



## Architectural Guidelines

### 1 Overview

Article 5.4 of the Covenants, Conditions and Restrictions for Godley Park provides mechanisms by which the Association may protect the Community Wide Standard and overall aesthetic appeal within Godley Park.

The Article provides that the Board and / or Architectural Review Board may publish guidelines to govern modification requests within the community and that these guidelines may be amended from time to time to adapt to the changing needs of the community.

These guidelines then, as adopted by the Board of Directors for Godley Park govern all exterior modifications within the Community and no exterior modification other than those listed herein may be made without approval.

While it is difficult to anticipate every possible modification request that will be received, this documents is meant to be a comprehensive guide. That said, the key component of Article VI is that no modification may be made without approval. If a prospective modification is not addressed herein, that does not mean it is approved without application.

**Certain modifications are given express approval herein, no application required and / or no fee required. These are indicated throughout this document. Adherence to the terms under which they are approved is mandatory. Any deviation from these terms must be approved before any work may begin and failure to adhere to the listed terms may result in fines and a requirement to correct the**

**violation as prescribed in the uniform policy for enforcement.**

Modification Requests will be considered according to the terms prescribed in Article 5.4 of the Covenants, Conditions and Restrictions for Godley Park. The timeframe within which a decision must be rendered for each request is based on the date of receipt of complete, accurate modification requests. Incomplete or inaccurate requests are automatically denied. Owners who submit an incomplete request will be contacted with a request to provide the necessary information to render a decision.

**Requests submitted without the signature of the Owner of Record are deemed incomplete.**

Only when a complete and accurate request has been submitted by the Owner will the review process begin and the Board of Directors will communicate a decision within

## 90 days

Owners with delinquent account balances 30 days or more are required to bring their balance into current status before submitting a modification request. **Requests submitted by Owners with delinquent balances are automatically denied unless specifically stated otherwise, in writing, by the Board of Directors. As defined in the recorded Declaration of Covenants, Conditions and Restrictions, a delinquent balance is defined as any account balance remaining after the due date.**

Unless stated otherwise in these guidelines, there is an initial request fee of

**\$50**

which must accompany each submittal. This fee is payable to Godley Park HOA. Please reference the property address and 'ARC Request' on the check. The application fee may not be charged to any account. In certain cases, where extensive review is required and / or where professional services are needed to render a decision, additional fees may be required to gain approval. **In no case will any Owner be subject to additional fees without their prior, written consent.**

**A written statement from the Godley Park Board of Directors is the only permissible authorization to begin work.** Neither the Board of Directors nor any other agent of the Association may grant verbal approval at any time. An indication that a proposed project will likely be approved does not constitute permission to begin work. As well, approval from any applicable regulatory agency does not constitute approval to begin work if approval has not been granted by the Board of Directors.

The Godley Park Board of Directors and / or Architectural Review Board will render a decision based on criteria within its authority only. As such, approval from the Board / ARC does not necessarily constitute all of the approvals, licenses or permits required to complete the project. **It is each Owner's sole responsibility to discover which agencies have authority over the proposed modification and to obtain all of the necessary approvals from each before beginning work.**

## 2 Prohibited Items

Items listed in this section are prohibited in Godley Park. Applications to construct or place any of these in Godley Park are automatically

denied without any requirement for review or notification to applicant. This list may be expanded upon by the Board of Directors.

- Clothes Lines
- Pet Houses / Runs
- Freestanding Flag Poles
- Above ground storage tanks
- Statues, Yard Globes, Bird Baths and other Yard Art in front and side yards
- Above ground swimming pools
- Window / portable air conditioning units
- Common Area Modifications

## 3 Awnings

- ✓ **Approval is Required**
- ✓ **Fee Required**

All requests to attach awnings to any part of a home in Godley Park must be submitted showing the manufacturer, fabric, color, type, location and size of the proposed awning(s).

## 4 Basketball Hoops

Basketball hoops are not permitted within Godley Park. Portable hoops may be used so long as they are stored inside garages at all times when not in active use. In no case may a hoop be stored outside overnight.

