LAKE FOREST II MASTER HOMEOWNERS ASSOCIATION

Lake Forest II
MASTER HOMEOWNERS ASSOCIATION

MASTER ARCHITECTURAL COMMITTEE

ARCHITECTURAL RULES AND GUIDELINES

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THE MASTER ARCHITECTURAL COMMITTEE
ARCHITECTURAL GUIDELINES

SECTION 1 - INTRODUCTION

1.1 PURPOSE

These rules are intended to guide homeowners when planning exterior improvements. Some of the guidelines are paraphrased from the Covenants, Conditions, and Restrictions ("CC&Rs") of the Lake Forest II Master Homeowners Association. The applicable article, section, and chapter of the CC&Rs are noted in parentheses.

1.2 THE MASTER ARCHITECTURAL COMMITTEE

The Master Architectural Committee ("Committee") is formed under the CC&Rs of the Lake Forest II Master Homeowners Association (Article IV, Section 4.01). The Committee is composed of homeowners who voluntarily offer their time to serve the community without reimbursement. The Committee reviews architectural Applications for proposed construction, modification, removal, and addition of "Improvements" submitted by homeowners. The Committee is designed to assure the proposed changes maintain the quality of Lake Forest II. The Committee may occasionally be assisted by paid consultants, like architects, to assist it in making its decisions related to architectural Applications.

1.3 DEFINITIONS

A. ~~The term "~~Improvement~~" includes~~ - Includes buildings, outbuildings, garages, carports, roads, driveways, parking areas, screen walls, fences, stairs, decks, hedges, windbreaks, lawns, ground cover, planted trees and shrubs, pools and spas, docks, signs, central air conditioning equipment, water softener fixtures, and any other Improvement, excavation, or other work which in any way alters the exterior appearance~~.~~ of the structures, front, side, and back yard of the property. (Article 1 – Definitions & 3.02 (D)) Improvements must be approved in writing by the Committee.

B. Impacted Neighbor~~, including those~~ – includes neighbors adjacent to the applicant's property~~,~~ that can be affected by noise, dust, construction debris, and trucks due to work at the applicant's home. Impacted neighbors must sign the 'awareness' section of the Architectural application.

C. Applicant – Homeowner of property where Improvements are made.

D. Application – Master Architectural Committee Application form with supporting documents described in these guidelines. Reference CC&R sections 3.02(D) and 3.03(D).

E. ADU – Accessory Dwelling Unit: A secondary house or apartment that shares the lot of a larger primary home.

F. JADU – Junior Accessory Dwelling Unit: Small living units (less than 500 square feet), within a single-family residence.

~~G. VISIBLE FROM NEIGHBORING PROPERTY - The term "VISIBLE FROM NEIGHBORING PROPERTY" shall mean, with~~Visible from Neighboring Property - With respect to any given object located on any ~~LOT~~lot within a Single-Family Area, that such object is or would be visible to a person six-feet tall, standing on any part of any neighboring

~~LOT~~lot within a Single-Family Area at an elevation no greater than the elevation of the

G. first floor of the dwelling located on said neighboring ~~LOT~~lot, provided, however, that this definition (nor any prohibitions or restrictions referring thereto) shall not be applicable in cases where the grade level elevation of the neighboring LOT exceeds that of the other LOT by more than one (1) foot. R. (Article 1 – Definitions)

H. Hat racking – To flat-cut the top or sides of a tree, severing the main branch or branches; cutting any branch at any point other than the point where the branch meets the trunk; or reducing the total circumference or canopy of a tree by more than one-quarter (25%); or by otherwise trimming a tree in such a manner as not to conform to the current American National Standards Institute (ANSI) A300 standards. Removing excessive foliage weakens the tree by depriving the tree of nutrients. Dense growth is promoted at the cut site which can add excessive weight on the remaining branches. There is an increased risk of structural failure of the branches.

1.4 SCOPE OF REVIEW

A. Any homeowner proposing to make an Improvement, or excavation, ~~that alters the exterior appearance of any property,~~ must submit an Architectural Application ("Application") (~~Per~~ CC&R sections 3.02 (D) & 3.03 (D)) Application must be approved in writing before Improvements are made. Even if the Improvement is replacing or updating an item the same as existing, such as a patio covers, mailbox, or repainting your home the same color, an Application is required.

B. Improvements must be limited to applicant's property. Approval by the Committee is not a determination of the side yard easement rights between properties, including drainage, or the effect of the proposed Improvements on such rights and drainage. It is the applicant's responsibility to take into consideration the property lines and easements, and how these will be affected by the Improvements. The Committee is not responsible for determining easements when reviewing architectural submittals except when they apply to access easements granted by Lake Forest II. It is the homeowner's responsibility to determine exact lot lines and easements and to restrict all Improvements accordingly.

C. The Committee does not have the ability to override the requirements of the CC&Rs or ~~the~~ City Code. Failure of the Committee to address a CC&R provision or City Code in its review shall not be a waiver of the CC&R restriction or City Code or make the restriction unenforceable.

D. Construction or alteration of ~~the~~Lake Forest II MHOA Common Area is strictly prohibited.

E. All technical and engineering requirements are the responsibility of the homeowner.

1.5 BUILDING PERMITS

A. The review by the Committee is not a review of construction methodology. Building permits from the appropriate governing agency may be required before any Improvements are approved or made. Committee approval is always required for an Improvement. It is the responsibility of the homeowner to secure any required building permits prior to starting a project. Check with the City of Lake Forest Building Department. (3.03(B)(4)). Any project that requires City approval, must submit a complete application to the ~~MAC~~ Committee of a 'preliminary review', to be sure that

it follows the Architectural Rules and Guidelines. ~~MAC~~ Committee will date and sign "Proceed with City of Lake Forest submittal". Once the City has approved the project and issued required permits, the application must be submitted back to the ~~MAC~~ Committee for final approval. The final application must include plans with the city approval stamp.

1.6 CONSULTING ARCHITECTS AND OTHER PROFESSIONALS

A. The ~~MAC~~Committee may use the services of a consulting architect, and/or other professionals for all new structures, exterior design modifications, JADUs, ADUs, or additions to or modifications of existing structures, and may be used in other situations as required by the Association. The ~~MAC's~~Committee's designated architect and/or other professional or representative may inspect the property, after consultation with the homeowner, as part of the review of the plans and shall report back to the ~~MAC~~Committee all findings and observations.

B. The architect and/or other professionals or representatives of the ~~MAC~~Committee may also inspect the work during construction and upon completion to ensure compliance with the approved plans and report to the ~~MAC~~Committee whether or not the work has been satisfactorily completed after consultation with the homeowner.

C. The fees for the services of the consulting architect and/or other professionals when needed, shall be the responsibility of the owner.

1.7 ARCHITECTURAL FEES AND DEPOSITS

Fees or deposits are collected for specific types of projects. No deposit will be required for like-for-like replacement of an existing item or minor improvement. A deposit is required for major projects such as~~,~~ additions, remodels, new construction, or multiple large projects such as full relandscaping with hardscape and redesign of front and/or backyard.

~~A.~~ Fees: Consulting Architect fee~~:~~

A. - Collected for payment of any cost associated with the use of the consulting architect for the purpose of review of an application, inspection for compliance, or inspection for completion. The cost of these services is the responsibility of the applicant. Any balance of this fee that remains once all costs for the consulting architect have been applied will be reimbursed to the applicant. Additional costs will be charged directly to the owner's account.

B. Deposits: Collected as a condition of approval for projects where Common Area may be used or involved in any construction. This deposit is for the purpose of repairing any damage that occurs as a result of construction. Costs associated with the use of a consulting architect or other professional will be deducted from this deposit prior to reimbursement if no other consultant fee has been collected. Deposit may be retained if work is not completed within approved timeline.

SECTION 2
ARCHITECTURAL APPLICATION PROCESS AND PROCEDURES

2.1 OBTAINING AN ARCHITECTURAL APPLICATION

Applications and related forms are available at www.lf2.org, the Sun and Sail Clubhouse Community Services Department, or the front desk. Completed Applications should be submitted to the Community Services Department or at the Sun and Sail Club front desk. Applicants are encouraged to submit in person so the Application can be reviewed for content and completeness

immediately, and any omissions can be brought to the homeowner's attention. Questions regarding submission requirements may be directed to the Architectural Coordinator at (949) 586-0860 ext. 15. Please review the Architectural Rules and Guidelines in their entirety before completing and submitting an Application. Depending on the location of the home, or the type of Improvement contemplated, there may be additional steps that need to be taken before submitting an Application.

2.2 SUB-ASSOCIATION APPROVAL

Lake Forest Keys, Villas del Lago, Lakeside Park, Serrano Woods, and The Oaks

If the home is located within a Sub-Association, written approval of the Sub-Association is required prior to submission to the Committee. Failure to provide written approval from the Sub-Association will result in the Application being deemed incomplete and it will not be reviewed. Contact information for each Sub-Association can be found at www.lf2.org.

2.3 CONCEPT SUBMITTAL - MAJOR PROJECTS ONLY (Room, ADUs and 1st / 2nd Story additions)

Concept review is offered and recommended for major projects, including room additions, ADU construction, and substantial exterior remodels. Homeowners are encouraged to submit rough conceptual sketches for review and feedback from the Committee before preparing an Application for approval. This allows applicants to receive feedback prior to spending money or time in the preparation of drawings or structural calculations. This is an informal process and is optional. See Section 3.28.

