of blemishes and knots, and installed in a workmanlike manner. Recommended species are clear redwood, clear western red cedar and vertical grain Douglas fir. Resawn or smooth finishes are acceptable. Rough sawn wood is strongly discouraged due to its lack of uniformity.
- b. Wood may be finished with transparent, semitransparent, semisolid color stain, or paint, or it may be left to weather.
- c. The use of panelized wood or wood like material is strongly discouraged in all applications. Installations that have either horizontal or vertical seams that are not completely invisible are unacceptable.
- d. Hardboard siding is acceptable when installed in individual board form. These types of sidings must have an opaque finish.

#### **6.1.2 Unit Masonry**

Brick, slump block or split face block are generally allowable materials. Slump or split face block must be finished with integral or applied color. Standard concrete block, exposed, is unacceptable in all applications. All masonry should be used as a design element that is

consistently applied on all elevations. Two dimensional applications which expose the edge of the veneer material are unacceptable.

### **6.1.3 Stone**

Natural stone when used properly can enhance the design of a home. The application of the stone should reflect the look of the product. As an example, large pieces of flagstone have a very rich look when used as a paving material but look very two-dimensional when applied to a wall in the same manner. All stone should be used as a design element that is consistently applied on all elevations. Two dimensional applications which expose the edge of veneer material are unacceptable. The use of manufactured stone products is discouraged.

### **6.1.4 Stucco**

Either machine applied, or hand troweled stucco is acceptable. Color may be integral or applied. Texture should be uniform and as smooth as possible. Heavy troweled finishes are discouraged. Large uninterrupted expanses of stucco shall be broken up with architectural detail, such as screeds or banding.

### **6.1.5 Combinations of the above**

Materials shall be combined in a way that complements all materials. The use of more than two major materials is discouraged, as well as too many small areas of an accent material.

Panelization of alternating materials is unacceptable. All materials shall be consistently applied to all elevations.

### **6.1.6 Unacceptable Materials**

Vinyl siding, aluminum siding, sheet metal, ceramic tile, plastic or fiberglass panels are generally unacceptable exterior wall materials. Ceramic tile and sheet metal may be used as accent materials with the specific approval of the AC.

## **6.2 Glass and Glazing**

**6.2.1** All non-decorative glass and glazing material shall be clear, solar gray, solar bronze, green or azulelite. Obscure glass is allowed where needed, but a decorative obscure glass is strongly encouraged. No reflective glass or reflective tinting is allowed in any window. Consideration should be given to the style and exposure of the opening.

**6.2.2** Glass block in limited quantities is acceptable. Glass block openings shall be detailed consistent with other window and door openings.

### **6.2.3 Decorative, Colored and Stained Glass**

The use of decorative, colored and stained glass that is visible on the outside of the building requires AC approval. If a colored glass is to be used, the colors of the building will need to be harmonious with the colors of the glass. Submittals for decorative glass shall include the locations, design, colors and patterns clearly labeled, and samples of each type or color of glass proposed. The same requirements apply for decorative glass used in doors. Any decorative glass installed without AC approval may be required to be altered or removed at the discretion of the AC.

### **6.3 Sash and Doors**

Exterior doors shall accentuate the architecture of the home. Doors types and frame colors are to be consistent on all sides of the home.

### **6.4 Flashing and Sheet Metal**

Exposed flashing shall be copper, stainless steel, galvanized sheet metal or bonderized or prefinished sheet metal. Exposed galvanized sheet metal shall be painted to match the color of the surrounding material to eliminate reflective surfaces and glare.

### **6.5 Roofs**

**6.5.1** All roofing material for new sloping roofs shall be one of the following: fire treated wood shingles, clay tile, concrete tile, cement tile, slate, copper or standing seam metal. A limited use of crushed rock or crushed tile shall be permitted on flat roofs, but not on sloping roofs, sundecks or patio structures. If a house has both sloping and flat roofs, the color of both roofing materials shall be the same. Darker colors are preferred for all roofs to minimize the potential for reflection. Roofs shall not have a glossy finish or be reflective.

**6.5.2** Fiberglass and composition shingles will be considered in certain circumstances. For existing homes, the AC will consider the style of the house, age and structural limits of the home, views down on the roof from above, and combinations of any other roof materials proposed. New homes will not be approved with fiberglass and composition tile roof material.

### **6.6 Roof Accessories**

Roof vents and exhausts shall be kept to an absolute minimum. Whenever possible, all vents shall be taken through the least exposed roof areas. All roof accessories shall be painted out to match the adjacent surface.

### **6.7 Painting**

**6.7.1** Painting shall be uniform and consistent with complete coverage of all design elements as approved by the AC and in accordance with the submittal documents and the colors and materials board.

**6.7.2** The use of muted colors is suggested with trim and field colors having a subtle contrast.

**6.7.3** All painted and or stained surfaces shall be properly prepared for the type of finish to be applied. The owner shall endeavor to use materials of the highest quality, applied by skilled technicians.

