Source: Board of Directors

Subject: Meeting Room Rental Rates, 1 of 1

Originated 9/12/90 Reviewed 9/12/90 Revised 4/1/97

To pay \$50 to the renter/owner for every meeting held in its building

**RULES & REGULATIONS** 

Source: Board of Directors
Subject: Irrigation Billing, 1 of 1

Originated 11/09/89 Reviewed 11/09/89 Revised 4/1/97 Revised 1/12/99

- Statements will reflect the month prior.
- Statements will be computed at the first of the month and mailed no later than the 4<sup>th</sup> day of the month.
- The statement is due and payable upon receipt by property owner.
- A service charge of \$5.00 per month will accrue on all unpaid balances until the balance is paid in full.
- The total balance due must be paid within 30 days from the billing.
- If the total balance due is not paid within the 30 days the water privileges for that property owner will be discontinued. Only by receipt of the total balance due will water privileges be reinstated.

**RULES & REGULATIONS** 

Source: Board of Directors Originated 7/14/98
Subject: Transfer Fees/Title Companies Revised 7/14/99

A transfer fee will be charged in the amount of \$100.00 for each Homeowners Statement prepared and mailed to Title Companies to cover the cost of mailing, copying and completion of the Statement of Accounts for association members.

**RULES & REGULATIONS** 

Source: Board of Directors

Subject: Research Fees/ Title Companies

Originated 7/14/99

A research fee will be charged in the amount of \$50.00 per hour, minimum of two hours, for each request for research work done for title companies to cover administrative costs for Clearwater Farms Unit II POA.

**RULES & REGULATIONS** 

Source: Board of Directors Originated 4/11/00

Subject: Selling or Providing Water to Property Owners

Not in Good Standing with Homeowner Association

No member in good standing shall sell or provide water to a member who is not in good standing with the Property Owners Association. An immediate revocation of water privileges is the penalty for such an offense.

Source: Board of Directors Originated 11/9/89
Subject: Election Tie, 1 of 1 Reviewed 11/9/89

In the event of a tie when electing positions for the Board of Directors, the following guidelines will be used:

• the tie will be broken by a vote of the membership present at the meeting.

- the present membership will vote by written ballot, on a basis of 1 vote per property owner.
- no other nominations will be taken, however, write-in candidates on the ballots and proxies are acceptable.

**RULES & REGULATIONS** 

Source: Board of Directors Originated 1/9/01
Subject: Qualification to be elected as President Reviewed 2/13/01

of the Board of Directors, 1 of 1

An elected Board Member must first serve one year on the Board of Directors, before he/she can be nominated as President of the association.

**RULES & REGULATIONS** 

Source: Board of Directors Originated 11/9/89
Subject: Travel Allowance, 1 of 1 Reviewed 11/9/89
Revised 4/1/97

Revised 4/1/97 Revised 3/11/98 Revised 10/11/2022

Travel allowance will be paid to Board Members, or helpers designated by the Board, who are doing Association work as of July, 1986. An approved .55 per mile or the current federal mileage guideline will be paid at the time the job has been completed and mileage receipt turned in.

**RULES & REGULATIONS** 

Source: Board of Directors Originated: 5/13/03

Subject: Irrigation Charges due to unnecessary calls

A charge of \$25.00 will be assessed to property owners for unnecessary calls, due to not following the irrigation guidelines.

**RULES & REGULATIONS** 

Source: Board of Directors Originated 6/22/89
Subject: Irrigation Deposit, 1 of 1
Reviewed 7/10/90
Revised 4/1/97

Revised 6/25/98 Revised 5/27/05 A deposit in the amount of \$55 shall be required by each irrigator. This money will be deposited into the "Irrigation Account", account number 30373721 at Bank One. It will be used as funds to cover the cost of irrigation in advance of billing, to the MWD.

A deposit is required from each property owner to point of delivery. In other words, if a property owner owns more than one parcel of land but delivery is considered to one point, only 1 deposit will be required. However, if property owner owns more than one parcel and irrigation scheduling brings water to two or more points of delivery, property owner will be required to pay a deposit to each delivery point.

