



44th Street & McDonald Drive, Phoenix  
CamelbackCanyonEstates.org

## PROPERTY MODIFICATION POLICIES

### I. ARCHITECTURAL REVIEW PROCESS

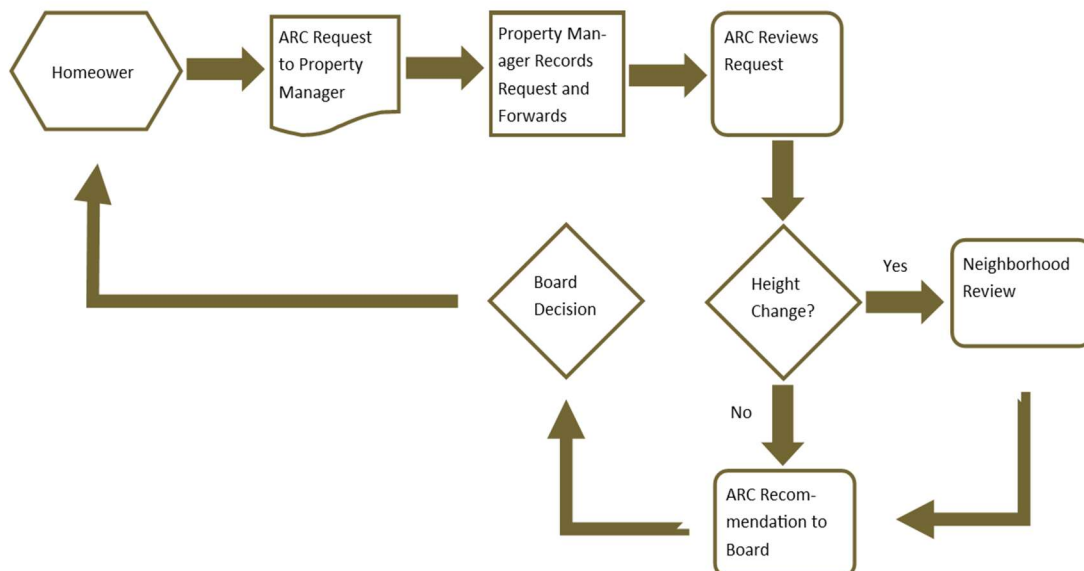
The Camelback Canyon Estates (CCE) Architectural Committee (ARC) and Board ensure that our community retains its unique character at the same time as it supports appropriate requests for architectural improvements and updates in keeping with the changes in style since the community was founded in the early 1970s.

The ARC and CCE Board are dedicated to making the process of home improvement as easy as possible. The goal is always to enhance the beauty, safety and value of our homes as well as preserving homeowners' autonomy in every way possible.

For that reason, lot owners must have approval from the CCE Board for **any changes to the exterior of a home such as paint colors, trim, roofing materials, etc. This also includes "hardscape," such as mailboxes, fences, driveways, walls, essentially anything that can be viewed from another property or common area.** This requirement of approval is in addition to any requirements of the City of Phoenix and our CC&Rs.

Lot owners must submit the ARC Request to the management company representative (see the bottom of the ARC Request form) along with drawings, paint samples, roof material samples, etc. ARC will make a recommendation to the CCE Board regarding whether the proposed change should be approved. Lot owners can expect to be notified within 30 days of submission of the form.

The process is illustrated below:



## II. PROPERTY MODIFICATION POLICIES AUTHORITY AND ENFORCEMENT

### A. Authority

The following policies have been adopted by the Board of Directors of Heritage Hills Homeowners' Association d/b/a Camelback Canyon Estates (the Association) as a part of the rules of the Association pursuant to the provisions of A.R.S. Section 33-1803 of the Arizona Revised Statutes and the Articles of Incorporation, Bylaws, CC&Rs, Rules and Policies of the Association.

### B. Enforcement

Any violation of CCE policies will result in the application of the Association's standard CCE HOA "Imposition and Enforcement of Fines Policy."

## III. HEIGHT, ROOF SLOPE AND/OR FOOTPRINT REVIEW

When reviewing an Architectural Review Request for major modifications to a home, the Camelback Canyon Estates (CCE) Architectural Committee (ARC) and Board strive to ensure that neighboring homeowners retain their views to the extent reasonable while recognizing a homeowner's design intent.

### A. Height, Roof and/or Site Footprint Changes

Changes to structure footprint, roof slope and/or heights can and do impact neighbors' views and therefore their property values. It is in everyone's best interest that we support appropriate changes that have minimal impact on views.