All major projects are required to be completed within six (6) months from the start of demo-/ construction. If projects have not been completed within six (6) months, it is considered a violation and will be required to go through the violation process with possible fines being assessed. If an extension is needed, please contact the Community Services Manager, (949-586-0860 ext. 13), to discuss the circumstances. The Architectural application must have the start date and the anticipated completion date. If the start date changes, the Architectural Liaison must be notified immediately.

2.4 ARCHITECTURAL APPLICATION REQUIREMENTS

The Application must be completed in its entirety and submitted with all documents listed below. Incomplete Application submittals will not be reviewed. All drawings must be to scale. The minimum scale is 1/8 inch to 1 foot.

A. A completed, dated, signed application. Applications must include signatures of:
   - 1. Applicant
   - 2. Impacted neighbors,
   - 3. Sub-Association (if applicable)

B. Property lines, zero-lot lines, and easements.

C. ~~Photos~~Current photos depicting the front of the property and the area of the property where the proposed improvements will be made.

D. A dated plot plan (view from above) showing the location of the residence, property lines, and the proposed improvement(s), as well as all dimensions, including dimensions from the property (lot) lines, if zero property lines and any easements. (A sample plot plan is included hereto as Exhibit "A") Plot plans are not required for reroofing, repainting, or garage door replacement.

E. Exterior door and window locations. New door and windows require photos of each

side of home showing all windows on 1st and 2nd story.

F. List of landscaping materials (including plant materials, mulch color, etc.), if applicable. For artificial turf, a sample of the turf and product specifications should be included.
G. A material color list and samples showing proposed exterior finish colors for all new walls, roofs, windows, and trim and any other finish materials contemplated for use, including the following:
    - 1. sizes;
    - 2. commercial or trade / brand names;
    - 3. color and finish samples;
    - 4. picture or brochure of the door, window, garage door, roofing material, etc.
H. A proposed project construction schedule.

Major Projects require additional information~~:~~ (including room additions, ADU construction, and substantial exterior remodels):

A. Drawings of exterior elevations indicating the new and existing roof heights not to exceed 25'-6" and finished elevation level of each floor. Include all elevations (side views) of the proposed improvement with dimensions. Elevations are not required for reroofing, repainting, or garage door replacement.
B. Roof plan showing the tie-in of the new roof to the existing structure.
C. Exterior details including roof details, wall details, and door/window details.

2.5 NEIGHBOR AWARENESS SIGNATURES

Prior to submitting an Application, the applicant must show the Application, including drawings, other documents, and materials to be submitted with the Application to impacted neighbors and request their signatures on the Application and on the dated plans. Applicants must seek the signatures of each impacted neighbor~~, which will be at a minimum two neighbors.~~. Both right and left side neighbor signatures are required. Work in the backyard also requires rear neighbor(s) signature(s). Work that includes material deliveries, front yard material storage, dumpster parking and/or parking of contractor vehicles also requires signature of neighbor(s) across the street. Signatures are not an "approval" but instead demonstrate that the applicant has alerted impacted neighbors of the pending Application, such that neighbors may express their support or concerns to the Committee. The applicant is encouraged to address any neighbor concerns directly with the neighbors at this time and to adjust the Application, when possible, to eliminate concerns before the formal submission of the Application.

If an applicant is unable to communicate with a neighbor or obtain a signature from that neighbor, the applicant must contact the Architectural Coordinator for assistance prior to submitting the Application. Applicant must provide a detailed written description of the efforts made to communicate with the neighbor.

2.6 REVIEW PROCESS

A. Only complete Applications will be reviewed. Incomplete Applications will be returned to the applicant.
B. The Committee will review the Application within thirty (30) days of receipt of a complete submittal by the homeowner.
C. Neighbor comments received prior to the Committee's decision will also be reviewed and considered.

D. A written response will be sent to the applicant indicating approval, conditional approval, approved with recommendation or denial of the Application.

2.7 APPEAL PROCESS

A. Conditions of approval and denial of an Application by the Committee may be appealed to the Association's Board of Directors.
B. Appeals may only be made by the applicant and must be presented using the "Application for Appeal of Architectural Denial" form, which may be obtained from the Community Services Department.
C. The appeal form must be submitted to the Community Services Department within thirty (30) days of the date the Committee's decision is transmitted to the applicant.
D. Applications for Appeal of Architectural Denial must be received at least ten (10) days prior to the date of the Board meeting. Otherwise, the Application shall be considered at the next following Board Meeting.
E. The appeal will be heard in open session.
F. The applicant is encouraged to attend the Board Meeting at which the appeal is considered. In lieu of personal attendance, the applicant may provide a statement in writing for consideration.
G. The written decision of the Board of Directors in response to any Application for Appeal of Architectural Denial shall be provided within thirty (30) days after the appeal is heard before the Board.

2.8 TIME FOR COMMENCEMENT AND COMPLETION OF APPROVED APPLICATIONS

A. Work cannot begin until the Application has been approved.
~~A.~~B. Approvals are valid for one year from the date of the written approval. If the project has not substantially and physically commenced within one (1) year from the date of approval, the Application expires and must be resubmitted for approval. Extensions due to hardship may be requested in writing prior to the extension of the one-year deadline. (CC&R 3.03 (D).)
~~B.~~C. Homeowners must notify the Architectural Coordinator of the date the project will begin. Improvements must be completed within six (6) months after the substantial commencement of the project and must be completed in strict accordance with the approved Application. (CC&R 3.03(E).) If more time is necessary, a copy of the original MAC with updated neighbor awareness signatures and a written and detailed request for an extension must be submitted to the Community Services Department.
~~C.~~D. Any deviations or changes from the approved Application require a new submittal, including neighbor awareness signatures.
~~D.~~E. Inspections may be made by the Association during construction.
~~E.~~F. Violations shall be corrected within thirty (30) days from date of approval.

2.9 COMPLETION OF THE APPROVED IMPROVEMENTS

A. Upon completion of the exterior Improvements, the homeowner must notify the Architectural Coordinator in writing to obtain a final inspection. Please include photographs of completed improvements.
B. Inspection will be completed within sixty (60) days after the homeowner has notified the Community Services Department of completion. (CC&R 3.03(F))
C. If upon inspection, the Committee determines that the Improvements were not constructed in substantial compliance with the approved Application, the homeowner

will be issued a notice of noncompliance within sixty (60) days of submission of written notice of completion.

D. The owner shall be required to remedy the noncompliance within thirty (30) days of issuance of the notice of the noncompliance. (CC&R 3.03(F)(2) and (3))

SECTION 3 - GUIDELINES

3.1 AIR CONDITIONING UNITS

A MAC application is required prior to installing or replacing any air conditioning unit. The Application must be signed by each neighbor who could be impacted by the installation of ~~an a/c~~the unit. Central or window air conditioning units shall not be visible from neighboring properties (see page 1 for definition) or the street and must be totally concealed, (e.g. with plant materials, lattice box surrounding HVAC unit, etc.). The material used to conceal the unit must match the house or trim color. Noise levels must not violate the City of Lake Forest's California Municipal Code Chapter 11.16 Noise Control.

Exception: Sub-Associations Villas Del Lago, The Keys, Serrano Woods and Lakeside Park are not required to conceal ~~a/c~~air conditioning units.

3.2 ANTENNA, VIDEO, TELEVISION, AND SATELLITE DISHES

Dish antennas 1 meter in diameter or greater require approval. They are to be mounted at grade and screened with appropriate fencing, walls, or landscaping. The height of the antenna shall not exceed 6 feet and the top of the antenna shall not exceed 18 inches above the nearest adjacent fence. Setbacks of 5 feet from the property line shall be maintained where possible.

Satellite dishes are to be installed in the least noticeable location without affecting or disrupting service.

3.3 AWNINGS, UMBRELLAS, ~~and~~AND PATIO FURNITURE

A. Visible awnings require architectural approval. They must be simple in design and color. The size, location, and form must be in scale with the window. The awning material must always be maintained in an aesthetic and non-faded condition.

B. Temporary sunshades attached to the vertical face of the house, patio cover, or gazebo, such as rolls of bamboo, fiberglass, or reed are not permitted.

C. Patio umbrellas must be maintained in an aesthetically acceptable condition and must not display advertising or endorsements. They may be of straw or reed-like material but must be maintained and kept in the original color and condition.

D. Exterior furniture must be manufactured and designed for exterior use and does not require architectural approval.

3.4 BALCONIES

A. Architectural approval is required for new balconies or for alteration to existing balconies. Doors or sliding glass doors on the exterior of second stories must have a balcony or a deck.

B. The location, material, and color of balconies (covered or uncovered second-floor outdoor living areas) shall be compatible with the existing house. Front balconies are generally not favored; however, the Committee will consider an Application on a case-

by-case basis relative to its design, size, location, and compatibility with adjacent homes.