The deposit amount will be fully refundable to the property owner at such time it is requested by phone or in writing. Normal circumstances would be selling, moving, no longer wish to irrigate. Once the deposit has been refunded, no water will be delivered until a deposit is again made.

No property owner will be eligible to receive water without the deposit recorded in our records.

**RULES & REGULATIONS** 

Source: Board of Directors Originated 2/15/92
Subject: Irrigation Ordering Information, 1 of 1
Reviewed 2/15/92
Revised 4/1/97

# To Order Irrigation:

Order forms are located in the box below the irrigation board. Deposit the form in the slot provided in the irrigation board. If for some reason you need to change the information AFTER you have deposited it in the box, fill out another form and make a notation that is as clear as possible explaining the change.

**RULES & REGULATIONS** 

Source: Board of Directors Originated 10/14/95
Subject: Returned Checks, 1 of 1
Reviewed 11/18/88
Revised 11/13/07

Any person who writes a check that is returned to the POA for insufficient funds, or any other reason, will be charged \$35. To cover bank charges and bookkeeping.

**RULES & REGULATIONS** 

Source: Board of Directors Originated 10/26/88
Subject: Dues Billing, 1 of 1 Reviewed 10/26/89
Revised 4/1/97

Billing of dues shall be completed no later than **January 15** of each year. The amount of annual dues shall be determined by the Board of Directors. Total amount will be due upon receipt of statement with second notices mailed to unpaid accounts on March 1<sup>st</sup>. Second notices will read: This is your **final notice**, to avoid service charges and lien recordings your check must be postmarked no later than April 15<sup>th</sup>.

**For delinquent accounts:** For those accounts not paid in full by April 16<sup>th</sup>, a lien will be filed with the Maricopa County Recorder for the amount due, plus a service charge of at least three times the filing fee.

Dues statements shall NOT be sent bulk mail, but 1<sup>st</sup> class postage only.

Source: **Board of Directors** 

Subject: Eligibility for Irrigation, 1 of 1

Originated 11/17/88 Reviewed 11/18/89 Revised 6/21/89

- Property Owner must have a deposit in the amount of \$55 on account with CWF II POA
- Property Owner must have all required payments into the MWD, such as assessments
- Property Owner must have an Authorization Form, or any other required forms on file with the MWD
- Property Owner must be a "Member in Good Standing" with the POA

Property Owner must have his land prepared to receive water, such as leveling, berms, port extensions, etc.

**RULES & REGULATIONS** 

Source: **Board of Directors** Originated 12/12/90 **ACC Procedures** Reviewed 12/12/90 Subject: Revised 4/1/97

- 1. Drive the Unit periodically look for beginnings of new residences, outbuildings or fences.
  - If you suspect that plans have not been submitted for inspection send an "Unsubmitted Plans Letter."
  - Make every effort to follow-up.
- 2. When plans are submitted, follow the "Check List". The ACC Guidelines may assist you in looking for violations.
  - Mail the appropriate letter, "Approved" or Disapproved".
- 3. File the completed check list in the ACC Binder.
  - Filing the check list is the only record the Board has should any future problems or questions arise.
- 4. Return initialed plans to property owner, along with copy of ACC Guidelines and any other important information deemed necessary by the members of the committee
- 5. The ACC Binder must be returned at the end of your term. This way it can continue to be used for many years, and all the files will be on hand for the present Committee.

Source: Board of Directors Subject: Irrigation Responsibilities, Under Ground, 1 of 1 Originated 11/17/88 Reviewed 11/18/88 Revised 4/1/97 Revised 8/98 Revised 1/2003 Revised 1/2004 Revised 04/09/2019

# CLEARWATER FARMS UNIT II PROPERTY OWNERS ASSOCIATION

IRRIGATING RESPONSIBILITIES -UNDER GROUND SYSTEM

## Before you are eligible to receive water you must:

- Have an Authorization Form on file with the MWD. Please send to the address printed on the form.
- Have a \$55 irrigation deposit on account with the Property Owners Association. This deposit is typically paid through escrow. You can verify if a deposit has already been paid by calling the Irrigation Scheduler at 623-217-8087.
- Call the Irrigation Scheduler at 623-217-8087 or email cfunit2@yahoo.com to make arrangements to receive irrigation and take an irrigation class.
- Have your property prepared to receive water, such as
  - 1. laser leveled properly
  - 2. adequate berms to contain the water on your property.
  - 3. port extensions installed to the cement extension that was provided by the original contractors. These should be at least 4 feet long and installed to prevent any back wash that would loosen or remove the dirt foundation around the irrigation ditch.
  - 4. an irrigation "check" for the ditch.
- Be a member in "good standing" with the Property Owners Association.

