

BUILDING AND ARCHITECTURAL COMMITTEE GUIDELINES
DANFORTH FARMS WEST COMMUNITY HOMEOWNERS ASSOCIATION
(A NOT-FOR-PROFIT CORPORATION) Amendment 2 – Dated January 1, 2019

INTRODUCTION. These Building and Architectural Committee (Architectural Committee) Guidelines supersede and hereby revoke all previously published architectural guidelines.

BACKGROUND: The Danforth Farms West Community Homeowners Association (DFWCHOA) is incorporated within the State of Oklahoma with recorded corporate bylaws and restrictive covenants. These bylaws and covenants provide the basis for the authority of the DFWCHOA Board of Directors (HOA Board) and the associated DFWCHOA Architectural Committee (Committee) to issue guidelines for DFWCHOA. These Guidelines represent the current Committee's interpretation of the intent and meaning of the bylaws and covenants in the areas addressed. The purpose of publishing these Guidelines is to provide the DFWCHOA membership with rules regarding the appearance, decor and maintenance of their property in addition to guidance when planning architectural modifications, improvements and for general maintenance of property. The intent of these Guidelines and the rules contained herein is to maintain consistency within the Danforth Farms West Community and thereby preserve or improve the property values for all DFWCHOA property owners. Each resident has previously acknowledged receipt of The Danforth Farms West Community Homeowners Association Owner's Restrictions and Protective Covenants and Bylaws in closing documents.

APPLICATION: These Guidelines apply to DFWCHOA property owners in any new architecture/landscaping modification and improvements.

ENFORCEMENT: The DFWCHOA Articles of Incorporation, Owner's Restrictions and Protective Covenants and associated Bylaws provide the HOA Board with the authority to enforce these Guidelines. It is the DFWCHOA's intention to provide written notice of violation by any means available. While the HOA will make every effort to contact the homeowner in violation directly, it remains the responsibility of each resident to know and abide by these Bylaws, Covenants and Guidelines without reminders from the association. Inaction may result in the board choosing to contract out the necessary corrections and assess the cost to the violating homeowner. In addition, it is within the DFWCHOA's scope to file suit in District Court seeking a court order to compel a homeowner to comply with these guidelines by applying a HOA lien on the property in violation. Should this be the method of collection, the Board will also ask for the award of attorney's fees and court costs from the homeowner.

REVISIONS: These Guidelines may be revised only upon recommendation of the DFWCHOA Architecture Committee and approval of the HOA Board.

HOME MODIFICATION, IMPROVEMENT, AND MAINTENANCE RULES.

RESTRICTIONS AND MODIFICATIONS

- **SHEDS:** Maximum exterior measurements for storage sheds are 12 feet wide x 16 feet long x 10 feet tall. Sheds shall not be visible from the street.
 - Metal sheds are prohibited.
- **MODIFICATIONS:** Any new structural modifications to a DFWC property must be constructed of brick and/or wood siding that matches the home's color and style.
 - Home additions such as additional bedrooms, studies, attic completions and driveway widening/expansion, or other home modifications that are visible from the street require specific Committee review and approval by the HOA board.
 - Home modifications visible from the street, which represent a change or reduction in the original home quality or decor, are prohibited. Specific examples are window air conditioners, supplemental heaters, and finished garage rooms.
- **Exterior Colors and Decor:** Significant changes in house exterior colors or décor that are visible from the street require specific Committee review and approval by the HOA board.
- **All new and replacement roofs** must be similar in color and design equal to or superior to the materials used on the original roof. In the case of new construction, the new roof must be equal to or superior to the roofs of existing houses in the DFWCHOA.
 - Specific changes to roofing material that include solar panels or other energy saving materials should be approved by the committee.
- **Mailboxes** must be built of brick that matches the house (exception: Stubblefield HOA). If a mailbox is damaged/broken, repair or replacement shall be completed within 30 days.

