

**Crestwood
Hills
Architectural
Committee**

STATEMENT OF POLICY

**Guidelines for compliance and
submission of materials for
CHAC review and approval**

1916 CHAC

1.0 HISTORY

The Crestwood Hills Architectural Committee is an autonomous entity designated and authorized by the recorded Deed, Code, Covenants and Restrictions (CC&R's) in the area known as Crestwood Hills to administer the Architectural Guidelines to preserve, for the mutual benefit of all property owners, the concept of a homogeneous, planned community. It is supported in its endeavors by the Crestwood Hills Association, a duly incorporated and certified Homeowners Association, formerly known as the Mutual Housing Association, that, as such, has acted for Crestwood Hills homeowners continuously since 1950.

The CC&R's run with the title or deed to your property in the Tracts stated herein until the year 2025. In some cases they may be more stringent than the codes demanded for this area by the City of Los Angeles.

These Guidelines are not intended to be punitive, but are and always have been for the protection of the rights of each homeowner in the community. Approvals from the Crestwood Hills Architectural Committee (CH/AC) protect your rights as well as those of your neighbors and help avoid legal complications that may arise from neighbors' disputes over the proposed construction. Avoiding or ignoring the Guidelines or flat-out noncompliance with its conditions will only serve to slow down your project and cause additional work for you as well as the CH/AC.

In regard to plans for your project, early, free-hand or conceptual studies are encouraged to be submitted prior to final submission and approval. An informal meeting arranged with you, your architect and/or landscape architect can avoid re-drawing and countless hours of frustration. Submission of two sets of plans previously approved by the Los Angeles City Department of Building & Safety in no way places the CH/AC under any constraints or pressure to approve conditions that countermand any conditions stated in these Guidelines or in your CC&R's.

On the following pages, the original, historic Policy "Statements" are shown in plain text, while new Guidelines, intended for clarification and to reflect CH/AC's historical evaluation procedures, are noted in italics.

2.1 The recorded Deed, Codes, Covenants and Restrictions (or CC&R's) for Tracts 14944, 14122 & 15905 in the area known as Crestwood Hills in the City of Los Angeles, California, designate an Architectural Committee to administer the Architectural Guidelines. It is the function of the Crestwood Hills Architectural Review Committee (CH/AC) to administer these Guidelines to preserve, for the mutual interest of all property owners, the original concept of a homogeneous, planned community. The authority for interpretation of the spirit and intent of these CC&R's and the Architectural Guidelines rests solely with this Committee or its designated representative.

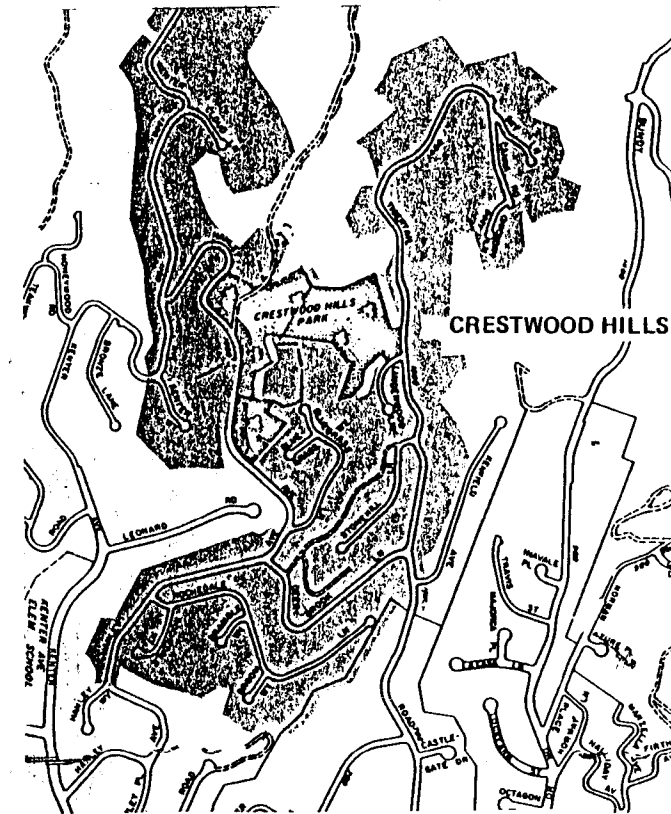
2.2 New construction, as well as remodelling, additions, refinishing and any improvement affecting the exterior of the house or property, is subject to prior review and approval of CH/AC before construction can commence. Interior work that does not affect the exterior of the building does not come under the purvue of the CH/AC.