### **6.8 Awnings**

Awnings must be approved by the AC. Colors shall be harmonious with the building colors and simple in design. Once installed, the owner shall maintain the awnings in a like new condition. Damaged and/or worn awnings must be replaced or removed. When more than one awning is used on a single building, all of the awnings must be of the same fabric, color and design. A house design that is dependent upon awnings as a major design element is

discouraged. Any color change of existing awnings requires approval by the AC. Awnings may not project into or enclose setback areas

## **6.9 Maintenance**

All improvements in Cameo shall be kept in a like new condition. All surfaces shall be kept clean. Painted and stained surfaces shall be well maintained. Surfaces should be repainted prior to the total deterioration of the finish. Due to the coastal location of Cameo, rust on exterior metal can become a problem. Care should be taken in the preparation, finishing and maintaining of all metal surfaces.

## **7.0 HARDSCAPE DESIGN STANDARDS**

The following Standards are intended to provide design standards and standards of construction to be used in the preparation of hardscape plans and specifications. It is not intended that these guidelines supersede the authority of any jurisdictional agency. Hardscape includes all exterior paved areas such as slabs, flatwork, steps and stairs, driveways, decks, and improvements such as fountains, pools, spas, sports equipment, flagpoles, barbecues, exterior fireplaces, exterior pizza ovens, miscellaneous site structures, fences and walls. The design of the hardscape should complement the building design. Excessive hardscape is discouraged, as this diminishes the available landscape area.

### **7.1 Paving**

**7.1.1** The quality of the homes in Cameo is in part due to the quality paving materials used on many of the homes. In general, all driveways and paving that is exposed to the street shall be, at minimum, one of the following:

- a. Integral color concrete
- b. Textured or exposed aggregate concrete
- c. Masonry or tile units
- d. Natural paving stones
- e. Combinations of the above.

**7.1.2** Large expanses of concrete such as driveways shall utilize bands or changes in materials and/ or textures in order to break down the scale. Score lines shall be tooled and laid out in a manner that will minimize potential cracking and enhance the design of the hardscape. The layout of score lines, banding, etc. should relate to the layout of the building, and the hardscape materials should be complementary to the building materials.

**7.1.3** The excessive use of gravel, pea gravel, decomposed granite (DC), dirt and or wood chips for hardscape areas is not allowed. Landscape planting is to cover a minimum of eighty (80) percent of the unpaved ground plane within one (1) year.

### **7.2 Steps and Stairs**

**7.2.1** Steps or stairs on grade are allowed on any portion of the lot including slopes. On grade is defined as concrete on grade (at soil surface level) or treated wood directly buried into grade.

**7.2.2** Any form of raised stairs or steps are not allowed in any setback area. If framed stairs are proposed, they should be an integral part of the building. The design of the stairs, landings, rails and skirt should complement the style of the building.

**7.2.3** The design of the steps should reflect the design of the hardscape. Steps in the front yard should utilize cantilevered concrete treads, brick bull nose treads, stone details, or some other enhanced design to blend with the other hardscape.

### **7.3** Patios and Decks

**7.3.1** Patios are allowed to be built anywhere on the lot except the rear slopes. A patio may be allowed on a rear slope with the specific approval of the AC. Patios on the slopes will be reviewed carefully for their location on the site and privacy and view issues as they relate to all adjacent properties. If any portion of the patio is high enough out of finish grade to require a guardrail, the combined height of the patio and the guardrail will be measured to verify the maximum height. Raised patios may be required to have landscape screening to reduce the impact of the raised patio on adjacent Lots.

**7.3.2** For patios, the use of the paving materials suggested in paragraph 7.1 is encouraged.

**7.3.3** No deck can be built in any setback area. Decks that are not a part of the building structure will be reviewed carefully for their location on the site and privacy and view issues as they relate to all adjacent properties. If any portion of the deck is high enough out of finish grade to require a guardrail, the combined height of the deck and the guardrail will be measured to verify the maximum height. Decks shall have a skirting to the ground that is an integral part of the deck design and house design to fully screen the substructure. The guardrails should also be a harmonious design element. Raised decks may be required to have landscape screening to reduce the impact of the raised deck on adjacent Lots.

**7.3.4** Storm Drainage from a deck or patio must be conveyed to the street via an engineered drainage system or gutter system. A detail of the deck edge showing an integral curb or gutter will be required. Decks or patios built that sheet flow over the edge without a curb, gutter or controlled drainage system will be required to be modified to include the detail.

### **7.4** Shade Structures, Arbors and Gazebos

#### **7.4.1** Definitions

A shade structure is defined as an overhead structure of open grating or latticework and beams, typically constructed of wood, supported by columns and/or by attachment to the building. A shade structure has no side enclosure. An arbor is a similar structure, usually linear in design, and freestanding. A gazebo is a shade structure that has partial enclosure on the sides and typically is freestanding.