3.5 BASKETBALL HOOPS AND BACKBOARDS

A. Applications for permanent and portable basketball hoops and those attached to houses are reviewed on an individual basis with consideration taken as to the configuration of the lot and the impact on surrounding properties. Per the City of Lake Forest noise curfew, playing hours are restricted to the hours between 7:00 a.m. to 10:00 p.m.
B. Freestanding in-ground basketball hoops must be anchored in an 18-inch square by 24-inch-deep footing. A weatherproof coating must be applied to the base (where the pole joins the concrete) to prevent rust or wood rot.
C. Clear backstops are permitted and preferred over fiberglass. Backstops attached to the house must be painted to match the area to which they are attached and maintained in good condition.
D. Basketball nets must be kept in good condition and be replaced when torn. All hoops must have a net.
E. Freestanding in-ground hoops and portable hoops shall not obstruct driveways or neighboring properties at any time.
F. Placement must not obstruct streets or sidewalks, or otherwise prevent free and safe passage for vehicles and/or pedestrians.
G. Portable hoops are prohibited from being placed in the street and must be stored on your driveway when not in use.

3.6 CLOTHESLINES

No clotheslines or drying racks for air-drying clothes shall be visible from the street. The height of the clotheslines or drying racks may not exceed the height of surrounding walls or fences.

3.7 DECKS

A. Approval is required for any new deck.
B. Wooden decks and rails must be stained or painted so as to be compatible with the home or left natural (without finish).
C. Minimum setback from the property line(s) shall be three (3') feet on the sides and five (5') feet from the back. Local building codes may require more restrictive setbacks, in which case the Owner shall comply with the more restrictive setback.
D. Where decking skirts (sides for decking) are omitted, the area beneath the deck must be kept clean and free of debris. It may not be used as a storage area.

3.8 DRAINAGE

A. Proper drainage is required. The applicant is responsible to ensure the original course of surface water flow is not disturbed or altered to adversely affect neighboring properties. Unless adequate alternative provisions are made for drainage, the original drainage system on the applicant's property shall be left undisturbed. This includes gutters, downspouts, underground drains, and swales.
B. Drainage Improvements designed to drain water off the property must not cause water to drain over the sidewalk. (Note: Through-curb installations require building permits.)

C. THROUGH-CURB DRAIN INSTRUCTIONS. If your landscaping plans include the installation of a drain line on the Association Private Streets, please be aware of the following requirements and considerations:

1. Approval is required for the through-curb drain installation.
2. Drainage Improvements designed to drain water off the property must not cause water to drain over the sidewalk (Note: Through-curb installations require building permits).
3. The sidewalk and street curb are Association common area. Through-curb drain installations must not cause any damage to the sidewalk or curb.
4. The drain line must be routed underneath the sidewalk.
5. The outlet of the drain must be through an opening properly core cut through the curb, with the bottom edge of the drain outlet flush with the gutter pan.
6. If it is necessary to cut or remove the sidewalk, or repair any damage caused by installing the drain line, an entire section from the existing joint to saw-cut for the drain must be replaced by the homeowner. Do not saw cut through the street curb.
7. The replaced sections may not be less than 5 feet in width.
8. Concrete must be 3000 psi; must have reinforcement. The cuts must be straight and may not be diagonal. Specifications must meet City of Lake Forest codes for sidewalks, and any ADA requirements if necessary.
9. The Application needs to address the installation of the drain line; and/or the subsequent repair of the sidewalk and street curb. A detailed plan must be submitted that includes a photo of the area, the dimensions of the area, and the plan for the installation/repair and materials that will be used.
10. The Association requires a deposit prior to the beginning of work. This deposit will be returned to you upon completion and inspection of the project if there is either no damage to the street curb, sidewalk, or other Association common area property; or the damage has been repaired properly. We will provide a receipt for your deposit. This is standard practice for projects involving Association common area property (such as sidewalks and curbs on private streets).

3.9 DRIVEWAYS

Approval is required for a new driveway or an extension to your existing driveway. Driveways must not be in disrepair. Uplifting and heavily cracked driveways must be repaired or replaced after obtaining architectural approval.

A. Existing Driveways:

No paints are currently approved as driveway finishes. Concrete stains will be considered on a case-by-case basis. Stains must be the color of the sidewalk (standard concrete color) or darker. A manufacturer's brochure or specifications for the product must be included with the Application.

B. New Driveways:

1. Driveways may be colored by adding iron oxides or synthetic oxide pigments to the new concrete. Pigments must be ultraviolet stable and resistant to alkali, fading, and weather.
2. New driveways may be stamped or imprinted to simulate natural slates, tiles, stones, and bricks. All designs and colors must be approved.

C. Driveway Extensions:

1. Allowable materials include concrete, stone, slate, tile, and brick.
2. A detailed plan with completed dimensions must be submitted and samples of the material to be used must be submitted with the Application.
3. Homeowners may be granted use of up to six feet (6') total additional width beyond the developer-constructed driveway. Any requests for more than six feet (6') will be considered on a case-by-case basis.
4. When widened to make a pathway, cars cannot park on the pathway.

3.10 FENCES AND WALLS (ALL TRACTS, EXCEPT THE WOODS)

A. Fences and walls shall be harmonious with the original architectural character of the neighborhood.
B. Finishes shall be earth tones; natural wood, stained or painted the color of the house trim.
C. The maximum height shall not exceed six (6') feet. Attaching trellises, framed lattice, or other vertical extensions to the fence can be approved on a case-by-case basis but must not exceed more than 1/3 the height of the original fence.
D. Materials including wire chain link or wire products, and fiberglass are prohibited. Some bamboo products may be used and will be considered on a case-by-case basis.
E. For original exterior tract block walls with wrought iron insets built by the Developer, the Applicant may use wood fencing in lieu of wrought iron. No other material is allowed. The wood or the wrought iron may not exceed the height of the Developer-installed pilasters.
F. ~~All perimeter~~Perimeter walls which surround each individual tract (including entrances) must be painted ~~"~~*Vista Acribond Off-White #33*~~"~~ paint color.
G. Tract interior property side yard/back yard walls facing public rights of way that are flush with a neighboring property wall of the same material must be painted ~~"~~*Vista's Acribond Off-White #33*~~"~~ paint color, to be uniform in appearance. Interior wall Applications will be reviewed on a case-by-case basis.
H. Archways or arbors, when used as an entryway through a fence, shall not exceed seven (7') feet in height, four (4') feet in width, and three (3') feet in depth.
I. Back-to-back fences will be reviewed on a case-by-case basis. Location, dimensions, and materials will all be taken into consideration.
J. If incorporating courtyard walls in the landscape design, the setback shall be two (2') feet from the property line, sidewalk, or curb (whichever is closest), for every foot of wall height.
K. Some Bamboo or reed products may be used as privacy screens**.** Approval of the type of bamboo or reed is required prior to installation.
L. Fence and wall extensions also require architectural approval.
M. Wood slats must be maintained and uniform in appearance. Bowed, broken, or warped slats must be repaired or replaced.

3.11 FENCE AND WALLS (WOODS TRACTS)

A. ~~Fences in wooded areas shall have a minimum of fifty percent (50%) open view. Privacy fences may be approved under special conditions.~~ Screening with trees and shrubs ~~to maintain the "wooded" look~~ is preferred ~~over~~ to fences. However, fencing is still acceptable for Woods homes to allow for privacy and security.
B. ~~Finish~~Due to the unique properties of the Woods, solid fences will be approved on a case-by-case basis.

C. Color shall be earth tones; natural wood~~,~~ or stained ~~or~~ /painted ~~the color of the~~ .

~~B.~~1. The following locations may be painted white or house trim~~.~~ color:

~~C. Shadow boxed fences are allowed. A Shadow box fence is a fence that is 50% open when viewed from a 45-degree angle. Shadow box fences may only be constructed along the back and/or between homes on the sides of the homeowner's property, which does not parallel streets, common areas, or ravines. Solid fencing will be reviewed on a case-by-case basis.~~

a. ~~Examples of acceptable fence materials for wooded~~The portion of the fence that separates neighbor's yards and are not visible from Woods' common areas (e.g. ravines and pathways)

b. Fences facing streets and not visible from Wood's common areas.

D. Fence Materials allowed:

1. Wood
2. Vinyl

a. Color of vinyl fences that face Woods' common areas is limited to tan or brown.

b. Color of the portion of vinyl fences that separate neighbor's yards and are ~~wood,~~not visible from Wood's common areas may be white.

3. Stucco over block may be used for portions of fences that separate neighbor's yards. Not allowed adjacent to Wood's common areas.

~~D.~~ 4. Fences facing streets may be slump stone, stucco over concrete block with wrought iron insets~~, vinyl fencing, or~~ and stand-alone wrought iron~~.~~

~~E. Fences facing the Woods common areas (ravine) may not be white; only tan or brown is allowed.~~

E. Wood slats must be maintained and uniform in appearance. Bowed, broken, or warped slats must be repaired or replaced.

3.12 FIRE PITS/TORCHES

A. Fire pits shall not be installed within ten (10') feet of any structure and shall be covered by a screen mesh with openings no larger than one-half (1/2") inch.
B. Wood-burning fire pits and torches are prohibited in The Woods.
C. Wood burning outdoor fireplaces must have an approved spark arrestor.
D. Torches shall not be installed within ten (10') feet of any flammable material.

NOTE: South Coast Air Quality Management District prohibits burning trash.

3.13 FISHPONDS

Fishponds shall not be deeper than eighteen (18") inches and shall be stocked with fish suitable for mosquito abatement. Contact the County of Orange Vector Control District for the types of fish available and compatible with decorative fish.

