

**Please read an If you do not understand something, PLEASE ASK.**  
**Initial where requested**

HARRISBURG ESTATES OWNERS ASSOCIATION  
DESIGN STANDARDS  
REQUEST FOR APPROVAL FORM

These design guidelines have been adopted by the Architectural Control Committee for the Harrisburg Estates Owners Association requesting approval of construction and building plans and/or for all additions, modifications, and alterations to the exterior of homes, (manufactured or custom), and Recreational Vehicles (as defined in CC&R Article 1 Section 16 A).

NAME \_\_\_\_\_ PHONE NO. \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

HARRISBURG  
ADDRESS \_\_\_\_\_

SUBJECT OF REQUEST \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**NOTE:** Exterior improvements to lots or buildings require prior ACC approval. **Approval of this request is required PRIOR to the start of any construction, alteration or improvements to a lot.** Complete drawings showing all dimensions, elevations and details of the proposed project are required. Owner shall be responsible for the verification and accuracy of all dimensions, property lines, grade, and elevations. Drawings must show the relation of the project to the existing home. A survey of the lot is required when building a new home or placing a Park Model or Manufactured home on the lot. A property line survey may be required for requested improvements. **If a building permit is obtained, a copy of the permit must be submitted to the ACC.** The permit shall remain on file with the request form and the plans in the Association Office. Approval by the Committee shall not be deemed to constitute compliance with the requirements of any local building codes, development regulations or applicable laws, and it shall be the responsibility of the Owner to comply therewith. The placement of any porch or room addition shall also be included. **All construction landscaping, alterations and repair work must be completed within 90 days from the start of project. Custom built homes have 6 months for completion.** Projects exceeding time limits must have approval for additional time or a fine will be charged as required by Policy Resolution #9, Item (5) under Specific Violations: **A violation of an ACC rule on the length of time for completion of authorized work, or for conducting unauthorized work, shall result in an immediate fine of \$250.00.** Additional fines may be levied in accordance with Policy Resolution #9, Item #3, "General Violations" until situation is back in compliance. The ACC shall have the right to refuse approval of any applications, which are not suitable or desirable for aesthetic or other reason. See CC&R's Article VI, Section 1 paragraph G that addresses Improvements and Alterations, for further clarification. See CC&R's Article IX for Appeal Procedure. Board members and/or ACC members will be inspecting properties in accordance with CC&R's Article VI, Section 1, paragraph L, RIGHT OF WAY.

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**\*\*Any changes or deviation in or from plans and specifications, once approved, shall not be made without PRIOR written approval from the ACC. All subsequent additions, changes, or alterations of any ACC approved project shall be subject to the prior written approval of the ACC. (Initial each # that you read and understood each item.)**

THE FOLLOWING DESIGN CRITERIA HAVE BEEN ESTABLISHED BY THE ACC:

- 1) Placement on lot for all permanent structures shall meet the following setback criteria:
  - a) Setback from top of concrete curb – minimum 10 feet.
  - b) Setback from side yard property line – minimum 5 feet.
  - c) Setback from rear yard property line – minimum 5 feet.
  - d) When rear or side yard property line adjoins common area there is no setback requirement.
  - e) Roof overhangs may extend into setbacks. **Initial \_\_\_\_\_**
  
- 2) The height for all residences shall not exceed 15 feet 6 inches above finished grade at street side of structure. The ACC reserves the right to limit an individual structure below these maximums if the impact on the adjacent properties is adverse. **Initial \_\_\_\_\_**
  
- 3) Each residence shall have off-street parking for one vehicle. If two vehicles are involved, parking for both vehicles must be provided on lot. No part of parked cars should overhang the curb. **Initial \_\_\_\_\_**
  
- 4) Exterior paint and siding color shall be compatible and complementary with the rest of the residences. The ACC shall be provided a sample of the proposed colors when requesting approval to change exterior colors. All color selections are subject to approval by the ACC. **Initial \_\_\_\_\_**
  
- 5) Concrete driveways can be colored or stamped concrete. Color of concrete and/or stamped concrete subject to ACC approval. Driveways shall not be painted. No rock or graveled driveways allowed. **Initial \_\_\_\_\_**
  
- 6) Skirting on manufactured homes and park models must be completed within 90 days of unit placement. Skirting must be of the same type siding and color as the basic unit or compatible. **Initial \_\_\_\_\_**
  
- 7) Manufactured and custom built home requirements:
  - a) Must have a gabled or hipped roof.
  - b) No basements. Crawl space is acceptable but must not cause residence to exceed maximum height restrictions.
  - c) Exterior siding: Stucco, Vinyl, Aluminum, Brick or Manufactured Siding.
  - d) Roofing Material: Tile, Asphalt Shingle or Decorator Metal (not Corrugated Iron).