FENCING

- **FENCES:** Approved fences are limited to wood or vinyl stockade, picket or ornamental iron, with or without brick columns.
 - Stockade, picket or other fence posts may not extend above the fence; however, decorative post caps may extend beyond the top of the fence. No fence may completely block the view of a neighbor of any HOA-

owned greenbelt area without the permission of both the neighbor and the Committee. When the fence directly faces a street, the smooth side of picket, stockade or other fencing must face the street.

- **PRIVACY FENCES:** Privacy fences that face any street may not exceed 6 feet in height, nor may they extend toward the street beyond the front line of the house.
- **DECORATIVE FENCES:** Decorative fences that extend up to a height of 4 feet, including picket fences (defined as wood pickets up to 3 1/2 inches wide with a minimum opening space of 2 1/2 inches between each picket), or ornamental iron fences that do not block visibility, may extend beyond the front of the house up to 25 feet from the center of the street.
- **NEIGHBORHOOD FENCE LINES:** Fences Facing Danforth Road (192nd St): Fences with a direct exposure to Danforth Road must all be identical or specifically approved by the Committee. Fence height must not exceed 6 feet. The smooth side of the fence must face Danforth Road.
- **CORNER LOTS:** Privacy fences on corner lots may not extend toward any street beyond the frontline of the neighboring house.
- **DAMAGED FENCING:** Fences that are falling down or with missing/broken pickets should be repaired or replaced as soon as possible (within a 30 day period).

DECKS, GAZEBOS, ARBORS OR OTHER DECORATIVE WOODEN STRUCTURES.

Structures painted and roofed to match the house are acceptable. Structures that are constructed of cedar or redwood or are stained a cedar or redwood color are also acceptable. *Tree houses and playhouses shall not be visible from any street.*

PROPERTY MAINTENANCE: APPEARANCE & ACCESSORIES

VEHICLES

- **Recreational Vehicles:** Boats, sleeper campers, any/all recreational vehicles may be parked on a lot for short periods (2 days) for cleanup and prepping before or after a trip. These types of recreational vehicles may be stored permanently on a lot only if they are parked behind the front building line, are behind a solid fence and on a concrete pad. They shall be limited to a maximum of 8' in height hidden behind an 8' fence, or may be visible up to 2' above a 6' fence from ground level. In all cases, these types of vehicles shall not be visible in any other way (i.e., through the slats of stockade fences, through ornamental fencing, or from the greenbelt common areas, etc.). All newly constructed fences require pre-approval from the DFWC Homeowner's Association.
- **Parking:** The number of vehicles parked in driveways overnight shall be in accordance with the number of spaces available.
 - Overnight street parking is not allowed.
 - **HOMEOWNER'S:** Homeowner's vehicles may not be parked in pool parking lot beyond pool opening hours.
 - **VISITORS:** Visitors (including out-of-town guests) should park in the property's garage or driveway overnight. If parking is not available the pool parking lot may be utilized after hours 10pm-10am.
 - No vehicles should ever be parked on the grass.
 - No trailers should ever be parked in the driveway.
- **Visibility:** Inoperable vehicles, including "For Sale" vehicles, equipment or those requiring maintenance, may not be parked in a driveway for more than 15 days. Car storage of a wrecked or damaged vehicle on the driveway or anywhere visible from the street is prohibited. Flat tires on cars or cars on blocks parked on the driveway or anywhere visible from the street should be repaired within a week.

LAWNS/YARDS

- Building materials, gardening/landscaping materials, and supplies may not be left where visible from the street more than two weeks.
- Lawns must be kept in an actively healthy condition by means of adequate water, fertilizer, and weed-control applications as needed.
 - Lawns must be kept reasonably free from unsightly weed growth. Lawns must be mowed, edged and line-trimmed on a regular basis.
 - Grass clippings must be removed from the street and sidewalk immediately after mowing, edging and trimming is done (not blowing it onto the street or in your neighbor's yard).
 - Regular maintenance of flower/shrub beds and trees is required to ensure that yards are kept in healthy condition.