3.14 FLAGS, SIGNS, AND BANNERS

Subject to Civil Code Sections 712, 713, and 4710, no sign, poster, billboard, balloon, advertising device, or other display of any kind shall be displayed, except for the following signs, banners, and flags:

A. Commercial Signs; For Sale and Lease Signs
    1. Commercial signs, other than for sale and for lease signs are not permitted.
    2. Each home may have one (1) sign advertising the Unit for sale or lease

that complies with the following requirements:

- a. The sign has reasonable design and dimensions (which shall not exceed a total dimension of eighteen (18") inches by thirty (30") inches in size), and
- b. Consist of a single panel, and does not adversely affect public safety, including pedestrian and traffic safety.

B. Noncommercial Signs, Flags, and Banners

1. Each Owner may install a noncommercial sign, poster, flag, or banner on the Owner's residence that complies with the following requirements:
   - a. A noncommercial sign or poster may not be more than nine (~~9'~~9) square feet in size and a noncommercial flag or banner may not be more than fifteen square feet in size; and
   - b. A noncommercial sign, poster, flag, or banner may not be made of lights, roofing, siding, paving materials, flora, balloons, or any other similar building, landscaping, or decorative component, or include the painting of architectural surfaces.
   - c. All noncommercial flags and mounting equipment must be properly maintained in good, quality condition at all times.

C. Display of the American Flag

Notwithstanding anything to the contrary, the outdoor display of the flag of the United States is permitted pursuant to California Civil Code Section 4705, as long as the flag and flagpole are located solely within, on, and over the Owner's property and not a threat to public safety. For purposes of this section, "display of the flag of the United States" means a flag of the United States made of fabric, cloth, or paper displayed from a staff or pole or in a window and does not mean a depiction or emblem of the flag of the United States made of lights, paint, roofing, siding, paving materials, flora, or balloons, or any other similar building, landscaping, or decorative component. All residents flying the American flag are encouraged to observe proper flag etiquette and fly the flag in a respectful manner.

3.15 FLAG POLES

Architectural approval is required for visible flagpoles. The flagpole may not exceed 20 feet in height or 2 inches in diameter.

3.16 GARAGE DOOR REPLACEMENT

If multiple doors, all must match in color and design. If a garage door replacement is needed immediately for security purposes, a MAC application is still required even though the new door ~~is~~has been installed. Application should state that installation was an emergency replacement.

3.17 LANDSCAPING, ARTIFICIAL TURF, ~~AND~~ DROUGHT-TOLERANT LANDSCAPING, AND TREE REPLACEMENT, TRIMMING, AND REMOVAL

~~A. Landscaping~~

~~1. Architectural approval is required prior to removing any trees greater than six (6') feet in height. Stumps shall be removed immediately, and the area needs to be re-seeded or planted. If the stump is on a slope and cannot be completely ground, it must be ground as low as possible.~~

~~2. Tree trimming does not require Architectural approval; however, it is required that you contact the Community Services Manager at 949-586-0860 Ext 13, and tell them what you are trimming and when.~~

A. General

~~3.~~1. Landscape plans shall show the location and type of trees and shrubs to be installed.

~~4.~~2. Landscape Improvements in the front and side yards must provide a minimum of seventy-five percent (75%) ~~landscape~~of plantable area coverage with live plants.

3. Homeowners are encouraged to utilize plants native to the Saddleback Valley. The Committee can deny invasive plants that could spread to common areas or impact neighboring properties.

4. Woods tract: Properties with two or fewer category B trees: When any landscape plan is submitted, the Committee may require planting up to two category B trees. If the Committee requires planting, the owner may request a meeting with the Committee at their property. (Category B trees are trees that will grow to a height equal to or greater than 41'.)

5. If incorporating courtyard walls in the landscape design, the setback shall be two (2') feet from the property line, sidewalk, or curb (whichever is closest), for every foot of wall height.

6. Shrubs, trees, landscaping, or other Improvements must be maintained so as not to create a visual impairment or hazard for drivers, nor encroach upon or overhang any sidewalk or other pedestrian way.

7. If re-seeding or installing sod, an ~~Application~~application is required. If just doing touch-up re-seeding, no approval is necessary.

8. Black plastic nursery pots are not acceptable décor. Plants must be in-~~-~~ground~~-~~ or in decorative pots.

9. Drip system lines and sprinkler pipes must be concealed.

10. Hoses must be coiled, on a hose reel, or out of view.

B. Artificial Turf

1. Assembly Bill 626, signed 10/8/23, allows local jurisdictions to ban artificial turf. While Lake Forest has not done this as of the time of this guideline update, its installation is discouraged. Artificial grass may contain "forever chemicals" that can leech into soil and discharge through storm drains to the ocean, contaminating marine life and entering our food chain. The MAC strongly encourages homeowners to use other alternatives.

~~1.~~2. Turf must be natural in appearance with a pile height 1~~-~~½ inches or more.

~~2.~~3. Pile weight must be at least 40 ounces per square yard.

~~3.~~4. The turf must come with a minimum of an 8-year warranty and be installed with adequate drainage.

~~4.~~5. The edges must be finished and have the required prepared base of 'infill'.

~~5.~~6. No ripples or visible seams allowed.

~~6.~~7. Turf installation must have the 'nap' in one consistent direction. If installing turf in only a portion of the total yard area, the Committee will review those Applications on a case-by-case basis.

~~7.~~8. A sample of the turf must accompany the Application along with the turf specifications and the description of the installation.

9. Front and side yards visible from neighboring properties or common area shall have a minimum of ten percent (10%) of plantable area coverage with live plants.

C. Drought-Tolerant Landscaping

1. Drought tolerant landscaping Improvements in the front and side yards must provide a minimum of seventy-five percent (75%) ~~'landscape coverage' at maturity.~~of plantable area coverage with live plants. Ground covering (river rock, bark, wood chips, etc.) cannot exceed twenty-five percent (25~~%~~%) coverage of plantable area. Artificial turf ~~is considered 'landscape coverage.'~~can be installed toward the requirement for seventy-five percent (75%) coverage.
2. When submitting plans for Architectural Committee approval, photos and names, and sizes of the plants used must be submitted for review. Photos of the entire area being landscaped are required as well.
3. Rock usage and specifications will be reviewed on a case-by-case basis. Minimal white rock is permitted in landscape design. White rock, White granite/marble, or any other kind of white stone to be used in small front yard planters and or other small decorative areas, will be considered on a case-by-case basis. Items of consideration would include, but not limited to, the color of the house, the size of the area where the white stone is to be used, the architecture of the house, and the neighboring houses. Architectural review and approval are required prior to installation.
4. Mulch is required if not using rocks, (no bare dirt permitted, except for The Woods properties).
5. Weed barriers (under rock or mulch) must be used. The weed barrier must always be covered.
6. Pathways/Walkways must be uniform in width and have a professionally installed appearance.
7. Drought-tolerant landscaping must be consistent throughout the front ~~and~~yard side yard, and parkways.

D. Trees

1. General
   a. Trees having a height of six (6') feet or more shall not be destroyed or removed from any property without the prior written consent of the Committee, with the exception of trees rationally believed to be an imminent threat to persons or property (See paragraphs 3,4, and 5 below).
   b. The Committee may require that removed trees be replaced. This will be based on the number of trees on the property, number of trees removed, neighborhood, size of lot, available planting area, and lot limitations.
   c. New trees shall have a minimum clearance of 36" between trees and property lines to allow for trunk growth of large trees.
   d. Trees approved by the Committee as "category A" or "category B" to fulfil a planting plan must be permitted to grow to natural height [See 5.D]. Trees planted must be 15 gallon or larger.
2. Trimming
   a. It is important for homeowners to maintain their trees for their safety and that of the community around them.
   b. Committee approval is not required. It is recommended that the property

owner notify Community Services Manager at 949-586-0860 Ext 13, of the date.

c. When trimming trees, 'hat racking' or 'topping' trees is not permitted. [Please see 1.3 (H) for definition]. The proper trimming and cultivation of trees is done by 'thinning'; removing excess limbs and branches. Thinning makes the trees less susceptible to wind damage. The Association can require that hat racked trees be removed and replaced in addition to the fine.

d. City of Lake Forest guidelines for trees that are on parkways of City owned streets require tree branches to be trimmed so that they are no lower than seven feet (7') high when hanging over the sidewalk and no lower than eight feet (8') when hanging over the city street.

3. Removal

a. If emergency tree removal is required because of an imminent threat, please contact the Community Service Manager at 949-586-0860 x13 regarding the circumstances, however don't allow this to delay an emergency removal.

b. Trees that are rationally believed to be an imminent threat to persons or property should be immediately brought to the attention of the management office. The owner must provide written supporting information regarding the risk posed by the tree to avoid disciplinary action. An architectural application for removal must be submitted within two (2) weeks of emergency removal.

c. The Committee may require that removed trees be replaced. This will be based on the number of trees on the property, number of trees removed, neighborhood, size of lot, available planting area, and lot limitations.

d. Any homeowner who removes a tree without approval is subject to disciplinary measures, including fines and suspension of privileges, and will be required to replace the tree, unless good reason exists that the tree should not be replaced (CC&R Section 3.02P). Eucalyptus trees cannot be removed during the Eucalyptus Moratorium unless it is an emergency safety issue. [Please see 3.17.D.4 below]. An application is required for emergency removals.

e. Stumps must be removed to finished surface, unless on a slope. If a tree is on a slope, the tree must be cut as close to the ground as possible.

