



Harbour Vista HOA  
Architectural Guidelines  
(July 2023)



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## Architectural Guidelines 2023

These Architectural Guidelines are in compliance with the Association's CC&Rs (including but not limited to Article IV and Article VIII, Section 8.05) and governing law.

### I. ARCHITECTURAL REVIEW PROCESS

- A. Architectural Approval Required - Pursuant to Section 4.02 of the CC&Rs, no construction alteration, addition, modification, decoration, redecoration or reconstruction of any improvement shall be commenced or maintained until plans and specifications thereof showing the nature, kind, shape, height, width, elevation, color, materials and location of same have been approved in writing by the Association's Architectural Review Committee ("ARC").
- B. Purpose - The general purpose of the Architectural Committee is to ensure compliance with architectural standards established by the association. In condominium developments, the architectural committee is primarily focused on internal (i) alterations and improvements that impact the common areas (ii) window treatments that are visible from the outside, and (iii) balcony and patio issues. In planned developments, an architectural committee is primarily concerned with exterior aesthetics. Examples of proposed improvements requiring prior Architectural Committee approval include, but are not limited to, the following:
- All exterior additions, changes and alterations to a Residence
  - Installation of patio or balcony covers or flooring
  - Installation of air conditioning units, water softeners or other equipment/machines on the exterior of the buildings or that protrude through the walls or roof of the buildings
  - Interior but exposed window coverings
  - Interior unit additions, changes or alterations that may impact the structural integrity of the building, the soundproofing of the units, or the firewall protection between the units, including but not limited to the installation or alteration of new recessed lighting, electric wiring, cabling, drains, pipes and shutoff valves
- C. Aesthetic Standards - One of the functions of an architectural committee is to make subjective decisions about aesthetics. This is a recognized function of the committee and their decisions on such issues control even where an owner may strongly disagree.
- D. Exterior Standards - No perimeter or interior wall of a unit may be moved or such wall, ceiling or floor be pierced or punctured in any manner without first obtaining written Architectural Committee approval with the exception of interior walls to hang pictures, cabinets, TV's or other similar decorative items.
- E. Exterior Modifications Exemptions - Exterior modifications to a unit that do not require Architectural approval include doorbells, lock hardware and porch lights with the reservation that they do not create an "eye sore".
- F. Inside Modifications - Work performed inside a condo that is not major construction in most cases does not require Architectural Committee approval.



- G. Approval Required - The Architectural Committee approval is required for major remodeling projects inside a condo. Some examples are:
- installation of in-wall, ceiling heaters, radiant floor heater
  - replacement of flooring in upper floor units (sound proofing undercoat required). This is not a requirement for ground floor units,
  - installation of air conditioning,
  - updating or remodeling attic space (top floor units, only),
  - any impact of structural integrity (e.g., load bearing walls),
  - non electrical piercing of floor or ceiling joist,
  - major relocation of plumbing such as adding a drain to an island or counter or adding a pot filler
  - installation of any item such as recessed lighting and or in wall speakers, that affect the sound proofing with adjoining units,
  - relocation or modification of plumbing
  - relocation or addition of vent duct or water pipes.
  - any project that may pierce the outside building wall.
  - installation of ceiling or in-wall speakers.
  - relocation or removal of walls or cutting openings
  - electrical panel upgrades and wiring

Depending on the nature of the proposed improvement, the Architectural Committee has the discretion to require an engineer's analysis of the proposed improvements, at the member's expense.

- H. Architectural Review Committee - The Harbour Vista ARC shall be comprised of at least three (3) members appointed by the Board, all of whom shall be members of the Association. The ARC shall review all proposed works of improvements to ensure compliance with Article IV of the Harbour Vista CC&Rs and any other applicable architectural guidelines or rules, as may be amended from time to time.
- I. Scope of Review - The Architectural Committee review and approval or disapproval of proposed plans shall be based solely on aesthetic considerations and the overall benefit or detriment to the community. The Architectural Committee review and approval or disapproval of proposed plans shall not be made from the standpoint of structural safety or conformance with building or other codes or requirements.
- J. Procedure for Architectural Committee Review -To begin the review process, members are required to submit a completed Architectural Application form (see Attachment 1 hereto) along with the applicable review fee and refundable security deposit (if any), one set of plans and specifications showing all details of the proposed improvement, and a completed Neighbor Awareness form (see Attachment 2). Once a complete submittal package is received (as determined by the Architectural Committee), the Architectural Committee shall transmit its decision to the owner within forty-five (45) days after receipt thereof. (CC&Rs Section 4.02)
- K. Fees - All architectural submittals shall be accompanied by the applicable review fee and refundable security deposit. The current review fee is \$0.00 for all submittals and the refundable security deposit is \$0.00, both of which are subject to change in the discretion of the Board.
- L. City Approval - Certain improvements may require approval by the City of Huntington Beach, which the owner is responsible to obtain, if applicable, after approval by the Architectural Committee.