**7.4.2** Shade structure, arbor and gazebo construction shall be permitted only within the buildable area of the lot and shall not encroach into any setbacks. They shall be designed to continue and/or complement architectural features of the dwelling. Heights may be varied subject to the Standards and approval of the AC but may not exceed the maximum allowable height for the lot.



### **7.4.3 Materials**

- a. Structure or framework, including any overhead portions shall be of wood, metal which simulates wood or metal construction only, with the exception of vertical support members which may be masonry, precast concrete, stucco, wood or metal.
- b. Roofing materials shall be of open wood or metal which simulates wood construction or, if solid covered, match the slope and roof material of the dwelling. Non-reflective flat glass panels are also allowed with specific approval of the AC. Any other roofing materials are unacceptable.

**7.4.4** No object such as urns, pots, planters, etc., shall be placed on top of the structures set forth in Section 7.4. All such "adornment" shall be located under, around or suspended within the structure.

**7.4.5** Curtains, sunshades or other devices may not be suspended from or placed on shade structures or roof overhangs which project into the required setbacks and result in an unreasonable lateral view obstruction to neighboring homes.

### **7.5 Slope Development (Through Lots)**

**7.5.1** Through Lots means a lot with frontage in two generally parallel streets. May include an interior lot having frontage on more than one street or a corner lot having frontage on more than two streets. The following Rear Slope Development Diagram for Living Spaces shows the major constraints of rear slope development. The Applicant should check with the Consulting Architect to verify any questions or special circumstances.

**7.5.2** Any development of the slope area is subject to specific approval of the AC. Development of the rear slope may require an Exception Permit from the City of Newport Beach. The granting of approval by the AC in no way guarantees the City will also approve the application, and conversely, the approval by the City does not mandate the AC to approve an application.

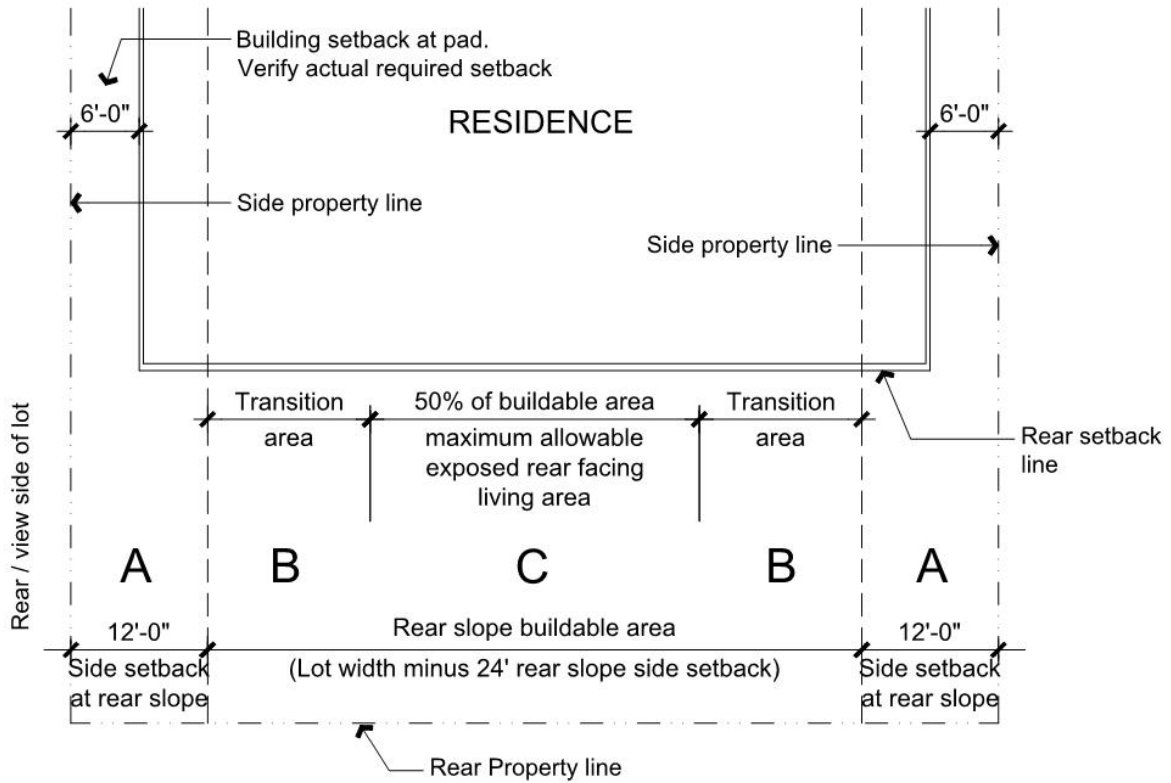
**7.5.3** Any structure added to the slope area is subject to review as it relates to the privacy, access, traffic and parking, architectural design and view issues that may impact surrounding neighbors, including those on the street below.

