



## HOME MAINTENANCE – SUMMARY OF IMPORTANT POLICIES

All of the information provided here is part of existing CCE policies, etc. This document is a quick way to see what governing documents and board policies require, providing a helpful checklist.

### Landscaping

1. Landscape to be free of weeds at all times.
2. Dead or dying plants to be removed and replanted as needed.
3. Plants, trees, shrubs must be maintained away from streets and pedestrian walkways.
4. Turf areas should be green in season, except during reseeding period.
5. Trees should be trimmed to more than 14 feet above street level (per Fire Department Regulations).
6. Trees should be trimmed to not abrade streetlights.
7. Irrigation water should not be running into the curb / streets.

### Exterior

1. Building, garage doors, mailboxes, walls and hardscape <sup>(1)</sup> surfaces should appear undamaged (i.e., no peeling, missing stucco, rotting wood, etc.)
2. Paint surfaces should be clean and undamaged (i.e., no peeling, missing areas, etc.)
3. Paint condition not visibly faded and/or chalking.
4. Windows should be unbroken.
5. Roof should be in sound condition in accordance with the CCE Roofing Policy.

### Garbage Pickup and Trash Debris

1. Weekly trash and recycling bins should be placed no earlier than the evening before pick-up and should be removed no later than the evening of pick-up.
2. Bulk trash debris should be placed at the curb no more than one week before the date the resident has scheduled pick-up.
3. Street and curb should be kept free of gravel, leaves and/or other debris from your landscaping.
4. Animal waste is a health and safety hazard and should be removed immediately. (City of Phoenix Ordinance Chapter 27, Article V, Sec 27-12 & Sec 27-35.

### Parking

1. Owner vehicles should be parked on owners' property. The cul de sac parking spaces are designated for visitors.

### Pool drainage

1. Pools should be drained into the sewer system, not into the street or common area.

### Contact Information

1. Homeowners are responsible for assuring that the HOA has current contact information. Contact information can be updated on the HOA website [www.CamelbackCanyonEstates.com](http://www.CamelbackCanyonEstates.com) under Community > Update Your Contact Information.
2. To assure that the HOA has current contact information for all residents, homeowners leasing their property are responsible for submitting a Rental Registration Form to the property manager and paying a registration fee. Contact information can be updated on the HOA website [www.CamelbackCanyonEstates.com](http://www.CamelbackCanyonEstates.com) under Governance > Policies and Forms.

*\*Hardscape is defined as any man-made features used in landscape architecture, e.g. paths or walls, as contrasted with vegetation. Simply put any non-living elements in your landscape design.*