4. Eucalyptus Moratorium

a. City moratorium exists beginning April 1 through October 31, prohibiting the cutting of Eucalyptus trees within Lake Forest II Master Homeowners Association. Thinning, trimming, and removal must be performed from November 1 through March 31. During the moratorium and for emergency situations, exceptions will be handled on a case-by-case basis. (Refer to City Ordinance No. 22, Eucalyptus Tree Conservation Ordinance.)

b. An Application must be completed and approved prior to the removal or trimming of any Eucalyptus trees during this moratorium period.

c. Any approval for tree removal or trimming granted by the Committee during the moratorium will require the resident to follow the procedure below:

i. Subsequent to any cutting or removal of all or any part of the Eucalyptus tree, the Eucalyptus wood shall be chipped, buried, and covered with a tarp, or removed immediately. Tree stumps and debris must be removed immediately.

ii. Any stored Eucalyptus wood must be tightly covered with an ultraviolet light-resistant clear plastic tarp at least six (6) mil thick, with the ends of the tarp either weighted or covered with dirt to control tree scent dispersal for a minimum of six (6) months before any Eucalyptus wood may be used or the tarp removed.

iii. Should the resident request permission to remove trees not previously designated as dead, it will be necessary to complete a statement ~~from a certified arborist~~ attesting that the trees to be removed are either dead or a potential hazard that require immediate removal.

d. The Committee may require that removed trees be replaced. This will be based on the number of trees on the property, number of trees removed, neighborhood, size of lot, available planting area, and lot limitations.

5. Woods Tract: Removals and Replacement

a. To preserve the natural beauty and protect the unique urban forest environment created by the Eucalyptus trees and other diverse tree species in the Woods tracts, the Committee may require that removed trees be replaced. This will be based on the number of trees on the property, number of trees removed, size of lot, available planting area, and lot limitations.

b. An Application for tree removal must include:

i. Reason for the tree(s) removal;

ii. Support for the reason (photos, including photos of each area of the front and back yards showing all current trees, etc.);

iii. Height of tree(s) to be removed;

iv. A hand-drawn or computer-generated plot plan of the entire property with dimensions and with the following:

a) All existing trees with approximate heights and species (if known)

b) Marking tree(s) to be removed with approximate height (if known)

c) Marking where new tree(s) are to be planted if replacing immediately.

c. An application for tree replacement must include:

i. A hand-drawn or computer-generated plot plan of the entire property with dimensions and with the following:

ii. Location of all existing trees with approximate heights and species

iii. Location marks showing where new tree(s) are to be planted

d. Any homeowner who removes a tree without approval is subject to disciplinary measures, including fines and suspension of privileges, and will be required to replace the tree. (CC&R Section 3.02P). Trees cannot be removed during the Eucalyptus Moratorium unless it is an emergency safety issue. Refer to paragraph 4 above. An application is required for

emergency removals but should not delay the removal.

i. Homeowners who remove tree(s) without approval may be required to replace it, based on the number of trees on the property, number of trees removed, size of lot, available planting area, and lot limitations.

ii. Submit application for tree replacement within 6 months of removal. Complete installation within 12 months of removal.

iii. An application to not replace tree(s) shall include a report prepared by licensed landscape architect, ISA certified arborist or other licensed design professional detailing why tree(s) cannot be replanted.

e. Homeowners that submit an application, prior to work, for removing tree(s) as part of a landscape remodel or for removing diseased or damaged trees will have design flexibility. As described in 5.c. above, application shall include a report describing rationale for tree selection, quantities and locations.

f. When a tree is removed, the Committee may require the planting of category A or category B trees. Generally, a category A tree will grow to 40' or less, and a category B tree will grow to a height equal to or greater than 41'. This will be determined on a case-by-case basis. Please see the Association's website for examples of trees and their sizes.

3.18 LIGHTING

A. Approval is required for any new exterior lighting, (including Permanent Under-Eave Lighting), or alterations to existing exterior lighting.

B. New exterior light fixtures, such as decorative wall-mounted fixtures, Malibu lights, up lights, and light posts must be compatible with the design of the house. They must be simple in design and color.

~~C. Overly ornate light fixtures (such as Victorian globes) or commercial light fixtures (such as contemporary light bollards with glass block) that establish an independent theme conflicting with the overall street scene are not permitted.~~

C. ~~All outdoor~~Colored lenses/bulbs are not allowed unless they are holiday lights. Revolving, flashing, or neon lighting shall not be installed.

D. Winter Holidays: The Winter Holiday is from the day after Thanksgiving until February 1st. If using temporary lights, they may be installed in November, but must not be illuminated until the day after Thanksgiving. Temporary lights must be removed no later than February 1st.

E. Non-Winter Holidays: (Valentine's Day, Easter, Halloween, etc.). If temporary lights are being installed, they may be installed two (2) weeks prior to the holiday and must be removed seven (7) days after the holiday. Temporary and under-eave holiday colors can be turned on two (2) weeks prior to the holiday and must be turned off the day after the holiday.

F. Under-eave Lighting: Permanent strand lights, canned lights etc. are permitted under the following conditions:

a. If a home has eaves, lights and cables for strand lights must be installed under the eaves of the roof so when turned off it must not be visible from the street or neighboring properties. The Committee will consider strand lighting on a case-by-case basis for homes without eaves or for installation along a fascia board.

b. Must submit architectural application (MAC) form for approval prior to installation
c. If being used for anything other than holiday lighting, 2nd story under-eave lighting may only be illuminated on the front and rear of the house, and must be at minimum nine (9) feet apart
d. Lights may not flash, flicker, revolve or have any movement, unless on for a Holiday.
e. See lighting for 'Winter Holidays' and 'Non-Winter Holidays' above

~~D.~~G. Outdoor security light fixtures must be installed under the roof eaves or otherwise screened from view. ~~When a security light cannot be installed under the eaves, the light fixture must have metal bulb covers and must be painted to match the surface to which they are attached. In addition, security~~Security light fixtures must be directed in such a way as to illuminate only the property of the homeowner installing the fixture.

~~E.~~A. ~~Colored lenses/bulbs are not allowed unless they are holiday lights. Revolving, flashing, or neon lighting shall not be installed.~~

~~F. Temporary Holiday Lights: All lights may be installed and maintained on the exterior of homes three weeks before the Holiday, but must be removed 7 days after the holiday (i.e. Valentine's Day, Easter, Halloween, etc.). Winter Holiday lights and décor may be installed in November, but not illuminated until the day after Thanksgiving and must be removed no later than February 1st.~~

~~G. Color low-voltage landscape lighting is permitted. Light fixtures and accessories must be UL listed.~~

H. Patio lights are permitted only when they are not a nuisance to the neighboring homes. Lighting and/or supports cannot exceed a maximum height of eight (8') feet from the original grade level of the backyard area, (lights higher than 8' and side yard lighting to be approved on a case-by-case basis). Lighting systems must have a professionally installed and permanent appearance. Only white, soft yellow, or clear lenses are to be considered patio lighting. ~~Colored~~Permanent colored lights are not allowed (see holiday lighting).

I. Color low-voltage landscape lighting is permitted.

3.19 MAILBOXES AND POSTS

Mailboxes and posts must be maintained in good condition and repaired by the individual homeowner(s), and be harmonious with the home and neighborhood. No thematic mailboxes for any new mailbox. If moving from a group mailbox to a single mailbox, USPS permission must be obtained by homeowner. If mailboxes have been grouped together on one post, mailboxes must be the same in appearance (color, shape, and size).

3.20 PAINTING

A. Exterior painting or staining, even if using the same color or tone, must be approved. In reviewing approved colors submitted, the Committee looks at the roof color as well as the home colors of surrounding neighbors. If repainting all the trim, siding, and or stucco, an Application is required, even if repainting the same color.
B. Paint or stain must be complimentary to the neighborhood and other homes in the area.
C. An Application must include paint chips.
D. Flat paint finishes are acceptable for all exterior elements of the home. The Application of semi-gloss finishes is to be limited to windows and doors only (excluding garage

doors).

E. Properties shall be painted, maintained, or repainted only with approved colors. Homes painted with colors from August 2010 or later palettes may be repainted with the same colors for up to eight (8) years from the original approved Application.
F. Lake Forest II approved paint colors are listed on the website (www.lf2.org).
G. When painting a chimney, all must be one uniform color (partial painting is not permitted)
H. Transoms (wood paneling above the front doors) cannot be two-tone.
I. Developer-installed block walls with wrought iron must be black or white, no other colors are permitted.
J. Usually only one (1) stucco color on the house is permitted, but a request for the use of two colors will be reviewed on a case-by-case basis.
K. A home may not be painted all one color.
L. If the house is to be 'sandblasted' neighbors on either side, behind, and across the street must sign the 'awareness' section on the Application. The contractor must use protective plastic to protect neighboring properties.
M. Cables, cords, panels, boxes, and conduits must be painted to match the area it is attached to. Cords must be taught and not left loose or hanging.

NOTE: Approved color boards and paint chips are available for review at the Community Services Department, Sun & Sail Clubhouse.

3.21 PATIO COVERS, CANOPY GAZEBOS, AND SPA COVER STRUCTURES

An Application and approval from the Committee are required prior to the commencement of construction for any new patio cover or for major alteration to the existing patio cover.