**7.5.4** Access from the street below the building pad is subject to the specific approval of the AC. The garage shall be designed as an indoor motor court with a driveway not to exceed 12 feet in width and a garage door not to exceed 10 feet in width. The garage wall and garage door are subject to the rear setback requirements of the house. The driveway must be designed with a curved or angled form to assist in softening the appearance of the garage door from the street and may not be placed in the twelve (12) foot setback, "Area A", illustrated in the Rear Slope Development Diagram. A turnaround space inside the garage will be required so that the vehicle enters the street in a forward direction.

**7.5.5** If a driveway is proposed in the slope areas below the building pad, particular attention shall be given to the design of the required retaining walls and / or slope banks required for the driveway. No single wall shall exceed six (6) feet in exposed vertical height. If a greater

height is required, a separate wall shall be constructed with a minimum three (3) feet clear between the walls. Retaining walls shall have finish materials to complement the home. Exposed precision block will not be allowed. A planter area for landscape planting is required in front of all retaining walls.

- 7.5.6** Additional development of the slope area may be allowed with specific approval of the AC. The types of development that will be considered are the daylighting of windows from rooms on the lower level (below street / upper pad level) of the house, and limited access from the lower level to at grade improvements such as patios.
- 7.5.7** The side yard setback for development of lower floor area exposed to the rear slope shall be twelve (12) feet of natural slope bank on each side of the lot (“Area A”, illustrated in the Rear Slope Development Diagram). The rear facing exposed living area development on the lower level is limited to fifty (50) percent of the width of the buildable area (lot width minus twenty- four (24) feet for setbacks). Refer to the Rear Slope Development Diagram for Living Spaces on the following page.
- 7.5.8** No part of the rear slope development shall extend vertically any higher than three (3) feet above the existing slope bank (the slope bank prior to any lower floor development). Any exception to this vertical height restriction will be processed as a variance. In any event, the downhill side of walls and structures must be softened or screened with landscape planting.
- 7.5.9** Tube steel fencing may be placed on the rear slope. No tube steel fence shall exceed six (6) feet in height. Solid or opaque walls may be placed on the slope. No solid or opaque wall or fence shall exceed three (3) feet in height. Tube steel fencing or glass panels may be placed on top of the walls. In total, the wall or fence shall not exceed six (6) feet in height.
- 7.6** Slope Development (Lot to Lot and Canyons)
- 7.6.1** Any development of the slope area is subject to specific approval of the AC. Development of the rear slope may require an Exception Permit from the City of Newport Beach. The granting of approval by the AC in no way guarantees the City will also approve the application, and conversely, the approval by the City does not mandate the AC to approve an application.
- 7.6.2** Any structure added to the slope area is subject to review as it relates to the privacy, access, traffic and parking, architectural design and view blockage issues that may impact surrounding neighbors.
- 7.6.3** The side yard setback for development of lower floor area exposed to the rear slope shall be twelve (12) feet of natural slope bank on each side of the lot (“Area A”, illustrated in the Rear Slope Development Diagram). The rear facing exposed living area development on the lower level is limited to fifty (50) percent of the width of the buildable area (lot width minus twenty -four (24) feet for setbacks). Refer to the diagrams on the following page.



- A. This area is to remain as undisturbed slope bank, bending with the existing slope banks at the adjacent property. Steps on grade are allowed in this zone.
- B. This area is for the transition required between the lower open area (C) and the existing slope bank (A). no openings from the building area allowed in this zone. The use of stepped planters, slope banks, and/or conforming retaining walls are typical solutions for the transition. The two transition areas may be different depending on the location of zone C.
- C. This is the maximum allowable exposed lower floor living space development. A symmetrical solution is not required. The 50% can be anywhere within the rear slope buildable area. However, please note that the transition area must conform to the requirements of wall heights etc. when locating the exposed area.

In zone A, only landscape and at grade stairs are allowed. No equipment, hot tubs etc. shall be located within this area.

In zone B, specific approval is required for any improvements other than landscape and at grade stairs.

