

ARCHITECTURAL RULES

Revised October 2020

PURPOSE AND INTENT

The purpose of the following Rules is to protect the value, desirability, harmony, and attractiveness of Southshore Hills while allowing homeowners to maintain, upgrade and improve their property within the recommended guidelines.

The homeowner is responsible for obtaining Architectural Committee approval for significant changes to the exterior of the home and landscaping, to include the front of the home and rear yard that is visible to neighbors.

DEFINITIONS

- A. "Association" shall mean the Southshore Hills Property Owners Association
- B. "Architectural Committee" shall mean the Architectural Committee of the Association, a committee appointed by the Board of Directors. In the event the Architectural Committee is unable to function, the Board shall take over its duties.
- C. "City" shall mean the City of Thousand Oaks.
- D. "Architectural Design" shall mean or refer to the proportions, finish, shape, height, color, scheme, style, and appropriateness of any structure or building as well as the type of walls, roof, or other architectural feature.
- E. "Improvement" shall include, but is not limited to, the residence, garage, roof, driveway, fence, wall, patio covers, hardscape, or landscape.

PROCEDURE

A. The homeowner is required to complete an Architectural Request Form ("Application") for any proposed improvements or changes in architectural design or significant landscape work and submit the Application to the property management company for processing before starting any work. The Application Form can be obtained from PMP Property Management or the Southshore Hills POA website.

A detailed description of the improvements, along with plans drawn to scale with any brochures, samples, pictures, and any supporting material, should be included with the application form. **Simple proposals can have simple plans, while significant improvements are expected to have more detailed plans.**

B. The management company, upon receipt of the application, will stamp it with the received date which is the start date of the 30-day period, and provide the application to the Architectural Committee. The homeowner will receive a notice by mail acknowledging the date that the application was received.

C. Within the 30 day period, the homeowner will receive either a request for additional information or an approval or denial letter. Homeowner should not start their project until receipt of the approval letter. The application is approved by default if the applicant does not receive a response that is postmarked by the end of the 30th day from the date on the acknowledgement notice sent earlier by the management company.

D. Any application request denied may be appealed to the Board of Directors by submitting a written appeal through the management company within 30 days of receipt of the denial letter

E. The Architectural Committee or management company will maintain records for all requests submitted, whether approved or denied.

NOTE: It is recommended that the homeowner obtain Architectural Committee approval prior to submitting plans to the City, if required. In some cases, the Association Rules are more restrictive than the City.

Approval by the Architectural Committee does not constitute approval by the City, and vice versa. Be advised that the City is not responsible for notifying the Association of any plan changes or submitting plan changes to the Association. Once the homeowner has obtained architectural approval, the City may request changes to meet City building requirements. If this occurs, the homeowner must submit a revised request to the Architectural Committee for final approval incorporating the design changes. Both the City, if required, and the Architectural Committee must approve the plans in writing prior to beginning any improvements.

IMPROVEMENT RULES

A. AIR CONDITIONERS

No air conditioning unit shall be permitted on the roof, walls, or in windows.

Any air conditioning unit **should be obscured from the ground level view** of adjacent homes or from the street.

B. AWNINGS, SHUTTERS, SUNSHADES

No plastic, fiberglass, or metal awnings shall be permitted.

Awnings, shutters, or sunshades where visible from the street or common walkway will be approved on a case by case basis.

Installation of any awnings, shutters, or sunshades require Architectural Committee approval.

C. BALCONIES AND BALCONY COVERS

Recommended materials include wood, stucco, synthetic wood products, such as TREX or Alumawood. Wrought iron may be approved for railings.

Balcony covers constructed of lattice, fiberglass, tin, corrugated metals, plastic, or vinyl will not be approved.

Balconies and balcony covers require Architectural Committee approval.

D. BASKETBALL BACKBOARDS

Permanent basketball backboards are prohibited in front yards. An architectural application is required for permanent basketball backboards in side yards for review on a case by case basis.

Portable backboards in front and side yards must be stored out of sight from the street overnight.

Portable basketball hoops and nets must be maintained. Nets must not be metal.

E. CONSTRUCTION

Dumpsters, pods, and portable toilets over 1 day on property or on street in front of home require an Architectural application and approval.

F. EXTERIOR COLORS

An Architectural Request form is required prior to painting a new color scheme.

A palette of approved exterior colors is posted on the community website at SouthshoreHills.com

In addition, a binder of the colors is maintained at Décor Color & Design in Thousand Oaks. When visiting Décor ask for the discount offered for our community.

Décor Color & Design
2820 E. Thousand Oaks Blvd.
Thousand Oaks, CA
805-495-7097

If painting the exact existing colors scheme of the home, or any of the approved color schemes from the palette, no application form is required.

G. HOLIDAY DECORATIONS AND LIGHTING

Holiday lights and decorations may be displayed 30 days prior to the holiday and must be removed two weeks after the holiday, with the exception of December holiday decorations, which must be removed by February 1st of the new year.

All other lighting, rope lighting, strings of lights, colored or white lights on the property and visible from the street require approval by the Architectural Committee.