A. Patio covers may be of vinyl or wood construction or extruded steel or aluminum with the appearance of a wood or wood grain pattern is allowed. Vertical supports may consist of stucco over wood, block, or steel posts. Size and design must be compatible with the lot and the immediate neighborhood and shall be painted or stained to match the color of the home. Existing patio covers, which are in their natural state, will be allowed to remain until the natural color deteriorates, at which time they shall conform to the Architectural Guidelines.
B. Patio cover setbacks allowed by the City of Lake Forest (2011): Back and side post setbacks are to be no less than five (5') feet from the property line and the lip can be 1' 6" past the post, (or the most recent, per the City).
C. Solid Patio Covers may be considered on a case-by-case basis and may have a solid roof if:
    1. The pitch and the roofing material of the patio cover must be harmonious with the existing structure, and the patio cover roofing material matches the roofing material of the house.
    2. The patio cover provides adequate drainage per minimum guidelines (1/4": 12" slope)
    3. Vinyl solid covers do not need to have matching roof tiles with the house.
D. Patio covers of corrugated metal or fiberglass are not permitted, with the exception of UV treated polycarbonate.
E. Roofing material for a free-standing BBQ structure may be straw or reed-like material but must be maintained and kept in the original color and condition.
F. City building permits are required for the construction of patio covers.

G. Shades that lie on top of patio covers must be made of a mesh material and match the color of the cover.
H. Canopy Gazebos must have Architectural Approval prior to installation. The height, width, and depth of the gazebo are required, including a plot plan showing the exact location in the backyard.
I. The canopy must be kept in good condition, (no fading, rips, or tears). Temporary 'Pop-Up' canopies are not allowed as a backyard gazebo.
J. Pop-up canopies are permitted for occasional use and may not be left overnight. Pop-up canopies must be stored out of sight when not actively being used as a shade structure for humans.
K. Spa Cover Structures will be reviewed on a case-by-case basis.

3.22 PLAYHOUSES / PLAYSETS

Playhouses will be approved on a case-by-case basis with respect to architectural considerations that the Committee, at its discretion, will deem appropriate.

A. The setback from the property line must be a minimum of two feet (2') and must be positioned in such a way as to not invade neighbors' privacy. No structure may be erected in the front yards or side yard easements.
B. The use of corrugated sheet metal or corrugated fiberglass is prohibited.
C. Structures shall blend with the architectural characteristics of the dwelling and neighborhood in both colors and materials, i.e., roofing material, and wood siding. etc.
D. Internal utilities are not permitted.

3.23 POOLS, SPAS, AND FOUNTAINS/WATER FEATURES

A. An Application and approval from the Committee are required prior to the installation of any new spas, or swimming pools, or for alterations to existing spas, swimming pools, or other water features.
B. Pools, spas, and equipment must not be visible from the street or forest.
C. The Application must be signed by each neighbor who could be impacted by the installation of pool/spa equipment or a fountain/water feature.
D. Noise levels must not violate the City of Lake Forest's Municipal Code Chapter 11.16 Noise Control.

3.24 PRIVACY SCREENS

A. Privacy screens shall be complementary to the surrounding fences, walls, and landscaping, and if stained or painted, shall match the finish of the house.
B. Wire, corrugated fiberglass, or sheet metal is prohibited.
C. If using bamboo or reed, it must be replaced when it is in disrepair and/or worn and faded.

3.25 RAIN GUTTERS AND DOWNSPOUTS

An Application and approval from the Committee are required prior to the installation of any new rain gutters and downspouts or for alterations to existing rain gutters and downspouts. The color of new gutters must match the existing fascia or existing roof color. The color of new downspouts must match the adjacent color. Copper gutters are allowed.

3.26 ROOF MATERIALS

The Committee will consider roof replacements for approval if the appearance of the proposed material is consistent with the roofs in the immediate tract. A sample or brochure showing the roof materials and color must accompany the Application. ~~Metal, corrugated~~Corrugated plastic, fiberglass, plastic webbing, split bamboo, reed-like, or straw-like materials are prohibited for roof surfaces. Wood shake or wood shingle is prohibited for roofing projects. The approved roofing material list is available at the Community Services Department or on the website, (www.lf2.org). (Sub-Associations may have different approved roofing lists).

3.27 ROOF REPAIR

A. Roof repair in excess of one square (100 square feet) will require the submittal of an Application and Committee approval.
B. Existing roofs that no longer meet the Committee guidelines and need repairs of more than one square (100 square feet) will be required to be re-roofed with Committee-approved roofing materials.

3.28 ROOM ADDITIONS, FIRST AND SECOND STORY ADDITIONS, HOME REBUILDS, AND ACCESSORY DWELLING UNITS (ADU)

A. The Committee will review home addition and remodel plans for adequacy of site dimensions, the aesthetic suitability of the design and materials with the home and neighboring residences, and the effect of the requested modification on neighboring properties and streets, to include the conformity of the plans and specifications with the purpose and general plan of the community. The homeowner is responsible to obtain a City permit and to ensure all such matters of construction comply with the local government requirements and any other government agency requirements. A City permit or other approval from a governmental agency does not alleviate the homeowner's responsibility to obtain Committee approval. Any project that requires City approval, must submit the application to the ~~MAC~~ Committee for a 'preliminary review', to be sure that it follows the Architectural Rules and Guidelines. Once the City has approved the project and issued required permits, the application must be submitted back to the ~~MAC~~ Committee for final approval. The project will not be considered approved by the ~~MAC~~ Committee, if we do not see the stamped plans from the City. Two (2) sets of signed plans must be submitted except for homes within The Keys and Villa Del Lago which require three (3) sets.
B. All major projects are required to be completed within six (6) months from the start of demo/construction. If projects have not been completed within six (6) months, it is considered a violation and will be required to go through the violation process with possible fines being ~~assessed~~levied. If an extension is needed, please contact the Community Services Manager, (949-586-0860 ext. 13), to discuss the circumstances. The Architectural application must have the start date and the anticipated completion date. If the start date changes, the Community Services Manager must be notified immediately.
C. The following sections outline the steps to obtain approval for a room addition, a second-story addition, or a home rebuild:
    1. ~~1.~~ Final Drawings for Submittal: A completed Application must accompany the plans drawn to a minimum scale of one-eighth (1/8″) inch = one (1′) foot. The final drawings submitted must include but not be limited to the following:

- a. Site Plan.
- b. Floor Plan.
- c. Elevations.
- d. Roof Plan.
- e. Exterior door and window schedules.
- f. Exterior detail sheets.
- g. Material color list and samples with proposed exterior finish colors for all walls, roofs, windows, trim, and any other finish materials contemplated for use.

2. Mass: New additions or remodels must be planned to minimize mass on all elevations so as to integrate more appropriately with the dwelling and other adjacent homes. Homeowners of corner lot dwellings will be required to reduce mass by incorporating architectural style and materials to reduce the impact on open space and adjacent homes.
3. Roof: Overall height of new additions is limited to the maximum height of developer-constructed two-story homes in the same tract. Roof pitch and design shall not deviate from that which exists in the neighborhood. Roof materials must match existing materials on the dwelling and proposed projections must be noted on final drawings. Any change in materials would require an Application and a sample or brochure of the roof product and color, subject to approval by the Committee.
4. Setbacks: Per City Code

D. RANCHWOOD TRACT Second Story Addition Guidelines:

These guidelines are *in addition* to the guidelines outlined above in this Section:

1. Technical Guidelines:
   a. Roof pitch must match existing roof pitch at front of the house, and not less than 4:12 nor greater than 6:12.
   b. Building Footprint Site Coverage: Must remain at 60% of site area per City of Lake Forest Planning Ordinances.
   c. Area Limitations: Second-story addition in the Ranchwood tract shall not exceed 40% of the originally designed livable area of the residence. Stairways will be included in this 40%. Garages are not considered "livable" spaces per applicable building codes.
   d. Exterior Aesthetics: Appropriate architectural detailing (undulation of the facades) is required, and integration/ consistency with the existing design vocabulary of the residence. New additions must visually appear seamless and intentional (no tacked-on additions).
   e. Setback Requirements (for Ranchwood Tract): Per City Code
   f. Privacy and Livability: All second-story additions (Ranchwood Tract) are subject to appropriate review by the Committee to consider and respect (as much as reasonably possible) the "privacy and livability" of the residences directly adjacent to the residence of the Application.
2. Submission Guidelines for Ranchwood Tract: For new second-story additions additional items are required for a complete submittal package, as follows:
   a. Two Site cross-sections: Building sections taken through the entire site and building addition (perpendicular to each other), and showing the

property line fences, and the wall and roof height of the adjacent residence.

b. PVC pipe mockup of the new addition to illustrate proposed silhouette (corners and roofline) of the addition. (Alternative methods may be considered). The purpose is to describe the massing of the proposed addition.

c. Photographs: must adequately describe what the new addition will "see" on the neighboring properties, and how the addition will look from the neighboring properties.

   i. Minimum of 6 photos taken from the property line (or, if possible, the neighbor's yard) looking into the lot at the area of the proposed addition.

   ii. Minimum 4 photos taken from the proposed area of addition looking towards the neighboring properties.

   iii. Minimum 3 streetscape photos (looking toward the front of the house and including the fronts of adjacent homes). Purpose: How does the addition look from the street(s)?

