

**The Golf Cottages**  
at  
**Gainey Ranch**

**Standards and Rules**  
August 2023

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## THE GOLF COTTAGES

### FLOORING - SECOND STORY: Hard Surface Materials

Adopted: 7/21/2017; Revised 8/10/2020

Trends and preferences for flooring options have evolved since The Golf Cottages were built in 1985. The original floor surface was designed for carpet plus a premium pad which mitigated sound absorption between the floor ceiling assembly. Traditional insulation, important for airborne noise, provides little relief from impact or structure-borne noise in wood frame construction.

Hard surface flooring amplifies sound waves creating 'flanking noise' which travels downward. Flanking noise is not "airborne noise" (heard through walls or open windows such as music, televisions, or voices), but amplified noise caused by impacts such as walking, moving furniture, rolling vacuums, or dropping objects etc. upon surfaces from above.

An acoustic underlayment is designed to absorb these sound waves caused by impacts. Occupants with hard floor toppings (hardwood, vinyl, ceramic tile, etc.) should recognize the impact results from their activities are more readily transmitted to units below and owners must take active steps to limit.

Actions which help to reduce transmission include: placement of area rugs, not allowing chairs to scrape the floor, the removal of hard soled shoes in favor of slippers or stocking feet, control of impacts like running or other rapid movement through the unit, or bouncing objects on the floors.

**THEREFORE, The Golf Cottages Association, as of the date of this revision, requires all hard surface floors, whether new or any portion being changed, must obtain approval and install the required type of acoustic underlayment.**

#### **CARPET with Premium Pad may be installed without permission**

1. UPSTAIRS OWNERS: Applications for ANY flooring (*other than carpet*) must be submitted to the GRCA Master Architectural Committee prior to purchase for approval. Proof of said purchase and a sample of the proposed flooring and sound limiting acoustic underlayment material must be retained by the owner and available for inspection.
2. UPSTAIRS OWNERS: Installing ANY hard surface flooring without approval will be in violation of The Golf Cottages Association's Rule and Standards. The Association shall have the right to enforce this provision by proceeding at law or in equity as provided for in the Association's Declaration.
3. FURTHER, pursuant to Section 4.09 of the Declaration, the Association, acting through the Board or its duly authorized agent, shall have the right at all times upon reasonable notice (and at any time in case of an emergency) to enter upon or in any Condominium Unit to abate any infractions, to make repairs, or correct any violation, and in connection therewith shall have the further right to assess all costs incurred against the Owner, such assessment to be secured by the lien provided in Section 5.01 of the Declaration.
4. FIRST FLOOR OWNERS must be notified of hard surfacing floor applications above theirs.
5. UPSTAIRS OWNERS listing their property must inform their real estate agent of this rule.

Second-story-only units: 1, 5, 12, 20, 24, 25, 28, 29, 33, 36, 37, 41, 48.

Lower-story-only units : 2, 6, 11, 19, 23, 26, 27, 30, 34, 35, 38, 42, 47

# THE GOLF COTTAGES

## LANDSCAPE and HARDSCAPE - Limited Common Areas

Revised 8/25/2020

Gainey Ranch has the reputation of being an oasis in the desert. Vegetation creates harmony and beautiful vistas. The Golf Cottages owners are required to keep landscape and hardscape maintained and encouraged to keep both updated. The primary facades of the buildings face the golf course. BEFORE planning to make changes, owners must contact the Gainey Architectural Coordinator. A list of approved plants and trees to assist homeowner or landscape architect with proposed design may be found @ [www.gaineyranchca.com](http://www.gaineyranchca.com). Not all plants are appropriate in some satellites.