## 5 Exterior Colors

Approval is not required to repaint or re-side your home in the exact same materials and exact colors as the originally constructed or previously approved. Color or material changes require approval. This includes changes to the originally specified manufacturer.

## 6 Exterior Lighting

- ✓ **Approval is Required**
- ✓ **Fee Required**

Owners should keep in mind the impact to neighbors when considering exterior lighting. Powerful up-lights, overly intrusive security

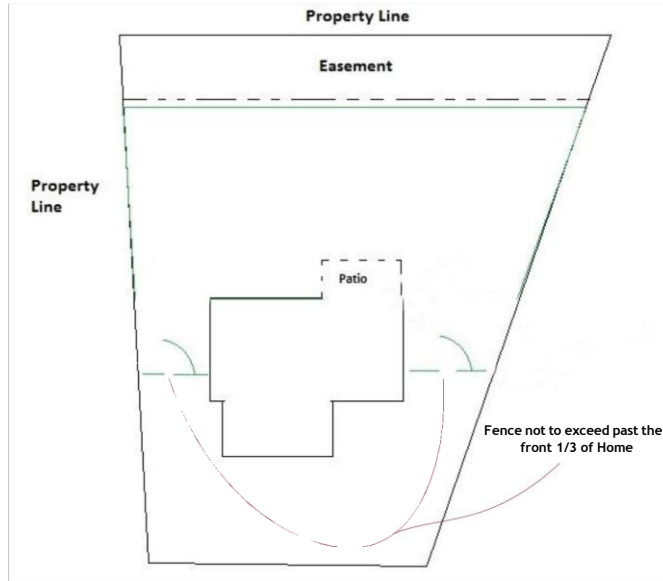
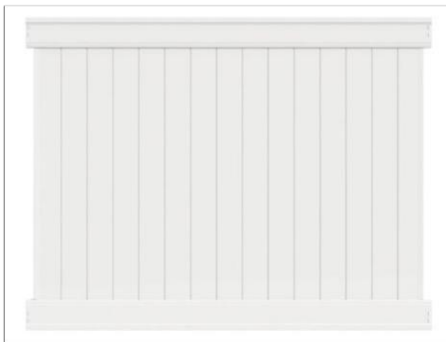
lights and such will likely be denied. Exterior lighting should be limited in purpose to providing light on walkways and, whenever possible, they should be set to turn off when not in use.

## 7 Fences

- ✓ **Approval is Required**
- ✓ **Fee Required**

The following guidelines govern fences within Godley Park:

- Not permitted within public easements
- Only permitted in single family sections
- Shall extend to the rear and side easement lines, not to exceed past the front 1/3 of the home
- Ornamental fencing, 4' and 6' in height as shown are the only approved specifications
- Gates must be installed on both sides of the home where fencing meets the rear corner of the house.



**Above:** Typical section of ornamental, 6' white vinyl privacy fencing approved for use in Godley Park.



**Above:** Typical section of ornamental, 4' white vinyl picket fencing approved for use in Godley Park.

**Above:** Each lot is unique with its own constraints and opportunities governing fence placement. The schematic above represents a typical layout. Each request will be considered based on easement locations, neighboring fence locations, lot size, overall aesthetic impact and other factors as may be determined by the Board of Directors.

## 8 Gutters

- ✓ **Approval is Required**
- ✓ **Fee Required**

- Downspouts must match the gutter color
- Outflows should be buried whenever possible and directed away from homes to an acceptable area for dispersion of water
- Splash guards must be installed where buried outflow is not possible. These must be green to blend with turf.
- Owners are not permitted to install guttering that will redirect outflow onto neighboring properties, potentially creating drainage or other issues for the neighbor.

## 9 House Numbers

Approval is not required for replacement of like kind numbering. The Board of Directors reserves the right to disapprove any style selection not in keeping with the community standard.