- M. Variances - The Architectural Committee may grant reasonable variances to the architectural provisions of the CC&Rs or Rules, and these Guidelines, as allowed in Section 4.08 of the CC&Rs.
- N. Appeals: A decision of the Architectural Committee may be appealed to the Harbour Vista Board of Directors by submitting a written request to the Board within thirty (30) days following the final decision of the Architectural Committee. The Board is required to render its decision on the appeal within forty-five (45) days after receipt of the request for appeal.
- O. Notice of Completion - Within ten (10) days of completion of a work of improvement that requires prior Architectural Committee approval, a completed Notice of Completion form (see Attachment 3) shall be submitted to the Architectural Committee. The Architectural Committee may inspect the work of improvement, once completed, to ensure compliance with the approved plans.



## II. DESIGN GUIDELINES

- A. Work Hours - Construction work that creates noise or nuisance to residents may only be performed Monday through Friday from 7:00 am to 5:00 pm.
- B. Organized Construction Area - Members are responsible for maintaining an organized area, not causing any undue dust or dirt to be spread to the community. Members are responsible for disposal of waste material from the project. Construction waste material cannot be disposed of in property trash bins.
- C. Licensed Contractor - For your own protection, only licensed and insured contractors should perform works of improvement to your unit.
- D. Original Building Plans - Harbour Vista was built in early 1980. The original builder plans for Phase I are available from the Association and the City of Huntington Beach has a copy of plans for Phase II. Phase I plans may be used by your architect in order to prepare remodeling drawings. Contact the Association to obtain a copy.
- E. Floors/Ceilings and Walls - Any replacement of floors, ceilings or walls between a neighboring unit requires prior approval of the Architectural Committee.
- Walls between units have insulation and double walls to provide soundproofing and a firewall barrier between units.
  - Between floors, there is a 10-inch insulated empty space for soundproofing. The upper floors use lightweight concrete over 5/8 inch plywood to act as a firewall barrier.
  - Ten inches below this plywood is the lower unit's drywall ceiling. If you install new wood, tile or vinyl flooring on a second or third floor unit, it is recommended that you install cork soundproof sheeting or other similar material before installation of the flooring.
  - All flooring, except for first floor units, must have a sound proofing rating of IIC-58 (impact insulation class) and STC 55 (sound transmission class) or more.
  - If you are a downstairs neighbor, you can install sound deadening material in your ceiling to create a "resilient channel".
  - There is built-in floor deflection for earthquakes for second and third floor units. Installing granite floor tiles is not recommended. However, tile and wood flooring is acceptable over sound proofing material.
- F. Screen Doors - Front screen doors may be installed without prior approval of the Architectural Committee as long as they are black, bronze or white in color. The owner is responsible for any repairs associated with the removal of the items.
- G. Kitchen Vents - Kitchen vents were part of the original construction for the two and three bedroom units. However, kitchen vents were not part of the original construction for the one bedroom units and utilize only a carbon filter system. Installing a kitchen vent system requires prior approval of the Architectural Committee. Currently for one bedroom units, this appears to be feasible only with major construction modifications, and a feasibility and engineering study.
- H. Hydronic Heater - Architectural Committee approval is required if the Hydronic Heater is being replaced by a different type of heater (gas or electric).