3.1 To promote thoughtful design so that there is harmony between buildings and their sites and with neighboring homes, avoiding harsh contrasts in the visual perception of the community.

3.2 To encourage the maintainance of building forms which readily become part of the terrain rather than intruding into it and commanding attention, and

3.3 To strive for designs, selected materials, colors and finishes, and total site planning that seek these objectives.

2.0 AUTHORITY AND PURPOSE



MAP

3.0 BASIC PHILOSOPHY

The philosophy of the Guidelines is based on the need for our homes to blend into the hillside, not to serve as an "architectural statement", and to prevent the "canyonization" of our hillside streets.

HARMONY

4.0 SITE ADAPTATION

SITE & SCALE

Original CHA homeowners tended to build fairly minimum housing to meet both their family needs and their budgets. Over the years, family needs and lifestyles have changed and the size of new homes or of alterations to fit those new lifestyles have meant that new residences have tended to increase in size.

The CH/AC strives to maintain the character and viability of the original "Statement of Policy" while recognizing that 1,800 - 2,500 s.f. homes seldom suit our increased demands for living space.

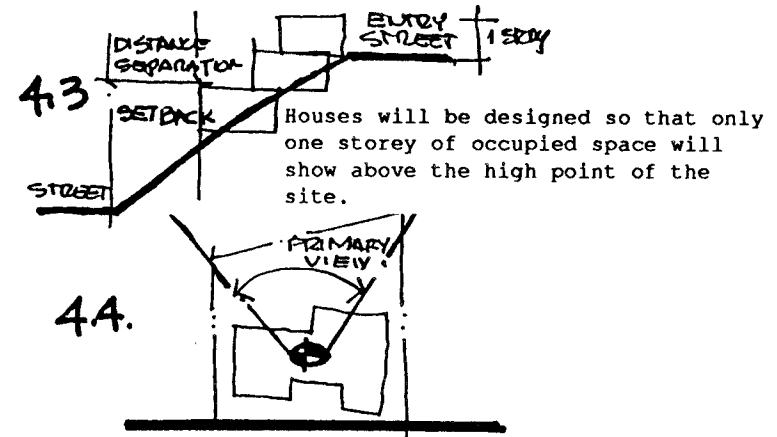
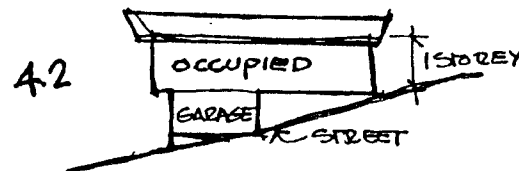
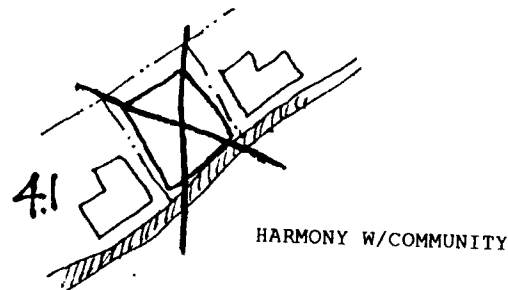
Historically, the CH/AC has endeavored to keep floor area ratios (site area to building gross area) at a realistic scale. Generally, this implies that lots (or parcels) with less than 10,000 s.f. will not support more than 50% of that lot area to be assigned as building gross area. Lots (or parcels) having an area over 10,000 s.f. will be generally limited to a maximum building area of 40%.