1. **Vines/plant** species which cling to walls should be avoided. NEW trellises must be approved. Owners are responsible for damage caused by trees, plants or vines in Limited Common areas.
2. **Vegetation** needs to be trimmed before HOA painting. Painters will paint around remaining vegetation.
3. **Grass** must be grown one foot from walls as protection from irrigation, mowers, or trimmers. Artificial grass may be installed inside the Limited Common areas.
4. **Existing trees**, at the time of this rule being revised, are permitted to remain (*grandfathered*). Removal will not be required unless diseased, uprooting walls, or dangerously leaning. Current citrus trees are also grandfathered. No new citrus may be planted.
5. Dwarf trees are preferred. Trees should not block out neighbor's views or be grown over the roof line. Low-sloped foam roofs are adversely affected by debris from vegetation. Owners must keep trees trimmed or Gainey Maintenance will arrange at owner expense. Any removal of present trees or addition of new trees must receive prior approval. Fruit, debris, and clippings must be removed to discourage rodents and insects.
6. **Tree Damage**: Notwithstanding the foregoing sentence, in the event any tree or other landscape (including grandfathered trees) cause damage to the Limited Common Area, Common Area, the neighboring unit, neighboring unit's Limited Common area and/or Common Areas, the owner is solely responsible for the costs to repair such damage.
7. **Balcony Drains**: All changes to balcony deck surfaces and drains must be approved. Balcony drains must be kept free of debris to prevent water damage to upper and lower units. Owners are responsible for any damage from clogged balcony drains.
8. **Planting in Common Areas** or easements of the Gainey Ranch Golf Club requires permission.
9. **Personal items** are not permitted in the Common Areas, driveways, Golf Course, low walls facing the golf course, or on top of these walls.
10. **External items** such as radios, broadcast units, and amplifiers shall not be placed upon exterior walls without prior written approval of the Board.
11. **FLAGS**: Owners wishing to display a flag should contact the Gainey Ranch Architectural Coordinator. In ground flag poles are not permitted.
12. **Holiday decorations** are allowed on specific dates. No other decorations on gates or in Common Areas are permitted.
13. **Adding, removing, or changes** to pools, spas, fountains, patio walls, misting systems, access gates, or pet doors require prior approval.
14. **Any equipment** not maintained will receive a notice to correct.

**THE GOLF COTTAGES**  
**MAINTENANCE RESPONSIBILITIES**

Amended: 10/1/13; Revised 8/10/2020

The Golf Cottages Homeowner Association is responsible for the maintenance and repair of the Common Elements. The Homeowner is responsible for the maintenance and repair within the Condominium Unit and the Limited Common Elements which owners have exclusive use but not ownership. This rule is intended to clarify these allocations.

**COMMON ELEMENTS**  
(Association Responsibility)

1. Exterior of buildings and garages
2. Exterior portion of patio and courtyard walls (unless owner causes damage)
3. Public utilities - shared by more than one unit
4. Pipes, wires, conduits, ducts, flues, and shafts shared by more than one unit
5. Landscaping outside courtyards, patio walls and certain areas adjacent to golf course
6. Sidewalks
7. Flat and tile roofs including roof drains

**LIMITED COMMON ELEMENTS**  
(Homeowner Responsibility - Exclusive Use areas)

1. Cleaning and maintenance in 1st class condition all Exclusive Use areas including without limitation driveways, patios, courtyards, balconies, storage areas, gates, locks, and entryways
2. Pipes, wires, conduits, ducts, flues ducts, shafts, water or sewer lines serving only one unit
3. Gainey Ranch Maintenance will need access to Limited Common areas to perform inspections or maintenance.
4. Should an owner fail to correct any maintenance deficiency or violation, the Board is authorized to make the correction and bill the homeowner.

**CONDOMINIUM ELEMENTS**  
(Homeowner Responsibility)

1. Overhead garage door and exterior trim
2. Heating and Air Conditioning equipment - [*Gainey Maintenance must be notified when replacing any equipment on the roofs. Limiting roof traffic and changes lessen damage*]
3. Windows, skylights, screens, awnings, and retractable shutters
4. Exterior doors, weatherstripping, trim, and threshold
5. Pressure Relief Valves with back flow preventer maintained

# THE GOLF COTTAGES

## EXTERIOR PAINTING

Adopted: 7/20/94 Revised: 5/27/15 Revised 8/10/2020

THE GOLF COTTAGES Board of Directors has determined the following to be the most practical and reasonable method of ensuring the uniform appearance of The Golf Cottages building exteriors and walls.

### ASSOCIATION RESPONSIBILITY

**PERIODIC PAINTING:** The Association periodically repairs the stucco and paints the twelve buildings, garages, and exterior perimeter walls including the Limited Common areas (*designated exclusive use by the individual homeowner without ownership*).

**EXTERIOR OF WALLS:** The exterior face of stucco walls (toward street or golf course) are maintained by the Association *unless a determination is made an owner contributed to failure of materials*.

