

**LOS PRADOS COMMUNITY ASSOCIATION
ARCHITECTURAL POLICIES AND GUIDELINES**

TABLE OF CONTENTS

	PAGE
I. INTRODUCTION	2
II. GENERAL CONDITIONS	4
III. ARCHITECTURAL AND MATERIAL STANDARDS	5
A. LANDSCAPING	5
B. DESERT LANDSCAPING	5
C. FENCING AND GATES	6
D. PROTECTIVE SCREENING DEVICES	6
E. PATIO COVERS & GAZEBOS	7
F. RETRACTABLE PATIO COVERS	7
G. POOLS, SPAS AND RELATED EQUIPMENT	7
H. OTHER STRUCTURES	8
1. GARAGE CONVERSIONS	8
2. ROOM ADDITIONS, EAVES & BALCONIES	8
3. CONCRETE PROJECTS	8
IV. ADDITIONAL MODIFICATIONS	9
A. SOLAR SCREENS	9
B. PATIO SHADES OR SCREENS	9
C. LIGHTING	9
D. PLAY EQUIPMENT	9
E. SOLAR ENERGY EQUIPMENT	9
F. EXTERIOR PAINTING AND COLOR COATING	9
G. ANTENNAE	9
H. WINDOW AWNINGS	9
I. SECURITY SHUTTERS AND DOORS	9
J. NAME PLATES	9
K. MAILBOXES	9
L. LAMPPOSTS	10
M. YARD DECORATIONS	10

**LOS PRADOS
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I. INTRODUCTION

- A. These guidelines are intended to supplement information contained in Articles VII and XII of the Master Declaration of Covenants, Conditions and Restrictions (CC&Rs) of the Los Prados Community Association and the Los Prados Community Association Rules and Regulations Section XI. They do not cover the entirety of those documents, therefore, it is advantageous to read the applicable CC&Rs and Rules and Regulations thoroughly prior to commencing any project covered by this document. The Architectural Control Committee and management staff can assist with the submittal process and interpretation of the CC&Rs and these Guidelines.

- B. The Architectural Control Committee (“ACC”) is constituted to assure continuity in design that will preserve and improve the appearance of the community and the property values therein. The ACC reviews all plans for exterior improvements and additions to residential lots and dwellings in Los Prados. The Architectural Control Committee shall exercise its best judgment to the end that all external changes to properties conform to and harmonize with the existing surroundings and structures; provided, however, all such additions, attachments, improvements and alterations comply with all applicable City of Las Vegas and State of Nevada building regulations and codes. Reviews are conducted objectively under the policy guidelines of the governing documents. Improvements and other property enhancements subject to review include without limitation, maintenance, additions, modifications, and alterations to residential dwellings such as fences, walls, room additions, patios, patio covers, gazebos, swimming pools and spas, and landscaping. Failure to submit plans to the ACC or to complete projects according to approved plans is a violation of the Association’s governing documents and may result in sanctions on the homeowner in accordance with the governing documents.

- C. The ACC consists of three or more persons appointed by the Board of Directors of the Association. One member of the Board of Directors will act as Liaison to the ACC. Committee membership is restricted to one person from a household. Committee members each have an equal vote on a project application. A majority vote of the committee is required to approve, reject, or table project applications. Applicants may appeal any unfavorable decision of the ACC directly to the Los Prados Board of Directors. Appeals must be made in writing using EXHIBIT G, REQUEST FOR VARIANCE, citing reasons and providing information upon which the Board can make a decision. Appeals will be addressed no later than the first open board meeting following the receipt of the appeal.

- D. The ACC may grant reasonable variances or adjustments from any conditions and restrictions in order to overcome practical difficulties and prevent unnecessary hardships. Such variances or adjustments shall be granted only in case the granting thereof shall not be materially detrimental or injurious to other property or improvements within the properties.

- E. No member of the ACC can recommend a specific contractor to an applicant, become personally involved in the completion of another’s project applied for through the ACC, or receive any compensation from an applicant or contractor relative to any project applied for through the ACC.