Rear Slope Development Diagram for Living Spaces

- 7.6.4** Rear slope development may extend up to twelve (12) feet above the existing slope bank subject to the considerations outlined in 7.6.2 above. Any exception to this vertical height restriction will be processed as a variance. In any event, the downhill side of walls and structures must be softened or screened with landscape planting.
- 7.6.5** The following Rear Slope Development Diagram for Living Spaces shows the major constraints of rear slope development. The applicant should check with the consulting architect to verify any questions or special circumstances.
- 7.7** Fences and Walls, General Requirements  
All fences and walls require the approval of the AC prior to construction. Fences or walls that would block the view of the owner of another lot may be subject to denial by the AC.
- 7.7.1** On all custom lots, side yard fencing between lots shall be kept inside of property lines and shall not be constructed straddling a property line without the approval of all lot owners affected. Said approval shall be affixed to plans submitted to the Committee.
- 7.7.2** Heights  
In general, side yard fences or walls exceeding six (6) feet in height will not be permitted. Front yard (street of address side) walls may exceed six (6) feet in height with specific approval of the AC. The height of all fences and walls shall be measured vertically from the finished grade at the low side base of the fence or wall. Tops of all fencing or walls installed on slopes, where permitted, may be parallel with the slope, or may be stepped. If stepped, no portion of the wall or fence shall exceed the allowable height. See sections 7.5 and 7.6 for design restrictions on slopes.
- 7.7.3** Walls or fences which abut any existing walls or fences shall not exceed the established height of the existing walls or fences, except heights required by building codes for protection of swimming pools or spas.
- 7.7.4** Community association-maintained fencing or walls shall not be modified by alterations or color without the express written approval of the Association Board of Directors. However, the AC may approve the addition of wrought iron fencing, tempered glass or Plexiglas panels to the association-maintained walls at the tops of slopes.
- 7.7.5** Framing and/or unfinished sides of fences or walls shall not be exposed to any public right-of-way, common area or other lot. If the adjacent lot is vacant, the wall and/or fence must be stucco coated or finished.
- 7.7.6** Unacceptable Materials  
The following materials will not be allowed in the construction of walls and fences in Cameo:
- a. Chain link, poultry wire or other types of woven wire, including plastic coated wire, and expanded metal.
  - b. Aluminum or sheet metal.
  - c. Plastic or fiberglass materials other than clear, not patterned, tempered glass or sheet Plexiglas.
  - d. Reed or straw like materials.

- e. Rope or other fibrous strand elements, except woven stainless cable.
- f. Glass block.
- g. Precision concrete block, plain or painted.

## **7.8 Wood Fences**

Wood fences are discouraged within Cameo. Wood fences age very poorly, require a great deal of maintenance and are subject to rotting and termites.

- 7.8.1** If a fence is proposed, it may be constructed of surfaced or resawn redwood or cedar. No rough sawn wood is allowed. Grape stake, dog eared boards, and reed like materials are not allowed.
- 7.8.2** For fencing, all hardboard siding shall be installed horizontally. Individual board hardboard siding may only be used if it has been used on the house and the fence will match the house. Hardboard siding must be painted. No other hardboard siding or plywood product is allowed.
- 7.8.3** If the wood is to be stained, it should be clear all heart redwood or western red cedar select tight knot (STK) or better. If the wood is to be painted, it shall be clear redwood or STK or better western red cedar.
- 7.8.4** Fences must have finish materials and finish on both sides. No exposed framing will be allowed. Drawings shall indicate the height, species of wood, finish and details. A color sample shall be on the color and materials board.
- 7.8.5** Fences must be maintained in a like new condition. The owner shall be responsible for the maintenance of the finish, replacement of any damaged or rotted components and other repairs as may be necessary. Additional braces or tack on supports will not be allowed.

## **7.9 Metal Fencing**

The following information is intended to guide the homeowners and/or architect in metal fence provisions. Any structural requirements needed for the project shall be prescribed by a Registered engineer. Actual construction shall meet all jurisdictional code requirements and be performed in a workmanlike manner consistent with the appropriate methods as recommended by the American Welding Society and the California Standard Specifications. See sections 7.5 and 7.6 for design restrictions on slopes

### **7.9.1 Materials**

Metal fences shall be constructed of either tube stock or solid bar steel. In the coastal environment of Cameo, the solid bar is recommended because it cannot get moisture inside the tube, causing rusting from within. If tubular stock is used, condensation holes are recommended. Materials shall be sized to withstand normal wear and tear and to minimize damage by bending or spreading of bars.

### **7.9.2 Finishes**

- a. **Primer Coating:** A high performance, epoxy-based primer is recommended to help minimize the chance of rust. All field-welded sections shall be properly prepared and primed prior to finish coats being applied.

- b. Finish Coating: All metal parts shall receive at least two coats of paint intended for the protection of metal.

**7.9.3** All metal fences shall be maintained in a like new condition. It shall be the owner's responsibility to keep metal fences rust free. A properly designed and applied paint system will help in this effort. Irrigation water should be kept off of the fence whenever possible.

**7.10** Walls

Walls should be designed as an integral part of the building and hardscape. The materials and finishes should be the same as the materials and finishes used on the building. See sections 7.5 and 7.6 for design restrictions on slopes

**7.10.1** Materials and Finishes

- a. Walls may be constructed of slump block, split face block or brick. Integral color units are recommended, although the slump block and split face block may be painted to match the dwelling.
- b. Precision concrete block, stucco coated to match the building may also be used for garden walls. A detail at the cap is encouraged.
- c. Stone is also allowed, although the use of manufactured stone is discouraged.
- d. Combinations of the materials above will be considered by the AC. All proposed materials shall be included on the color and materials board.

**7.11** Gates

Gates shall be designed to complement the house. Where utilities, trash or mechanical equipment is behind the gate, the gates shall be opaque. Wood gates shall be designed within the same parameters as wood fencing, and a design that matches the garage door style is strongly encouraged. Gates shall comply with City codes for pool safety, if required.

