



# Rules & Guidelines

Reissued 7/10/2023

## Homeowners at Quail, Inc. Rules and Guidelines, 7/10/2023

### Table of Contents

---

The Rules and Guidelines draws primarily on earlier governing documents, including the Declaration and By Laws and is intended as a practical resource for owners, encompassing the regulations that govern living in Quail Lodge Subdivision, including the use, development and alteration of properties.

<b>Section</b>	<b>Title</b>	<b>Contents</b>	<b>Pages</b>
<b>1</b>	<b>Purpose</b>		<b>1</b>
		A. Planned Community	
		B. Context	
		C. Approval & Enforcement	
<b>2</b>	<b>General Requirements</b>		<b>1-2</b>
		A. Master Plan	
		B. Construction	
		C. Easements	
<b>3</b>	<b>Administration</b>		<b>2</b>
		A. Association Board	
		B. Architectural Committee	
<b>4</b>	<b>Use Restrictions</b>		<b>2-3</b>
		A. Residential Use	
		B. Lot Size	
		C. Animals	
		D. Human Habitation	
		E. Vehicle Storage	
		F. Temporary Buildings	
		G. Leasing of Homes	
		H. Business Enterprise	
		I. Miscellaneous Features	
<b>5</b>	<b>Safety Provisions</b>		<b>4</b>
		A. Sight Line Obstructions	
		B. Sidewalk Maintenance	
<b>6</b>	<b>Nuisance Prevention</b>		<b>4-5</b>
		A. General	
		B. Rubbish or Debris	
		C. Garbage & Refuse Disposal	
		D. Signs	
		E. Buildings in Disrepair	
		F. Vacant Lots	
		G. Work Hours	
		H. Noise Restrictions	
<b>7</b>	<b>Architectural Rules &amp; Guidelines</b>		<b>5-8</b>
		A. General	
		B. Application Required	
		C. County Requirements	
		D. Setbacks & Coverage	
		E. Building Height/Stories	
		F. Fenestration	
		G. Roof Projections	
		H. Exterior Materials & Colors	

		I. Walls & Fencing J. Neighbors' Responsibilities K. Signage L. Exterior Equipment	
<b>8</b>	<b>Landscape Rules &amp; Guidelines</b>	A. General B. Application Required C. Height Limitations D. View Preservation E. Water Usage F. Property Line Treatment G. Tree Removal H. Maintenance	<b>9-10</b>
<b>9</b>	<b>Approval Requirements</b>	A. Documents B. Administration C. Approval	<b>10-11</b>
<b>10</b>	<b>Enforcement</b>	A. Unapproved Changes B. Rules Violations C. Fines D. Legal Rights & Remedies	<b>11</b>
	Exhibit A	Architectural Checklist	
	Exhibit B	Plot Plan Sample	
	Exhibit C	Landscape Checklist	
	Exhibit D	Landscape Plan Sample	
	Exhibit E	Invasive Tree List	
		<b>End</b>	



## Homeowners at Quail, Inc. Rules and Guidelines

Revised 12/24/2021

### Section 1 Purpose

- A. Planned Community. Quail Lodge Subdivision, formerly known as Carmel Valley Golf and Country Club, was established and filed with the County of Monterey in 1964 as a Planned Community combining an 18 hole golf course, related facilities, a lodge and 163 residential lots plus two condominium sites. The original developer conceived of the community as a harmonious blend of custom built homes and visitor accommodations, manicured golf course and the scenic natural beauty of Carmel Valley. The intent of this document is to ensure Owners as a whole that the benefits of such a community and the value of their properties is preserved, while enabling individual Owners to exercise a reasonable degree of satisfaction of their needs and tastes.
- B. Context. The Homeowners at Quail, Inc. Declaration of Protective Restrictions, (originally recorded in 1964 and restated in 1989) and By Laws (recorded in 1981), establish the framework for permitted uses of properties within the subdivision and provide for its administration. The Association's Board of Directors and Architectural Committee (ARC) are delegated the responsibility to enforce the rules restrictions contained in these governing documents and further, the Architectural Committee is empowered to *"adopt, amend, and repeal rules and regulations interpreting and implementing the provisions hereof and establishing reasonable architectural standards for the subject property"*.
- C. Approval & Enforcement. The purpose of this document is to elaborate upon and clarify rules contained in the Declaration and to add guidelines relating to their intent and implementation. In the last two sections, "Approval Requirements" delineates the procedures by which Owners may seek approval for proposed construction, additions and modifications to elements on their properties and "Enforcement" ensures that rules and guidelines will be consistently and fairly applied, to the benefit of all Owners within the Association. Review and Enforcement decisions by the Architectural Committee may be appealed to the HOA Board of Directors per Section 10 B, below. Rulings by the HOA Board are final and binding on those effected.

Note: Italicized text appearing below indicates wording that is taken directly from Declaration of Protective Restrictions.