- F. The ACC meets twice monthly. Submittals are due in the Association office no later than seven (7) calendar days before the date of the next regularly scheduled meeting. A \$250.00 refundable deposit must accompany all submittals which will be refunded after final clearance providing the project area is cleared of debris and clean.
- G. Approved projects should be completed within six (6) months of approval. Upon approval, a tag will be attached to the residence lamppost indicating a project is in process. At completion of the work, a representative of the Architectural Committee will inspect improvements for adherence to approved plans. The ACC cannot give final release of any project or part of a project that requires City of Las Vegas final inspection. Such inspection must be obtained prior to notifying the ACC of project completion. The ACC tag will be removed only when completion is verified by the ACC. Approved projects not started by the end of the six-month period will be voided, and the applicants deposit be refunded. A new application must be submitted by the homeowner to reinstate the project.
- H. The ACC will have a recording secretary who will maintain written records of all applications submitted and actions taken thereon. Such records will be available to members of the Association for inspection at reasonable hours of the business day.
- I. These ACC Policies & Guidelines may be administratively amended at any regular legally-constituted meeting of the Board of Directors by simple majority vote of those in attendance, provided that no rule or amendment is contrary to the Association's governing documents. Changes become effective 10 days after posting of said rule or amendment on the bulletin board located at the Homeowner's Association office, 5150 Los Prados Circle, Las Vegas, NV 89130 and notifying homeowners of the amendment in the Master Association newsletter or by separate mailing.

II. GENERAL CONDITIONS

- A. Any condition or material not specifically addressed within these guidelines shall become a matter for consideration and determination by the ACC. Review and approval by the ACC of any such condition or material is therefore required.
- B. Committee approval of plans does not constitute acceptance of any technical or engineering specification or requirement of the City of Las Vegas and Los Prados assumes no responsibility for such. The function of the ACC is to review submittals for conformity to the Master Plan of the community. All technical and engineering matters, as well as applicable permits, are the responsibility of the owner. The committee recommends that the applicant seek ACC approval prior to that of the City of Las Vegas.
- C. ACC and/or City of Las Vegas approval of plans is not authorization to proceed with improvements on any property other than the applicant's.
- D. An oversight by the ACC regarding the CC&Rs, Rules and Regulations, or Policies & Guidelines does not constitute a waiver; therefore, any violation must be corrected upon notice.
- E. Access for equipment used in construction should be through the applicant's property. No access through common property will be allowed without prior written authorization from the Los Prados General Manager. When construction requires use of an adjoining property, the applicant must obtain written permission from the adjoining property owner and submit it with the plan and deposit. Projects do not require adjacent property owners' approval. However, the Association recommends that as a matter of courtesy, applicants make adjacent residents aware of the scope of projects, their start date and expected duration.
- F. Any homeowner who believes an approved project will adversely affect his/her property should immediately notify the Los Prados General Manager in writing explaining his/her concerns. The General Manager will review the complaint, attempt to resolve it, and if unable to do so, bring it to the attention of the ACC Committee and the Board of Directors.
- G. Streets must not be obstructed with equipment or building materials that could be hazardous to pedestrians, vehicles, etc. Materials temporarily placed on a street will be adequately barricaded, lighted, and marked to ensure safety.
- H. All work must be performed in a manner consistent with the standards of the general dwelling construction, appearance of the village and the Los Prados community as a whole. All work considered of an unsightly finished nature or of lesser quality than the prevailing community standards shall be reworked to an acceptable appearance at the owner's expense.
- I. No structures shall be erected which is in excess of thirty feet in height. Height to be measured from the lowest finished grade adjacent to the foundation of the structure to the uppermost point of the structure. Chimneys shall be excluded in determining height of a structure.

III. ARCHITECTURAL AND MATERIAL STANDARDS

This section of the Guidelines delineates appropriate materials for use in modifications and specifies which modifications require prior submittal to the ACC. Any deviation from pre-approved items requires ACC approval.

A. **LANDSCAPING.** Landscaping can be effectively used to accent entryways, define space, and create "soft" privacy screens. Since landscaping is a design element, consideration should be given to the relationship to adjacent homes and surrounding areas.

1. All new landscaping work, planting, and installation of permanent irrigation systems by an owner shall remain aesthetically consistent with the design and plan of the community. Periodic plant replacement or landscape irrigation system maintenance does not require ACC approval.
2. No owner shall further landscape or otherwise improve any property owned and maintained by the Los Prados Community Association without prior written authorization from the Los Prados General Manager after consultation with the Board of Directors.
3. Front and back yard landscaping consisting of trees and bushes must be maintained so as not to encroach upon, or be a nuisance or detriment to adjacent properties. If plantings are found to be detrimental to the community, e.g., causing damage to common or private property, homeowners will be required to abate the problem.
4. The following trees are not suitable for home landscapes and will not be approved by the ACC: Cottonwood, Mulberry, Fruit Bearing Olive, Poplar, and Willow.
5. Any material to be used by the homeowner in landscaping or backyard projects must be approved by the ACC. The use of a screening material in landscaping will be approved or disapproved on the following factors:
 - a. Use: Structures are considered on a case-by-case basis, e.g. gazebos, pool equipment screens, decks.
 - b. Design: Compatibility with Community appearance, visibility from common grounds and neighboring properties.
 - c. Quality: Construction and material, e.g., the use of PVC pipe for trellises, lattice for privacy screens is prohibited.