ACCESSORIES

- Metal chains/ropes or gates across any driveway are prohibited.
- Hot houses/green houses shall not be visible from any street.
- Basketball goals must be standing upright, with the exception of hazardous weather.
- **Garbage/Recycle Bins & Big Trash Day:** Garbage bins may not be visible from the street except during the 24-hour period of city garbage pickup or the 48-hour period preceding city large-trash pickup.
- Seasonal/holiday lights and decorations are encouraged, but must be removed within 30 days of the event.

COMMON AREAS

The common areas in DFWCHOA are collectively owned by all the homeowners. Any use of common areas must be compatible with the original intent of having a "greenbelt" behind some of the houses. Accordingly, the HOA board enforces the following rules regarding any remaining common areas in Danforth Farms West Community.

- No Private Use: No individual homeowner or group of homeowners may convert any part of any common area land to private or personal use.
- No Changes: No homeowner may change the common area land in any way to damage, degrade, or destroy the greenbelt, nor use the common area land in any way, which would interfere with the peaceful and quiet enjoyment of any other homeowner.
- No Fences or Structures: No one may fence or replace the fence on any part of the common areas. No one may place or erect any building or structure in any common area to include storage buildings, play houses, jungle gyms, tree houses, etc.
- Improvements: Homeowners who live in front of the common area may improve and maintain the common area behind their house as long as no major changes are made in the landscape as a greenbelt. For example, flowers may be planted and grass mowed; however, trees may not be cut down or moved without review by the Committee and approval by the HOA board.
- Temporary Signage: Homeowners may not post any temporary signs at the neighborhood entrances or other common areas without express permission from the architectural committee chair or the HOA President, with the following exceptions:
 - "Home for Sale" or "Open House" signs may be posted at entrances on Friday evenings and removed Sunday evenings.
 - "Garage Sale" signs may be posted at entrances or other common areas 48 hours before and during the event. Signs must be removed at the conclusion of the garage sale.
 - "Lost Pet" signs may be posted at entrances or other common areas but should be removed no later than 60 days and/or when pet is found.

PETS AND LIVESTOCK

- Livestock: Per DFWC Covenants and Oklahoma City ordinance, no animals, livestock or poultry of any kind shall be raised, bred or kept on any lot.
- Pets: Dogs, cats and household pets may be kept, provided they are not kept, bred or maintained for any commercial purpose. (According to Oklahoma City ordinances, not more than 3 dogs can be kept on each lot.)
- Pets Restrained: Dogs must be restricted behind a fence, on a leash or in a building at all times.
- Immunizations: All dogs and cats must have their annual required immunizations. A record of those immunizations should be on their tags, which should be worn at all times. (Residents should report a violation of the rules regarding pets to the Oklahoma City Action Desk.)

VIOLATIONS

Violations of the DFWCHOA Architectural Committee Guidelines will be addressed in the following manner:

- 1st notice given, no fine assessed;
- 2nd notice given, no fine assessed;
- 3rd notice given will accrue a \$75 fine after which the homeowner will have 30 days to make corrections.
 - The homeowner takes corrective action = no further fines assessed.
 - The homeowner files a plan of action with a reasonable and agreed upon timeline for corrective action = no further fines assessed.
 - The homeowner files a plan of action with a timeline but does not complete corrective action in time frame stated = fines assessed (retroactively if appropriate) for each month following initial 30 days after 3rd notice.
 - The homeowner does nothing = \$75 fine assessed each month after 30-day period following 3rd notice.
 - Fines are due within 15 days to the DFWCHOA Treasurer. Failure to pay fines may result in actions described in the enforcement section of these Guidelines.

Homeowner's will be notified in writing by any means available to the HOA. It is the homeowner's responsibility to correct the violation within 30 days of notice or to file a plan of corrective action with a timeline to the committee to avoid any further assessment of fines. Plans must be approved by the committee.

EXCEPTIONS

Changes to these Architectural Guidelines may be made only by the recommendation of the committee and approval by the DFWCHOA board. Otherwise, no exceptions or waivers are allowed.