E. ADU (as defined in section 1.3)

1. ADU's shall match the architectural character of the main dwelling and neighborhood in style, colors, and materials (examples: matching design, roofing materials, siding, stucco, windows, doors, etc.).
2. An attached ADU is limited to 50 percent of the floor area of the existing primary dwelling. Floor space of a detached ADU shall not exceed 800 square feet.
3. All ADU access doors must be located on the rear or the side of the property unless specific harmony and design elements are well-incorporated, and the Committee approves the exception.
4. ADU's must have an outside entrance and shall be constructed, located, and screened to minimize the impact on any existing adjacent or neighboring structure or common area.
5. ADU's must comply with all setbacks and building requirements.
6. ADU's shall not be located in the front yard.
7. ADU's shall not be rented or advertised for rental for less than thirty (30) day rental terms. No transient occupancy type rentals under thirty (30) days are permitted pursuant to current City Code.
8. A deposit will be required at the time of approval and prior to any work being started.
9. Architectural application must be reviewed by the Committee prior to obtaining City approval, once the City has approved all plans, homeowners must re-submit the stamped plans to the Committee to obtain final approval prior to start of construction.
10. Garage conversions:
    a. When ADU design requires eliminating a front facing garage door, the front façade shall include a garage door.
    b. Garage door may be operable or non-operational. Non-operational door (s) shall be installed like it's a functioning door.
    c. Three car garage doors may be reduced to a two-car garage

door or 2-one car garage doors.

d. Two car garage doors may be reduced to a one-car garage door.

F. JADU (as defined in section 1.3) in addition to the above

1. The Committee may require the removal of all or part of the existing driveway to allow landscape to screen and soften the appearance of the structure.

3.29 SCREEN DOORS

Metal or wood screen doors require Committee approval. They are permitted within the following guidelines:

- A. They must match or blend with the exterior trim color around the door opening; or must match or blend with the front door color, whichever the Committee deems acceptable.
- B. They are not ornate or massive in design (examples: scrolls, bars, etc.).
- C. No hanging magnetic flimsy screens allowed to be attached to a front door or garage door.

3.30 SIDING

Manufactured pre-finished siding material and color are to be approved by the Committee.

3.31 SKYLIGHTS

An Application and approval from the Committee are required prior to the installation of any new skylights or for alterations to existing skylights. The approval of new skylights will be considered based on their location and number. They must be designed to be integral parts of the roof. Their form, location, and color must be compatible with the existing roof. When locating a new skylight, every possible attempt should be made to place the skylight in a location least visible from the street. Profiles must be minimized. Skylight domes may be bronze, clear, or white. The color of skylight frames and flashing must be compatible with the roof color. Silver aluminum frames are prohibited. All visible manufacturer labels shall be removed prior to installation.

3.32 SOLAR ENERGY SYSTEMS AND ELECTRIC VEHICLE CHARGING PORTS

A. Solar energy systems shall be certified by the Solar Rating Certification Corporation (SRCC) or another nationally recognized certification agency. The certification shall be for the entire solar energy system and installation.

B. If removing and replacing roof materials around solar panels, all roofing materials must be the same as existing. Exception: Roofing underneath solar panels may be replaced with an alternate material as long as it cannot be seen from the street or neighboring properties.

C. Electric vehicle ~~charging ports~~chargers must be out of view from the street and the charging cord must be coiled, on a hose reel, or out of view when not in use.

D. If the solar electrical boxes cannot be out of view, the boxes, cords, and conduit must be painted the color of the surface they are attached to. Exception: Equipment manufacturer nameplates or emergency stickers that must remain visible.

E. Application submittal requirements must include:

- 1. Solar installer's plans, approved by City of Lake Forest
- 2. Location of panels, equipment, and conduit routing. Location of walls and gates that will conceal equipment
- 3. Equipment specifications and dimensions
- 4. Replacement roof material specification

- 5. Photographs from street showing where equipment will be placed
- 6. Neighbor awareness signatures

3.33 STORAGE BUILDINGS, WORKSHOPS, AND TOOL SHEDS

Storage sheds and workshops will be approved on a case-by-case basis with respect to architectural considerations that the Committee, at its discretion, will deem appropriate.

A. Uses are limited to storage or workshops. Storage of commercial inventory or use for commercial purposes is not permitted. Tool shed maximum size: 6′ x 3′ x 8′; Storage sheds maximum size: 10′ x 12′ x 8′; Workshops maximum size: 10′ x 14′ x 12′. Tool sheds do not require Architectural approval unless taller than the fence.
B. Utilities are not allowed in tool or storage sheds, (excludes pool and spa equipment).
C. Internal utilities are permitted for workshops and will be approved on a case-by-case basis.
D. Structures shall blend with the architectural characteristics of the dwelling and neighborhood in both colors and materials, i.e., roofing material, and wood siding. etc. Exception: Tool sheds that do not extend above fence.
   1. A minimum clearance of 24" for access to 'zero-lot line' walls.
E. The setback from the property line must be a minimum of two feet (2′) unless the ~~MAC~~Committee determines otherwise.
F. Sheds, storage buildings, and workshops must be located behind an enclosed fence or wall and may not be placed in a front yard ~~or side yard easements.~~ .
G. Use of certain shrubbery to camouflage is encouraged and in certain installations, may be required.
H. The use of corrugated sheet metal or corrugated fiberglass roof material is prohibited.

3.34 SUNROOM

Sunrooms have an area of two hundred fifty (250) square feet or less. Sunrooms will be reviewed on a case-by-case basis. When erecting a sunroom, the following shall be the guideline:

A. Non-invasive of neighboring properties.
B. Aesthetically consistent with the existing structure. (No metal-mobile home look.)
C. Roofing material shall match the existing structure.
D. Painted to match the existing structure.

~~3.35 TREE TRIMMING AND REMOVAL~~

~~A. MAC Committee approval required for removal of any tree over six (6) feet tall. The Committee may require that removed trees be replaced.~~
~~B. Tree trimming does not require Architectural approval; however, it is suggested that the property owner notify Community Services Manager at 949-586-0860 Ext 13, of the date.~~
   ~~C.~~a. ~~If emergency tree removal is required because of an imminent threat, please contact the Community Service Manager at 949-586-0860 x 13 regarding the circumstances.~~
   ~~D.~~a. ~~Stumps must be removed to finished surface, unless on a slope. If a tree is on a slope, the tree must be cut as close to the ground as possible.~~
~~E. When trimming back trees, 'hat racking' or 'topping' trees is not permitted. Topping or Hat Racking trees can ruin the growth pattern. The proper trimming and cultivation of trees is done by 'thinning'; removing excess limbs and branches. Thinning makes the trees less susceptible to wind damage. The Association can require that hat racked trees be removed and~~

replaced in addition to the fine.

F. Per City of Lake Forest guidelines for trees that are on parkways of City owned streets, all tree branches must be trimmed back so that they are no lower than seven feet (7') high when hanging over the sidewalk and no lower than eight feet (8') when hanging over the city street.

3.36 TREES (EUCALYPTUS) MORATORIUM

A.a.A City moratorium exists beginning April 1 through October 31, prohibiting the cutting of Eucalyptus trees within Lake Forest II Master Homeowners Association. Thinning, trimming, and removal must be performed from November 1 through March 31. During the moratorium and for emergency situations, exceptions will be handled on a case-by-case basis. (Refer to City Ordinance No. 22, Eucalyptus Tree Conservation Ordinance.)

B.a.A Committee Application must be completed and approved prior to the removal or trimming of any Eucalyptus trees during this moratorium period.

C.a.Any approval for tree removal or trimming granted by the Committee during the moratorium will require the resident to follow the procedure below:

1.i. Subsequent to any cutting or removal of all or any part of the Eucalyptus tree, the Eucalyptus wood shall be chipped, buried, and covered with a tarp, or removed immediately. Tree stumps and debris must be removed immediately.

2.i. Any stored Eucalyptus wood must be tightly covered with an ultraviolet light-resistant clear plastic tarp at least six (6) mil thick, with the ends of the tarp either weighted or covered with dirt to control tree scent dispersal for a minimum of six (6) months before any Eucalyptus wood may be used or the tarp removed.

3. Should the resident request permission to remove trees not previously designated as dead, it will be necessary to submit a **statement from a certified arborist** that the trees to be removed are either dead or a potential hazard that require immediate removal.

4. Committee may require that removed trees be replaced.

3.37 TREE REMOVAL IN WOODS TRACT

A. In addition to section 3.36, the following applies to the Woods Tracts: To preserve the natural beauty and protect the unique urban forest environment created by the Eucalyptus trees and other diverse tree species in the Woods tracts, the Committee requires the following information when submitting an Application to remove trees:

1.i. Reason for the tree(s) removal;

2. Support for the reason (photos, including photos of each area of the front and back yards showing all current trees, arborist report, etc.);

3. Height of tree(s);

4. A hand-drawn or computer-generated plot plan of the entire property with dimensions with the following:

- Showing all existing trees with approximate height

- Marking tree(s) to be removed with approximate height
- Marking where new tree(s) are to be planted.

NOTE: (The Committee may require a tree(s) to be added to keep the urban forest environment).

B. Living trees having a height of six (6') feet or more shall not be destroyed or removed from any property without the prior written consent of the Committee. If a tree is removed without approval, you may be required to plant another tree, (15-gallon minimum size tree). The new tree must be equal in size at maturity to the tree that was removed. Trees are classified as small, medium, and large. Small trees grow to a height of less than 40', medium trees grow to a height of 40-80', and large trees grow to a height of greater than 80'. At least two varieties of trees are recommended.