## It is your responsibility to:

- Have on account with Clearwater Farms Unit II POA, an irrigation deposit in the amount of \$55. This deposit is completely refundable if you decide to discontinue irrigating or if you move. PLEASE NOTE: It is your responsibility to contact our office, within 90 days, in writing, or by phone, and request your deposit be refunded.
- Order water BEFORE noon Wednesday if you want water that will begin flowing the following Saturday. If any Wednesday is a holiday, the deadline is Tuesday, noon. The irrigation board is located in the parking lot (north side) of the Waddell Post Office at Glendale and Cotton Lane.
- Check the schedule on the irrigation board or on our web site at www.ClearwaterFarmsUnitII.com AFTER Thursday, 12:00 p.m., to get your scheduled irrigating time. Remember to note who is irrigating before and after you, so you know from where and to whom the water will be going. If you have a "gate change" time noted on the schedule, this is the time you change any required gates to divert the water to your ditch. YOU ARE EXPECTED TO OPEN AND SHUT YOUR VALVE EXACTLY AT YOUR SCHEDULED TIMES. Failure to do this will result in a \$25 fine and you will be liable for any damages that may occur. You will also lose your irrigation privileges until the fine is paid. IT IS IMPORTANT THAT YOU DO NOT DRAIN THE UNDERGROUND SYSTEM. SHUT YOUR VALVE AT YOUR END TIME DO NOT TAKE MORE THAN YOU HAVE BEEN SCHEDULED FOR!
- Clean and check the above ground ditch that is supplying water to the underground system. All debris must be removed from the ditch. If you do not clean the ditch, and check it periodically for blowing debris, you could lose some of your water, and run the risk of doing damage to your own property, or one of your neighbor's or the Association's easements. You will be liable for any damages that may have been caused during your scheduled irrigation time.
- Once water has been ordered, it CANNOT be canceled. If you find you have ordered too much water, or for some reason cannot take your water, YOU need to make the proper arrangements with neighbors, etc. You are still responsible during your scheduled time and will be billed accordingly.
- If you feel you are not receiving the full head of water that has been ordered, and you have already checked the ditch for blockage, call 623-217-8087, or a member of the Board. DO NOT call the MWD.
- All irrigation orders must be accompanied with a check. (Please do not pay with cash!) We are on a pre-payment system. The costs per half hour increments are posted on the irrigation board. You fill out the irrigation envelope in the box at the board, place your check inside, and put the envelope in the gray box next to the board. If you have any questions, please call the office.
- Be in control of your water at all times! You will be held liable for any damages during your scheduled time. Failure to control your water will result in a \$25 fine and your irrigation privileges will be revoked until the fine is paid.

I have reviewed this informatio	n with	and acknowledge the above responsibilities.
Dated:	Print Name	Signature
Property Address:		Main Phone:
Alternative Phone: Email:		

Source: Board of Directors Subject: Irrigation Responsibilities, Above Ground, 1 of 1 Originated 11/17/88 Reviewed 11/18/88 Revised 4/1/97 Revised 8/98

Revised 1/2003 Revised 1/2004 Revised 04/09/2019

## CLEARWATER FARMS UNIT II PROPERTY OWNERS ASSOCIATION

IRRIGATING RESPONSIBILITIES -ABOVE GROUND SYSTEM

## Before you are eligible to receive water you must:

- Have an Authorization Form on file with the MWD. Please send to the address printed on the form.
- Have a \$55 irrigation deposit on account with the Property Owners Association. This deposit is typically paid through escrow. You can verify if a deposit has already been paid by calling the Irrigation Scheduler at 623-217-8087.
- Call the Irrigation Scheduler at 623-217-8087 or email cfunit2@yahoo.com to make arrangements to receive irrigation and take an irrigation class.
- Have your property prepared to receive water, such as
  - laser leveled properly
  - adequate berms to contain the water on your property
  - port extensions installed to the cement extension that was provided by the original contractors. These should be at least 4 feet long and installed to prevent any back wash that would loosen or remove the dirt foundation around the irrigation ditch.
  - an irrigation "check" for the ditch
- Be a member in "good standing" with the Property Owners Association.