### Section 2 General Requirements

- A. Master Plan. All Land Use within the Subdivision (Quail), and therefore that of all properties and improvements therein, is subject first to the Monterey County Master Plan dated 1989. These Rules and Guidelines are intended to remain consistent with Master Plan uses and restrictions. To view the Monterey County Master Plan:

[www.co.monterey.ca.us/planning/docs/plans/Carmel\\_Valley\\_Master\\_Plan\\_complete/PDF](http://www.co.monterey.ca.us/planning/docs/plans/Carmel_Valley_Master_Plan_complete/PDF)

- B. Construction. All improvements within Quail must conform to all County planning ordinances, building codes and other applicable County restrictions. It is incumbent on Owners to assure their properties and improvements are compliant with County, State and Federal regulations. Satisfaction of these Rules and Guidelines herein are no guarantee of such compliance. Additionally, the Declaration may be more restrictive than Monterey County Code. In that case, the Declaration Prevails.
  
- C. Easements. *Easements for installation and maintenance of utilities and drainage facilities are reserved as shown on the final Subdivision Map filed with the County.* Owners are responsible for ascertaining the location of any easements on their properties and for avoiding construction or other obstructions that would impair access thereto for the intended purpose(s). Irrespective of past planting on Quail Lodge property, any planting or construction on Quail Lodge property requires joint approval from the ARC and Quail Lodge management.

### **Section 3 Administration**

- A. Association Board. In general, the Board will review, mediate and render decisions on issues concerning Land Use, Nuisance Prevention and Safety Provisions, referring matters to the Architectural Committee when necessary. Homeowners must bring to the Board's attention ***in writing*** any violations of these regulations they wish to have considered.
  
- B. Architectural Committee. Owners intending to make modifications to their property that affect Land Use or exterior appearance must consult the Architectural and Landscape Rules and Guidelines and follow Approval Requirements established herein. The Architectural Committee will review approval requests and either approve, disapprove or forward the request to the Board for resolution.
  
- C. Owner Responsibility. Owners are required to comply with the requirements and respect the recommendations of this document and shall apply for approval with submittals described herein. Regarding construction on and alterations to their properties, Owners must represent their requests directly or designate by written letter of agency a third party empowered to act on their behalf to do so, to facilitate clear communication and expedite processing.

### **Section 4 Use Restrictions**

- A. Residential Use. *"No building shall be erected, altered, placed, remodeled or permitted to remain on any lot other than one detached single family dwelling". Such dwelling shall include "at least a two car enclosed garage" and may include "other customary and usual out buildings purely incidental to a dwelling".*
  
- B. Lot Size. *No lot within the subdivision may "... be subdivided, partitioned or in any other manner split up into lots of smaller sizes".*

- C. Animals. *“The raising and/or keeping of horses, cattle, sheep, pigs, goats, hogs, poultry and other animals in the subdivision is prohibited”. “Dogs, cats and other household pets may be kept on the owners’ properties provided they do not become nuisances to other owners, nor can pets be raised in the subdivision for commercial” purposes.*
- D. Human Habitation. No boat, vehicles, temporary structures or other outbuildings may be used for human habitation other than approved guest or domestics’ quarters. With prior written permission of the Board, this restriction exempts for a period of 72 hours vehicles intended for temporary human habitation.
- E. Vehicle Storage. The keeping of a boat, mobile home, camper, trailer or large truck on any property within the Subdivision is prohibited unless stored completely within a structure approved by the Architectural Committee. Maintenance and temporary storage require prior approval of the Board, and such vehicles shall not be placed between the front of any house and the street or within forty (40) feet of the sideline of any street.
- F. Temporary Buildings. Use of temporary buildings for purposes incidental to the initial construction of improvements and dwellings is permitted, provided that such structures are properly maintained and removed upon the completion of such construction work and are not used for human habitation.
- G. Leasing of Homes. *No home shall be let, rented or leased for any period less than 30 days. Notwithstanding any agreement between the owner and prospective tenants to the contrary, the leasing or renting of a home shall not operate to relieve the owner of the primary responsibility for compliance with all provisions of the Declaration and the By Laws of the Association and these guidelines.*
- H. Business Enterprise. No commercial enterprise or business of any kind, as more fully described in the Declaration (Art. III, Sec. 23) shall be permitted within the subdivision.
- I. Miscellaneous Features. Structures and other physical features to be constructed or installed on Quail properties must be consistent with Residential Use as described in the Declaration, Article III, Section 1, Item 1. Residential Use and Building Type and are subject to prior review by the Architectural Committee. These features may be approved or denied based on their appropriateness for Quail’s residential context and their visual and functional effect on neighbors, the community and its visitors. Such features include gazebos, shade or storage structures, recreational equipment [such as swing sets, trampolines, slides basketball goals and above ground pools], antennae, water storage tanks, yard sculptures decorative features and similar items. Architectural screening compatible with the residence and within the buildable area of the property as defined by setback lines or concealment below grade may be acceptable mitigations for some features, subject to approval of the Architectural Committee.

## Section 5 Safety Provisions

- A. Sight Line Obstructions. Owners will ensure that no obstructions, including landscape elements, walls, fences and similar structures, will obscure view of pedestrians, animals and vehicles, particularly at street curves and intersections. On-going maintenance will be performed by owners on their properties to keep obstructions from developing.
- B. Sidewalk Maintenance. It is the responsibility of the owner of the property on which the sidewalk fronts to keep it clean, unobstructed and report to the Association when it is displaced or broken by rocks, shrubs, tree roots and trunks, heavy vehicles and similar causes. Owners are responsible for planting and maintaining in good condition the planting strip between sidewalks and street curbs. Trees shall not be planted in the planting strip without professionally installed, approved root barriers sufficient to prevent damage to adjacent curbs, walks and paving.