C. Any homeowner who removes a tree without approval will be assessed a fine and may be required to replace the tree (CCR Section 3.02P). Trees cannot be removed during the Eucalyptus Moratorium unless it is an emergency safety issue, in which case, an Application is still required (refer to section 3.37).

EXAMPLES OF RECOMMENDED TREES FOR THE WOODS TRACTS (recommended by Arborists)

TREE	HEIGHT	SIZE	SPACE REQ.	CANOPY/SHADE
California Sycamore	60'-100'	Large	400 Sq. Ft.	40'-70'
Canary Island Pine	50'-80'	Large	400 Sq. Ft.	30'
Coast Live Oak	50'-80'	Large	225 Sq. Ft.	100'
Brisbane Box	60'-70'	Medium	225 Sq. Ft.	25'
Western Cottonwood	50'-80'	Medium	225 Sq. Ft.	25'-35'
Willows	30'	Small	225 Sq. Ft.	30'-40'

Other varieties of trees may be considered by the Committee. The homeowner must research and submit the tree information above to assist the Committee in making an informed decision on the tree requested.

Please Note: Never top (remove whole tops of trees or large branches) or 'hat rack' (severe act of pruning, stubbing, or removing foliage, so that the tree resembles a hat or coat rack) any tree. Flat, blunt cuts remove too much foliage, expose large areas susceptible to insects and infections, and ruin the tree's structural integrity. Trees do not draw food up through their root system; they depend entirely on their leaves to manufacture food through photosynthesis. When a tree is 'hat racked', it starves the tree of the nutrition needed to be healthy. It promotes a dense ball of growth from the cut sites, which in turn makes the tree more prone to wind damage. Homeowners will be assessed a fine if a tree is 'hat racked', and possibly be required to remove and replace the hat-racked tree with a new like tree. Tree trimming does not require application and Architectural approval; however.

3.383.35 WATER SOFTENERS

Water softening shall be installed so as not to be visible from the street. (The Irvine Ranch Water District does not allow the installation of regenerative type water softening systems due to the District's water recycling process.)

~~3.39~~3.36 WINDOWS & DOORS

Committee approval is needed for any changes to windows and doors.

A. Windows may be tinted. Reflective materials that create mirror/nuisance effects from the outside are prohibited.
B. The replacement or upgrading of windows in phases shall be done in such a manner that uniformity will be consistent on each side of the house, during each phase. Exceptions:
    1. Bathroom windows with less than four (4) square feet of area (576 square inches);
    2. Bathroom windows less than sixteen (16") inches in width;
    3. Bathroom windows less than sixteen (16") inches in height;
    4. Decorative windows such as stained glass, leaded glass, etc.
    5. Non-opening windows above front doors
C. Sliding doors that are visible from the street must be gridded or non-gridded to be consistent with the windows on the same face of the house. Exception: Decorative glass doors with stained glass, leaded glass, etc.
D. Wooden French doors/bay windows must be painted to match trim, stucco, or wood siding or dwelling. They can be gridded or plain. Metal French doors/bay windows must match existing window frame color.
E. All window and door treatment (curtains, blinds, shutters, etc.) must be in good condition with no tears, missing blinds, or broken slats.
F. Only standard mini-blinds, curtains, shutters, or window shades are allowed as window treatments. Bed sheets, paper, etc. are not permitted.
G. Window tinting, if deteriorating, fading, or peeling, must be removed entirely and/or replaced.

~~3.40~~3.37 WIND TURBINES/TURBINE VENTILATOR

Homeowners are discouraged from installing wind turbines and are encouraged to seek other forms of ventilating the attics that are not visible from neighboring properties (fans placed in the gabled vents or additional insulation on the floor or dormers). If installed, wind turbines must be placed in an area not visible from the street and painted to match the adjacent surface. Unsightly materials shall not be used to cover the turbine.

~~3.41~~3.38 WIRES AND CABLES

Wires and cables, including those installed to convey radio or television signals, shall be hidden, buried, or secured flush with the side of the house so as to minimize their visibility. Exposed wires and cables must be (painted to match the building surface) so as to minimize their visibility.

SECTION 4
CONSTRUCTION REGULATIONS

4.01 TRASH

A. Rubbish, debris, and unsightly material or objects shall not be stored or permitted to

accumulate on streets, sidewalks, common areas, or on property owned and/or maintained by the Association. At the end of each day, the construction site shall be cleaned and loose items secured from wind. Each week, all rubbish, debris, and unsightly material or objects shall be removed from the unit or lot.

B. If a dumpster or POD is needed for your project, you must obtain a POD/Dumpster Permit at the Clubhouse, (no charge). The property owner shall be financially responsible for any trash cleanup work the Association deems necessary in connection with any construction.
~~B.~~

4.02 ACCESS

Access for equipment used during the course of a project must be through the homeowner's property only. Unless given permission of adjoining property owners. **No common area property or adjoining property can be used.**

4.03 STORAGE

No building materials, dirt, or trash containers are to be placed on the street, sidewalk, or the common area.

4.04 NOISE

Noise associated with construction, repair, remodeling, or grading of any real property must comply with the City's noise ordinance. Noise levels shall conform to City of Lake Forest noise ordinance. A violation of the City's noise ordinance would be determined by the City's Code Enforcement Division. Lake Forest, California Municipal Code Chapter 11.16 Noise Control.

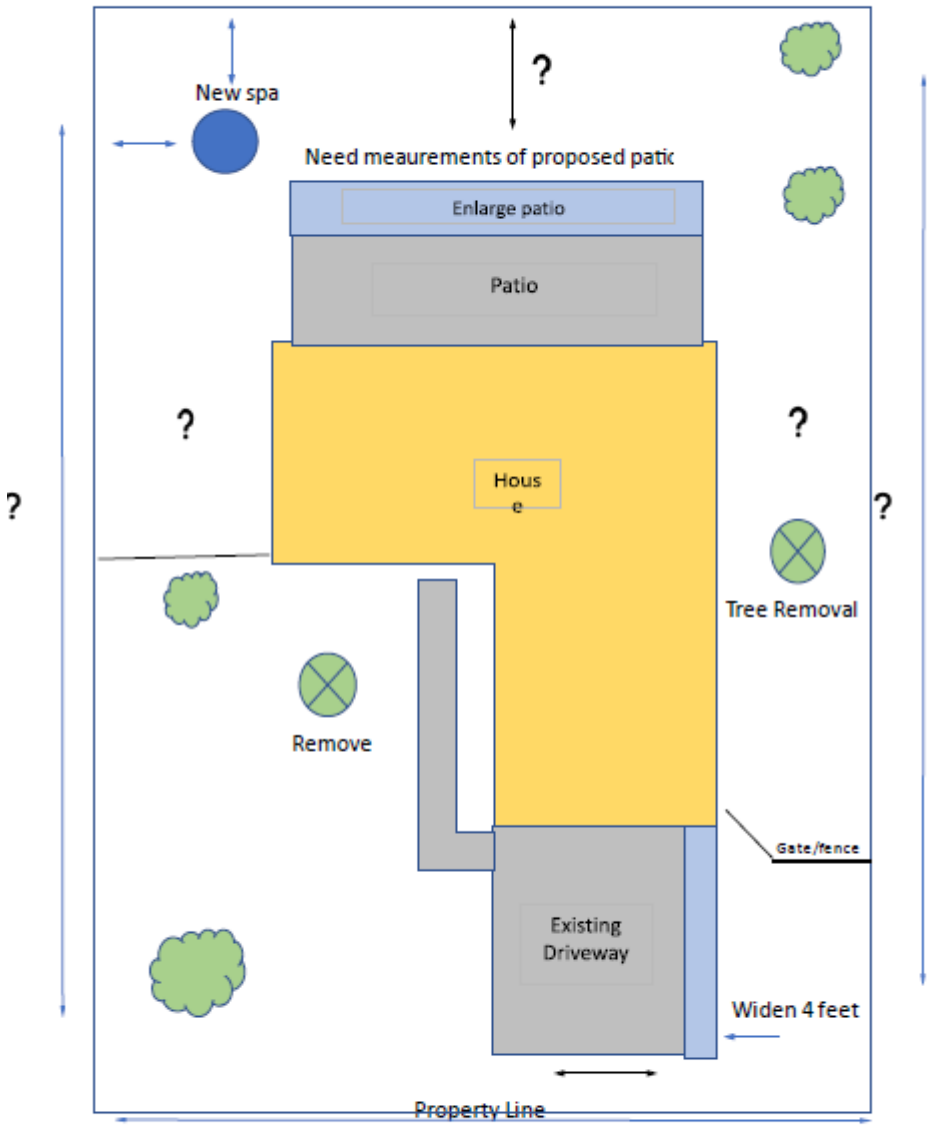
~~**EXHIBIT A**~~

~~**SAMPLE PLAT PLAN**~~

SAMPLE PLOT PLAN

Example: Existing landscape, hardscape, new proposed improvements and removals

Measurement of all property lines



Measurement of distance from house to PL
Measurement of property lines
Width of driveway
Measurements of patio and walkways
Measure distance from spa to PL's

Draw in any additional hardscape
Draw in any additional landscape
Show existing landscape
If new windows, mark location of each
Give aprox. Heights of each tree