

ALTAMIRA MANAGEMENT ASSOCIATION #1  
ARCHITECTURAL REVIEW COMMITTEE – RULES AND REGULATIONS

**MASTS, POLES, AND FLAGPOLES**

1. An Architectural Request for Change form is required to be submitted prior to installation of any pole, mast or flagpole. No work is to be started prior to receiving a written approval by the HOA Board of Directors. (C.C.R.'s 2.8)
2. The Request for Change application must include
  - a. The size and dimensions of the intended device.
  - b. The purpose(s) of the device.
  - c. The intended location of the device.
  - d. The vendor or person installing the device.
  - e. Neighbor's signatures.
3. The device must be contained within the perimeter of the single unit.
4. The device may be attached to the fascia at the roof line or under the roof line. It may not be attached to the roof material or stucco of the house.
5. A flag pole holder, with or without a solar light unit, may be attached to the fascia at or under the roof line, or to wood trim around the garage door.
6. The American "Stars and Stripes" flag may be flown at any time.
7. A mast or masts may be placed for the purpose of installing patio lights. The material used for the mast may vary, but if painted, must match the stucco or trim of the approved color pallet for the unit. Patio lights may also be installed on the fascia at or under the roof line.
  - a. Patio lights will not be blinking or flashing types,
  - b. Patio lights will not be colored, except during seasonal exceptions and at the discretion of the Board.
  - c. Patio lights must not shine into a neighbors windows causing disturbance to the neighbor's wellbeing.

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**POOL, SPA, HOT TUB and/or other WATER FEATURES**

1. An Architectural 'Request for Change' form is required to be submitted prior to installation of a pool, spa, hot tub or other water feature, excluding a free standing recirculating-water fountain (C.C.R.'s 4.3). Written approval from the Board of Directors is required before any work begins. The application must include
  - a. The size (capacity) and dimensions of the intended item.
  - b. The material and color of the item
  - c. Photograph and product specifications.
  - d. To scale drawing of the property and intended location of the water feature.
  - e. Signature of neighbors.
2. The water feature must be contained within the perimeter of the separate unit, but may not be placed in the front yard area of the separate unit.
3. In-ground or above ground swimming pools are not permitted.
4. A spa or hot tub may not exceed 72" in length, breadth or circumference and a depth less than 4' (feet)
  - a. It must be surrounded on all sides by fence or wall so as to not permit access without the Owner's approval.
  - b. The foundation upon which the spa or hot tub is placed must be able to support the unit including the water and number of occupants.
  - c. Electrical connection must be specified in the application.
  - d. Plan for drainage must be specified in the application and must not drain to the HOA common areas.
  - e. The Owner takes all responsibility for safety and liability in the event of an adverse event.
5. Decorative fountains, using recirculating water, may not exceed 60" in height or 36" in width. If electrical wiring is required, other than plugging into an existing outdoor electrical outlet, a separate Architectural 'Request for Change' form is required.
6. Waterfalls, ornamental pools, fish ponds, and other water features will be approved or disapproved on an individual basis at the discretion of the Board of Directors.

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SATELLITE DISH, ANTENNA, or TELECOMMUNICATION MAST (DEVICE)

1. To notify the Altamira Management Association #1, an Architectural Request for Change form is required to be submitted prior to installation of an antenna, satellite dish, or mast for the purpose of transmitting or receiving electromagnetic waves in wireless telegraphy, telephony, radio and/or television. (C.C.R.'s 2.8). The Request for Change application must include
  - a. The size and dimensions of the intended device.
  - b. The purpose(s) of the device.
  - c. The intended location of the device.
  - d. The vendor or person installing the device.
  - e. Neighbors signatures.
2. The device must be contained within the perimeter of the single unit.
3. The device will be attached to the fascia at the roof line or under the roof line and will not compromise the roof material at any time.
4. The device will be not be placed at the front of the unit, facing the public street and, as much as possible, will not be a visible obstruction or undue annoyance to a neighbor.
5. In the event the functionality of the device is compromised by the preceding restrictions, (i.e. the device is not able to be positioned with a south facing line of sight to geosynchronous satellites), the restrictions in #3 and 4 above will not apply.
6. If the only location of the device, that will permit uncompromised functionality, is upon the roof itself, the Owner will be required to
  - a. execute an indemnification agreement for intrusion of the roof and be responsible for the fees related to indemnification, or
  - b. have the roof inspected prior to and following the installation, by the HOA roofing contractor, and be responsible for fees related to the inspections.