## Section 6 Nuisance Prevention

- A. General. No noxious or offensive activity shall be carried on upon any lot, nor shall anything be done thereon which may become and annoyance or nuisance to any neighbor.
- B. Rubbish or Debris. *No rubbish or debris of any kind shall be placed or permitted to accumulate upon any portion of any property, nor may such material be burned in fireplaces nor stored in a manner that emits odors that may be objectionable to the public or other residents.*
- C. Garbage and Refuse Disposal. All waste and recycling containers shall be covered and stored in a garage or similar permanent enclosure out of public view and that of neighbors. *Such containers shall be permitted on the curb only on pick-up days and shall not be permitted to remain on the curb for more than 24 hours.* Containers shall be kept in a clean and sanitary condition.
- D. Signs. No signs, including logos or other advertising devices, shall be erected, posted displayed or permitted upon or about any part of any property without the written permission of the Board or the ARC, both of which have uncontrolled discretion to prohibit or restrict and to control the size, construction, material, colors and location of all signs, and may summarily remove and destroy all unauthorized signs. [<http://quailhoa.org/wp-content/uploads/2013/07/RE-Sign-Policy.pdf>].
- E. Buildings in Disrepair. All buildings or structures upon the property within the subdivision shall at all times be kept in good condition and repair and adequately painted. Should the Association determine that a building or structure has fallen into a state of disrepair, it shall notify the owner in writing of the deficiencies and require immediate correction.



- F. Vacant Lots. No vacant lot shall be permitted to grow up in unsightly weeds, brush or other vegetation. Should the Association determine that a yard or dwelling is being permitted to become unsightly or hazardous it shall notify the owner in writing of the deficiencies and require immediate correction.
- G. Work Hours. Work by contractors and service crews shall be conducted between the hours of 7:00 am and 6:00 pm on weekdays and Saturdays, public holidays excluded. Operation of noise producing equipment and activities should begin no earlier than 8:00 am.
- H. Noise. Owners are cautioned to respect the peace and privacy of their neighbors by keeping noisy activities and that of those in their employ to a minimum. Outdoor music and other entertainment, loud conversation and parties should be controlled so as not to be an annoyance to neighbors. Noisy equipment should not be used earlier than 8:00 am or later than 10:00 pm daily.
- I. Visual. All properties under renovation or construction must be kept clean, neat, and free of garbage/refuse at all times. Construction debris must be collected and removed (or housed in a dumpster) on a daily basis (close of work day). If Portable Toilets are installed on any property (prior approval by the ARC is required), the unit must be enclosed by a substantial, and well-constructed, three wall redwood shroud with the door opened to the property house (opposite the road).

## **Section 7 Architectural Rules & Guidelines**

- A. General. These rules and guidelines apply to any Owner that wishes to construct new or make exterior alterations to any house, outbuilding or other structure on any property within the subdivision.
- B. Application Required. All construction and alterations visible from the exterior of properties require review and approval of the Architectural Committee (AC). Owners are advised to contact the AC for guidance and approval prior to attempting any building plans or changes. A checklist for building plan submittals is contained in Exhibit B.
- C. County Requirements. Owners are cautioned to refer to Monterey County requirements, including the Zoning Code and Building Code, applicable to the Quail subdivision for site and building improvements. Where requirements of the County conflict with these Rules and Guidelines (which reflect the recorded CC&R's for Quail and County Requirements are in conflict, the most restrictive requirements govern.
- D. Setbacks & Coverage. Original setback requirements as stated in the Quail Community Plan [Carmel Valley Golf and Country Club, 1964] are as follows:
  - 1. Front Yard, 10, 15, 20 or 25 feet, depending on location in the subdivision \*
  - 2. Rear Yard, 20 feet or 30 feet, depending on location in the subdivision\*

3. Side Yard, 6 feet
4. Street Side Yard, 20 feet

\* Consult with ARC regarding applicable setback.

Architectural features, such as bay windows with no ground contact and chimneys may extend a maximum of 2 feet into setback areas, but in no case shall there be an unobstructed path of less than 4 feet along the side of the structure. Encroachment into setbacks by roof overhangs are limited to 1/3 of the required setback.

Lot coverage by building and non-water-permeable paving is limited to 35% of the total lot area within the property lines.

Within the side yard “setback” [extended to front and rear property lines], a 4 foot wide access path must be maintained. No new construction or improvements, which impede or obstruct this path are allowed [gates and cross fencing are excepted]. Within the side yard “setback” new construction or improvements, which create a nuisance [e.g., noise, odors, fumes, smoke, fire] or safety hazard AND/OR are greater than 6’ high, are not allowed without prior ARC review and written approval. Such improvements include [but are not limited to], built-in BBQs, raised planters, shade structures, carports, storage [separately fenced or roofed], gazebos, and gas lines.