### HOMEOWNER RESPONSIBILITY

1. Between painting by the Association, each owner is responsible for the repair and painting of the following Limited Common areas (*designated for exclusive use by the individual homeowner*) with the approved grade and finish of paint.
  - all exterior doors and trim
  - overhead garage door and trim
  - balcony interiors
  - railings and handrails
  - patio/balcony ceilings
  - interior portion of patio and courtyard walls
  - outdoor fireplaces
  - courtyard trellises
  - side gates
  - entry gates with removeable glass insert
2. **ENTRY DOORS:** Owners are permitted (with approval) to individualize front entry doors. These doors are excluded when the HOA paints.
3. All other doors and trim, including the overhead garage door, must be considered in good condition or repairable when HOA is painting the buildings and garages. Paint contractor may replace trim before painting for an optional fee paid by the owner.
4. **PLANT MATERIALS:** Prior to the Association painting, plant materials must be removed, trimmed, or protected by the owner. Landscape materials will not be removed by the paint contractor but painted around. Any damage to walls caused by plants is a homeowner's expense.
5. Courtyard and balcony railings must be clear of vegetation before painting.
6. All personal items from walls, and breakable items from balconies, courtyards, and patios should be removed or protected prior to Association painting.
7. Restoration or removal of landscape materials must occur within 14 days after painting is completed. Violation procedures will be enforced.
8. Homeowner at their own expense may paint a building's exterior using approved colors and grade of paint with Board permission.
9. **NO PAINTING** of the roof's parapet or screen walls by anyone other than the Association. Special applications have been added to protect these surfaces and warranties will be voided.
10. Owners must provide contact information for access or leave courtyard gate unlocked for paint contractor and Gainey Maintenance.
11. **APPROVED COLORS 2020:** Dunn Edwards - Pigeon Gray [Primary Color]; Bison Beige - [accent and railing color]. Paint Grade: Premium Evershield.

# The Golf Cottages

## PARKING

Revised 8/31/2021

### **A. EMERGENCY EASEMENT - *Do Not Block***

1. **Units 45-48: priority** for ingress and egress
2. **Temporary Use:** Only while loading or unloading.
3. **Loading/Unloading** vehicles must not block homeowners 45-48 driveways, emergency access, or leave vehicles unattended.
4. **NO ACCESS:** golf carts or golf maintenance vehicles to or from golf course
5. **GRCA vehicles:** may use for maintenance, landscape, irrigation, or performing similar work

### **B. STREET PARKING:**

1. Overnight street parking is prohibited
2. Construction vehicles must park opposite the driveway side of Gainey Ranch Road unless loading or unloading

### **C. DRIVEWAY PARKING:**

1. Vehicles must fit completely on driveways; not onto sidewalks
2. Vehicles, motorcycles, or golf carts are never permitted on sidewalks or landscape
3. Permission is required to use your neighbor's driveway
4. Vehicles may not be stored on driveway more than 48 hours *if residence is not occupied* without board permission
5. No parked vehicles (except dumpsters) under a protective cover
6. Any vehicle with a malfunction of an essential part required to operate or which is partially or totally disassembled by the removal of tires, wheels, engine, or other essential part required for legal operation may not be on the driveways.
7. Commercial or service vehicles permitted temporarily for picking up or delivering passengers, merchandise, or during the performance of work or services for the Association, Owners, and Occupants
8. Vehicles such as buses, vans, or trucks having a carrying capacity in excess of 3/4 ton may only load or unload on driveways with board permission
9. Vehicles with exterior logos, signs, numbers, letters or advertising may not be stored or left overnight on driveways
10. Boats, trailers, motor homes, campers, horse-trailers, dune buggy, or similarly oriented vehicle may only be temporarily parked on driveways not overnight
11. Dumpsters or pods for construction need advanced approval for the first two weeks by the Architectural Coordinator after project has been approved. Time extensions need Board approval

### **D. SPECIAL CIRCUMSTANCES:**

Board may permit driveway parking of oversize vehicle when necessary for health, medical, or assistive purposes belonging to owners, guests, or tenants.

### **E. BOARD RULES AND ASSESSMENT OF CHARGES:**

The Board may adopt rules relating to the admission and temporary parking of vehicles if not affecting ingress or egress within the Property, including the assessment of charges to Owners and Occupants who violate, or whose invitees violate, such rules. Any charges so assessed shall be considered a Special Assessment. 1985 CC&R's recorded 85 226862; Section 8.05 Parking.)

