

Architectural Standards	Document Number:	RR2.0
	Document Revision:	1.0
	Release Date:	12.18.18
	Property:	Lifescape Villas on Dublin



# Architectural Standards

Lifescape Villas on Dublin Homeowners Association

Revised December 2018

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# **ARCHITECTURAL STANDARDS**

## **Lifescape Villas on Dublin Homeowners Association**

### **I. General**

#### **A. PURPOSE**

This document describes Article 5, Section 5.11 of the Lifescape Villas on Dublin Homeowners Association (Hereinafter referred to as the “Association”) Bylaws charging the Association with architectural control of Lifescape Villas on Dublin through the Architectural Control Committee (ACC) and the individual Covenants and Rules and Regulations that have been adopted and in a form that describes the Architectural Control Committee process.

#### **B. SCOPE OF DOCUMENT**

These standards are meant to provide direction in architectural matters to assist residents in submitting Architectural Modification Requests and for the ACC to evaluate those Requests. The activities covered by the ACC include: Any modifications; replacements; improvements; maintenance; and other activities determined by the Association to be an Owner responsibility. Architectural Elements that are affected by these activities are described in this document, however this list is not inclusive.

#### **C. APPLICATION PROCEDURE**

An Architectural Modification Request form is available from the Property Manager of the Association or from the Association website. All Architectural Modification Request forms are reviewed to confirm that the project is in conformance with the Covenants, Rules and Regulations and the Architectural Standards. The ACC will have ten days from the date of application to render its decision. The decision may be to ask for additional information.

#### **D. CONFORMANCE WITH DECLARATIONS**

All Architectural Modification Request forms are reviewed to confirm that the request is in conformance with the Covenant Declarations. All window, door, gutter and storage unit projects require a review by the Manager after the project is completed to ensure the project is in conformance with the Covenant Declarations and that the modification does not alter the appearance of the building.

#### **F. IMPACT ON NEIGHBORS**

Projects should not impinge on an adjoining neighbor’s property in terms of access, drainage or privacy.

#### **G. ENFORCEMENT AND RIGHT OF APPEAL**

Failure to obtain Architectural Control Committee approval before beginning work covered in the required forms, failure to have certain noted projects reviewed after their completion and/or failure to comply with ACC decisions will result in the following:

- a.** First violation is a Warning Letter from the ACC.
- b.** Each subsequent violation will begin fines that incrementally increases with each violation.  
*(See the Schedule of Fines and Penalties).*

Residents have the right to appeal any ACC decision to the Board of Directors (Hereinafter referred to as the “Board”) by notifying the Property Manager of their intention of protest. The Board will hear the appeal at the next regularly scheduled meeting. In the event of special circumstances where any delay in scheduling an appeal would adversely affect the resident’s home or property, a resident can request a special meeting of the Board. The resident will be notified of the Board’s decision on holding a special meeting to consider the appeal. Once the Board has made a decision on the appeal, the resident will be notified of that decision in writing via email or letter that will either be hand delivered or mailed.

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# Front Entry Door Hardware Standards

**Approved Styles:**

Lever handleset

Electronic or Smart Lever Handlesets



**Additional Information for these approved styles:**

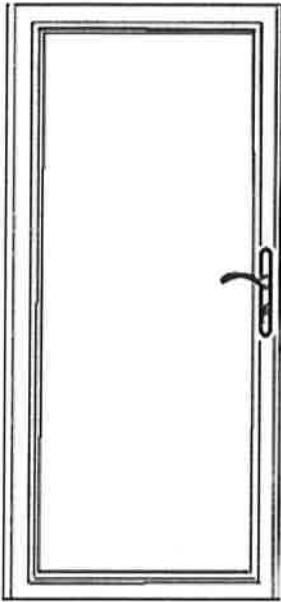
**Hardware Finish:** Oil rubbed bronze/brown or black

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## Storm Door Standards

### Approved Styles:

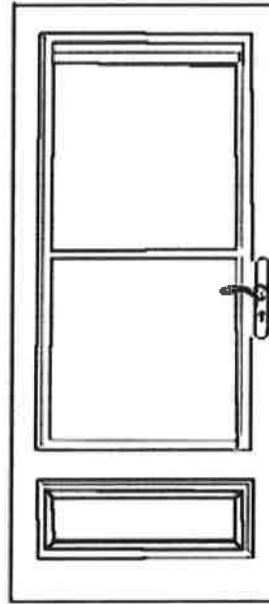
Fullview Door



#### Fullview Style Specs:

Permanently fixed clear glass panel.  
No grilles.

Partial Light Panel Door - 3/4 View



#### 3/4 View Style Specs:

Clear glass panel with self-storing screen.  
No grilles.  
Embossed bottom panel.

### Additional Information for these approved styles:

**Handing:** Left- or Right-hand/outswing

**Material:** aluminum frame, glass panel

**Color Specs:** Almond (off-white) or Bronze (brown)

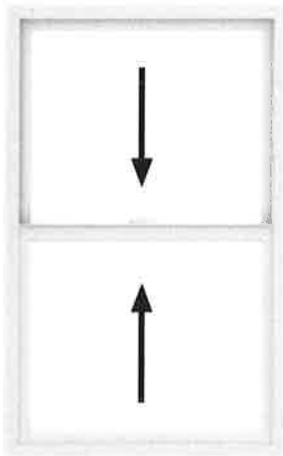
**Hardware Finish:** Oil rubbed bronze/brown or black

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# Window Replacement Standards

## Approved Style 2: Double-Hung

Two movable sashes (panels)



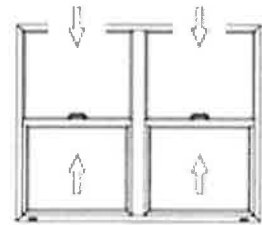
### Double-Hung

#### Style Specs:

Clear glass panels.  
No grilles.

