

2. General approval guidance

When is approval required?

Approval is required for building of any building, fence, wall or other exterior structure. Approval is also required for modifications including paint changes, skylights, arbors, fences, reflective window coverings, blinds, window mounted air conditioners, solar systems, garage door changes, front door changes, and landscaping. A good rule of thumb is if the exterior of the house or yard is affected in such a way as to be visible from the street or neighbors' properties, then approval is required. Note that because every lot is different, approval of an improvement/modification on one lot does not imply that approval for similar improvement/modifications will automatically be granted for other lots.

Approval is not required for interior remodeling.

Approval is not required for homeowners living in the Oak Creek or Cardigan Associations. These Associations have their own rules and processes which take precedence over rules specified here.

If in doubt about whether approval is required, please contact the property manager for Rudgear Estates Homeowner Association: Homeowner Association Services, 3160 Crow Canyon Place, Suite 150, San Ramon, CA 94583, Phone: (925) 830-4848 Fax:(925) 830-0252, e-mail bdawson@hoaservices.net.

Important notes:

1. Rudgear Estates Homeowner Association approval does not imply approval by the City of Walnut Creek. The owner must meet all city codes and obtain building permit(s) as required by law.
2. If modification affects common properties, approval must be obtained by the Rudgear Estates board of directors in addition to the architectural control committee.

3. Standards and specific approval guidance

The guidance below, though not exhaustive, is meant to inform homeowners in planning modifications and documentation. Standards are provided in some categories to encourage complementary designs to be implemented throughout the association. However, exceptions are allowed on a case-by-case basis with input from neighbors.

For non-standard proposed changes, the petitioning homeowner may be asked by the architectural control committee to obtain signatures from neighbors indicating that they have been made aware of the proposed changes. These signatures do **not** imply approval, but rather indicate that the signing individual is aware of proposed work. Although neighbors are not given the right to veto proposed work, neighbors' views are considered as an important part of the approval process. If the signing individual has questions or objections to the proposed work, s/he should contact the property manager for Rudgear Estates Homeowner Association: *Homeowner Association Services, 3160 Crow Canyon Place, Suite 150, San Ramon, CA 94583, Phone: (925) 830-4848 Fax:(925) 830-0252, e-mail bdawson@hoaservices.net, within 3 days of signing.* If the property proposed to be altered is jointly

owned (for example, a good neighbor fence), then signatures of co-owners must be supplied at the time of application.

- **Roofs**

Approval on replacement roofs will be based on color, style, definition (thickness) and fire safety. Because of the proximity of Association homes to open-space, we require that all newly-installed roofs be UL-rated as Class A. Attached homes must use materials complementary to companion units. Please select from list below (circle choice), or describe roof and submit brochure, together with awareness signatures from owners of 4 nearest homes.

Pre-approved roofs:

1. **GAF-ELK Timberline Prestique Lifetime fiberglass asphalt shingles** with warranty 40 years or longer, colors: Weathered Wood, Barkwood, Charcoal, Hickory, Shakedown, Slate
2. **GAF-ELK Camelot Lifetime Designer fiberglass asphalt shingles** with lifetime warranty: colors Sheffield Black, Aged Oak, Antique Slate, Florida Blend, Welsh Gray, Terra Cotta, San Gabriel, Williamsburg Slate
3. **Monier Duralite 900 tile shingles** with 40-year warranty or longer, colors: Casa Grande Blend, California Mission Blend, Pueblo Sienna Blend, Verona Clay
4. **Monier Barcelona 900 tile shingles** with 40-year warranty or longer, colors: California Mission Blend, Casa Grande Blend, Rio Grande Blend, Salerno Clay

- **Painting**

Paint colors for exterior walls and trim should be selected from pre-approved list (circle choice), or if, not chosen from the list, must be complementary to each other on the same home and to colors on homes nearby. Paint colors chosen from the approved list for exterior walls and trim must also be complementary. For paints not on the pre-approved list, the homeowner must:

- (1) supply 3 paint chips of each requested color, identifying paint by manufacturer and inventory number (e.g., Kelly More 214 Peppertree)
- (2) display a 2x2 foot sample of the proposed color(s) for neighbor review for at least 3 days prior to obtaining awareness signatures from owners of 4 nearest homes
- (3) include awareness signatures from owners of 4 nearest homes with this request .