#### 1. **Maximum Height**

The maximum peak height that is typically approved is 16.5 feet for new and remodeled homes, excluding chimneys, unless such height substantially negatively affects the views of other homeowners, and must be approved in writing by the CCE Board. The maximum height of 16.5 ft may not be approved by the board if it is determined that it will result in significant impact on neighbor's views.

#### 2. **Footprint and/or Roof Slope Changes**

Changes to the structure footprint and/or roof style or slope may impact on other homeowner's views. Therefore, the ARC Request shall clearly identify such changes, and the height review process will be utilized even if the peak roof height does not change. (e.g. change from a sloped roof to a flat roof at the same height as the previous peak.)

#### 3. **Variance**

A variance may be requested but must be approved in writing by the CCE Board.

#### 4. **Grandfathered heights**

Existing heights will be grandfathered in as long as the roof slope and footprint remain unchanged.

#### 5. **Two Story Prohibition**

No two-story structures as well as any increased height that negatively affects other residents' views and property values will be approved by the CCE Board.

### B. Process to Request a Change in Height, Roof Slope and/or Footprint Change

#### 1. **When to Submit a Request for Height Change**

The CCE Board is sensitive to structural changes involving increases in height, roof slope and/or footprint. Because each home is sited differently — on a different elevation, at a different angle to other homes, etc. — each request for any increase in height is considered individually. Homeowners requesting such increases must indicate proposed heights by following the process outlined below:

- a. Any changes to a home's exterior that are visible from other properties require approval by the CCE Board after submission of an Architectural Review Committee

## CAMELBACK CANYON ESTATES HOA PROPERTY MODIFICATION POLICIES, continued

(ARC) request. The ARC Request is available on the Web site at CamelbackCanyonEstates.org.

- b. If a homeowner wants to first ascertain if a greater height is possible, the ARC Request Form may be submitted with just that issue addressed. Conceptual drawings with proposed height increases are required even when simply addressing increased height.
- c. A final submission is still required with complete information about plans for a revised structure.
- d. A preliminary approval of a height increase does not obligate the CCE Board to final approval of a full plan submission.
- e. Indicated heights and/or configuration must take into consideration any increase in ground level, including any required by the city of Phoenix (e.g. in response to flood plain requirements).

### **2. Proposed Height Change Demonstration**

The process is the same for a home remodel or rebuild.

- a. Posts such as a 2" x 4" piece of wood, metal or rigid plastic with flags at the top must be placed at the corners of any location where the proposed structure will be altered from the current structure and/or as indicated by the ARC on any proposed drawings. Construction tape should be connected between posts to show increased heights.
- b. The posts must be large enough to be visible.
- c. The posts must be visible from any adjacent streets as well as any homes that may be affected by the height change.
- d. The posts can be situated on the ground or on the current structure, if any.
- e. The posts must be braced sufficiently to remain in place for at least two weeks.
- f. Construction tape at least 2" in width must be strung between the poles to indicate the new structure's outline.

### **3. Proposed Height Change Evaluation**

- a. Once the poles and tape are placed, the Homeowner requesting the change or the Homeowner's representative notifies CCE's community management company representative as provided at the bottom of the ARC Request form.
- b. An email notice will be sent to residents by the CCE Board to provide an opportunity to view the proposed change and submit any comments by a specific date.
- c. These comments, along with other input, such as photos and measurements, will be taken into consideration by the ARC as part of its process of recommending approval or denial of the proposed change(s) to the CCE Board.

## **IV. TIMING AND SCOPE**

### **A. Construction Planning**

Homeowners are encouraged to submit Architectural Review Committee (ARC) Requests during the planning phase to avoid potential redesign. Time expended with architects, city permitting, and engineers prior to construction activity at the site is considered the project planning phase and not part of construction.

### **B. Construction Scope**

The scope of construction shall be clearly defined in the ARC including any required demolition, height changes, footprint changes, wall repairs, driveway changes, mailboxes, etc.

### **C. Property Wall Repairs**

Major renovations and/or reconstruction projects shall include the evaluation and repair of the property's perimeter wall. Such repairs shall be included in the scope of the ARC Request.

**CAMELBACK CANYON ESTATES HOA  
PROPERTY MODIFICATION POLICIES, continued**

**D. Pool Drain Updates**

If an existing pool does not drain into the sewer system, update the drainage to comply with City of Phoenix pool drainage standards.