Translated, this means that if your lot is 80'x160', or 12,800 s.f., your residence will be limited to 5,120 s.f. If your lot is 80'x100', or 8,000 s.f., your residence will be limited to 3,200 s.f.

Please note this concern; it will be an increasingly important item of review as the affluence of the community is enhanced.

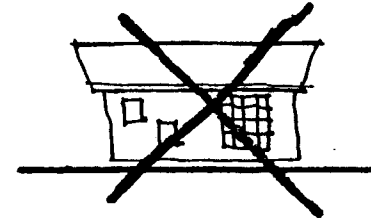
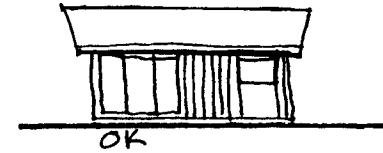
- 4.1 The size, bulk, scale, and siting location of the house will be directly related to the site, the nature of the terrain, and the neighboring homes.
- 4.2 Houses will be designed so that only one story of occupied space will show above the high point of the site at the street or entryside.
- 4.3 Two-storey houses will not (for the most part) be approved. In no event shall the house show more than a single storey of occupied space to the street.
- 4.4 The primary view of neighboring homes must be considered as far as possible; houses, fencing and planting shall be designed and maintained with due regard to the manner in which this primary view is affected.

Primary views are naturally of concern to hillside homeowners, in particular those homeowners who have had the pleasure of years of unobstructed views over a wide angle due to the "non-construction" on adjoining lots. The CH/AC will strive to realistically optimize the view of each site.



- 5.1 Harmony with existing homes; clean, simple lines; low profile to blend with the natural terrain.
- 5.2 Glass areas shall be organized with respect to exterior appearance, not scattered or random. They shall be simple and undivided.
 - 5.2.1 *The use of double-hung windows, stained glass, or what is commercially known as "reflective glass", is not acceptable.*
 - 5.2.2 Louvered windows are *allowed only* where permitted by Los Angeles City code.
- 5.3 Exterior walls shall be wood, cement plaster or masonry. Stain or paint shall be earth-tones *such as beiges, tans, brown-tones, umbres, siennas, etc.* White or off-white will not be approved.
- 5.4 *Trompes l'oeil (tricks of the eye, such as murals, etc.) and so-called decorative items (elaborate railings, shutters, etc.) are not acceptable.*
- 5.5 Service areas shall be screened for visual and audio concerns both from the street and from adjoining neighbors.

5.0 EXTERIOR APPEARANCE

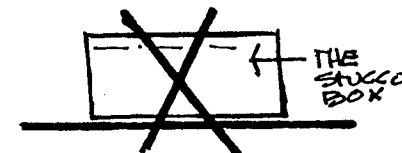


APPROPRIATE COLORS, MATERIALS

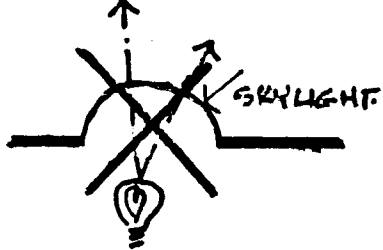
MAINTAIN SIZE

- 6.1 Roofs shall be simple and of low pitch. Wide, overhanging eaves are *encouraged for visual effect as well as for energy conservation.*
- 6.2 Roofing material to be non-reflective, of subdued color (no white or off-white), and shall be non-imitative of other materials. Wood shingles, corrugated roofing, Spanish clay tiles or other stylized materials, are not acceptable.

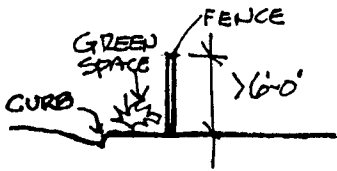
6.0 ROOFS



7.0 SKYLIGHTS

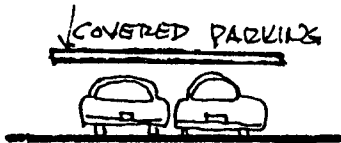


8.0 FENCING



9.0 PARKING

10.0 LANDSCAPING



11.0 POOLS, JACUZZIS, TENNIS COURTS, etc.

7.1 Controlled skylights will be considered. Approval will depend on the location in respect to the effect of sun reflection during the day and interior lighting at night.