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- e) Log homes and Southwest adobe style homes are not considered compatible with existing architectural styles.
- f) A maximum of 900 interior square footage is allowed, but must have adequate off-street parking on the lot, and must meet the setbacks required by the ACC.
- g) Additions or alterations must have the same type siding and color as the basic unit or be compatible.

Park Model specific requirements:

- h) Must have a gabled or hipped roof.
  - i) Add-on rooms that are under the awnings are not approved.
  - j) No basements: See 7b above.
  - k) Exterior siding: Stucco, Vinyl, Wood or Aluminum. Any add-on must have the same type siding and color as the basic unit or be compatible.
  - l) Roofing material: See 7d above.
  - m) A 900-interior square footage is allowed, but must have adequate off-street parking on the lot, and must meet the setbacks required by the ACC.
  - n) Any additions or alterations must have the same type siding and color as the basic unit or be compatible.
- 8) No Garages or free-standing carports are allowed.
- 9) Recreational Vehicles: No unit may be over 10 years of age when first placed on lot and must be inspected and **approved by ACC PRIOR to placement on lot**. RV's must meet property line setbacks identified in Section 1 above. No room additions may be attached to Recreational Vehicles. No changes are allowed to existing permanent structures attached to Recreational Vehicles other than for maintenance or removal as approved by the ACC.

10) Storage Sheds/Units:

- a) Storage Shed (Walk in type)
  - 1) Size: Maximum of 80 Sq. Ft. Height not to exceed 9 feet 6 inches.
  - 2) Siding: Wood, Aluminum, Vinyl or Stucco
  - 3) Color: Must be compatible with unit.
  - 4) Roof: Must be gabled or hipped with Tile, Asphalt Shingles, or Decorator Metal, (not corrugated iron), compatible in color with unit.
  - 5) Sheds placed within setback area shall be moveable and allow 2 ft. access from property line.
  - 6) Sheds may be plumbed, wired and have sewer hook-up when meeting the setback requirements defined in Section 1 of this document.
  - 7) All storage Sheds/Units must be completed within 90 days after start of construction.
- b) Storage Units (Not walk in type):

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- 1) Size: Up to 15 Sq. Ft. and not to exceed 7 Ft. in height.
  - 2) Material: Wood, Aluminum, Vinyl or Stucco or manufactured such as Rubbermaid.
  - 3) Color: Must be compatible with unit.
  - c) Only 3 sheds allowed, 1 walk-in and 2 not walk-in, or 3 not walk-in. Not to exceed 110 Sq. Ft. combined.
  - d) Shed location subject to ACC approval.
  - e) The ACC reserves the right to limit an individual structure below these maximums if the impact on the adjacent properties is adverse. Initial \_\_\_\_\_
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- 11) The following trees and landscape plants are prohibited. Tall Palm Trees, Cypress Trees, Russian olive, Cottonwood, Mulberry, Poplar, and Tamarisk. Morning Glory and Pampas Grass is also prohibited. Initial \_\_\_\_\_
  - 12) Fences enclosing or dividing lots are not allowed. Initial \_\_\_\_\_
  - 13) Covers for Recreational Vehicles, Boats, Trailers, ATV's, etc. for extended periods of time shall be maintained manufactured covers. Initial \_\_\_\_\_
  - 14) Dog houses, shelters and runs are not allowed. Initial \_\_\_\_\_
  - 15) All exterior lighting is subject to Committee approval. Motion detectors shall be installed in such a manner as to minimize On/Off light cycles. Exterior lighting should consider glare and brightness of the light source. No obtrusive light sources shall be permitted. Indirect lighting is recommended. Initial \_\_\_\_\_
  - 16) **No visible** Trash/Recycling containers are allowed. In no event, shall such containers be visible from neighboring property. Initial \_\_\_\_\_
  - 17) **Any alteration or addition to the Water/Sprinkler System must be handled by the Maintenance Department.** All changes have to be approved by the Maintenance Department. Homeowner will be responsible for any costs incurred. Initial \_\_\_\_\_
  - 18) **Drainage:** No owner shall be permitted to alter the grade of any lot to change the direction of, obstruct or retard the flow of surface water drainage. Initial \_\_\_\_\_
  - 19) Visible metal flashings, gutters, downspouts and other exposed sheet metal may not be unfinished metal, except copper. Initial \_\_\_\_\_
  - 20) Solar Collectors must be integrated as part of the roof design and are subject to approval of the ACC. Initial \_\_\_\_\_

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- 21) Air Conditioners: An ACC form is required to relocate or add an air-conditioning unit and location is subject to the ACC approval. Initial \_\_\_\_\_
  