Setbacks are generally shown on plot plans in escrow documents at the time of purchased. Owners are encouraged to have their property professionally surveyed before constructing additions, fences and walls.

- E. Building Height/Stories. Structures are limited to a maximum of 30 feet in height from the average elevation of the buildable lot area to the highest point of the roof. Structures are likewise limited to a single story in height, including garages. The Architectural Committee may waive this requirement. ARC may consider waiving the one story limitation, permitting two story structures, provided the following conditions are met under certain circumstances including, but not limited to the following:
  1. Views from neighboring properties are not materially affected.
  2. Privacy of neighboring properties is preserved.
  3. Design and scale are appropriate to the overall community and neighboring properties.
- F. Fenestration. Windows, sliding glass doors and other openings in exterior walls should be located and oriented to respect the privacy of neighboring homes.
- G. Roof Projections. No projections of any type which are attached or affixed to any structure shall be placed above the roof on any structure with the exception of one or more chimneys and/or vent stacks. No outside television or radio antenna, satellite dish or other electronic device or solar panel shall be installed,

erected or maintained on any structure or on any property within the subject property or connected in such a manner as to be visible from outside of the building without the approval of the Architectural Committee.

H. Exterior Materials & Colors. Materials and colors should be selected to blend with and complement those present in the natural environment of Carmel Valley.

1. Walls: Plaster, masonry (stone, brick or finished concrete block) and wood
2. Roofs: Tile, slate, wood shakes and wood or manufactured shingles for roofs. Metal, concrete and other materials may be considered for approval by the AC.
3. Colors shall be compatible with those of neighboring homes. The use of high intensity colors will not be permitted except as accents of limited area. Neutral, subdued colors are preferred.

I. Walls & Fencing. Materials for walls and fencing may be the same as for or complementary to that of the exterior of the structure, however masonry and steel picket are preferred for property line fences. Long expanses of material of the same type, height and alignment are discouraged. The intent of fencing restrictions is to preserve a *generally open and unobstructed condition between the residences and the golf course*, consistent with provisions for safety and areas of privacy [per Sec. 19 of Art. III of the Declaration]. Fencing heights (including walls and similar structures) permitted are dependent on location and orientation of property lines as described in Section 8C below and are generally as follows:

1. Side yard fences, 6 feet maximum from the front corner to the rear corner of the house.
2. Side yard property lines, from the front corners of the structure to the street are to remain unfenced.
3. Side yard property lines, from the rear corner of the structure to the rear property line are limited to 3 feet maximum.
4. Fences abutting the golf course property, 3 feet maximum.
5. Back yard fences along public streets, 3 feet recommended, 4 feet maximum.
6. Front yards, within the front yard setback line (see Sec. 7C, above), no fences shall be permitted without written approval of the AC. Exceptions may be considered at the AC's discretion where safety from golf course play limit the use of rear yards for outdoor living space and for decorative elements under 3 feet in height.
7. Corner lots are subject to the same restrictions as Front yards, Sec. 8C 4, above. In addition, sightline restrictions in Sec. 5A apply to all plantings.

No obstruction, including fences, walls and similar structures shall be placed in the backyard beyond the line of the nearest wall of the residence without written approval of the AC. The AC will take into consideration requests for fences of increased height where due to special concerns for safety or protection of

approved outdoor living spaces exist. Higher enclosures for pets must be kept within the setback lines of the property.

- J. Neighbors' responsibilities. *No owner or occupant of any lot which is adjacent to a structural wall, including any portion thereof, of a unit situated upon an adjoining lot shall affix an object, plan material or device of any kind to such structural wall or paint or otherwise alter the appearance of finish of such structural wall, (other than to repaint in the original color) without the prior written consent of the owner of such wall and the Association. The owner of the adjoining lot shall have the right, at reasonable times, in a reasonable manner and upon reasonable notice to enter upon the adjacent lot for the purpose of maintaining, repairing or restoring such structural wall of his unit.*
  
- K. Signage. Only address signs are permitted in the area of each lot visible from the street, golf course or adjacent lots. Each home shall have address numbers permanently mounted on the home's exterior or an architectural element in the front yard landscape in a highly visible location for easy identification by visitors or emergency responders.
  
- L. Exterior Equipment. All fixed devices, including heating & air conditioning units, generators, pool pumps and similar items, installed on the property's exterior require approval by the ARC. No such equipment will be approved by the ARC without such permit[s] as applicable by Monterey County current laws and having approval documentation obtained from the County of Monterey, State of California and Federal agencies. All ARC applications shall have required county submissions permits accompany ARC applications.
  - a. Equipment shall be located inside the property's setback lines, in side or rear yards , or other ARC approved locations where special requirements exist. It is recommended that equipment shall be installed no nearer to adjacent property lines than 3' and should not block the 4' accessible path.
  - b. Reasonable efforts shall be made, to the satisfaction of the ARC, to shield equipment from public and neighboring property's view. Visibility of the equipment from street view is not permitted.
  - c. Exhaust shall be vented away from neighboring properties to the maximum extent possible. Sensitivities of neighbors must be considered.
  - d. Sound emanating from the running of equipment shall be limited to 65-70 db at full load in intensity measured at a distance from the source of 23' or from the adjacent property lines if the distance less than 23'. Due to variations in measuring devices, measurements of sound intensity taken by the ARC device shall be conclusive. Use of sound dampening measures, such as sound absorbing shields is encouraged.
  - e. Testing of equipment as may be required by manufacturer's instructions shall be limited to between the hours of 11:00 am and noon.
  - f. All portable units shall comply with county safety rules and regulations....i.e.: must be outside of structure.