H. LANDSCAPING

All new hardscape visible from the street requires Architectural Committee approval prior to starting any work. A description with drawings with proposed materials should be included with the application form. Hardscape includes -- but is not limited to -- driveways, walls, fences, retaining walls, planters, etc.

All landscaping is to be maintained in such a manner as to not impair the use of sidewalks, driveways, or streets.

Property owners with neighbors who have view lots must maintain any trees or vegetation to keep their view intact. Property owners who have a rear or side yard up facing slope which terminates at a neighbor's wrought iron fence shall not plant any landscaping at the top of the slope which will reduce or impede that neighbors current view. In addition, any house addition or improvement that may impact a neighbor's views would be evaluated on a case-by-case basis

Planting pots or other landscape features must be well maintained.

Yard art (e.g. windmills, metal sculptures, mobiles, flags, statuary, banners, fountains, and other) require Architectural Committee approval.

Putting greens are not permitted in front of the house.

Artificial turf in front of the home requires Architectural Committee approval. See Exhibit A – Synthetic Turf Rules.

Any tree six (6) feet or taller that is visible from the street requires approval for removal and is subject to replacement on a case by case basis

I. LIGHTING

Outdoor lighting should be positioned so that no direct light extends onto neighborhood structures and yards and should be low level in illumination.

Outdoor lighting fixtures should be architecturally compatible and proportional.

J. MAILBOXES

Any change in the location or design of the mailbox requires Architectural Committee approval.

Mailboxes are to be maintained in good condition.

K. PATIOS AND PATIO COVERS

Any patio cover visible to the street or to neighbors must be approved by the Architectural Committee.

No plastic or fiberglass patios or covers will be permitted.

L. REPLACEMENT AND MAINTENANCE OF GARAGE DOORS

All garage doors must be in good condition and in working order.

Garage door replacements require Architectural Committee approval.

M. REPLACEMENT OF ROOFS

All roofing replacements require Architectural Committee approval and must meet City requirements. The Application form must be accompanied by color photos and/or color brochures of the exact roof requested.

Acceptable roofing materials include concrete tile, Spanish tile, simulated shake, or slate. Composition shingle and steel shingles will not be approved.

N. ADDITIONS

All exterior additions and/or alterations require Architectural Committee approval and must be consistent with the architectural design of the home and surfaced with stucco, paint, stain, or other finished material to match the existing house.

Additions must meet City building requirements with any required permits.

Any outdoor kitchen, fireplace, pergola, or patio covers that are visible to the street or neighbors require Architectural Committee approval.

O. SATELLITE DISHES / ANTENNAS

In accordance with FCC Rule (47CFR 1.4000), the Association does not allow any antennas longer than one meter or dishes wider than 1 meter in diameter. No outside television or radio pole, antenna, satellite dish or other electronic device shall be constructed, erected, or maintained on any property unless approved by the Architectural Committee, except for standard size TV dishes.

Dish/antennas should be installed in the least visible location from the street. Dish/antennas may be painted, and wires and cables running along the building shall be concealed or painted to match the background.

No objects of any type, except for fireplace chimneys, vent stacks, solar apparatus, and dishes/antennae, shall be placed or permitted to remain on or above the roof of any property. Roof turbines and swamp coolers are prohibited.

P. SIGNAGE

No "For Sale" signs for autos, trucks, RVS, and boats are permitted on any lot.

No construction signs of any kind are permitted.

Political signs must be removed one week after an election. All other banners /signs, besides one reasonable size "For Sale" sign if home is for sale or "For Lease" if home is for lease, require Architectural Committee approval.

Q. SOLAR PANELS

Solar panels require Architectural Committee approval and should be placed where least visible from the street and not placed on roof surfaces facing the street, if at all possible. For panels facing the street, panels constructed to match existing roofing materials should be considered.

The solar vendor may be required to provide documentation addressing issues of glare to the Architectural Committee.

R. SURVEILLANCE SYSTEMS

Cameras must be unobtrusive, stationary, and not point to neighboring properties.

All cameras must be installed with wires and cables concealed. Wires and cables shall not be installed on roof or pass through windows, doors, vents, or chimneys.

S. SWIMMING POOLS, SPAS

Architectural Committee approval is required.

No swimming pools or above ground pools and/or spas will be permitted in front yards.

The homeowner is responsible for any debris/damage done to the common area, streets, sidewalks, or neighboring homes. Any removed landscaping must be replaced immediately upon completion of the installation.

T. UTILITY BUILDINGS, DOGHOUSES, SHEDS, STORAGE CONTAINERS, PLAYHOUSES OR SIMILAR

Utility buildings, sheds, storage containers, dog houses, playhouses, or playground equipment should not be visible from the street. Any of the above that are visible to neighbors requires Architectural Committee approval.

U. WALLS, FENCES, GATES, HANDRAILS, PORCH RAILS

Any new walls or fences, and electronic entry vehicle gates, require Architectural Committee approval.

Recommended materials and colors are those previously used or approved for use on the home or walls. Gates, etc., may be constructed of wood, metal, or synthetic wood products. Plastic products are not permitted.

V. Water Softeners

Water softeners shall not be permitted in any location visible from the street.

W. WINDOWS

No foil or other materials considered non-standard window treatments are permitted in windows.