

## **Highland Ridge Homeowners Association Architectural Control Committee Guidelines and Site Standards**

**Revised February 26, 2021**

### **BENEFITS OF COMPLIANT PROPERTY MAINTENANCE**

The purpose of community architectural and site standards is to maintain appearance, value, and the desirability of the neighborhood. Properly maintained property has the potential to improve and uphold market value of individual and collective properties of the neighborhood. Maintained yards deter insects and pests while also promoting neighborly relationships and the overall positive reputation of the community. Homeowners are responsible for reading, understanding and adhering to the Highland Ridge Homeowners Association (HOA) Covenants, Restrictions and Guidelines. Please contact the HOA or Highland Ridge Architectural Control Committee (ACC) if you have any questions about the compliance of your property.

The following standards address common concerns but do not constitute an all-inclusive list of site standards. Properties may be deemed non-compliant if, in the judgment of the Highland Ridge ACC, HOA management company or the HOA Board of Directors, a property presents an undesirable appearance.

### **VIOLATION PENALTIES FOR NON-COMPLIANT PROPERTY OWNERS**

Properties are assessed for architectural and site standards compliance during routine neighborhood inspections. Non-compliance with covenant standards will result in immediate notification through an appropriate violation letter sent to the non-compliant address. If the property remains non-compliant after seven (7) calendar days of notification (or inspection), the Highland Ridge HOA will charge \$30 per day, beginning on day eight (8), to the property owner's account until it is deemed in compliance. The intent for these guidelines is to maintain the visual standards and property values within the community. A single written appeal may be submitted by the non-compliant property owner to the Highland Ridge HOA Board.

### **VIOLATION FOR FAILURE TO SUBMIT AN ACC FORM PRIOR TO EXTERIOR CONSTRUCTION/MODIFICATION**

An ACC Request Form must be submitted by the homeowner and approved by the Architectural Control Committee (ACC) prior to construction or property modification. A City of Prattville building permit is not a substitute for ACC approval. The homeowner is responsible for adherence with local and State code and obtaining applicable permits. ACC approval is not required for interior remodeling so long as all other site standards are maintained. Failure to submit an ACC Request Form prior to construction/modification, will result in a \$250 fine added to the property owner's account. If construction/modification without ACC approval is deemed non-compliant with Highland Ridge HOA Covenants, Restrictions, Guidelines, Site Standards and/or City of Prattville ordinances, a cease and desist order will be issued by the Highland Ridge HOA. Until an ACC Request Form is received and approved by the Highland Ridge HOA Board and a City of Prattville permit is issued, if applicable, construction is deemed to be non-compliant. Daily fines of \$30 for non-compliance may also be applicable. A single written appeal may be submitted to the Highland Ridge HOA Board for a denied modification request.

### **GOVERNMENT PERMITS**

To the extent that Autauga County and City of Prattville ordinances or any local governmental ordinance, building code, or regulation require a more restrictive standard than the standards set forth in the Highland Ridge HOA Covenants, Restrictions and Guidelines, the local governmental standards shall prevail. To the extent that any local governmental standard is less restrictive, the Highland Ridge HOA Covenants, Restrictions and Guidelines shall prevail.

## **NOXIOUS OR OFFENSIVE TRADE**

No noxious or offensive trade or activity shall be carried on upon any lot or shall anything be done thereon which may be or may become an annoyance or a nuisance to the neighborhood or impede traffic flow; including common areas. No lot shall be used except for residential purposes.

