

**ARCHITECTURAL AND PLANNING BOARD**  
**Approval Procedures and Guidelines**  
**Adopted June 22, 1982 (rev. 8/15/02)**

**I. JURISDICTION**

**A. General:**

The Architectural and Planning Board (Board) has jurisdiction over specific exterior property improvements, exterior property maintenance and property use. The Declaration of Covenants, Conditions and Restriction (Declaration) establishes this authority for the purpose of enhancing and protecting the value, desirability and attractiveness of Park Place.

**B. Exterior Improvements Requiring Prior Approval:**

1. Alterations in the exterior design or color of any structure, including but not limited to:
  - a. Patio covers
  - b. New mechanical equipment such as solar collectors and related devices, evaporative coolers and air conditioners mounted on any structure.
  - c. Exterior shutters, shades and awnings
  - d. Trellis structures attached to any structure.
  - e. Fireplaces and barbecues attached to any structure.
2. Addition to any structure, including patio enclosures.
3. Swimming pools, including related devices such as slides and diving boards.
4. Outbuildings, including storage sheds and play platforms.
5. Gazebos or ramadas.
6. Antennas and transmitters (subject to Telecommunications Act of 1996).
7. Excavation or grading that alters established drainage patterns from those shown on the grading plan approved by the City of Mesa.

**C. Exterior Improvements Not Requiring Prior Approval:**

Prior approval is not required for the following although such improvements shall be consistent with the intent of the Declaration and shall meet all applicable Government regulations.

1. Landscaping (trees, shrubs, flowers, turf, ground cover and landscape borders). This shall not apply to artificial plant materials.
2. Repair or maintenance work to restore previously approved construction to its original condition.
3. Sidewalks and patio slabs.
4. New fences or revisions to existing fences (city regulations limit rear yard perimeter fences to six feet).
5. Swings, basketball goals and other play equipment. Such equipment should be set back far enough from property line to avoid invasion of privacy of others.
6. Clothes lines.
7. Spas and hot tubs.

## II. PROCEDURES FOR APPROVAL

### A. Submittal:

Any homeowner proposing work that requires prior approval shall submit two sets of plans that fully illustrate:

1. The shape, dimension, etc., of the proposed work.
2. Materials and colors.
3. Height, including height above or below all perimeter fences.
4. The location, relative to property lines, the primary structure, zoning setbacks and easements.
5. The proposed project start and completion dates.

### B. Review:

The Board will review the submittal and respond in writing with an approval or rejection within thirty (30) days. One set of plans will be returned to the owner with the written response and the other copy will be kept on file with the Board. The Board may solicit comments from adjacent property owners.

### C. Final acceptance:

Upon completion of the project the owner shall notify the Board. The Board will then inspect the project for final acceptance. If final acceptance is not granted, the homeowner shall take required action as directed by the Board.

## III. GUIDELINES FOR APPROVAL

### A. General:

Criteria in this section are general guidelines only. Each specific case will be judged on its unique circumstances and, therefore, decisions more or less restrictive than the guidelines may be reached by the Board.

1. Work shall conform to all zoning, building and related regulations that apply to Park Place. These regulations may be more or less restrictive than Board decisions. The owner, not the Board, is responsible for determining and satisfying these regulations.
2. The design, size, shape, color and materials shall conform with the primary structure as judged by the Board.
3. First class workmanship and materials shall be used.

### B. Patio Covers:

1. Structure shall be masonry and/or wood to conform with the primary structure.
2. Roofs shall conform with the roof of the primary structure.

### C. Solar Collectors:

1. If mounted on front elevation or side elevation facing a street, mount against and parallel to adjacent structure.
2. Non-reflective materials to be used except glass at collective surface.
3. Exposed piping, tanks and other components shall be minimized.

D. Air Conditioners and Evaporative Coolers shall not be mounted on front elevations or side elevations facing a street.

E. Exterior window shutters, shades and awnings shall be of non-reflective materials.

### F. Outbuildings, Gazebos and Ramadas:

1. Height (measured to highest point):
  - a. If located against an enclosing solid fence, the height may not extend above

the top of the fence.

- b. Two inches above the height of the fence will be allowed for each twelve inches horizontal setback from the inside of the fence to the nearest point of the structure to a maximum height of ten feet for the structure. This guideline applies from all perimeter fences and the most restrictive condition prevails.

2. Location:

Structure shall be located inside the fenced side or rear yards. A ten foot separation from the fence to the structure shall be maintained on any street side if the structure extends above the fence line.

3. Structures that do not extend above the fence line need not conform with primary structure. (Metal sheds are acceptable under this clause).

G. Antennas and Transmitters: (subject to the Telecommunications Act of 1996)

1. A satellite dish or antenna shall be placed so it is not visible from the street.
2. The satellite dish or antenna shall be painted to match the surrounding property.
3. Landscaping may be required to be placed around a satellite dish or antenna.
4. Prior notification is required for the installation of a satellite dish or antenna.

*Note: None of these requirements may unreasonably delay or prevent installation, maintenance or use or unreasonably increase the cost of installation, maintenance or use, or preclude the reception of an acceptable quality signal.*

H. Driveway Additions and Concrete Paving for Vehicle Access and Storage:

1. Driveway additions adjacent to the original concrete driveway with a width of 2 feet or less does not require approval from the Architectural Board.
2. Concrete additions in excess of 2 feet wide will require approval and be reviewed on a case by case basis. The criteria that will be considered will not be limited to the following:
  - a. Hardship (Property's proximity to a stop sign, intersection, or cul-de-sac location limiting front street parking).
  - b. Concrete addition must be contiguous to an existing legal driveway and will not create a total front yard pavement in excess of 50% of the front yard.
  - c. Inspection to determine if there are any adverse conditions that this improvement would create for a neighboring property.
  - d. Ten Day Notification to the adjacent homeowner to determine if they have any conflict or considerations regarding this improvement.
  - e. Requirement of a satisfactory landscaping buffer (planted and maintained), when possible, to discourage or buffer vehicle storage on the concrete driveway addition in excess of 2 feet wide.
  - f. Use of the driveway addition shall be limited to vehicles that have current license plates displayed.