## It is your responsibility to:

- Have on account with Clearwater Farms Unit II POA, a deposit in the amount of \$55. This deposit is completely refundable if you decide to discontinue irrigating or if you move. PLEASE NOTE: It is your responsibility to contact our office, within 90 days, in writing, or by phone, and request your deposit be refunded.
- Order water BEFORE noon Wednesday if you want water that will begin flowing the following Saturday. If any Wednesday is a holiday, the deadline is Tuesday, noon. The irrigation board is located in the parking lot (north side) of the Waddell Post Office at Glendale and Cotton Lane.
- Check the schedule on the irrigation board or on our web site at www.ClearwaterFarmsUnitII.com AFTER 12:00 p.m. on Thursday, to get your scheduled irrigating time. Remember to note who is irrigating before and after you, so you know from where and to whom the water will be going. If you have a "gate change" time noted on the schedule, this is the time you change any required gates to divert the water to your ditch. YOU ARE EXPECTED TO INSERT AND REMOVE YOUR CHECK EXACTLY AT YOUR SCHEDULED TIMES. Failure to do this will result in a \$25 fine and you will be liable for any damages that may occur. You will also lose your irrigation privileges until the fine is paid.
- Clean and check the ditch from your property to the point where you will be receiving the water. All debris must be removed from the ditch. If you do not clean the ditch, and check it periodically for blowing debris, you could lose some of your water, and run the risk of doing damage to your own property, or one of your neighbor's or the Association's easements. You will be liable for any damages that may have been caused during your scheduled irrigation time.
- Once water has been ordered, it CANNOT be canceled. If you find you have ordered too much water, or for some reason cannot take your water, YOU need to make the proper arrangements with neighbors, etc. You are still responsible during your scheduled time and will be billed accordingly.
- If you feel you are not receiving the full head of water that has been ordered, and you have already checked the ditch for blockage, call 623-217-8087, or a member of the Board. DO NOT call the MWD.
- All irrigation orders must be accompanied with a check. (Please do not pay with cash!) We are on a pre-payment system. The costs per half hour increments are posted on the irrigation board. You fill out the irrigation envelope in the box at the board, place your check inside, and put the envelope in the gray box next to the board. If you have any questions, please call
- Be in control of your water at all times! You will be held liable for any damages during your scheduled time. Failure to control your water will result in a \$25 fine and your irrigation privileges will be revoked until the fine is paid.

I have reviewed this information with		and acknowledge the above responsibilities.	
Dated:			
	Print Name	Signature	
Property Address:		Main Phone:	
Alternative Phone:		Alternative Phone:	
Email:		(email is required to establish an online	
account and will only be us	ed by CWF Unit II POA)	•	

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# **Architectural Control Committee Rules**

To: All Property Owners, Clearwater Farms Unit II

Date: February 10, 1986 Amended: April 18, 1997 Amended: January 7, 2003 Amended: February 9, 2016

From: Clearwater Farms Unit II POA Architectural Control Committee

**Dear Property Owner:** The purpose of the Architectural Control Committee (ACC) is to review plans for residences, barns, accessory or outbuildings, and fences prior to the start of construction. The ACC is representative of the property owners in general and it is the designated duty of the ACC to monitor all construction to ensure guidelines are strictly adhered to. Further responsibilities for the ACC shall be to monitor for unorthodox, offensive, unmaintained, and otherwise unappealing structures. This helps maintain property values for Clearwater Farms property owners. The following are general guidelines that will be used by the ACC when reviewing construction plans, specifications, and plot plans.

Notice: Failure to submit plans for approval or failure to abide by Architectural Control Committee rules may result in the loss of good standing in the Association and the loss of eligibility to receive irrigation water.