## Section 8 Landscape Rules & Guidelines

- A. General. The “*generally open and unobstructed condition*” applies to landscaping as well as fences and walls. Qualities envisioned in the narrative include
1. Free and open flow of space between the residences and the golf course.
  2. Avoiding interference with free play on the golf course.
  3. Preserving a visual aspect of the golf course that would not be “cluttered up and boxed in with residences demarcated and shut off from one another and the golf course by fences, walls, hedges and high plantings”.
  4. Maintain unobstructed views to the golf course up and down the golf course from one neighbor to another.
  5. Granting exceptions at critical points on the golf course to protect the safety of residents.
- B. Application Required. All landscaping and re-landscaping of properties require review and approval of the Architectural Committee. Owners are advised to contact the AC for guidance and approval prior to attempting any landscape plans or changes. A checklist for landscape plan submittals is contained in Exhibit C.
- C. Height Limitations. Restrictions on landscape height are dependent of the location of the property line of front, back and side yards as follows:
1. Back and side yards facing and immediately adjacent to the golf course:
    - a. No obstruction, including tree, shrub and hedge shall be placed in the backyard beyond the line of the nearest wall of the residence without written approval of the ARC.
    - b. No such obstruction shall be more than 3 feet in height without written approval of the ARC.
    - c. No such obstruction shall be placed in a manner as to give a squared-off, boxed-in, demarcated effect from other properties without written approval of the ARC.
    - d. No tree or trees shall be planted to outline or demarcate property lines or which in any way will obstruct the view of neighbors to the golf course or up and down the golf course without the written approval of the ARC.
  2. Back and side yards not facing and immediately to the golf course are substantially the same as for those in Para. 1, however the ARC may exercise its discretion more liberally with respect to those back and side yards fronting on a ditch, river or lake.
  3. Back yards adjacent to public streets are subject to the same restrictions as Para. 1, however hedges and similar plantings on such back yard property lines are subject to the same height limitations as for fences and walls, section 7G, above.

4. Front yards are subject to the same restrictions as Sec. 8C 1, above, except that hedges and similar plantings are subject to the same restrictions as fences & walls in Sec. 7G, above.
  5. Side yards are subject to the same restrictions as Sec. 8C 1, above except that hedges and similar plantings are subject to the same restrictions as fences & walls in Sec. 7G, above. In addition, no tree or other planting shall be allowed to encroach on a neighbor's property or air space, even if the neighbor approves.
  6. Corner lots are subject to the same restrictions as Front yards, Sec. 8C 4, above. In addition, sightline restrictions in Sec. 5A apply to all plantings.
- D. View Preservation. No trees, hedges or similar landscaping elements shall be permitted that at maturity would obstruct views from other residences of elements of the natural environment surrounding the subdivision including primarily the river and the hillsides of the valley.
- E. Water Usage. Residents are encouraged to use native, drought-tolerant plants. For Monterey County recommendations, see their list of Drought Resistant Plants at <https://www.co.monterey.ca.us/home/showdocument?id=47204>.
- F. Property Line Treatment. Landscape elements along otherwise un-demarcated property lines shall be either
1. Blended with similar landscape elements of neighboring properties or
  2. Terminated with header boards, low curbs or other bordering devices that permit easy maintenance and vegetation control from property to property.
- G. Tree Removal. No tree within the subdivision may be removed without the written approval of the ARC except diseased or otherwise unhealthy trees. The ARC may require, at owner expense, a written Arborist report substantiating such conditions. The Association maintains the right to trim or cut any of said trees at any time at the owner's expense to the extent it deems necessary to prevent such trees from obstructing the view of other property including the golf course or from constituting a safety or fire hazard.
- H. Maintenance. Owners will be required to conduct on-going maintenance to ensure that the height restrictions and view preservation restrictions of these guidelines are continuously respected. All plantings shall be neatly trimmed, properly cultivated and pruned to keep landscaping in a neat and orderly condition and to enhance their appearance. Owners shall maintain full clearance of all sidewalks and roadways to a minimum height of 8 feet.

**Section 9 Approval Requirements.**

No work shall commence on any construction or alteration of a structure or landscape covered by these guidelines without first receiving written approval of the ARC.

A. Documents. Submittals, depending on the type of approval sought, shall consist of the following as applicable to the work planned:

1. Completed Application for Architectural Committee Review [following Exhibit E].
2. Owner's statement describing the planned work.
3. Plot Plan, including all structures, drainage grading & elevations and trees to be removed, if any. [See Exhibit B for sample plot plan.]
4. Building Plan, including foundation, floor and roof plans.
5. Exterior Elevations, including height, shape and surface materials.
6. Exterior Color Scheme, including color and material samples.
7. Landscaping Plans, including type, location and heights of all landscape materials, structures, fences and walls. [See Exhibit D for sample Landscape Plan & Planting Schedule].