- I. Three Bedroom Top Floor Unused Attic Space Limits - The three bedroom top floor units have a large unused space, which is accessed through a ceiling crawl space inside these units.
- These spaces were not designed for storage or utility space unless structurally modified. This will require prior Architectural Committee approval.
  - Three Bedroom Top Floor units unfinished attic spaces are classified as “exclusive use common areas”. The HOA is responsible for repairs and clean out of the dryer vent ducts located in these attic spaces. Forced air vents are the responsibility of the property owner.
  - If an owner modifies and/or converts these attic spaces in any way, which requires an approval by the Architectural Committee, the owner will now become responsible for maintaining the entire space and the dryer vents and the space will be classified as part of the member’s unit and no longer the responsibility of the HOA.
- J. Replacement for Same - replacement for same type of item does not require prior approval of the Architectural Committee. This includes:
- Appliances
  - Toilets
  - Bathtubs/showers
  - Light fixtures
  - Hydronic Heaters
  - Garbage Disposals
  - Dish Washers
  - Vanities
  - Faucets
  - Exhaust Fans
  - Kitchen Cabinetry
  - Electrical Outlets
  - Water Turnoff Valves
- K. Railing/Fence Lattice - Adding 45 degree lattice work or pet fencing to balconies/ patios for privacy and/or pet control is permitted without prior approval of the Architectural Committee. The owner is responsible for any repairs associated with the removal of the items.
- Any such lattice must be uniform, 1/8" thick, painted on both sides, not extend above the patio fence, and match the color of the balcony railings.
  - If the owner sells their unit, the new owner becomes responsible for maintaining these installations. The owner is responsible for any repairs associated with the removal of the items.
  - Any extension above Railing/Fence must be approved by the Architectural Committee.
- L. Smoke and Carbon Dioxide Alarms - Members are responsible for installing and maintaining smoke and carbon dioxide alarms in the bedrooms and hallways of their units.
- M. Recessed Lights - The installation of recessed lights requires prior Architectural Committee approval. These items typically pierce the sound barrier between units and precautions should be taken. Use of sound proofing putty or building a dry box around the inside light enclosure is recommended.



- N. Balcony/Patio Coverings - Installation of Balcony/Patio Shades/Covering must be approved by the Architectural Committee. Typically these items are physically attached to the outside of the balcony/patio framing. The owner is responsible for any repairs associated the item or its removal and is not the HOA responsibility. If the owner sells their unit, the new owner becomes responsible for maintaining these installations or removing them. Recommend options are:
- Permanently installed wooden slat cover which is attach to the balcony/patio underside and/or the stucco are permitted. These permanent installations are required to match the Architectural design of the building. Support into the stucco must meet proper flashing and building code
  - Roll-up shade that is attached to the beam of the balcony/patio underside are permitted. The color maybe a brown or beige which does not intrude upon the architecture design of the building.
  - Retractable shade in a natural linen color (no patterns) or a vinyl lattice cover in beige are permitted as long as the installation does not need posts that penetrate the balcony floor. If support is needed it can be obtained by using the balcony railing or side supports into the stucco with proper flashing meeting building code. The installation should not block access to the storage door. Any installation into the railing or the stucco must be installed for easy removal for repairs and sealed to prevent water damage to meet building code.
  - Non retractable balcony trellis covers consisting of slats and cross beams may be installed as long as they match the architecture of the building (e.g. railing). These installations may be anchored to beam of the balcony and either pressure attached or anchored through the stucco to the beams. If anchored through the stucco, flashing or sealing must meet building code.
- O. Front Door - Approval from the Architectural Committee is required for replacement of front doors. The panel door must resemble the same type of material, finish and color as the original installed doors (e.g. dark walnut).
- The door must be installed in the same location and be the same size as the original door it replaces.
  - The material of the panel door may be wood, fiberglass or metal as long as the finish resembles the original door.
  - The panel door must consist of at least a single panel and not more than six.
  - Z-style barn and shaker doors are not allowed.
  - Installation of half moon radius transom designed window at the top of the panel door is allowed with approval of the Architectural Committee.
- P. In-Wall Electrical Space Heaters - Approval from the Architectural Committee is required for any installation of in-wall electric space heaters. City permits must be obtained with an inspection. These in-wall space heaters must only be installed facing interior walls which are not classified as "party walls" (e.g. walls shared between units). Using exterior walls which face outside is acceptable.