## 10 Landscaping

This section will be broken into parts with separate requirements for each. The Board of Directors encourages owners to enjoy their property and plant as they see fit within these guidelines:

### Established Planting Beds

- ✓ **No Approval Required**
- ✓ **Owner assumes responsibility to replace newly planted material**
- ✓ **No Fee Required**
- No approval is necessary if planting annual flowers, replacing existing plants, or adding plant material that compliments the overall aesthetic.
- Planting any material larger than the existing landscape requires approval.
- Invasive species, plants that do not typically thrive in the climate and soil conditions on the property, those that risk uncontrolled reproduction beyond your planting area and those that otherwise jeopardize the existing ecosystem are not permitted.

### Trees and Large Shrubs

- ✓ **Approval is Required**
- ✓ **Fee Required**
- ✓ **Owner assumes responsibility to replace newly planted material**

Trees and shrubs should be of a variety and size suitable for their location and the existing environment. Owners should take care to consider the mature size of the trees and shrubs and what impact they may have on nearby homes, other

landscape features, nearby sidewalks, pipes and other utilities, property lines, easements etc.

Owners may not plant trees and shrubs that are likely to cause increased maintenance responsibilities and / or increase the likelihood of damage to a neighboring property. Examples include leaf accumulation on rooftops and in gutters, increased risk of damage from falling limbs and increased risk of damage to driveways, foundation slabs or other areas of a home from root growth.

No tree larger than 9 inches in diameter at the height of 10' above ground may be removed without prior approval.

### Hardscapes

- ✓ **Approval is Required**
- ✓ **Fee Required**

The installation of hardscapes such as patios, walkways, planting beds, landscape walls, planter boxes and similar items must be carefully considered before a Modification Request is submitted.

These often require light grading, the use of power equipment and / or professional installation.

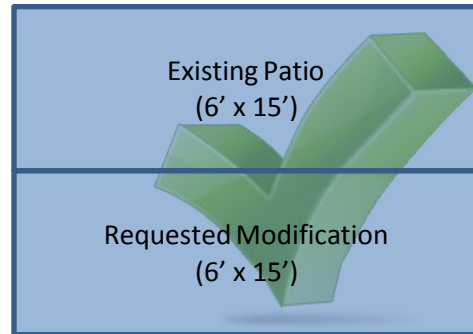
To ensure that no consequential damages to neighboring or Association property occur, owners may be required to contact various regulatory agencies with permitting authority and / or utility location services.

Hardscapes should complement and improve upon the existing landscape. They should blend into the area to maintain harmony with neighboring landscapes.

**Landscape Summary:**

It is impossible to list and describe a steadfast guideline for each and every property. Often times, a suitable solution for one property may not be such for another. Because of this, the guidelines for installation of landscape and features are written to encourage Owners to consult with professionals in order to design harmonious modifications, choose complimentary materials and ensure proper installation.

**Below:** The requested expansion below would likely be approved as submitted if no other circumstances prevented its installation.



**11 Patios**

- ✓ **Approval is required**
- ✓ **Fee Required**

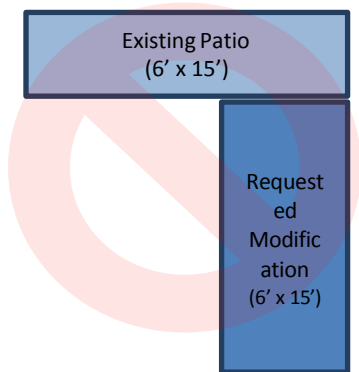
The following criteria must be met for a request to extend a patio to be approved.

- The extension may not exceed the dimensions of the existing patio.
- The materials and colors of the extension must match the existing patio
- Any sprinkler heads or other pipes, wires or utility accesses in the proposed area of expansion must be located and moved to a suitable location at the Owner's expense. Plans for this must be detailed on the Modification Request.
- Patio expansion requests may be denied where it is evident that their installation would adversely affect neighboring properties.

**12 Patio Enclosures**

- ✓ **Approval is required**
- ✓ **Fee Required**
- ✓ **Waiver Required**

- Existing patios may be enclosed with aluminum framing, color to match existing trim on the home
- Windows may either be full view or divided light, horizontal sliders, glass or acrylic
- Doors must be full glass, color to match framing
- Stick framed patio enclosures may be considered so long as the design is completed by a licensed architect.