**7.12** Storage Sheds

No sheds, equipment or storage spaces shall be visible from streets or present an objectionable view to neighbors. All sheds and storage spaces shall be within the buildable area of the lot, and submitted to and approved by the AC.

**7.13** Trash Containers and Enclosures

Trash containers and enclosures must be completely screened from public streets and adjacent properties. Fences and walls that screen trash storage areas shall be solid.

**7.14** Flagpoles/Flags/Banners/Signs

Notwithstanding any provision or restriction contained in the Declaration to the contrary, and in accordance with applicable state and federal laws, flags, banners and signs may be installed, as provided in Civil Code or any successor statute, without the prior written consent of the Association. Sign regulations are subject to California Civil Code and any other applicable laws.

**7.14.1** All Flagpoles are to be placed within the buildable area of the lot. No more than one flagpole is allowed per lot. The height of the pole shall not exceed the highest point of the residential structure on the same property.

- 7.14.2** Freestanding flagpoles will be considered on a case by case basis. The lighting of flagpoles shall be subject to the review and approval of the Architectural Committee.
- 7.14.3** One flag / banner bracket is permitted for each home.
- 7.14.4** Flags and banners must have no commercial content or inappropriate message; and must be maintained continually in good repair. The flagstaff holding the decorative flag must be no longer than six (6) feet in length. The staff must be removed when a flag is not displayed. Non- Commercial signs such as political signs or seasonal signs may not be placed in Common Areas.
- 7.14.5** Non-Commercial signs may not exceed 9 square feet in size and non-commercial flags and banners may not exceed 15 square feet in size.
- 7.14.6** An Owner may advertise a home for sale or lease with one (1) standard real estate sign of reasonable color and display qualities and of reasonable and customary dimensions not to exceed six (6) square feet placed on the address street side of the home. Multiple signs may not be placed around the property.
- 7.14.7** No other sign or advertising device may be displayed anywhere on the Property, with the exception of commonly accepted protective device signs, including for security alarms, "beware of dog" and "no soliciting", or non-commercial signs in an owner's separate interest or exclusive use common area.
- 7.14.8** During construction, a single construction sign is required which clearly identifies the responsible party for construction and contact information that will provide for 24-hour contact of the responsible party in the event of an emergency. This limitation applies to tradesmen's, contractors' and installers' signs of any type, including the signs identifying the Lot as the site of their activities or operations. In general, The Architectural Committee will approve a single sign no greater than 3'x5' mounted on the construction fencing and no greater than 72 inches from the ground to the top of the sign. In no event shall banners or multiple signs be permitted.
- 7.15** Sports and Play Equipment  
Basketball hoops and other sports and play equipment such as swing sets and playhouses visible from the street or neighboring property must be approved by the AC. If they are necessary for adequate recreation, they should be painted to blend with the existing colors and should be removed as soon as they are no longer used. Clear glass backboards or backboards painted to match the house are required. Play equipment, such as swing sets and playhouses shall not be placed within the side yard setbacks. Submittals of play equipment shall include photographs and samples that depict all colors and materials.
- 7.16** Swimming Pools
- 7.16.1** Any swimming pool, spa, fish pond, or other body of water which contains water eighteen (18) inches or more in depth, for use in connection with any permitted use shall be at least five (5) feet from any side or rear property line. No such body of water shall be permitted in any required yard space when the enclosing fence required by this section cannot be

erected as permitted.

**7.16.2** A non-climbable fence or wall, five (5) feet in height, is required completely enclosing any swimming pool, spa, fish pond or any body of water, which contains water eighteen (18) inches or more in depth, and all gates shall be self-latching, openable from the inside only. A building wall may be part of such enclosure.

**7.16.3** Filters, heating systems, or pumps, installed to serve such body of water, shall be sound attenuated to conform to the latest City of Newport Beach standards.

**7.16.4** All pool equipment shall be screened from the view of adjacent property and any public right-of-way.

**7.16.5** All swimming pool heaters shall be of the stackless type.

#### **7.17** Fountains

All fountains shall be submitted to the AC for review and approval. The design of the fountain should complement the style of the residence. Fountains installed in the front yard setbacks are subject to the same height restrictions as fences and walls. Fountains installed in side yards are not to exceed the height of the property line walls. All pumps shall be quiet operating submersible types. Fountain lighting shall not impact any neighboring property.

#### **7.18** Outdoor Lighting

**7.18.1** Building mounted lighting shall be carefully designed to not allow stray light beyond the property lines. Flood lights are not generally allowed and require approval of the AC for installation. In a hillside community such as Cameo, care must be taken to not shine lights down on neighbors below.

**7.18.2** Only low voltage and low lumen landscape lighting in a warm color temperature (less than 3000 Kelvin) bearing UL approval should be used. Concealing the source of light will be expected as part of good design.