Interior lights shall not be directed up into the skylights and roof-mounted lighting directed down through the skylights are not acceptable.

8.1 Fences shall be of wood where facing the street. "Picket", chain link or metal fences are not approvable. Fence heights shall not exceed 6'-0", in compliance with Los Angeles City codes.

8.2 Street-facing fences should be set back from the curb lines in order to provide "green space" to the community.

9.1 Covered, off-street parking for two cars is required.

10.1 Landscape work shall commence, wherever possible, together with sitework, and shall be phased for completion no later than six (6) months after the building has been erected.

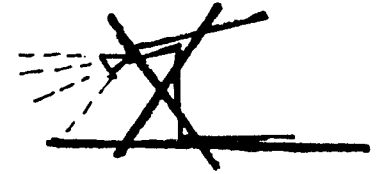
10.2 The proposed landscaping and construction plan shall minimize erosion, dust and fire hazard during as well as after completion of construction. All roof and surface water shall be directed to the street in a non-erosive manner to comply with Los Angeles City codes.

10.3 Retaining walls shall be scaled to be as unobtrusive as possible.

11.1 All recreational structures are subject to approval, with special emphasis on the restraints of site accommodation, visibility, fencing, lighting, placement and shielding of mechanical equipment, and potential effect on neighboring property.

12.1 All exterior lighting shall be designed and installed so that the light source of any exterior lighting fixture shall not be visible from neighboring properties. Details should accompany all applications, including "cut-sheets" showing light pattern and fixture configuration.

12.0 EXTERIOR LIGHTING

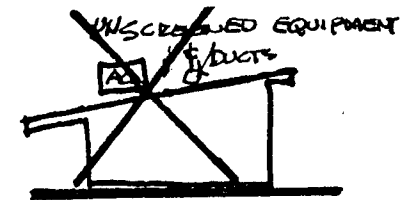


13.1 A garbage disposal unit is required in each home.

13.0 MECHANICAL EQUIPMENT

13.2 Care must be taken to ensure that roof-top air conditioning or heating units are avoided, and shall, in any event, be screened from view and noise.

13.3 Pool or jacuzzi mechanical equipment shall be placed underground or shielded from sight and sound.



13.4 All exterior mechanical equipment shall be baffled for noise reduction in conformance with the City of Los Angeles Noise Reduction Ordinance, and shall not be operated at such a level as may disturb neighbors. Submit noise emission information from manufacturer at the time of request for Final Approval.



13.5 Satellite television dishes are not permitted on roof-tops or on the street side of the property..

14.1 It is imperative that the new water-courses formed by excavation and grading be handled to prevent any erosion of the hillside or damage to neighboring property, in accordance with the Los Angeles City code. (see Item 10, Landscaping, above.)

14.0 DRAINAGE

15.1 The land and all improvements shall be maintained in good repair. Hillsides shall be kept clear of debris and fire-hazardous brush, in accordance with Los Angeles City Fire Marshall requirements.