B. Administrative. The foregoing submittal items are described above in general terms. Checklists for Building and Landscape submittals, containing more detailed requirements, are contained in Exhibits A & C. To the greatest extent possible, documents submitted, including plans, specifications, samples and other descriptive materials, are to be the same as those submitted to the County of Monterey for building and planning approval. The submittal package shall be submitted to the ARC under the signature of the property owner or designated agent. The Association may require applications for approval to be accompanied by a fee.

C. Approval. Subject to conformance of the proposed construction or alteration to these guidelines and the other governing documents of the subdivision and Home Owners Association, written approval will be granted. The AR may at its discretion, in the case of minor repairs or modifications repainting in the same color scheme and similar work, waive formal submittal. Approval will, subject to delays in receiving acceptable submittal information, be issued within a 30 day period. Failure of the AR to respond to a complete submittal within 30 days will constitute approval thereof, per the Declaration, Art. IV Sec. A.

## **Section 10      Enforcement.**

A. Authority. The Declaration, in Art. 5, Sec. 1C, grants the Association the authority to enforce these guidelines by

1. Requiring removal at the Owner's expense of any building, alteration or other structure or landscape elements which were not previously approved by the AR.
2. Causing any violation of permitted use, nuisance, safety rules and guidelines contained herein to be mitigated, eliminated or discontinued.
3. Remedies of the Association and individuals as spelled out in the CC&R's (See Section VI, Remedies of Association and Owners, Section 1-4), and under the laws of the State of California.

B. Appeal to the Board. Any Owner may appeal any decision of the Architectural Committee to the Board within sixty days after the committee's decision. After sixty days said decision will become final.

## EXHIBIT A

### Quail Lodge Home Owners Association

---

#### Architectural Plan Checklist

Plans submitted to the Architectural Committee should be the same building plans submitted to Monterey County for Building or other permitting. Even if County permitting is not required, at a minimum plans must contain the following information:

	<b>General Information</b>
<input type="checkbox"/>	Name, address and contact information for the property owner
<input type="checkbox"/>	Name, address and contact information for preparer of the plans
<input type="checkbox"/>	Name, address, license number and contact information for the contractor, if any
<input type="checkbox"/>	Scope of planned work.
	<b>Plot Plan</b>
<input type="checkbox"/>	Property street address and Assessor's Parcel Number
<input type="checkbox"/>	Property Lines
<input type="checkbox"/>	Location of House and Garage
<input type="checkbox"/>	Location of heating/air conditioning and other exterior equipment
<input type="checkbox"/>	Fencing & Walls, height & materials
<input type="checkbox"/>	Drainage grading & elevations
<input type="checkbox"/>	Trees to be removed
<input type="checkbox"/>	Hardscape areas including driveway, walks, terraces & patios
<input type="checkbox"/>	Scale and North arrow for orientation
	<b>Building Plans</b>
<input type="checkbox"/>	Foundation Plan
<input type="checkbox"/>	Floor Plan including doors & windows, room designations and dimensions.
<input type="checkbox"/>	Roof Plan showing roof planes, ridges and slopes, chimneys and skylights
	<b>Exterior</b>
<input type="checkbox"/>	Elevations of all sides, showing surface forms & materials
	Types, sizes and orientations of all windows, doors, and other openings
<input type="checkbox"/>	Sections showing eave and ridge heights, including the mean lot elevation.
	<b>Exterior Color Scheme</b>
<input type="checkbox"/>	Materials for walls, windows & doors, trim & roofs
<input type="checkbox"/>	Samples for materials such as stone and masonry and roofing
<input type="checkbox"/>	Color samples for all materials including manufacturer & color numbers.