Pre-approved colors: Dunn Edwards

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|------------------------|--------------------------|----------------------------|----------------------------|
| 1. Porous Stone DE6220 | 6. Shaggy Barked DEC771 | 11. Gourmet Honey DE6150 | 16. Desert Gray DEC760 |
| 2. Travertine DEC738 | 7. Gray Pearl DEC795 | 12. Burnished Cream DE5365 | 17. Birchwood DEC752 |
| 3. Hickory DEC759 | 8. Boutique Beige DE6178 | 13. Adobe DEC726 | 18. Oyster DEC748 |
| 4. White DEW380 | 9. Calico Rock DE6229 | 14. Sandcastle DEC740 | 19. Chocolate Milk DEC6059 |
| 5. Drifting DEC 770 | 10. Verona Beach DE6135 | 15. High Noon DEC743 | |

Pre-approved colors: Kelly Moore

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|----------------------|---------------------|----------------------|----------------------|
| 1. Swiss Coffee 23 | 6. Wood Moss 197 | 11. Sandpebble 171 | 16. Navajo White 36 |
| 2. Sierra White 12 | 7. Keystone 186 | 12. Villita 196 | 17. Cargo 412 |
| 3. Plymouth Gray 178 | 8. Malibu Beige 216 | 13. Oyster 26 | 18. Charro 228 |
| 4. Lemongrass 213 | 9. Chadwick 217 | 14. Saltillo 212 | 19. Oxford Brown 417 |
| 5. Full Sun 168 | 10. Graystone 230 | 15. Spanish Sand 231 | |

- **Fences**

Please submit description specifying materials to be used as well as a diagram showing planned placement. Note that fence height (including lattice structures) cannot exceed 6' per Walnut Creek statute. Wood fences should maintain their natural color with allowance for the aging process. Clear sealers or preservatives, or natural-colored stains, are acceptable, but opaque paints or stains are not allowed.

- **Garage doors**

Please submit description specifying manufacturer, number of panes (e.g., four or five), materials (e.g. wood or metal) and color, together with manufacturer brochure. Windows on garage doors must be clear or frosted, not colored or decorative, and be present on the top section of the door only.

- **Landscape/hardscape**

Please submit description specifying materials and plants to be used, together with diagram showing planned placement. Note that tree removal may require a permit from the City of Walnut Creek. In general, fire-safe landscaping that requires reduced watering burden is highly encouraged. Yard improvements are encouraged that result in a fraction of that yard area that is at least 50% hardscape, as opposed to landscape covered by plants. See "Environmental considerations" below for additional guidance on yard design.

Before planting, homeowners are encouraged to consult resources such as the Contra Costa Master Gardener (925.646.6586), *Plants and Landscapes for Summer-Dry Climates of the San Francisco Bay Region* (published by the East Bay Municipal Utility District, Oakland, CA, www.ebmud.com), the California Horticultural Invasives Prevention (Cal-HIP) partnership (415.977.0380 ext. 373, <http://www.plantright.org/>), and the Urban Forest Ecosystem Institute (<http://www.ufe.org/>).

- **Exterior fixtures**

Please submit description specifying materials to be used, and a diagram showing planned placement. Any exterior fixtures installed on the property are subject to approval, including (but not limited to) lighting, satellite or other antennas, basketball hoops and any towers or other structures.

- **Environmental considerations**

In general, installation of environmentally-friendly improvements is encouraged. For example, homeowners may consider improvements such as solar panels, composting structures, posts for clothes lines, xeriscaping, artificial turf, and landscaping for passive water collection. Note that yards may be attractively landscaped entirely without plants using stones and other natural materials.

- **Other**

For work not described in any of the previous categories, please provide a written description of the proposed improvements in the "Work Description" section of the application, including attached drawings or plans as appropriate.

4. Approval decision

The request for architectural approval by:

Homeowner name *Property address*

received on _____ is hereby:

- Approved
- Approved conditionally

Conditions required to be met before work can begin:

- Denied

Reason for denial:

ACC/Board Representative: _____

Date: _____

The start date of the work should be within 90 days of date of the approval of this request. Work should be completed within 6 months of the approval date, unless otherwise noted in approval.

5. Approval process outline and timeline