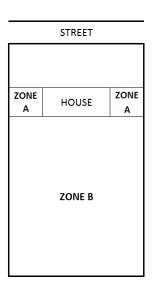
# ONE SINGLE FAMILY RESIDENCE PER LOT OF RECORD

- SET-BACKS
  - Front forty (40) feet
  - Rear forty (40) feet
  - Side thirty (30) feet

# • ACCESSORY DWELLING UNIT (ADU)/GUEST HOUSE

- Only one ADU/Guest house shall be permitted where at least one, but no more than one, single family residence exists on the property.
- o An ADU/guest house may not be rented or leased separate from the primary structure.
- An ADU/guest house shall not have a separate address or mailbox from the principal dwelling.
- o Set-backs for ADU/Guest house shall be the same as the primary dwelling.
- An ADU/guest house shall be integral to the primary dwelling (must be attached to) and shall not exceed 35% of its area.
- MINIMUM SQUARE FOOTAGE: All primary residences shall be a minimum of 1,200 square feet. Carports, garages, externally entered storage rooms, open entryways, areas not permanently roofed, open air atriums, or any other areas not deemed actual livable space, shall not be included in this 1,200 square feet.
- **MAXIMUM HEIGHT:** No residence or ADU/guest house shall be constructed with a height of more than thirty (30) feet or more than two (2) stories.

- SET-BACKS for Outbuildings, Accessory Buildings, Sheds, Covered Stalls, Etc.
  - o Front forty (40) feet
  - o \*Rear forty (40) feet
  - \*\*Side Zone A fifteen (15) feet
  - \*\*Side Zone B three (3) feet
    - \* Due to variances in the rear configuration of properties, a property owner may make a proposal for a variance on rear set-backs for some small structures.
    - \*\*The Architectural Control Committee reserves the right to stipulate more stringent set-backs with regards to especially tall or large structures and the effect on the adjoining properties and the irrigation system.



- **CONSTRUCTION REQUIREMENTS:** All residences and ADU/guest houses shall be constructed or built, and finished on premises. This is to eliminate all terminology relating to, or inferring to mobile homes, i.e. modular, pre-constructed, pre-fabricated, move-ons, or any other wording intended to deceive this intention.
- EXTERIOR FINISH GUIDELINES, INCLUDING ALL ACCESSORY OR OUTBUILDINGS: All exterior construction materials shall be roofed, painted, varnished, stained, stucco coated, or otherwise finished in a pleasing and acceptable manner within forty-five (45) days of basic exterior completion, or within forty-five (45) days of final inspection, whichever comes first.
- **FENCING REQUIREMENTS:** All fences must be constructed of new material, and must be maintained appropriately. Barbed wire or any close resemblance shall not be acceptable. All other fencing shall be maintained per original recommended installation guidelines. There is an easement of 3 ½ feet on both sides of irrigation ditches and underground irrigation pipes. If a fence is installed closer than 3 ½ feet to the irrigation system, the homeowner will bear the expense of removing and reinstalling the fence, if necessary, to facilitate the repair of the irrigation system.
- **COMPLETED CONSTRUCTION:** If not otherwise mentioned in these guidelines, the appearance of all exterior items must be acceptable, esthetically appealing, and basically an attractive addition to the neighborhood, as defined by the ACC.
- **IRRIGATION DITCH CULVERTS FOR DRIVEWAYS:** The culvert must be a minimum of eighteen (18) inches in diameter and installed with concrete abutments on each end.
- RETRIEVING ELECTRICAL SERVICE OR ANY OTHER UTILITY FROM ACROSS THE ROAD: It is the responsibility of the property owner to contact Arizona Public Service and any other utility company to determine the process for acquiring utilities. If trenching under the irrigation system or across a street, all trenches must be refilled and compacted to original condition and in a timely manner so as not to inconvenience the community. The road and irrigation system must be returned to the same or better condition than before construction began, and is the full responsibility of the property owner.

Please retain these guidelines in your Clearwater Farms file for future reference. If you have construction plans to submit for approval, contact the ACC Chairman or the Clearwater Farms office at 623-217-8087.