**7.18.3** Lights that are activated by a motion detector shall be installed so that no offsite action activates the lights. Lights shall be placed to totally confine the illumination to the Owner's property.

**7.18.4** Café lights must be strung with supporting cables and in an orderly fashion. Supports for the lights may not be placed in setbacks. The height and placement of the café lights must take into consideration the impact on neighboring Lots.

**7.18.5** Flashing, glaring or revolving lights shall not be used.

#### **7.19** Outdoor Furniture and Accessories

The installation of sculpture, statues, pots, benches, etc. that are visible from the street are subject to the review and approval of the AC when plans are submitted. Care should be taken to complement the style of the house with any accessory items.



## **8.0 LANDSCAPE DESIGN STANDARDS**

The following information is intended to guide the Owner and/ or landscape architect in plan submittal and structuring of the landscape for visual and functional use. Landscape materials are to be considered as strong, visual unifying elements and should reflect the physical, functional and aesthetic qualities of the site's residence and forms. The soil in Cameo varies in its ability to support plant growth. It is recommended that proper soils testing be done to establish the required soil amendments and that the landscape architect be familiar with Cameo and the local soil and planting conditions. The Sunset Western Garden Book, latest edition is the reference manual used by the AC. Low water use and California native planting is encouraged. The Calscape.org website is used as a reference guide by the AC.

The following guidelines are intended to provide Design Standards and Standards of Construction to be used in the preparation of landscape plans and specifications. It is not intended that these guidelines supersede the authority of any jurisdictional agency.

- 8.1** The AC will not approve landscaping that cannot be attractively maintained at or below the maximum height limitation for the lot.
- 8.2** Changes or additions to flowers and low growing shrubs (3' high maximum) on flat ground do not require AC approval. Landscape redesign and all other landscape changes, modifications or additions must to be submitted to and approved by the AC prior to installation or removal.
- 8.3** All landscape areas of the Lot, including pads, level planting areas, slopes and parkways are to have landscape planting. Plants and trees placed in the City owned parkways are to comply with City standards.
- 8.4** **Planting Design Objectives**

The AC expects, and the homeowner should strive for the creation, in time, of a cohesive, unified exterior environment within the homeowner's individual lot and throughout the development. Plant materials are major elements one may use, along with the architectural elements, to create a pleasant experience for those people living within and passing through Cameo. Plant material must, therefore relate to the scale and character of the land. The following Standards will be used in reviewing the designer's planting plan:
- 8.4.1** Relationship of the mature plant form to the scale and character of the home and adjacent residences.
- 8.4.2** A simple pallet of plant materials will serve to enhance an area and is encouraged. Creating a horticultural menagerie is not encouraged.
- 8.4.3** Long lived shrub-type and vining ground covers must be sought and spaced to form complete covering of the soil when mature. Quantity of plants in the areas to be landscaped will be reviewed. Installed size and spacing of plants shall reflect their relative anticipated growth size.

- 8.4.4** The use of long lived plants to form the major planted space will be sought. Small trees (under a maximum height of 8 feet) and shrubs must form the permanent visual enhancement with herbaceous and quick growing plants forming only a small quantity of the plant palette. The use of plant material to break up large expanses of flat wall is strongly encouraged. Proper choice of species can result in a plant that is an effective screen while not impairing the view of the surrounding homeowner or neighbors.
- 8.4.5** Close attention must be given to the use of plants in order to create a livable environment for people. The potential use of plants to perform screening, define three dimensional spaces, control erosion, glare, noise, dust, climate control such as wind, temperature, aesthetic, accentuating land forms are but a few of the uses of plant materials considered for review.
- 8.5** Palm Trees  
In general, any palm tree that will achieve an ultimate height of eight feet or greater is not permitted. Other palm trees will only be considered on a case by case basis, and the AC will specifically review the impact on views from all uphill vantage points.
- 8.6** Planting Standards
- 8.6.1** Trees planted in the front yard shall be a minimum twenty-four (24) inch box tree. Shrubs installed in the front yard shall be a minimum five (5) gallon where appropriate.
- 8.6.2** Installation of the plant materials should be accomplished in such a manner that potential maintenance problems are minimized and/ or eliminated.
- 8.6.3** Plant materials must be able to mature within the environment in which they are placed. Material compatible with the local soil condition saves time and expense.
- 8.6.4** The quality of plant materials must be of the highest order to ensure a normal growth pattern. Root bound, weak branched, diseased and malformed plants should not be planted and/ or must be removed and replaced.
- 8.6.5** The use of artificial plants is not allowed in the ground or anywhere that can be viewed from the street or neighboring property.
- 8.6.6** Topiary work is subject to the review and approval of the AC.
- 8.6.7** The AC reserves the right to reject any plant materials deemed unsuitable.
- 8.6.8** The irrigation design must be tailored to the type of plant system proposed by the homeowner. The arrangement of plants requiring unlike moisture requirements is not acceptable.
- 8.6.9** Vines must be initially secured to vertical surfaces in a permanent fashion.