B. **DESERT LANDSCAPING.**

1. Homeowners must take appropriate measures to ensure a healthy, beautiful desert landscape. The Committee recommends the removal of sod to a depth of 2-3 inches, use of proper weed barrier material under the desert rock or decomposed granite (fine) that surrounds the plants and bedding areas, and an efficient irrigation system that applies water to the plants without watering the entire area.

Use of plastic sheeting is not permitted due to the possibility it will affect drainage.

2. Homeowners are encouraged to coordinate any desert landscape project with the Las Vegas Valley Water District prior to submitting plans to the ACC. The Water District can provide contractor and/or plant recommendations and may have an ongoing program of homeowner compensation for which a homeowner may be eligible. If a homeowner takes advantage of a Water District program, a copy of the District's acceptance form must be included for the record. Water District approval of a landscape plan applies only to water conservation requirements. The ACC retains approval authority for design and aesthetic consistency with the plan of the community.
3. Before commencement of installation of desert landscaping, an owner must: submit a landscaping design displaying plot dimensions and plant type and placement to the ACC, and receive written approval of the landscaping design from the ACC. Commencement of installation without said written approval will be considered a violation of this provision. The Board of Directors interprets "desert landscaping" to mean a desert garden, not a yard of concrete and rock. Water-efficient plants and planting areas must be included.

C. FENCING AND GATES. All fence and gate construction requires review and approval of the ACC. Acceptable materials for construction, extension or repair of fencing are (a) ½ inch square tubular wrought iron pickets on 4 to 4.5 inch centers attached to 1 inch square tubular top and bottom rails, (b) with tan slump stone block base and pilasters (base blocks not to exceed three rows) or two inch square tubular wrought posts set in concrete, (c) wrought iron to be painted to match the common area fences.

1. No double property line fences may be constructed. Should a neighbor adjacent to the property line install a fence, said fence shall be the only fence.
2. Fencing will not be constructed lower than three feet nor higher than six feet. Fencing used in common areas to narrow upright spacing for pet areas is acceptable but must be made of same material as the existing fence. Chicken wire, lattice, metal mesh or plastic netting may not be used on common area or privately-owned fences.
3. Installation of wrought iron gates and gate screening requires ACC approval. All gates must be wrought iron, matching the Los Prados square tubular-type material and must be maintained and painted as required using approved color.
4. Materials used for modification of common area wrought iron fencing to restrain small pets must be approved by the ACC. Under no circumstance will chicken wire, metal or plastic mesh, or lattice be approved for such purpose.

5. Plans for a fenced-in area to be utilized as a dog run must be submitted to the ACC for review and approval. Under no circumstance will chicken wire, metal or plastic mesh, or lattice be approved for such purpose.

D. PROTECTIVE SCREENING DEVICES. Owners of lots bordering the golf course may erect suitable screening to protect windows, patios, and other outdoor living areas from errant golf balls. Such screens must be as unobtrusive as possible to neighbors and golfers. 1¼" galvanized metal mesh, which is commercially available has proven to be the most effective, durable, and least visible of the various mesh screens. Posts should be galvanized steel and must be set in concrete. Post and eye caps, top and bottom rails, tension bars and post straps must be used and have galvanized metal finish. Screens should be the minimum height and width commensurate with safety. When submitting plans, show a diagram of the house, lot lines, and location of the proposed screen. Give dimensions of screen, maximum height above ground, distances from lot lines and house, and materials to be used. It is preferred that the posts and fences be located three (3) feet inside the owner's property line to reduce the chance of a ricochet into a neighbor's yard or house. However, for homes with current landscaping or lots whose size renders this not feasible, the ACC may approve screens 6" inside the property line of the applicant on a case by case basis.

E. PATIO COVERS AND GAZEBOS.

1. Complete submittal forms, including the Patio Cover Checklist (Exhibit B). Permits are required prior to approval of any patio cover or gazebo. Minimum finished size for wood, Alumawood, or a stucco post is 6" x 6."
2. Structures may be of wood, Alumawood, or stucco construction. All natural wood surfaces must be finished and weatherproofed, and stucco painted to match the house.
3. Metal and wood gazebos must be anchored to concrete piers or a concrete slab and be able to resist winds in accordance with City of Las Vegas building codes. ACC review and approval is required. Gazebos built of block or wood and stucco must conform architecturally to the residence. Construction requires ACC review and approval and must meet City Code requirements.

Acceptable patio roofing materials are wood, Alumawood slats, solid Alumawood or tile. Wood slats must be at least 2" x 2". Solid Alumawood covers must be supported by 6" posts sturdy enough to bear the weight of the solid roof and withstand winds in accordance with local building codes. Color of slats or solid covers must be compatible with the color of the house, and tiled covers must match the residence roof tiles.