### **SITE STANDARDS:**

1. **Landscaping:** Landscapes must maintain a neat appearance. Basic yard care for your entire lot includes, but is not limited to, regular mowing (lawn should not exceed 5 inches in height), treatment or removal of weeds, edging, fertilization, insect and pest control, trimming and neat appearance, including the removal of lawn debris, dead plants and trees.
2. **Garbage Cans:** Garbage cans must be stored in a manner not to obstruct the view of the front of your home and placed on the street no earlier than 4:00 p.m. the evening prior to trash day. Cans must be removed no later than 10:00 p.m. on trash day.
3. **Exterior Modifications and Additions:** Permanent structure modifications must be submitted to the ACC for review
4. **Pools:** ACC approval must be granted for the installation of in-ground pools. Installation must adhere to all applicable codes, including but not limited to, City of Prattville ordinance requirements; setbacks and permits.
5. **Exterior Paint:** Trim and siding paint should complement the residence. Typical siding colors include shades of grey, white, beige, tan or brown. Typical trim colors are limited to neutral colors of white, beige, tan, gray and brown. Functional exterior features such as doors and window shutters must complement the residence to maintain an aesthetic appearance. Color deviations may be authorized for approval by the ACC upon request.
6. **Equipment and Supplies:** Driveways, walkways, porches, yards, and other outdoor locations visible from the street are not to be used for storage, including but not limited, to appliances, tools or miscellaneous debris.
7. **Embankments:** Homeowners shall regularly maintain embankments on their property including mowing, weeding, trimming, as well as necessary measures for erosion prevention.
8. **Sports Equipment:** Basketball goals and other sports equipment are prohibited on the right of way.
9. **Trailers & Recreational Vehicles:** No trailers larger than 12 ft. or utility trailers larger than 5 ft. x 8 ft., no recreational vehicles or motor homes (class a, b or c) shall be stored on any lot for a period in excess of 72 hours unless parked in a garage or elsewhere on the lot so as to not be visible from the street or any adjacent lot. No recreational vehicles or related items can be parked on the street.
10. **Driveways:** No new driveway or driveway extensions shall be constructed or any existing driveway modified/altered on any lot without prior written approval from the ACC.
11. **Roofs:** Roofs must consist of either three-tab or architectural asphalt shingles. Metal, terracotta or other roofing products are prohibited. Acceptable colors are shades of black, grey and brown.
12. **Air Conditioning Window Units:** No air conditioning window unit shall be installed that is visible from the street, including the front, side or other areas visible from the street. Temporary window units may be authorized with written approval from the ACC for a period of up to seven (7) days during HVAC system repairs or installation.
13. **Vehicular Parking:** Vehicle parking in non-paved areas of the owner's property is not permitted. Street parking is discouraged. If vehicles must be parked on the street temporarily, they must be moved within 72 hrs. Street parking that blocks access to mailboxes and fire hydrants is prohibited.
14. **Commercial Vehicles:** No commercial vehicle, box truck, buses, coaches, semi-trucks or their cabs are permitted to be parked or stored in the owner's driveway or at any place on the owner's lot. This guideline shall not apply to temporary parking of trucks and commercial vehicles used for pick-up and delivery or any construction vehicles during construction. Waivers may be issued on a case-by-case basis. Requests must be in writing to the Highland Ridge HOA.

**NOTE: City of Prattville ordinance prohibits any tractor, trailer or any tractor-trailer combination and/or their cabs from being parked upon any street in any residential neighborhood (Zone R-1).**

15. **Inoperable Vehicles:** Any inoperable, partially dismantled, wrecked or junked vehicle, or a vehicle that is lacking current tag/registration, is prohibited from being stored on any lot.  
**NOTE: City of Prattville Ordinance prohibits any inoperable, partially dismantled, nonoperating, wrecked or junked vehicle from being parked on any street or highway within the City of Prattville.**
16. **Yard Sales:** Limited to three (3) within a calendar year. Permits must be obtained through the City of Prattville  
**NOTE: City of Prattville Ordinance limits yards sales to three (3) within a calendar year.**
17. **Vehicle Maintenance and Repair:** Vehicle maintenance and repair should be performed in a garage, if applicable. Vehicles shall not be left in a state of ongoing repair or maintenance upon any portion of the property. All emergency repairs to vehicles within the property must be completed within twenty-four hours from its immobilization or the vehicle must be removed.
18. **Accumulation of Rubbish, Trash, or Debris:** No rubbish, garbage, trash, or debris of any kind shall be dumped, placed or permitted to accumulate upon any portion of a property, nor shall any nuisance or odors be permitted to exist or arise from any lot or dwelling which would render any portion thereof unsanitary, unsightly or detrimental to persons using, occupying or owning any other lot or dwelling.
19. **Mailboxes:** No more than one (1) mailbox shall be allowed on any lot or dwelling. Mailboxes shall be of a standard size and design similar to the two styles of black wrought iron mailboxes originally installed by the developer.  
**NOTE:** If an existing non-compliant mailbox is replaced, it must be brought into compliance with the approved design. Mailboxes shall contain only the house number and the name of the owner of the lot but with no further inscription, paintings, ornaments or artistry. Temporary holiday, and festive decorations are allowed for up to 60 days.
20. **Carports & Garages:** Carports and garages (attached or detached) are prohibited from being constructed on owner's property.
21. **Christmas & Holiday Decorations:** Christmas and other holiday decorations may be installed within sixty (60) days prior to the date of the holiday and must be removed from owner's property within (30) thirty days after the date of the holiday.
22. **Deferred Maintenance:** Any deferred maintenance that is unsightly or a detriment to the overall positive appearance of the neighborhood, shall be deemed non-compliant.