**E. Start of Construction**

**1. Start Timing**

All home construction and / or renovation activity on the site must begin within 4 months (120 days) of receiving written approval for the project from the CCE HOA board, or receipt of the City of Phoenix building permit/s. If construction activity has not begun within this timeframe, the approval is no longer valid and must be resubmitted before construction can begin.

**2. Permit Submission**

The homeowner shall submit a copy of all City of Phoenix demolition and construction permits upon receipt of such permits.

**3. Notification of Start Date**

The homeowner shall provide written notification to the board of the start of construction date. If the homeowner fails to notify the board of the start date, the start date shall be the first day that construction activity occurs at the site as observed by the board and the homeowner shall be so notified. If the start of construction date is unclear the construction permit issuance date shall be used.

**F. Construction Completion**

**1. Completion Date**

All home renovation and/or rebuild must be complete within 18 months (540 days) of the construction start date.

**2. Establishment of Start Date**

The construction start date shall be established as the date construction activity starts at the site including but not limited to: fence placement, portable toilet placement, pole placement for height review, supplies delivery, etc. Any activity that is specific to the project and not part of daily activity in a neighborhood shall be considered construction activity.

**3. Completion of Vacated Home**

When a home is vacated for construction, the project shall be considered complete once the "Certificate of Occupancy" is issued.

**4. Completion of Occupied Home**

When a home is not vacated during construction and a "Certificate of Occupancy" is not required, the project shall be considered complete when the owner notifies the board of completion and all visible evidence of construction has been removed.

**5. Explanation of Delay**

These deadlines may not be exceeded without a written explanation of the reason for delay to the board and subsequent approval by the Board. Homeowners are encouraged to submit written explanations of the reasons for delays to avoid potential delay-related fines.

**V. FENCING**

**A. Erection of Fencing**

Construction fencing must be erected around a lot during a construction or renovation project if the home is unoccupied, or if access to a pool is exposed.

**B. Construction Fencing Composition**

Such construction fencing must be comprised of standard chain link fencing and include green or tan windscreen (also known as scrim or privacy screen).

**C. Construction Fencing Installation**

Construction fencing shall be properly anchored in a workmanlike manner to withstand intended use as well as potential wind damage.

**CAMELBACK CANYON ESTATES HOA  
PROPERTY MODIFICATION POLICIES, continued**

**D. Construction Fencing Exclusion**

The sole exception to this policy is a lot which, immediately following demolition, no longer has a structure or pool for the period prior to construction of a new home.

**VI. SITE MAINTENANCE**

**A. Site Maintenance**

All construction sites shall be maintained in a good and workmanlike manner. Materials shall be stored neatly and out of sight when possible.

**B. Sanitation**

Sanitation provisions shall be located out of sight and away from neighboring properties to the extent possible. All sanitation provisions shall be properly anchored, maintained and odor free.

**C. Dust Abatement**

When heavy equipment is used that will disturb soil, standard construction dust abatement measures shall be taken.

**D. Vehicle Parking**

Construction vehicles shall be parked in designated parking areas whenever possible. Additional vehicles shall not be parked in the curve of the cul de sac such that other vehicular traffic is impaired, including delivery and garbage vehicles. Vehicular congestion in the cul-de-sac often results in vehicles driving over the turf and damaging the irrigation systems.

**E. Damage Avoidance**

Care shall be taken to avoid damage to asphalt, curb and gutter, streetlights, trees, etc.

**F. Debris Removal**

Crews shall not litter the construction site and/or the community with food or beverage containers, wrappers, etc. Care shall be taken to respect common areas and neighboring properties.

**VII. DEMOLITION**

**A. Definition and Approval Requirement**

**1. Demolition Definition**

Demolition is defined as "destruction of a structure."

**2. Demolition Approval**

Any demolition, such as a change to a structure or hardscape, must be approved in advance by the Camelback Canyon Estates Homeowners Association, using the approved process for architectural changes.

**3. Demolition Permit**

A copy of the City of Phoenix demolition permit shall be provided to the board by the homeowner prior to initiation of demolition.

**4. Rear Yard Demolition**

Demolition activity in a back yard that is not visible from other properties is not subject to Association approval unless materials being discarded are staged at a location that is visible from other properties.

**B. Site Maintenance**

**1. Site Fencing**

The property undergoing demolition must be fenced in accordance with Association Policy on Construction Fencing.