4. Exposed gutters and downspouts will be painted to match adjacent roof, post, and/or wall material.
5. Patio covers in the front of residences are prohibited.

F. RETRACTABLE PATIO COVERS.

1. Canvas covers must be a solid color that is compatible with the home.
2. Covers must be electronically controlled from inside the home.
3. Covers must have a device that will automatically retract the cover during winds in excess of 15 miles per hour.
4. Covers must be inspected periodically and damaged canvas replaced or the patio covers must be removed.

G. POOLS, SPAS AND RELATED EQUIPMENT. These items may require specific permits and inspections by the City of Las Vegas. At a minimum the ACC requires the following:

1. Submittal of complete proposed construction plans showing placement of pool and equipment.
2. Proposed location of additional gates and fencing. Any gates and/or fencing must conform to the Los Prados tan wrought iron standard in addition to city codes.
3. Equipment must be screened and located so as not to be a nuisance to adjacent properties. Neighbors should be consulted regarding the proposed location.
4. The rear yard setback minimum is 3 feet from the water line to the rear property fence.
5. The side yard setback minimum is 3 feet from the water line to the side property fence.
6. Any Jacuzzi or spa will be considered the same as a pool and must be fenced or completely enclosed by gazebo or lockable cover.

H. OTHER STRUCTURES.

1. GARAGE CONVERSIONS are not permitted. Garages may not be converted into living space.
2. ROOM ADDITIONS, EAVES AND BALCONIES or any other exterior alterations to any building are major construction items that require prior approval by the ACC in addition to City of Las Vegas permits. They shall be constructed with materials that conform to type, quality, character and detailing established in the existing dwelling.
3. CONCRETE PROJECTS, to include initial installation, expanding an existing pad, walkway, or driveway require prior approval.

IV. ADDITIONAL MODIFICATIONS

- A. SOLAR SCREEN installation on windows requires prior approval of the ACC. They must compliment the existing color scheme of the residence.
- B. PATIO SHADES OR SCREENS are considered permanent in nature and must be approved by the ACC prior to installation. Screens should be a neutral color solar screen material that is spring loaded to facilitate roll up and down movement and must accommodate a tie down to avoid excessive flapping. Suggested mounting is inside of the eaves or header and of sufficient width to span the distance between patio posts. If mounted on the outside, mechanisms should be boxed in.
- C. LIGHTING: Low illumination landscape lighting does not require ACC approval. Higher illumination landscape or exterior lighting does require ACC review and approval. Lighting on porches, garage exterior, or for security of homes is approved if it is placed so that it does not create an annoyance to neighbors. Holiday decoration lighting, such as for Christmas and Hanukah, is permitted in season without ACC approval, but must be removed within 30 days of the holiday.
- D. PLAY EQUIPMENT including but not limited to swing sets, portable and permanent sports equipment, gymnastic and climbing structures, and playhouses require prior approval of the ACC.
- E. SOLAR ENERGY EQUIPMENT: The installation of any system to accommodate solar energy must be submitted to the ACC for review of placement. Examples are attic fans, solar panels and skylights.
- F. EXTERIOR PAINTING AND COLOR COATING: Repainting a portion of any residence or structure for repair (e.g., water damage, peeling, patched golf ball divots) with the existing color paint does not require ACC approval prior to the start of work. The repainting of the residence or structure with the original paint colors or replacement paint colors does require ACC approval. Application must include color samples for committee review. Color coating of driveways and walkways in front of a home require ACC review and approval and submission of a color sample.
- G. ANTENNAE: ACC review is required before installation of any type of receiving or transmitting antenna on the exterior of a residence.
- H. WINDOW AWNINGS: No window awnings are permitted.
- I. SECURITY SHUTTERS AND DOORS: Installation of security rolling shutters on windows and security doors requires ACC approval. Color must compliment existing residence colors. The Association requires that homeowners ensure that proper emergency egress is incorporated in the design. Security bars on windows are prohibited.
- J. NAMEPLATES: The placement, size, and material, must be reviewed and approved by the ACC. The nameplates on the mail boxes provided by the developer are pre-approved.

- K. MAILBOXES: All mailboxes will be mounted on the slump block posts provided by the developer. Mailbox replacements must be approved by the ACC prior to installation.
- L. LAMPPOSTS: Lampposts in front of a residence will be black in color and maintained as required.
- M. YARD DECORATIONS: Decorations placed in front yards, e.g., fountains, statues, floral containers, shall measure no more than 42 inches in any dimension. Decorations are to be artfully integrated into the design of the landscaping. Excessive decorations, as determined by the General Manager in conjunction with the ACC, shall be corrected to the satisfaction of the Association.