**Above:** The requested expansion meets the dimension requirements for patio expansions but would not be approved due to the L shaped layout.

**Above:** Representative sample of an acceptable patio enclosure.

### 13 Replacements and Repairs

Replacement and repair of any exterior element due to damage does not require approval **unless materials and colors differ from the original construction or previously approved modification**. Before hiring a contractor for replacements or repairs, Owners are encouraged to review any existing warranty information.

### 14 Satellite Dishes

- ✓ **Approval is required**
- ✓ **Fee Required**

- **Dishes installed on roofs must be located on the rear of the home, out of sight of the front of the home and in the least conspicuous location**
- Dishes must be one meter or less in diameter.
- The dish must be of a standard color, reasonably compatible with others in the community.
- Dishes may not be installed in front yards
- Dishes must be screened from view to a suitable degree as determined by the Board of Directors.
- Each owner is responsible for making sure their installer buries all cables associated with the installation.

### 15 Signs

- ✓ **Approval is required**
- ✓ **Owner is responsible for maintenance of signage placed on property**

- **Political** - No rule shall regulate the content of political signs, but the quantity, size, length of time and manner of placement may be regulated by the Board of Directors. Only one political sign is allowed per home. The Board of Directors suggests that signs be placed no earlier than 30 days before an election, run off, primary or referendum. All political signs must be removed within 7 days of such event as mentioned above.

- **For Sale Signs** – Signs are not permitted for vehicles or merchandise for sale by owners.
- **Announcements** – One, small, security monitoring company sign may be placed without approval.
- **Real Estate** – Real estate agents must contact the Community Manager to obtain specifications for real estate ‘for sale’ or ‘for lease’ signs.

### 16 Play Equipment

- ✓ **Approval is required**
- ✓ **Fee Required**

Play equipment must be installed between the rear dwelling line and the rear property line and screened with privacy fencing. No play equipment deemed excessively large or otherwise deemed to create a nuisance as defined in the Declaration may be installed on any Lot

### 17 Pools, Hot Tubs, Spas

- ✓ **Approval is required**
- ✓ **Fee Required**

Swimming pools, hot tubs and portable spas must be located inside of an approved privacy fence.

### 18 Mailboxes

Installation of mailboxes does not require approval or the submittal of a fee so long as the approved specification for mailboxes is adhered to strictly. Any deviation must be approved in writing prior to installation. Please contact your association office for approved specifications.

## 19 Accessory Buildings

- ✓ **Approval is required**
- ✓ **Fee Required**

Construction, installation or placement of a storage shed, tree house, play house, carport or any building separate from the main home requires approval prior to beginning work. All plans, whether for a custom built building or manufactured building must be submitted to the Board of Directors for approval including:

- Location
- Length
- Width
- Height
- Materials
- Colors
- Window Type(s)
- Door sizes and design
- Entry features such as ramps and stairs
- Electrical plans / meter location
- Grading plans where applicable

The design, materials and colors must match the existing home and the building must be located in the most inconspicuous location reasonably available.

## 7. Continuation of Fencing

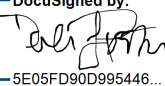
The following guidelines govern Within Godley Park in addition to those labeled prior in 7:

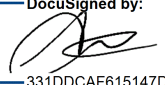
- Not permitted within any easements including electrical or drainage. Drainage will require special permission.
- Permitted in Townhouse sections as well.
- Limited to rear yard installation only.
- Gates must be installed on both sides of the house. With one for townhomes. Open to special approvals for both.

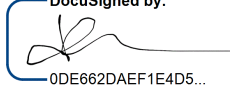
These Guidelines, as adopted by the Declarant this 6<sup>th</sup> day of

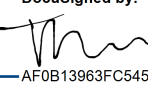
November, 2023

**Replace any previously adopted versions. The Declarant and Board of Directors for Godley Park reserve the right to amend these guidelines from time to time.**

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