**2. Dumping Prohibition**

There shall be no dumping of materials on the site or on common areas.

**3. Common Area Exclusion**

There shall be no use of common areas including but not limited to use by vehicles, equipment and/or for demolition related activities without prior written consent of

**CAMELBACK CANYON ESTATES HOA  
PROPERTY MODIFICATION POLICIES, continued**

Association.

**4. Pool Safety**

If a pool remains on the property, it must be either drained during construction or demolished and filled with dirt and compacted to the level of the surrounding lot. If the owner intends to begin construction immediately and wants to maintain water in the pool, the pool must be maintained in accordance with City of Phoenix Code Chapter 39-7, Article II, Maintenance Standards, Paragraph C. Maintenance of swimming and architectural pools.

**5. Site Clearance**

Following demolition, the site must be cleared of all debris within two weeks.

**6. Construction Dumpster**

The construction dumpster must be removed from the site within two weeks of the completion of demolition.

**C. Off-Site Damage**

**1. Dumpster Location**

If a construction dumpster is used, it shall be on-site. If there is no reasonable on-site location for the dumpster it may be sited along the curb line with wood placed under the wheels/legs to protect the street surface from damage during placement, use and removal.

**2. Property Damage**

If there is damage to the street, curb, or common areas as a result of demolition activity the provisions of the "Construction Off-Site Damage Policy" shall be invoked.

**VIII. CONSTRUCTION HOURS ACTIVITY**

**A. Construction Hours**

Construction activities by Homeowners and contractors, including erection, excavation, demolition, alteration, or repair of any building within 1,500 feet of any occupied residence, is prohibited other than between the hours of:

1. 5 a.m. to 7 p.m. from April 15th to and including October 15th on weekdays
2. 6 a.m. to 7 p.m. from October 16th to and including April 14th on weekdays
3. 8 a.m. to 5 p.m. on any Saturday.

**B. Holiday Hours**

Additionally, this policy establishes that there shall be no construction whatsoever on Sundays, New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Eve, or Christmas Day on any property in the HOA.

**C. Construction Vehicle Parking**

At any time before or during construction the HOA may provide written directions regarding parking and/or temporary placement of commercial vehicles, dumpsters, or staging equipment in the common area or onsite. No commercial vehicle, dumpster, trailer, RV, may be stored in the Association common areas without prior written approval of the HOA.

**IX. ROOFING MATERIALS**

**A. Purpose**

The purpose of this document is to provide guidance to homeowners who may be planning a roofing materials replacement. This document identifies materials that are acceptable, and those that the CCE HOA Board will not approve.

**B. Prior Approval**

Any modifications to an existing roof structure require review and approval from the CCE Architectural Committee & CCE HOA Board prior to any work being initiated. Any materials not specifically addressed by this policy will be considered during the CCE architectural review process. This policy addresses roofing material types only, not color or texture.

## CAMELBACK CANYON ESTATES HOA PROPERTY MODIFICATION POLICIES, continued

### **C. Quality Materials**

The philosophy employed by the CCE Association Board is to foster maintenance of property values through homeowner selection of quality construction materials that maintain the aesthetics of the community and safety through the selection of materials that reduce fire hazards. The CCE Board recognizes that building materials and aesthetic perceptions evolve over time. This policy provides specifics about known allowances and prohibitions. Nothing in this policy shall limit the CCE Board from approving alternatives based on the evolution of materials or extraordinary site conditions.

### **D. Workmanship**

All roofing materials must be applied in accordance with manufacturers' instructions; therefore, any statement in this policy that allows for a specific roof type is not intended to state or imply that the roof type is appropriate for a homeowner's specific configuration and/or installation.

### **E. Applicability**

This policy is applicable to the roofs of all structures on all CCE properties.