EXHIBIT B

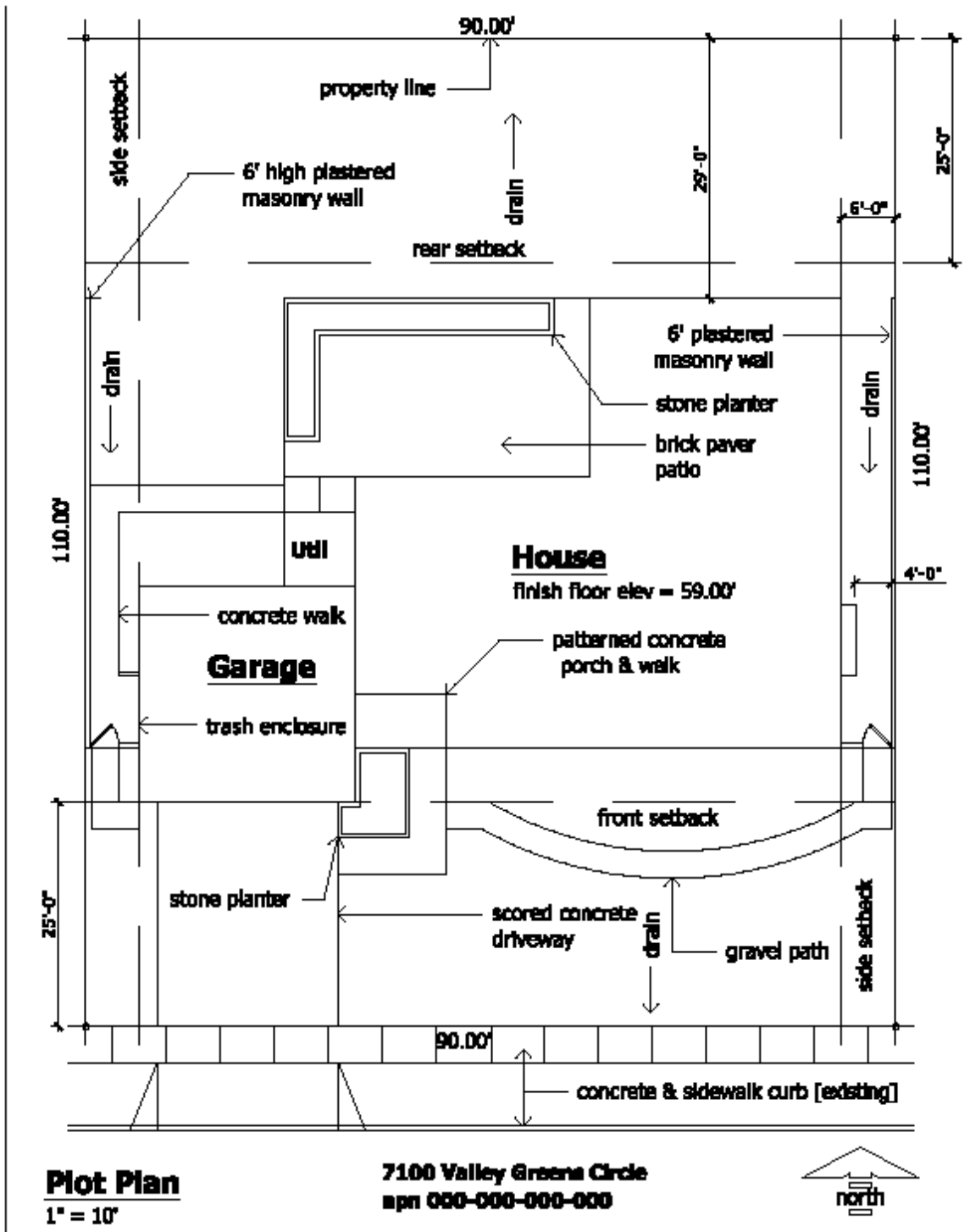


EXHIBIT C

## EXHIBIT C

### Quail Lodge Home Owners Association

---

#### Landscape Plan Checklist

Plans submitted to the Architectural Committee should be the same landscape plans submitted to Monterey County for Building or other permitting. If County permitting is not required, at a minimum plans must contain the following information:

##### **General**

- Property street address
- Property Lines
- Location of House and Garage
- Fencing, height & materials
- North arrow for orientation

##### **Hardscape**

- Driveway, including material
- Walks, including material
- Terraces or Patios, showing materials