15.0 MAINTENANCE

16.0 PROCEDURE FOR APPROVAL

Submit to:
Greg Serrao
1068 Hanley Ave
Los Angeles, CA 90049

ph 310.826.2100
gcserraoaia@yahoo.com

- 16.1 The Architectural Committee *normally* meets on the first Saturday of each month. Submission for Committee review should be received at 1068 Hanley Avenue, Los Angeles, CA 90049-1913 at least five days prior to that date. Submissions received on or subsequent to that date will be reviewed at the next regular Committee meeting the following month.
- 16.2 A fee of \$50. for each new construction or addition of more than 500 s.f. and \$25. for each alteration or small addition (500 sq. ft. or less) or other required approvals shall accompany submission for Preliminary Approval. These initial fees cover a maximum of two reviews of the preliminary submission. Should more than two reviews be required for Preliminary Approval, a fee of \$25. will be charged for each additional review over the above-mentioned maximum. After preliminary Approval has been received, no additional fee is required for submission of the working drawings for Final Approval, *unless significant changes are apparent at that time.*
- 16.3 A record set of the final plans shall be retained by the Committee after review and approval. The Committee reserves the right, at its discretion, to inspect the project during construction for conformance with the approved documents.
- 16.4 It is the responsibility of the Owner to take the initiative in obtaining both Preliminary and Final Approval from the Committee prior to the start of construction, and to communicate to the Committee any changes in the timing of the project implementation as well as any proposed changes to the approved documents.

- 16.5 Exceptions for personal hardships, changes in ownership, or time constraints shall not be a consideration for special reviews or approvals.
- 16.6 All construction shall conform with current Los Angeles City codes. However, approval by the City of Los Angeles shall neither constitute nor take precedence over approval by the Architectural Committee.
- 16.7 If construction does not commence within six (6) months of final approval from this Committee, such approval shall be deemed to have lapsed and the plans must be re-submitted together with a re-submittal fee of \$25 or a new fee of \$50 when substantial changes to the original submission are noted by the CHAC.
- 16.8 For the purpose of securing Committee approval, no prior abrogation of the Architectural Guidelines shall be deemed to have taken place, nor shall any be condoned in the future.

17.0 SUBMITTAL REQUIREMENTS

17.1 *For Preliminary Approval, two sets of the following documents are required:*

17.1.1 Preliminary Site Plan, with date, tract and lot number, name and address of Owner and name and address of Architect.

Site Plan must include topography, dimensions, and relation of proposed house to other houses in the area. The lot area and building gross area as well as the ratio of building area to lot area, stated as a percentage, must be noted.

17.1.2 Preliminary Sections, Elevations, Floor Plans, Roof Plan.

17.1.3 Conceptual Landscape Plan and proposed Phasing Schedule.

17.1.4 Proposed Materials and Colors.

Note: Scaled, free-hand or conceptual drawings are encouraged to be submitted for Preliminary Approval, provided that all the above information is included.

One set will be returned to Owner/Submittor, with comments; one set will be retained by CH/AC for future reference.

17.2 For Final Approval, two sets of the following documents are required:

17.2.1 Final, dated Working Drawings, consisting of:

17.2.1.1 Site Plan, Sections, Elevations, Floor Plans and Roof Plan. Lot area and building gross area as well as the ratio of building area to lot area, stated as a percentage, must be noted.

17.2.1.2 Landscape Plan and final Phasing Schedule.

17.2.2 Samples of Materials and Colors.

Note: One set will be returned to Owner/Submittor;
One set will be retained in CH/AC archives.

17.3 Submissions that do not comply with these Guidelines will be returned for additional information.

The time frame noted in the CC&R's will commence at the time of receipt of fully complying submissions by CH/AC at its regularly scheduled meetings (see Item 16.1). If no regular monthly meetings are scheduled, such time frame shall be deemed to commence on the first Saturday of the month immediately following actual receipt of said submissions by CH/AC.

**APPLICATION
FORM**

FOR CHAC USE ONLY

DATE REC'D:
COMPLETENESS:
FEE REC'D/AMT:
DECISION/DATE:

Submit to:
Greg Serrao
1068 Hanley Ave
Los Angeles, CA 90049

ph 310.826.2100
gcserraoaia@yahoo.com

Preliminary Approval/Final Approval (circle one)

OWNER

NAME _____
ADDRESS _____
CITY/ZIP _____
PHONE NO. _____

ARCHITECT/DESIGNER

NAME _____
ADDRESS _____
CITY/ZIP _____
PHONE NO. _____

DESCRIPTION OF PROJECT

(Attach required drawings/samples/color swatches/fee)

Street Address _____
Proposed Work _____

SUBMITTED BY: (Print) _____
(Signature) _____