**8.6.10** Amending soils by the addition of organic and chemical agents is generally required in order to form a suitable horticultural growing media. It is highly recommended that a complete horticultural soils test be prepared by an approved member of the California Association of Agricultural Laboratories, with recommendations as to soil amending materials and quantities. This data covers geological and agronomic information, as necessary, to determine planting suitability of subterranean strata, agricultural suitability analysis and agricultural fertility analysis.

## **8.7** Hedges

**8.7.1** A hedge shall be defined as a closely grown row of any kind of shrubbery.

### **8.7.2** Heights

The height of all hedges shall be measured vertically from the finished grade at the base of the hedge. Hedges are subject to the following conditions:

- a. Hedges shall not exceed six (6) feet in height anywhere on the lot.
- b. On the rear slope, no hedge material may exceed 3 feet in height.

## **8.8** Finish Grading

**8.8.1** Drainage patterns with at least minimum gradients required by the Grading Standards should be established.

**8.8.2** Final grading of all planting areas shall include light rolling, raking and hand work as necessary to achieve desired contour and flow line patterns so as to result in evenly finished surfaces and to insure a uniformly level surface with approved drainage, but without excessive compaction and depressions, dirt-clods, weeds and stones.

**8.8.3** Upon completion of finish grading, it is recommended that the owner have an agronomic type soils analysis made. Soil amendments and fertilizers must be incorporated in accordance with the analysis to the prescribed depth.

## **8.9** Slopes

**8.9.1** All slopes shall be stabilized with approved varieties, and quantities of ground covers and other plant materials in such a manner as to afford complete slope coverage within a year after installation. Those slopes up to five feet of vertical height require ground cover and shrub planting. Slopes five feet and over in vertical height require ground cover, shrub and limited small tree planting coverage and shall meet or exceed city requirements.

**8.9.2** On the owner's property, all slope plantings damaged during construction shall be replaced with plantings similar in type and size to those adjacent. A note to this affect shall be on the Landscape Plans.

**8.9.3** Any plantings located on an Association slope damaged during construction shall be replaced by the Association at the homeowner's expense. A note to this affect shall be on the Landscape Plans.

## **8.10 Irrigation Standards**

The following information is intended to guide the homeowner and landscape architect in plan submittal and structuring of the irrigation system for functional and maintenance efficiency. The irrigation system is to be considered a functional utility of the landscape, reflecting the environmental needs and conformation of the planting and structural design. It is highly recommended that all irrigation systems be professionally designed by either a Landscape Architect or an irrigation consultant to insure efficient water management and control for plant material.

- 8.10.1** All landscape areas, including parkway landscape areas, must have an irrigation system. Low precipitation heads and drip irrigation may be used to assist in water conservation and erosion control.
- 8.10.2** Primary concern in the system design shall be the uniform application of water, the use of efficient, long lasting equipment, and simplicity of operation. When selecting sprinkler heads, spacing, valving and the programming controller, the landscape architect shall consider varying environmental conditions or orientation, such as: sun and shade, soils, terrain, percolation rates, moisture sensing, erosion control and wind.
- 8.10.3** Planted areas shall have the following general types of irrigation equipment installed:
- a. Shrub areas: bubbler, spray, nozzle line, soaker, or subsurface irrigation system. Height of sprinkler head, above grade, shall be as low as possible and positioned from walks as not to present a pedestrian safety hazard. All heads shall be adjustable as to diameter of coverage.
  - b. Lawn areas: rotor, or pop up, set flush with finished grade. All heads shall be adjustable as to diameter of cover.
  - c. Slope areas: shall be irrigated with low precipitation sprinkler heads and check valves shall be provided to prevent hydrostatic runoff.
- 8.10.4** The construction drawings shall indicate, by graphic presentation, the method of installing each type of sprinkler equipment and material used.
- 8.10.5** Irrigation Materials  
All piping shall be installed below finish grade as a permanent facility, unless main lines are required to be elevated for backflow prevention. All surface installed PVC, such as on slopes, shall be UV resistant piping. Non-plastic piping shall be protected against corrosion from the soil.
- 8.10.6** Vacuum Breaker assemblies shall meet all local code regulations and be supplied with valves for testing. Units shall not be installed in lawn areas or form a pedestrian obstruction and shall be obscured from vision.
- 8.10.7** Any existing Association irrigation systems disturbed during the course of new construction shall be adjusted and/ or repaired to meet the standards of the original system design. AC approval is required for modifications to the Association's systems.

**8.11** Maintenance

**8.11.1** The landscape shall be maintained in a first-class condition. Maintenance shall include:

- a. Mowing and edging of turfgrass.
- b. Watering as required for proper plant growth
- c. Fertilizing.
- d. Controlling weeds.
- e. Trimming of trees and shrubs.

**8.11.2** When trimming trees, they shall be trimmed to at least two (2) feet below the maximum allowable height of the tree to allow for growth.

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