- Q. Windows and French and Sliding Doors - Architectural Committee approval is required for all windows and sliding and non sliding glass doors.
- The existing windows and sliding glass doors at Harbour Vista are a black/bronze anodized aluminum. Members may upgrade windows with only white energy efficient retrofit windows and sliding glass doors double pane clear glass that meet the California Title 24 Building Energy Efficiency Standards. Enforcement of California Title 24 is to ensure new and existing buildings achieve energy efficiency and preserve outdoor and indoor environmental quality. The following restrictions apply as enforced by the HOA:
  - Members may only replace existing windows and sliding glass doors, not add, or remove windows and sliding glass doors.
  - New build windows and sliding glass doors are not allowed as new build installation requires a Building permit and would require new flashing to be installed. Window and sliding glass doors flashing is maintained by the HOA.
  - Only white vinyl retrofit windows and sliding glass doors may be installed which utilize the existing aluminum frame, are the same window type (sliding left, sliding right, etc.), and do not require building permits or new flashing.
  - No other colors other than white vinyl is allowed as infused colors in vinyl windows and sliding glass doors create a deterioration problem with cracking and fading.
  - All windows and sliding glass doors must have screens which shall be maintained in good condition and repaired by the member.
  - All window upgrades must be horizontal sliding except those that replace the fixed window at the end to the three bedroom hallway onto the balcony. For this casement window, only retrofit vinyl casement or vertical sliding single hung, awning or hopper window can be used for replacement.
  - Replacement of Sliding Windows and doors must match the original sliding direction as the window or sliding door they replace.
- R. Air Conditioning Units - Only a pre-approved mini A/C split air conditioning unit that meets Association requirements for noise, power limitations, and aesthetics, may be installed anywhere outside of a unit, with prior approval of the Architectural Committee.
- S. Exterior Video Door Bells and Cameras - installation of exterior Video Door Bells and Cameras are allowed and do not require prior approval by the Architectural Committee.
- There is an expectation of privacy for residents of Harbour Vista. Surveillance of private areas where access is not controlled by the unit's member is not allowed. But, surveillance of any area that is publicly visible is acceptable including walk-ways and stairwells as long as they are associated with the member's unit. Secondary surveillance of additional areas includes windows or doors of other units is allowed as long as they are visible from public area and as long as its purpose does not intrude on resident's privacy.
- T. Porch Lights and Door Bells - Porch lights and door bells may be replaced without approval from the Architectural Committee. Members should be considerate of the aesthetic to match the building.



- U. Satellite Dish (antenna) - Installation of a Satellite Dish does not require prior approval by the Architectural Committee. These Satellite Dishes are typically attached to the outside of the building where the location is defined by the Satellite provider. Installation of satellite dish must follow "best practices". These include properly securing the antenna to the building, sealing installation that pierces exterior walls, installing and securing cable that is aesthetically pleasing. The member is responsible for any repairs associated with the removal of the items. If the member sells their unit, the new owner becomes responsible for maintaining these installations or removing them.
- V. In-Wall/In-Ceiling Speakers - Installation of in-wall or in-ceiling speakers must be approved by the Architectural Committee. Installation of speakers in ceilings are not permitted except on top floor units where there is no unit above the member. Any type of in-wall speaker system installation in any internal shared wall (e.g. party wall) between units is prohibited. The sound produced by an in-wall speaker has a tendency to travel through the walls to attached units. It is recommended that precautions be taken to seal the speaker baffles and so forth which must be discussed with the Architectural Committee.
- W. Electric Vehicle Charging Stations - Installation of an Electric Vehicle Charging Station require approval of the Architectural Committee. Only stations using a dedicated circuit assigned to the member are allowed. These stations may only be installed in either the member's garage or at member's assigned parking space. The member is responsible for any repairs associated with the charging station and the charging station must be maintained by the member. If the owner sells their unit, the new member becomes responsible for maintaining these installations or removing them.
- X. Pre Approved Exterior Paint Colors - The following paints have been pre approved and may be used without prior Architectural Committee approval:

Vista Paint Colors - 2003 Catalog  
Vista Paint - Acribond - Color Expressions

 76-(1) Winter Wheat (light)

 81-(2) Sepia (medium)

 138-(3) Stage (dark)  
Recommended Vendor:

Vista Paint  
17445 Beach Blvd. Huntington Beach, CA 92647  
Near the intersection of Beach Blvd. and Slater Ave.  
(714) 841-5596  
<http://vistapaint.com>

Home Depot can also match these colors.

Members are responsible for using good quality paint that does not fade, crack or change color. If the paint deteriorates in color or finish, the owner will be responsible for correction of the deterioration.