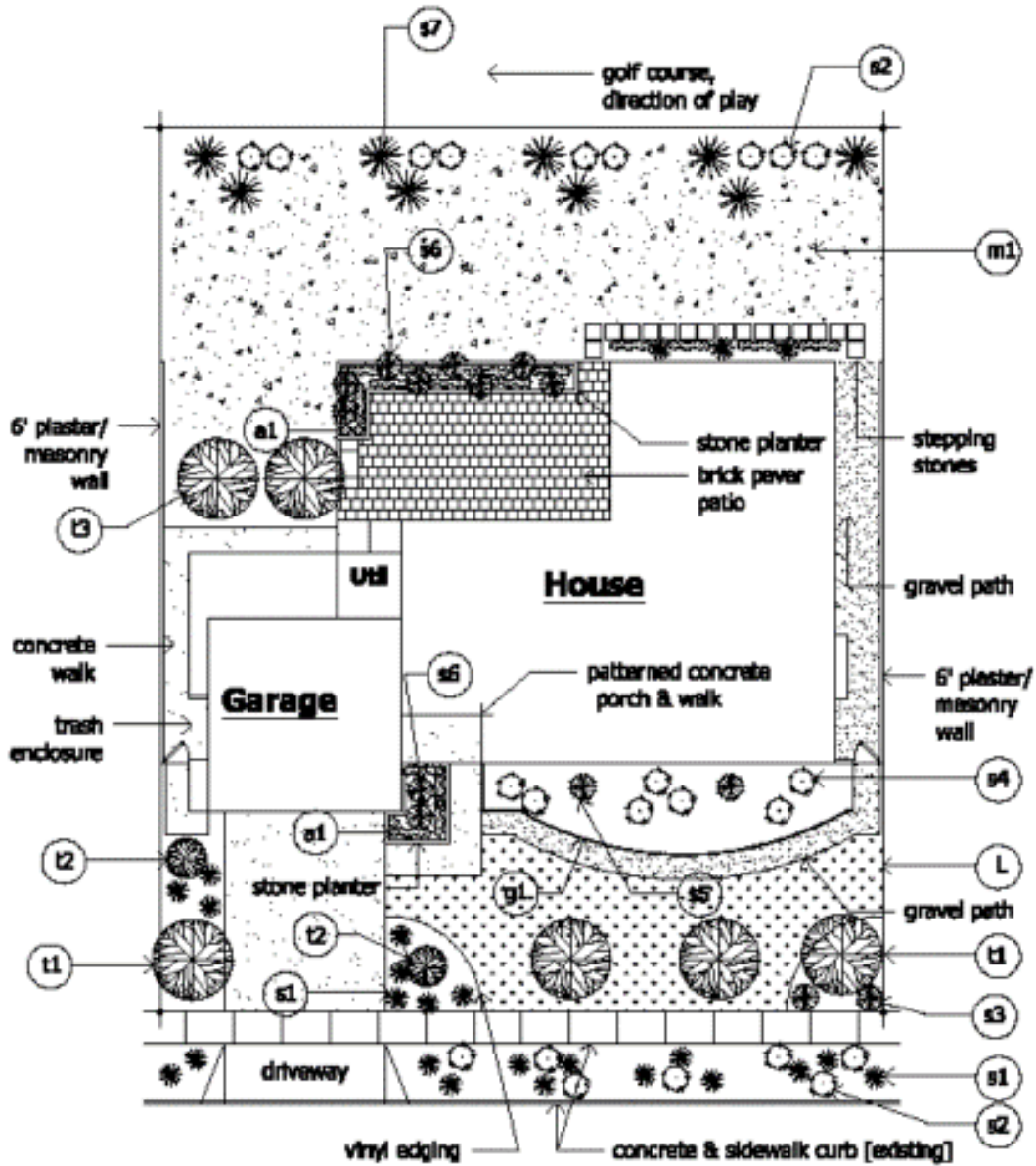
##### **Landscape**

- Existing landscape features, if any
- Trees
- Small trees
- Shrubs/shrub areas
- Lawn areas
- Groundcover planting areas
- Bark mulch, gravel or similar areas

##### **Other Features**

- Outdoor kitchens
- Water features
- Fireplaces or fire pits
- Pools and spas
- Heating/Air conditioning & other equipment
- Exterior lighting (may be a separate plan submitted at a later date)

EXHIBIT D



\* See Plant Schedule for plant identification

**Landscape Plan**

1/8" = 1' - 0"

7100 Valley Greens Circle  
apn 000-000-000-000



**EXHIBIT E**  
**PLANT SCHEDULE**

symbol	landscape type	common name/designation
Ⓐ1	annual	_____
Ⓐ1	ground cover	_____
Ⓐ	lawn	_____
Ⓜ	bark mulch	_____
Ⓢ1	shrub	_____
Ⓢ2	shrub	_____
Ⓢ3	shrub	_____
Ⓢ4	shrub	_____
Ⓢ5	shrub	_____
Ⓢ6	shrub	_____
Ⓢ7	shrub	_____
Ⓣ1	tree	_____
Ⓣ2	tree	_____
(		

**Exhibit F**

**LIST OF INVASIVE PLANTS**  
**(not to be used in Quail landscapes)**

This link provides a complete list of plants to avoid using:

<https://www.cal-ipc.org/wp-content/uploads/2018/05/InvasivePlantChecklistforCaliforniaLandscaping.pdf>

\* \* \* \* \*

This is a partial list of commonly used, invasive trees used in Monterey County:

Monterey Cypress                      Hesperocyparis macrocarpa

Black Locust                              Robinia pseudoacacia

Monterey Pine                            Pinus radiata

Liquid Amber (Sweet Gum)           Liquidamber styraciflua

Mayten Tree                              Maytens boaria

Willow                                      Salix babylonica (and all other varieties)

Bradford Pear                            Pyrus calleryana

Tulip Tree                                 Liriodendron tulipifera

Poplar                                       Populus (and all other varieties)

**Exhibit G**

**APPLICATION for ARCHITECTURAL COMMITTEE REVIEW**

---

The following information relating to construction on or alterations to the referenced property, including buildings, structures and landscaping, is hereby submitted for review by the Homeowners at Quail, Inc. Architectural Committee (AC). No such work will be commenced without written approval of the AC.

**Property** Address \_\_\_\_\_ Monterey County Parcel #: \_\_\_\_\_

**Owner(s)** \_\_\_\_\_ Mailing Address \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_ County Plan Check # \_\_\_\_\_

---

**Description of Work** (general description including all exterior building and landscape construction/alterations)

---

---

---

---

---

---

---

---

---

**Contacts**

**Owner's Agent** (if any) \_\_\_\_\_ Relationship (attorney, realtor, consultant) \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_ Address \_\_\_\_\_

**Designer** \_\_\_\_\_ Contact \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_ Address \_\_\_\_\_

**Contractor** \_\_\_\_\_ Contact \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_ Address \_\_\_\_\_

---

**Project Schedule**

Proposed Start Date \_\_\_\_\_ Projected Completion Date \_\_\_\_\_

---

**Documents submitted** (Incomplete submittals will not be accepted for review. See checklists for detail.)

Plot Plan     Construction Dwgs     Samples/Colors     Landscape Plan     Plant List