#### **REMEDIES FOR COMMERCIAL AND RECREATIONAL VEHICLE VIOLATIONS:**

Any such commercial vehicle or equipment or recreational vehicle or equipment parked in violation of these rules and regulations now or hereafter adopted by the Highland Ridge HOA Board, may be towed by the Highland Ridge HOA at the sole expense of the owner of such commercial vehicle or equipment or recreational vehicle or equipment if it remains in violation of a seventy-two (72) hour period. The Highland Ridge HOA shall not be liable to the owner of such commercial vehicle or equipment for trespass, conversion or otherwise, or guilty of any criminal act by reason of such towing and neither its removal nor failure of the owner to receive any notice of said violation shall be ground for relief of any kind. Any such vehicle or recreational equipment parked in violation of the restrictions contained herein or in violation of the rules and regulations now or hereafter adopted by the Highland Ridge HOA or the ACC, may be towed away at the direction of the Highland Ridge HOA or the ACC at the sole expense of the owner of such vehicle or recreational equipment, if the violation of said restrictions remains for a period of more than seventy-two (72) hours and if the owner of such vehicle or recreational equipment receives notice of the towing of such vehicle before the towing occurs. Neither the Highland Ridge HOA nor the ACC shall be liable to the owner of such vehicle or recreational equipment, nor the respective Single Family Residential Lot owners, for trespass conversion or otherwise, nor shall the Highland Ridge HOA or the ACC be guilty of any criminal or quasi-criminal act by reason of such towing, and neither the removal nor the failure to remove any such vehicle or recreational equipment, nor the failure of the owner to receive any notice of said violation, shall be ground for relief of any type. The foregoing remedy is in addition to any other remedy which may exist whether in law or in equity.

## **PROHIBITED USES:**

Without written approval by the Highland Ridge HOA Board, no person shall do any of the following on subject property or Association property:

1. Permit the running or walking of animals except when on a leash
2. Fell any trees or injure or damage any landscaping located on common HOA property
3. Interfere with any drainage, utility or easement access
4. Build or assemble any structures, recreational or common facilities, other than those approved by the ACC
5. Interfere with water control structures or apparatus, including drainage swales and underground drainage systems maintained by the City of Prattville
6. Use the pool parking lot located on Chancellor Ridge Road or the pool overflow parking lot located adjacent to Little Farm Road for overnight or extended day parking, vehicle maintenance or loitering

## **STORAGE/ACCESSORY BUILDING GUIDELINES:**

**Prior approval by the ACC is required. Submit a request for approval in writing to the ACC via the ACC Request Form found at [www.highlandridge.co](http://www.highlandridge.co) Two (2) copies are required including a site plan, building plan and description of materials to be used. Failure to request approval prior to construction/installation, may result in non-compliance fines and/or a request for the removal of the structure.**

1. Limited to one (1) storage/accessory building per lot with a dimension no larger than 12 ft. X 10 ft.
2. Must be at least 10ft from the primary residence and at least 5 ft. from rear and side property lines as required by the City of Prattville Building Code
3. Can be no larger than one-story construction
4. Must comply with all local codes, zoning ordinances, permits, covenants, restrictions and ACC guidelines
5. Contact Line Locators at (811) to locate underground utilities prior to digging and construction
6. Must be located at the rear of the yard and screened from view from the street by fencing and/or landscaping. Contact the City of Prattville for any additional requirements
7. Must not impede the natural flow of water from drainage swales installed on the lot and/or across the rear of the yard
8. Must be permanently installed on a concrete slab (excludes Resin/Rubbermaid buildings)
9. Metal or prefab buildings are prohibited
10. Materials must compliment residence. All boards on the exterior must be horizontal
11. Trim and siding paint must match the residence. Colors are limited to neutral colors, i.e., shades of gray, white, beige, tan, and brown
12. All construction material and debris must be cleaned up daily and cannot be placed on the street for removal
13. Resin/Rubbermaid buildings must be approved by the ACC, however, a cement slab is not required

## **FENCE GUIDELINES:**

**Prior approval by the ACC is required. Submit a request for approval in writing to the ACC via the ACC Request Form found at [www.highlandridge.co](http://www.highlandridge.co) Failure to request approval prior to construction/installation, may result in non-compliance fines and/or request for the removal of the structure.**

1. Must comply with all local codes, zoning ordinances, permits, covenants, restrictions and ACC guidelines
2. Call Line Locator (811) to locate underground utilities prior to digging and construction
3. Must not impede the natural flow of water from drainage swales installed on the lot and/or across the rear of the yard
4. Fence posts must be permanently set in concrete
5. Chain link and vinyl fences are prohibited
6. The material must be approved by the ACC. The material should be either treated pine, cedar or cypress. Any composite or wrought iron material must be approved by the ACC
7. Maximum height is limited to 6 feet from ground level

8. The finished side of the fence must face the street
9. All construction material and debris must be cleaned up, daily, and cannot be placed on the street for removal
10. During construction, avoid removing survey pins outlining property lines

The Highland Ridge Homeowners Association Board of Directors and Architectural Control Committee have the authority and may, from time to time, create, revise or eliminate items included in its ACC Guidelines and Site Standards. These documents are available for review at [www.highlandridge.co](http://www.highlandridge.co)

The above revised ACC Guidelines and Site Standards were approved on February 26, 2021, by the Highland Ridge HOA Board of Directors and recorded with the Autauga County Judge of Probate.

Prepared by the Highland Ridge HOA Board:

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