## THE GOLF COTTAGES

### SIDEWALK PAVER RULE

Adopted August 10, 2020

The Golf Cottages HOA maintains the Common Area 'builder-installed sidewalks' from each owner's driveway to their courtyard gate. Concrete sidewalks may be replaced with pavers following these rules:

1. Individual owner(s) wishing to modify will bear the demolition expense and cost of the installation and materials. Any damage to irrigation or to landscape will be the owner(s) responsibility to repair. *Modifying sidewalk with pavers is simply an option for owners.*
2. Applications for approval should be sent to the Gainey Ranch Architectural Coordinator. Document must state paver type, size, color, and pattern. Not all sidewalks have to identical; just those adjoining one another.
3. An adjoining (shared) sidewalk must be paved concurrently with the same materials & pattern for continuity. *(Examples: Units 2 & 3 share a portion of a common sidewalk so both owners must agree to the modification.)*
4. Owners will agree to purchase a (specified) surplus of pavers to store on their property in case replacements are needed. This surplus remains the property of The Golf Cottages. Owners will need to disclose in any real estate transaction the sidewalk was modified and surplus pavers stay with the property.
5. Sidewalks will remain Common Area elements. The HOA will have the responsibility to maintain for continuity.

# The Golf Cottages

**Exterior Sun Control Devices: Awnings,  
Screens, Rolling Shutters, Pergolas,  
Windows, Doors, Exterior Ceiling Fans,  
Umbrellas**

## **Exterior Lighting**

Original 1987

Revisions: 1988, 2021, 2009, 2013, 2020, August 2023

Gainey Ranch's Master Architectural Committee considers items attached to the building exteriors and patio walls permanent additions. Condominium communities set limits on most exterior accessories to maintain continuity and to ensure neighbors are not impacted by choices others have made. Additions, replacements, removals, and items which were previously attached without approval will require permission from The Golf Cottages and the Master Architectural Committee. Any damaged surfaces must be repaired and repainted to match the building stucco.

## **SUNSCREENS**

### **FIXED: Insect or Solar Screens - no approval is required**

- Frames & Hardware: Bronze anodized metal (matching trim around windows and sliding doors)
- Screen Color: Bronze

### **RETRACTABLE: StowAway Sliding Screen - (See pg 4)**

- Approval is required to add, remove, or change
- Frame Color: matching door frame where mounted
- Finish: Low gloss metal or paint

### **RETRACTABLE SOLAR SCREEN: TOP Mounted OVER GLASS windows/sliding doors (See pg 4)**

- ALL require approval to add, remove, or change
- Only permitted on rear elevations - no front-facing windows
- Head Rail must be attached above a glass window or sliding glass door
- Head Rail and vertical tracks must be similar to building's exterior stucco color
- Screen sides must be track-mounted 1/2" from the window or sliding glass door frame
- Solar-Screen's mesh color: Dark Bronze
- NO exterior manual chains or cords. A motor in the head rail must be used to open and close
- Wiring and conduit box must be hidden



## **AWNINGS**

### **FIXED AWNINGS** (see - pg 4)

- APPROVAL REQUIRED prior to removing, adding new, or replacing
- PLACEMENT: REAR ONLY (no front patio, no front window or doors facing street)
- FABRIC and COLOR: Sunbrella - Silica Stone\*
- SHAPE: Wedge-shaped fitting over a window or door
- No hanging panels or partial screens in the middle, on the sides, or down the front
- The edge binding MUST match the awning color
- \*IF approved prior to August 2020 color was grandfathered unless torn, frayed, or misshapen. New color is required if replacing.

### **RETRACTABLE AWNINGS:** (see pg 4)

- APPROVAL REQUIRED prior to removing, adding new, or replacing
- PLACEMENT: REAR ONLY (no front patio, no front window or doors facing street)
- FABRIC and COLOR\*: Sunbrella - Silica Stone; binding same color
- Awning must be retracted when not in use
- No panels or screens hanging from the sides or the front
- VALANCE: straight (not scalloped)
- Cassette color: compatible with awning color
- No visible conduit or junction box
- \*IF approved prior to August 2020 color grandfathered unless torn, frayed or misshapen. New color is required if replacing

## **RETRACTABLE ROLLING SHUTTERS**

- APPROVAL REQUIRED: prior to removing, adding new, or replacing
- RESTRICTED LOCATION: REAR ONLY (not facing street)
- COLOR: Frame and Slats similar to stucco color
- SIDES Track Mounted inside window opening
- NO conduit or junction box visually seen
- Material: Double walled or PVC, Vinyl, or Aluminum Slats