#### **1. Standard Pitched Roofs** – Pitch greater than 20 degrees (Standard Slope 4/12]

Acceptable New Roofing Materials

- a. Concrete tile
- b. Clay tile
- c. Metal
- d. Stone Slate
- e. Wood ShakeShingle

Unacceptable New Roofing Materials:

- a. Composite Asphalt Shingle – any variety
- b. Fiber Cement Shingle – any variety
- c. Rolled roofing
- d. Hot mopped asphalt with decorative stone
- e. Membrane

#### **2. Low Pitched Roofs** – Pitch less than 20 degrees (Low Slope 2/12]

Acceptable New Roofing Materials

- a. Concrete tile
- b. Clay tile
- c. Metal
- d. Stone Slate
- e. Wood ShakeShingle
- f. Composite Asphalt Shingle – dimensional variety only (40 year life minimum)
- g. Fiber Cement Shingle – dimensional variety only (40 year life minimum)

Unacceptable New Roofing Materials:

- a. Composite Shingle –any non-dimensional varieties
- b. Fiber Cement Shingle – any non-dimensional varieties
- c. Rolled roofing
- d. Hot mopped asphalt with decorative stone
- e. Membrane

#### **3. Perimeter Roofs** (Mansard. etc./ roofs (on flat roof houses)

- a. See policy for Standard Pitched Roofs – Pitch greater than 20 degrees

#### **4. Flat Roofs**

Acceptable Roofing Materials

- a. If the roofing material is not visible from ground level, all industry standard roofing materials are considered acceptable.

## CAMELBACK CANYON ESTATES HOA PROPERTY MODIFICATION POLICIES, continued

- b. If the roofing material is visible from ground level at any point, a decision regarding the acceptable material will be made by the CCE Architectural committee and the CCE Board.

### 5. **Patio Covers**

- a. Depending on pitch of patio cover, see policy for Low Pitched Roofs or Standard Pitch Roofs.
- b. Exception for extremely Low-Pitched Patio Covers (Slope 0 to 10 degrees, 1/12 or less):
- c. Colored rolled roofing material is also allowed.

## X. **PAINT COLORS**

### A. **Paint Color Requests**

It shall be the policy of the Camelback Canyon Estates Homeowners Association that any color may be requested when submitting your architecture changes through the Architectural Review Committee (ARC). The following colors, however, have been previously reviewed and tend to pass quickly:

- ✓ Brown tones
- ✓ Neutral tones
- ✓ Grays & Whites (without additional hues)
- ✓ Trim colors in a neutral tone, i.e. Black, Browns, Grays, & Whites

### B. **Paint Color Changes**

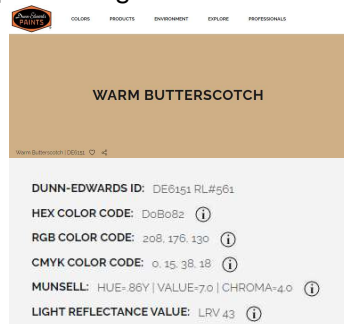
All changes to exterior paint colors shall be subject to the ARC Review Request process unless a homeowner is repainting their home with the same color, whereupon no ARC Review Request is required.

### C. **Block Walls Surrounding Lots**

All painting of block walls facing 44<sup>th</sup> Street, McDonald Drive, or a common area shall be "desert beige" in accordance with CC&Rs. The walls shall be uniform in color. If the original "desert beige" block cannot be obtained, or if changes to the block walls have been made with block that doesn't match existing, the walls shall be painted Dunn Edwards, "Warm Butterscotch" (DE6152) to comply with the originally intended "desert beige." The color image and formula are provided within this policy. The color formula can be mixed and produced by any paint company chosen by the homeowner.

### D. **Paint Color Variance**

A homeowner may request a variance of the block wall paint color by submitting a written request citing the reason for the variance through the ARC Review Request process.



**CAMELBACK CANYON ESTATES HOA  
PROPERTY MODIFICATION POLICIES, continued**

**XI. OFF-SITE DAMAGE**

**A. Repair Cost Recovery**

As the Association is responsible for the maintenance and care of the streets, street lights, signage, monument walls, and common area landscaping it is deemed appropriate to recognize that construction activities can cause damage to such facilities and to recover such costs should damage occur.

**B. Repair Cost Responsibility**

Should damage to Association facilities occur as a consequence of homeowner construction activity, the homeowner shall be responsible for the cost of such clean-up and/or repairs.

**C. Homeowner Options**

The homeowner will be given the opportunity to provide cleaning and/or repairs through Association approved contractors.

**D. Repair Cost Imposition**

If the homeowner fails to repair the damage the Association may invoke Article VIII, Exterior Maintenance, Paragraph 2 which states:

*"In the event that the need for maintenance or repair is caused through the willful or negligent act of the owner, his family, guests, or invitees, the cost of such maintenance or repairs shall be added to and become a part of the assessment to which such lot is subject."*

*UPDATED AND ADOPTED by the Board of Directors, on the 1<sup>st</sup> day of October, 2026.*