

PARADISE CAY HOMEOWNERS ASSOCIATION ARCHITECTURAL REVIEW COMMITTEE GUIDELINES

Revised and ratified November 2, 2010

The Architectural Review Committee (ARC) is one of the standing committees of our homeowners association. This committee serves solely to maintain and enhance our community's appearance and property values in accordance with the Covenants, Conditions and Regulations (CC&Rs) legally applicable to all our property in Paradise Cay. The CC&Rs provide that a governing committee (Paradise Cay Homeowners Architectural Review Committee) must receive complete plans, and approve in writing, the construction of any addition/modification, structure, fence, wall, windbreak, and any alteration to any of these, for which a building permit may be required. The County will not issue a building permit without ARC approval.

In order to comply with our CC&Rs, and in the best interests of all property owners, ARC requests that all homeowners consult with the ARC prior to making any changes to structures or property that alters the external appearance of the property, whether or not a building permit is required. Before submission to ARC, have your Immediate neighbors (either side, across the street, across the water) sign the plans. Provide **two** sets of plans, if a permit is required, to ARC. Plans must include landscaping, painting, grading, siding, roofing, solar installations, sheds, surfacing, etc. ARC will review the project, may contact additional homeowners who may be impacted, and will respond within 10 days. At the time the ARC approves the project, they will stamp/sign and return one set of plans for submission to the county with your building permit application. If subsequent changes are made, repeat the process and await an ARC response. ARC reserves the right to contact homeowners in writing, by telephone or by e-mail when responding to neighborhood concerns or inquiries. A homeowner can appeal an ARC decision to the Board of Directors of the Paradise Cay Homeowners Association.

General Guidelines:

Fences on the street side are encouraged to be no higher than 4' but should not exceed 6'. These fences shall be set back at least 2' from the sidewalk to allow for landscaping. Side fences shall not exceed 6', unless by mutual agreement by neighbors. The color shall blend with existing buildings.

Any driveway must be long enough to park a car without extending on to the sidewalk. (Setbacks for garages on cul-de-sacs are grandfathered in their current location). Minimum setbacks of house, or other structures, shall be 15' from the sidewalk on street sides and a minimum of 6' from the lot line on non-street sides of the structure. The set back of the structure on the water and bay sides shall respect the existing view lines and they shall not extend beyond or overhang the high water line.

No roof ridge shall exceed 23 feet in height, except existing homes in the non-riparian side of Trinidad Dr. and Antilles Way. This height is defined as the distance from finished floor to the roof ridge. Because Paradise Cay is a waterfront community, the County will use National Geodetic Vertical Datum (NGVD) to determine the minimum height of the finished floor which may be revised from time to time. Currently it is 9' above NGVD. NGVD is a technical definition used by government agencies and in our area is about 2.7' below mean sea level.

If story poles are likely to be required, homeowners are requested to erect prior to ARC review.

Two story living areas are permissible if they blend with the architectural style of the house and do not infringe on the privacy of neighboring homes.

If you have an unapproved structure, the County may red-tag your home which could prevent the transfer of title and/or sale of the property.

Garages must be two car minimum. Garage conversions to living space are not acceptable if the eliminated garage is below minimum. Utility meters shall not be visible from the street. Tree trunks over 12 inches in diameter may not be cut without ARC approval.

In the approval process, ARC will consider the project's compatibility with the rest of the neighborhood. These guidelines are not totally inclusive. Approvals are good for 1 year. A summary of CC&Rs can be found at www.paradisecay.org.

ARC Committee members: Mike Fitz-Gerald - Chairman 435-4950, Trip Ames 435-1602, Tom Neukranz 789-1347, Susan Hoehler 435-2068, Don Rosenthal 889-5208, Dave Smith 435-6699

Please deliver plans to: Mike Fitz-Gerald, 158 Trinidad Drive, Tiburon, CA 94920