## **PATIO UMBRELLAS**

- Owner may select using these guidelines:
- No stripes, logos, lettering, etc.
- COLOR: REAR Patio: solid subdued colors (toned down, understated)
- COLOR: FRONT Patio (if unseen from the street) is owner's preference
- Must be kept in good condition, no tears, faded, torn, and retractable

## **WINDOWS and DOORS**

- REQUIRE APPROVAL
- TRIM: Windows and Sliding Door - BRONZE
- FRENCH DOORS: Painted wood must match stucco color; maybe changed to a slider
- FRONT ENTRY: Custom (approved)
- EXTERIOR CLOSET: Solid panel; Painted to match stucco
- GARAGE Pedestrian Door: Custom style (approved)
- WINDOWS: GLASS NOT PERMITTED: Stained, colored or a reflective material

## **PERGOLAS Require Approval: Permanent fixtures**

- Approval needed to Add, Replace, or Remove
- DESIGN: Professional drawing must be approved by GRCA architect
- LOCATION: Only Ground Level Front Patio; pergola must be hidden from the street
- MATERIALS: Must be approved
- MAINTENANCE: Owner responsibility not HOA

***Decorative Beams at Entry or Balcony are Not Pergolas.*** Fourteen units have had entry beams removed. Ten units have had the rear balcony beams removed. Time and weather have damaged beams and required costly exterior wall repairs. In 2015 painted metal caps were installed over the remaining beams to help keep their wood dry. The beams are an architectural feature. Other uses are prohibited. No fans, no plants, no bird feeders, no lighting, no wind chimes etc may be attached. Anything added is a violation of The Golf Cottages Rules. Everything must be removed to help protect these decorative beams.

## **EXTERIOR LIGHTS and OUTDOOR CEILING FANS**

**Exterior fixtures require approval. Lighting, in particular, is a violation of the Golf Cottages and Gainey Ranch rules if installed without approval and encroaching upon a neighbor or the golf course.**

- Recessed building perimeter lighting must broadcast light down, not out.
- Pathway and landscape lights are accent features and must be used for given purposes inside individual patios.
- Security lighting or motion detecting lights may not encroach onto a neighbor or out to the golf course.
- Holiday lighting is limited inside the homeowner's patio and is to follow dates permitted by GRCA.

**Stow Away Retractable  
Door Screen**

**NEEDS PRIOR APPROVAL**



**RETRACTABLE  
WINDOW/SLIDING DOOR  
SOLAR SCREEN**

**NEEDS PRIOR APPROVAL**



**SOLAR  
WINDOW SCREEN  
FIXED**



**FIXED WINDOW AWNING**

**NEEDS APPROVAL**

**RETRACTABLE WINDOW  
AWNING**

**NEEDS APPROVAL**

*Retracted when not in use  
(shown open)*



## **THE GOLF COTTAGES**

### **WATER LINE MAINTENANCE**

(Amended 4/13/10; Revised 8/25/2020)

The Golf Cottages Board adopted a program deemed critical to prevent water damages to protect property and insurability of both the homeowner and the HOA. The program consists of periodic inspections of each unit's water outlet system consisting of the Pressure Relief Valve (PRV), gate or ball valve, and hose bib with the required back flow preventer.

Systems work best at pressures 50-80 psi (pounds per square inch). High pressures present on a regular basis put a strain on plumbing joints, faucets begin to leak, appliances have shortened lives, and hot water heaters need replacing sooner.

Access to each main water valve from the city water supply is located on the exterior of the units (usually in the front courtyards). All owners need to know how to shut off the main water supply to their unit.

1. The association provides the inspections periodically as a courtesy but owners are always responsible for maintaining the plumbing serving their units and in the Limited Common areas.
2. Homeowners will be given notice of the inspection date. Individual gates must be unlocked or key left with Security or an owner's representative. Failure to arrange access to accommodate will result in an additional trip charge billed to the homeowner.
3. Each owner will be notified of results by Gainey Maintenance.
4. Owners with unsatisfactory testing results are required to make the necessary repairs. Compliance is required and a record of repair must be sent to the Gainey Ranch Maintenance Department.
5. The Association shall have the right to authorize a licensed plumber to check the accuracy and condition of any water outlet system.
6. Leaks and breaks must be immediately repaired.