- 22) Lots will be kept orderly, and streets kept cleaned during construction projects. Initial \_\_\_\_\_
  
- 23) Construction hours **7 AM to 9 PM** daily. Initial \_\_\_\_\_
  
- 24) Cement trucks shall not clean out across the road by the dumpsters or on any Harrisburg streets. Initial \_\_\_\_\_
  
- 25) The ACC shall notify homeowners when repairs or landscaping problems need to be addressed. Initial \_\_\_\_\_
  
- 26) Contractors and Construction Workers shall remove work debris from job site. Use of HEOA dumpsters for this debris is not allowed. Property owners are responsible for the compliance of their contractors and workers. Initial \_\_\_\_\_
  
- 27) Homeowners shall be responsible for all damages done by their Contractors, Sub-Contractors and Construction Workers to HEOA property and common areas. Initial \_\_\_\_\_
  
- 28) Alterations to existing landscaping or lawn area for the purpose of additional parking shall be cement slab. ATV's small trailers, golf carts, etc. may be parked on homeowner's lot on graveled landscape areas. Initial \_\_\_\_\_

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**DESCRIPTION (Attach drawings where applicable & extra pages if necessary):**

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**Owner’s Acknowledgements: I understand: (Please initial each)**

1.  I understand that compliance with Harrisburg Estates governing documents and approval by the Architectural Control Committee does not necessarily constitute compliance with the provisions or building and zoning codes of Hurricane City and Washington County. Further, nothing herein contained shall be construed as a waiver or modification of any said restrictions. I understand that all required permit(s) are my responsibility.
2.  I understand any changes or deviation in or from plans and specifications, once approved, shall not be made without PRIOR written approval from the ACC. All subsequent additions, changes, or alterations of any ACC approved project shall be subject to the prior written approval of the ACC.
3.  I understand that no work on this request shall commence until written approval has been received.
4.  I understand that any construction or exterior alteration undertaken by me or in my behalf before approval of this application is not allowed and if alterations are made, I may be required to return the property to its former condition at my own expense if this application is denied wholly or in part, and that I may be required to pay all legal expenses incurred.
5.  I understand that any approval is contingent upon construction and alterations being completed in a workmanlike manner.
6.  I understand all construction landscaping, alterations and repair work must be completed in 90 days from the start of project. Custom built homes have 6 months for completion from the start of the project. If the work is not completed in the time allowed, the homeowner must notify the ACC and request an extension.
7.  I understand that members of the ACC are permitted to enter upon my property at any reasonable time for the purpose of inspecting the proposed project, the project in progress, and the completed project, and that such entry does not constitute a trespass.

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8. [ ] I understand that this application could be revoked if the work requested has not commenced within 30 days of the approval date of this application.
9. [ ] I understand that an HEOA maintenance request form must be completed (and approved by maintenance) prior to alterations of existing HEOA maintained water systems. Material and labor costs may be assessed for damage or alterations to existing HEOA maintained water systems, (potable, irrigation, drainage, & sewer).
10. I understand that it is my responsibility to notify the ACC upon the completion of this project.

Print Name(s) \_\_\_\_\_

Signature of Owner(s): \_\_\_\_\_ Date \_\_\_\_\_  
**(I acknowledge having read this form in its entirety)**

Estimated date work will be started \_\_\_\_\_

Actual start date of work \_\_\_\_\_

Issue date of Hurricane City Building Permit \_\_\_\_\_ (copy kept on file)  
**ACC ONLY**

We have reviewed the request you submitted to the ACC. Based on the ACC guidelines your request is:

<b><u>ACC Members:</u></b>		<b><u>Approved</u></b>	<b><u>Denied</u></b>
_____	Date _____	_____	_____
_____	Date _____	_____	_____
_____	Date _____	_____	_____
_____	Date _____	_____	_____
_____	Date _____	_____	_____
_____	Date _____	_____	_____
_____	Date _____	_____	_____
_____	Date _____	_____	_____
_____	Date _____	_____	_____
_____	Date _____	_____	_____

**\*\*Maintenance Personnel:**  
**(Required for alterations to water systems).**

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Reason for denial or conditions required for approval:

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**If you disagree with the decision of the ACC, you may appeal to the Harrisburg Estates Board of Directors. A written request to appeal must be made within 15 days of owner receiving ACC decision.**

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**Final Inspection: Inspection of project after completion.**

Owner completed project as approved by ACC. Yes \_\_\_\_\_ No \_\_\_\_\_

ACC Signature: \_\_\_\_\_ Date \_\_\_\_\_

Maintenance approval of completed water system alterations. Yes \_\_\_\_\_ No \_\_\_\_\_

Maintenance Signature: \_\_\_\_\_

**If NO, give explanation:**

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