**Note:** Window openings up to 4' wide must install one single-hung window. For window openings greater than 4' wide, homeowner must get Association approval to install two double-hung windows (See Ref.2).

Ref.2



### Additional Information for these approved styles:

**Handing:** Double-Hung: Both bottom and top half opens.

**Material:** Metal or vinyl. Vinyl windows must have reinforcement around the perimeter as vinyl will sag.

**Color Specs:** Bronze (brown)

**Screen Type:** Fiberglass mesh or aluminum.

*Screen options such as solar screens must get Board approval by submitting an Architectural Modification Request. Contact the Property Manager to request the form. Complete and return to the Property Manager.*

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# Specialty Window Replacement Standards

## Approved Styles:

Half Circle



### Half Circle Style Specs:

Clear glass panel.  
No grilles.

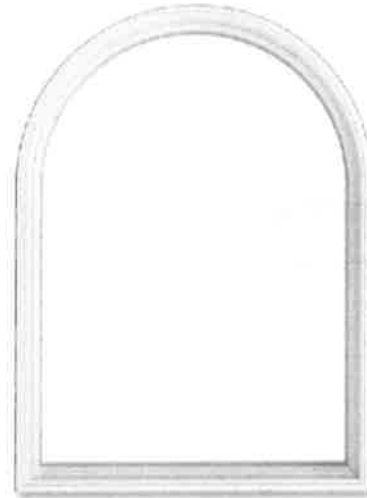
### Additional Information for this approved style:

**Material:** Metal or vinyl. Vinyl windows must have reinforcement around the perimeter as vinyl will sag.

**Color Specs:** Bronze (brown)

**Window Coverings:** This specialty window is not required to have a window covering. If a window covering is used, it must follow Window Covering Standards.

Full Springline



### Full Springline Style Specs:

Obscuring glass panel.  
No grilles.

### Additional Information for this approved style:

**Material:** Metal or vinyl. Vinyl windows must have reinforcement around the perimeter as vinyl will sag.

**Color Specs:** Bronze (brown)

**Window Coverings:** This specialty window is not required to have a window covering. If a window covering is used, it must follow Window Covering Standards.

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## Window Coverings Standards

- Window Coverings must be white or off-white on those windows facing a public view.
- No window tint, privacy film, solar screens, decals, foil or black out panels are allowed without prior approval of the Association.

## Window Maintenance

- Windows are required to be kept in good condition. Cracked, broken or fogged panes and torn or damaged screens must be replaced.

## Architectural Elements Inspection prior to the Sale of a Unit

- Before a unit is sold, the Manager will do an inspection of the exterior of the unit and advise if the homeowner must update and/or remove prior to sale any Architectural Elements that the homeowner has failed to align to the Architectural Standards. This includes but is not limited to: storm doors, door hardware, lighting, satellite dishes and individual security systems no longer in use and unmaintained storage sheds.

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## Rain Gutters Standards

Rain Gutters are a homeowner’s responsibility to install and maintain. Homeowners are required to submit an Architectural Modification Request prior. Contact the Property Manager to request the form. Complete and return to the Property Manager for Board approval. Installs must be reviewed and approved by the Association after completion.

The main purpose of a gutter is to capture water from rain or snow melt as it runs off of the roof but also to keep water off of the foundation.

Gutters and downspouts must be installed by a professional to prevent water intrusion issues and damage to stucco. If any damage is found to the building exterior, the homeowner will be responsible for repairing the exterior and any interior water damage caused by the intrusion. Downspouts must be directed away from the foundation and be an appropriate length for the soil grade and surrounding area. The number of downspouts must properly accommodate water runoff.

### To Maintain Gutters and Downspouts:

- Clean out debris: Keeping gutters and downspouts clean will help slow down the deterioration process, a major problem that eventually causes leaks.
- Check for and fix any leaks: Run water through the entire gutter system with a water hose to identify leaks.
- Check for obstructions in the gutter connections and downspouts. It is highly recommended to inspect twice a year, preferably at the start of Spring and during the Fall.

### Approved Styles: 6"-7" seamless

**Approved color: bronze (brown) and off-white to coordinate with the paint color scheme of the building (i.e. brown gutters used along fascia and trim, off-white used along stucco walls. Use of off-white is optional.**



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## Storage Shed Standards

A homeowner must submit a structure design plan and yard placement position to the Board for approval for all structure options. The structure’s dimensions, materials, paint and roof colors must be included in the plan. The structure’s materials and colors must coordinate with the color scheme and style of the property. The maximum sq. footage of a structure can be no more than 60 sq. ft. and the height of all structures cannot be higher than 6 feet. Installs must be reviewed and approved by the Association after completion.

Structure options are:

- A structure of 40 sq. ft. or less. No building permit is required from the City for this option.
- A structure greater than 40 sq. ft. but no more than 60 sq. ft. Must get Board approval. Once a design plan is approved by the Association, an accessory building permit application must be filed with and approved by the City of Richardson. An approved building permit application must be provided to the Board before any work commencing and all City Regulations must be followed.
- Prefab sheds made from plastic and/or resin. Colors must follow Standards requirements stated above.

**Paint Specs:** *Available via the HOA website and the Architectural Standards Committee via the Property Manager.*